



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

August 4, 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 August 4, 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@lgvsd.org) by 5:00 pm on Wednesday, August 3, 2022. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgvsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

**Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download>.*

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at: <https://us02web.zoom.us/j/88049227637>

OR

By teleconference at: +16699009128 Meeting ID: 880 4922 7637

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 21, 2022
- B. Approve the Warrant List for August 4, 2022
- C. Approve Murray attending ICMA Equity Summit Webinar July 29th
- D. Approve Ratification of Side Letter – Stand-by Emergency Response Stipend for Two Eligible Employees
- E. Approve Chris DeGabriele Consulting Agreement
- F. Resolution 2022-2267 Confirming Conflict of Interest Code Biennial Update
- G. Approve Resolution 2022-2268 Final Completion of Air Release Valve and Vault Replacements

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

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

4:15 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. Interim General Manager’s Report – Verbal
- 2. District Correspondence – Written
- 3. Press Release announcing new General Manager - Written
- 4. Information item Policy Review B-80 Authority over Personnel and F-80 Debt Issuance, Post Issuance compliance and management - Written
- 5. Department Reports – Engineering – Written
- 6. Department Reports – Administration – Written
- 7. Quarterly Treasurer’s and Financial Report as of June 30, 2022 - Written

-
- 5:30 PM** **4. APPROVE STPURWE CHANGE ORDER AUTHORIZATION FOR ADDITIONAL AC PAVING AND COST ESCALATION**
 Board to review and authorize the Interim General Manager to execute a Contract Change Order for additional paving and cost escalation in the amount of \$470 688.
 - 5:40 PM** **5. ENVIRONMENTAL SERVICES SUPERVISOR EQUITY ADJUSTMENT AND REVISED SALARY RANGE**
 Board to review the Environmental Services Supervisor equity adjustment and Revised Salary Range.
 - 6:00 PM** **6. APPROVE RESOLUTION 2022-2269 REVISING SALARY PAY SCHEDULE EFFECTIVE JULY 1, 2022**
 Board to review and approve the Salary Pay Schedule and Resolution 2022-2269.
 - 6:10 PM** **7. 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
 - 6:20 PM** **8. BOARD REQUESTS**

 - A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
 - 6:25 PM** **9. VARIOUS INDUSTRY RELATED ARTICLES**
 - 6:30 PM** **10. ADJOURNMENT**

FUTURE BOARD MEETING DATES: AUGUST 18 AND SEPTEMBER 1, 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 August 1, 2022, 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held August 4, 2022, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: July 29, 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.

MEETING MINUTES OF JULY 21, 2022

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JULY 21, 2022 AT 4:01 PM 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, Crystal Yezman (arrived at 4:03 pm)

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer;

OTHERS PRESENT: Patrick Richardson, District Counsel; Mary Mardis, GHD; Tim Holmes, Kenwood Energy;

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.

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

Staff pulled 2G for discussion.

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) the Consent Calendar items A through G, with recommended changes presented by McDonald to item G, F-70.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. Biosolids Project Status Update – Mary Mardis from GHD did a presentation for the Board.

4. APPROVE THE GENERAL MANAGER'S EMPLOYMENT AGREEMENT

Board reviewed the Employment Agreement with Curtis D. Paxton.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) the Employment Agreement with Curtis D. Paxton.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

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

Board discussed the CASA voting representative and alternates, the CASA Board of Directors nominees and the dues Resolution.

ACTION:

Board approved (M/S Clark/Murray 5-0-0-0) the following:

- 1) Appointing Vice President Yezman as the CASA voting member who shall exercise the voting rights and other privileges on behalf of LGVSD, Curtis Paxton is the first alternative and Director Murray is the second alternative.
- 2) Teri Lerch (Board Secretary) receiving official communications from and/or sending official communications to CASA by electronic transmission.
- 3) The nominated CASA Slate of Directors.
- 4) The CASA Dues Resolution 22-212.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. SOLAR PV SYSTEM REPLACEMENT FOREFRONT POWER PROPOSAL

Board and staff reviewed the Power Purchase Agreement (PPA based on ForeFront's Power's proposal to upgrade the existing 588W Solar Photovoltaic system to -1 megawatt and the option to make a Capital Purchase of the solar energy system.

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) staff to move forward and negotiate a PPA with ForeFront Power and while negotiating the PPA, staff would look at improving the pricing, options of non-Chinese panels and come back with a completed recommended PPA and updated cash-flows for the Board to review. Staff will have a structural engineer look at the racks to see if they are re-usable.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. INFORMATION ITEMS CONTINUED:

STAFF / CONSULTANT REPORTS:

2. Interim General Manager's Report – DeGabriele reported.

8. SECONDARY TREATMENT PLANT UPGRADE RECYCLED WATER EXPANSION CONTRACT CHANGE ORDER FOR PG&E DELAY AND OTHER CLAIMS

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

ACTION:

Board approved (M/S Ford/Yezman 5-0-0-0) authorizing the Interim General Manager to execute a Contract Change Order (CCO) int the amount of \$588,372 for the resolution of all outstanding claims submitted by Myers & Sons Construction.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

9. BOARD MEMBER REPORTS

1. CLARK

- a. NBWA Board Committee –verbal report
- b. NBWA Conference Committee – no report
- c. 2022 Operations Control Center Ad Hoc Committee – no report
- d. Other Reports–no report

2. FORD

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

3. MURRAY

- a. Marin LAFCO – no report – next meeting is the 27th
- b. CASA Energy Committee– no report
- c. Other Reports – no report

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- no report

5. YEZMAN

- a. Flood Zone 7– no report – Ford to attend next meeting
- b. CSRMA – no 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–Utility Conference is coming up

7. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Murray requested attending the ICMA Equity Summit Webinar July 29th.
- B. Board Agenda Item Requests – None.

- C. Lerch reminded the Board about the following conferences – Lerch did the conference registration, Board to do their own hotel and travel arrangements.

Utility Leadership Conference July 24-27 Yezman attending
CASA Annual Conference August 10-12 Yezman attending
CSDA Annual Conference August 22-25 Murray attending
WaterReuse Annual Conference September 11-3 Clark and Ford attending
CSDA Special Leadership Academy September 18-21 Ford attending

8. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

9. ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) the adjournment of the meeting at 6:11 p.m.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for August 4, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Crystal J. Yezman, Vice-President

SEAL

Las Gallinas Valley Sanitation District Warrant List 8/04/2022 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	8/4/2022	EFT1	ADP Payroll	172,853.32		172,853.32	7/29/2022 Payroll & Processing Charges
2	8/4/2022	N/A	Aqua Engineering	34,148.75		34,148.75	STPURWE- Engineering Services - May
3	8/4/2022	N/A	Aramark Uniform Service	547.85		547.85	Laundry Service w/e 7/18 & 7/25
4	8/4/2022	N/A	ArcSine Engineering	2,329.00		2,329.00	Engineering Services- Marin Lagoon Pump Station - June
5	8/4/2022	N/A	AT&T	737.38		737.38	Phone Lines at Pump Stations- Through 8/6
6	8/4/2022	EFT1	Bank of Marin	47,335.64		47,335.64	Recycled Water Loan Payment- August
7	8/4/2022	ACH	Bellecci & Associates	710.00		710.00	Misc. Sewer Lateral Inspections
8	8/4/2022	N/A	Bob Murray & Associates	1,668.80		1,668.80	GM Recruitment Costs
9	8/4/2022	N/A	Boll Filter Corp.	3,724.12		3,724.12	Recycled Water Plant Trains Pre-Filter Supplies
10	8/4/2022	ACH	Breakpoint Sales	657.14		657.14	1000 Full Color Catalog Style Envelopes
11	8/4/2022	N/A	Briscoe Ivester & Bazel LLP	4,743.00		4,743.00	Legal Services for Potential Litigation- June
12	8/4/2022	EFT	California Water Environment Assoc	402.00		402.00	Membership/Certification Renewals - Asaro, Buchholz, Franklin
13	8/4/2022	EFT	CalPERS 457	7,664.46		7,664.46	EE's Contribution to Deferred Comp. Paydate 7/29/2022
14	8/4/2022	EFT	CalPERS Retirement	24,033.52		24,033.52	EE & ER Payment to Retirement- Paydate 7/29/2022
15	8/4/2022	ACH	CATS 4U	37,507.11		37,507.11	ARV & Valve Replacements- June
16	8/4/2022	N/A	Comet Building Maintenance	1,620.00		1,620.00	Janitorial Services- July
17	8/4/2022	ACH	Cook, Glenn	180.00		180.00	CWEA- Mechanical Technologist Test Fee
18	8/4/2022	EFT	Direct Dental	845.88		845.88	EE's Dental Payment
19	8/4/2022	ACH	Fastenal	436.07		436.07	Fastener Restock
20	8/4/2022	N/A	Federal Express	45.82		45.82	Misc. Mailings
21	8/4/2022	ACH	Gardners Guild	100.00		100.00	Repaired Lateral Leak at Oleander Hedge (Plant)
22	8/4/2022	ACH	Grainger	2,139.22		2,139.22	Podium Step Ladder, Welding Cable Reel
23	8/4/2022	N/A	Ibleto Inc.	318.99		318.99	Pasta Pre Order for Safety Lunch
24	8/4/2022	N/A	Jefferson Security	90.00		90.00	Alarm Updates
25	8/4/2022	N/A	Kaman Industrial Technologies	1,260.48		1,260.48	Electric Motor for Scum Pump
26	8/4/2022	N/A	Marin Ace	54.62		54.62	Misc. Supplies
27	8/4/2022	N/A	Marin County Tax Collector	8,994.82		8,994.82	LAFCO Charges for 2022/23
28	8/4/2022	N/A	Marin/Sonoma Mosquito & Vector Control	6,124.21		6,124.21	Mosquito Control at Ponds
29	8/4/2022	N/A	Mike Testa Plumbing	264.94		264.94	Toilet Repair - Merridale Pump Station

**Las Gallinas Valley Sanitation District
Warrant List 8/04/2022 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	8/4/2022	N/A	Nielson Glass	507.00		507.00	Glass Replacement on Front Door
31	8/4/2022	N/A	Nigro & Nigro PC	10,000.00		10,000.00	Interim Audit Work
32	8/4/2022	N/A	Operating Engineers	649.32		649.32	Union Dues Paydate 7/29/2022
33	8/4/2022	N/A	Petty Cash	314.55		314.55	Replacement Money
34	8/4/2022	N/A	P2S	429.00		429.00	Arc Flash Hazard Analysis- June/July
35	8/4/2022	ACH	Quinn, Patricia	300.00		300.00	Boots for Civil Engineering Tech
36	8/4/2022	N/A	Underground Service Alert	3,382.27		3,382.27	Membership Fee 2022, State Regulatory Costs FY 2022/23
37	8/4/2022	N/A	WRA	3,950.23		3,950.23	Lower Miller Creek Monitoring and Reporting Services

Do not change any formulas below this line.

TOTAL \$ 381,069.51 \$ - \$ 381,069.51

EFT1	EFT1 = Payroll (Amount Required)	220,188.96	220,188.96	Approval: Finance GM Board
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	85,905.15	85,905.15	
EFT	EFT = Vendor initiated "pulls" from LGVSD	32,945.86	32,945.86	
ACH	ACH = LGVSD initiated "push" to Vendor	42,029.54	42,029.54	
	Total	\$ 381,069.51	\$ 381,069.51	

Difference: \$ -

STPURWE Costs 34,148.75

AGENDA ITEM 2C
DATE August 9, 2022



**BOARD MEMBER CONFERENCE/
MEETING/WEBINAR ATTENDANCE REQUEST**

Date: 7/15/22 Name: MURRAY, Craig K.

I would like to attend the 2022 ICMA Equity Summit

Meeting of ICMA

To be held on the 29 day of July from 1100am a.m. /
p.m. to 29 day of July from to 400pm a.m. / p.m.

Location of meeting: Online

Actual meeting date(s): 7/29/22

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

Purpose of Meeting: Equity and Inclusion through Leadership

Meeting relevance to District: Advancing Racial Equity in Local Government

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): N/A

Date submitted to Board
Secretary: 7/15/22

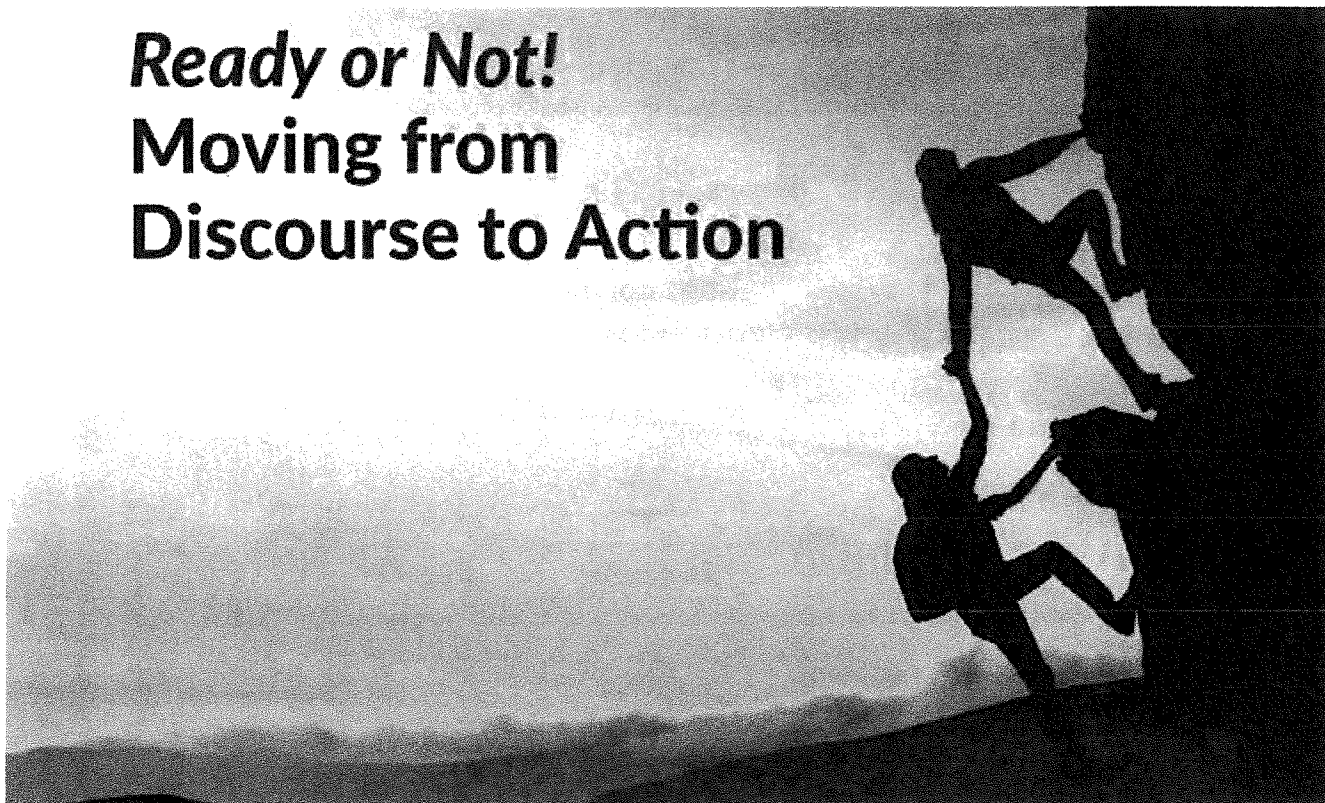
Board approval obtained on Date: _____

2022 ICMA Equity Summit

July 28-29, 2022

Join us for this virtual learning event focused on advancing racial equity in local government.

Ready or Not! Moving from Discourse to Action



ICMA is moving the needle, putting plans into action, and creating a more equitable future!

The 2022 ICMA Equity Summit will take place July 28-29, 2022

Equity is everyone's business, whether you are a manager in local government, DEI professional, or doing the work without the title. This two-day event that will take deep dives on everything equity from allocations to zones where attendees can expect inspiration and encouragement to move from discourse to action, by learning from committed local government equity leaders who push forward on these profound issues. Attendees will have the opportunity to create and maintain relationships with like-minded professionals, as well as foster these relationships in a virtual environment.

KEY TAKEAWAYS



Learn

Learn about internal and external equity and inclusion challenges, solutions, and tools.



Support

Support themselves and peers through shared chief equity officer challenges.



Be Inspired

Be inspired by presenters, panelists, and keynotes.



Download

Download checklists, tools, publications, resources, and videos from our Equity Briefcase.



Explore

Explore topics of racial equity, accountability, and skills - building for driving a more inclusive and equitable culture throughout your communities.



Connect

Connect with colleagues during networking sessions.

REGISTER FOR THE 2022 EQUITY SUMMIT

Take your equity work to new heights!

PRELIMINARY SCHEDULE OF EVENTS

We'll unpack pressing topics so that you have the tools and know-how to empower your staff and community.

Day 1, Thursday, July 28

Day 2, Friday, July 29

TIME (All times are ET)	EVENT
11:00am - 12:00pm	<p>Defining Equity</p> <p>CEO Track</p> <p>Panelists:</p> <p>Dorla Bonner, Director of Diversity, Equity, and Inclusion, Kalamazoo, MI Jonathan Butler, Senior Vice President, Community Development, Tulsa Authority for Economic Development, Tulsa, OK Siri Russell, Associate Dean for Diversity, Equity, and Inclusion, University of Virginia, Charlottesville, VA Aleea Slappy Wilson, Diversity, Equity, and Inclusion Officer, Norfolk, VA</p>
11:00am - 12:00pm	<p>Strength Through Diversity - Promote Equity and Inclusion Through Leadership - Lessons Learned From the Military</p> <p>CAO Track</p> <p>Veterans and their families represent a small piece of all communities. The military – one of the most diverse employee pools in America – enlists people of different race, ethnicity, religion, gender, age, and national origin - and requires them to work as a team. Those who have served in the military have a variety of functional skill sets, an abundance of leadership training and development, undeniable patience and perseverance, and true deep dedication to the mission, task at hand and organization. Join our panel of local government professionals to discuss why Veterans are a Federally protected class and learn how their unique perspective can improve the organizations they work for.</p> <p>Panelists:</p> <p>Benjamin Effinger, former Air Force SSG and current Operations Chief, Los Angeles County Treasurer and Tax Collector Kaci Fullerton, former Army CPT, Town Clerk for Truro, MA Cedric Grant, President Grant Management Group, former City Administrator and Deputy Mayor; MAJ (RET)</p>
12:00pm - 12:15pm	<p>Break</p>

12:15pm – 1:15pm	<p>Advancing DEI: How affinity groups and professional organizations leverage each other's connections and resources</p> <p>General Session</p> <p>Affinity groups exist to foster growth and development its membership, thereby enhancing diversity in local government organizations. What benefit comes from linking with other affinity groups? Does it create competition between affinity groups? In this session, you will learn the history of the affinity groups on the panel, the common and different goals each had in forming; at what point each group started reaching out to others; and provide ideas for listeners who have or are initiating DEI efforts in their own organizations.</p> <p>Panelists:</p> <p>Local Government Hispanic Network (LGHN): Andrea Alicoate, Diversity & Special Projects Manager, Mesa, AZ CivicPRIDE: Pam Davis, Assistant City Manager, Boulder, CO National Forum for Black Public Administrator(NFBPA): Cheryl Orr, Co-Managing Director, Institute for Excellence in Public Service League of Women in Government: Kimberly Richardson ICMA Veterans: Darrin Tangeman, ICMA-CM, Town Manager, Truro, MA</p> <p>Moderator: Rey Arellano, Assistant City Manager, Austin, TX</p>
1:15pm – 2:15pm	<p>Putting Your Money Where Your Mouth Is</p> <p>CEO Track</p> <p>At this session we will discuss how both financial and human resources may be utilized to achieve diversity and equity goals. We will specifically explore how entities can use existing resources to meet their goals and offer advice to those who have an identified budget for DEI initiatives. Participants will learn creative ways to address equity challenges no matter what level of monetary commitment they have available.</p> <p>Steve Ruger, Former Deputy City Manager, Rio Rancho, NM Claudine McDonald, Equity Transformation Specialist at Courageous Conversation</p>
1:15pm – 2:15pm	<p>Embedding Equity in Your Charter</p> <p>CAO Track</p> <p>Panelists:</p> <p>Valerie Lemmie, Director of Exploratory Research, The Kettering Foundation, Dayton, OH Doug Linkhart, President, National Civic League, Denver, CO Mark Washington, City Manager, Grand Rapids, MI</p>
2:15pm – 2:30pm	<p>Break</p>
2:30pm-4:00pm	<p>Courageous Conversation: Doing the Work While White</p> <p>General Session</p> <p>A panel discussion of what motivates a group of white individuals to break down systems of oppression and combat white supremacy culture and embedded policies in our government organizations. We will discuss the challenges, the risks, but more importantly why it's critical for white people to stand up, speak out and inspire change in other white people.</p> <p>Panelists:</p> <p>James Bennett, ICMA-CM, City Manager, Biddeford, ME Aimee Kane, Equity Program Manager, Boulder, CO Phillip Smith-Hanes, ICMA-CM, County Administrator, Saline County, KS</p> <p>Moderator: Marc Ott, ICMA CEO/Executive Director</p>

REGISTRATION

Attendee Category	Best Value Rate
ICMA Member	\$99
ICMA Member - Group	\$84
Non-Member	\$199
Non-Member - Group	\$170

ICMA Members

If you are an ICMA member, you will need to [log into your account](#) to register online.

REGISTER INDIVIDUAL

If you experience any difficulties logging into your account, please try resetting your password or contacting us at customerservices@icma.org.

Non-members

If you are not a member of ICMA, you will need to create an account to register online. If you already have an account. Log-in and [register here](#).

REGISTER NON-MEMBER

Group Registration

Supercharge your team's potential! Register yourself and at least 1 of your colleagues together for a 15% discount off registration fees. All registrations must be submitted together to take advantage of this discount. A team can be comprised of ICMA members and nonmembers.

REGISTER GROUP

Digital Platform

On Monday, July 25, attendees will receive their login credentials to the digital platform via email from mobilesolutions@chime.live.

Attendees who register on or after July 25 will receive their login credentials within 24 hours or sooner.

If you do not receive your credentials, please check your "other" and "junk" folders. It is advised to add mobilesolutions@chime.live as a safe sender. The email will contain your username, password, and the link to the platform."

Cancellations

Due to the digital nature of these events, ICMA cannot accept cancellations or process refunds. If you are unable to attend the event after you have registered, please consider a substitution for one of your colleagues.

Contact

If you have any questions or are experiencing difficulties, please contact us for assistance at conferenceteam@icma.org or call [202-962-3585](tel:202-962-3585).

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Graham Stone
Co-Founder and Vice President
PublicInput
Raleigh, North Carolina



Elaine Wang
City Manager
Winooski, Vermont



Mark Washington**
City Manager
Grand Rapids, Michigan



Item Number 20
GM Review (1)

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *DM*
(415) 526-1519 dmcDonald@lgvsd.org
Meeting Date: August 4, 2022
Re: Ratification of Side Letter - Stand-by Emergency Response Stipend for Two Eligible Employees
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to ratify and adopt Side Letter regarding eligibility of a stand-by emergency response stipend for two employees, to be added to the Memorandum of Understanding 2021-2023 as Appendix E.

BACKGROUND

In 2021, negotiations between International Union of Operating Engineers Local No. 3 ("OE3") and the District to develop a successor Memorandum of Understanding ("MOU") agreement between OE3 and the District resulted in a Total Tentative Agreement ("TTA") being agreed upon by the bargaining parties. Included in the TTA was the elimination of the Commute Stipend and the establishment of an Emergency Response Stipend available to all emergency response employees. The TTA included a requirement that a Side Letter be executed to address two employees receiving a higher Commute Stipend for living within 7.5 miles of the plant to continue to receive the same stipend amount under the new MOU.

The successor MOU contract language was finalized along with the Side Letter. The MOU was presented to the Board on August 19, 2021 but the Side Letter was not. A General Provision of the Side Letter requires "approval, ratification and adoption by the District Board of Directors."

The terms of the Side Letter were approved as part of the TTA but the formal ratification and adoption by the Board did not occur. It was an oversight that the Side Letter was not presented to the Board along with the MOU. Both the MOU and Side Letter were executed at the same time, by OE3 on August 25, 2021 and by the District on September 10, 2021.

PREVIOUS BOARD ACTION

On August 11, 2021, the Board approve terms and conditions in the TTA and gave the General Manager authority to finalize contract language in a successor MOU.

On August 19, 2021, the Board approved the MOU between the District and OE3.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The \$500 monthly stipend is \$200 higher than the Emergency Response stipend the employees would otherwise receive. The total annual cost for implementation of the Side Letter is \$4,800. The cost is factored into the budget.

SIDE LETTER OF AGREEMENT
BETWEEN
LAS GALLINAS VALLEY SANITARY DISTRICT
AND
OPERATING ENGINEERS LOCAL NO. 3

I. Parties

The Parties to this Side Letter of Agreement (herein after “Side Letter”) are the Las Gallinas Valley Sanitary District (hereinafter referred to as the “District”) and the Operating Engineers Local No. 3 (hereinafter referred to as the “Union”).

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the “MOU”) setting forth terms and conditions of employment for certain District employees. The terms set forth below amend the existing MOU. The Parties agree as follows:

III. MOU Side Letter

- A. For Purposes of the MOU, this Side Letter shall be added as Appendix E upon adoption of the Board of Directors. The existing 2021-2023 MOU will, in all other respects, remain in effect without change through the term specified therein.
- B. The Parties hereby agree as follows:

Effective on the first day of the first full month following Board adoption of the 2021-2023 MOU, in addition to the 2-hours of standby pay for being assigned stand-by duty and any overtime pay for responding to call-outs, eligible employees shall receive a monthly stipend for having served on stand-by or for responding to a call-out within the prior four (4) bi-weekly pay periods. Eligibility for the stipend is on a month-to-month basis and not automatically continuous.

Eligible employees for purposes of this Side Letter agreement are:

- Chris Gill
- Stephen Inskeep

For as long as named employees are in an eligible classification, said employees shall receive a \$500 stipend per month payable in equal payments in the applicable bi-weekly payroll following eligibility.

IV. General Provisions

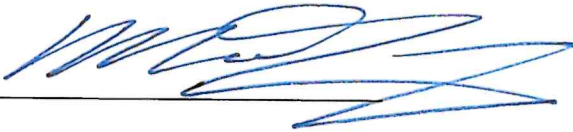
- A. This Side Letter will take effect immediately upon approval, ratification and adoption by the District Board of Directors.
- B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

[Signatures on next page]

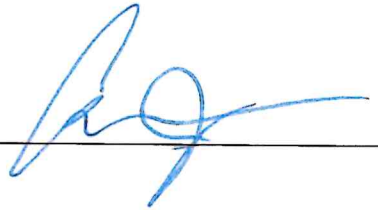
SIDE LETTER OF AGREEMENT
BETWEEN
LAS GALLINAS VALLEY SANITARY DISTRICT
AND
OPERATING ENGINEERS LOCAL NO. 3

IN WITNESS WHEREOF, the parties hereto have executed this Side Letter of Agreement on
this 10th day of SEPTEMBER, 2021.

For Las Gallinas Valley
Sanitary District



For Operating Engineers Local 3



Date:

9/10/2021

Date:

August 25, 2021



Item Number 2E
GM Review LD

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *DM*
(415) 526-1519 dmcDonald@lgvSD.org
Meeting Date: August 4, 2022
Re: Agreement between LGVSD and Chris DeGabriele to provide consulting services during transition period to the newly hired General Manager
Item Type: Consent Action _____ Information _____ Other _____
Standard Contract: Yes No _____ (See attached) Not Applicable _____

STAFF RECOMMENDATION

Approve the consulting agreement with Chris DeGabriele to provide temporary, part-time transition support to the newly hired General Manager.

BACKGROUND

On January 21, 2022, the Board of Directors of the Las Gallinas Valley Sanitary District (District) and Chris DeGabriele enter into an employment agreement to serve as Interim General Manager until the District hired a permanent General Manger.

On January 31, 2022, Bob Murray & Associates was engaged to provide executive search services to assist with selecting a new full-time, regular General Manager. Curtis Paxton was selected and has agreed to begin serving as General Manager on August 8, 2022. As such, Chris DeGabriele will stop serving as Interim General Manager at midnight of August 7, 2022.

Curtis Paxton has indicated that the District can benefit from having someone with knowledge of the District's affairs available to advise, consult, and provide related services, on a part-time basis, to facilitate a smooth transition of duties between the outgoing Interim General Manager and himself, while he comes up to speed with getting to know the District.

The attached agreement to provide consulting for this transition period has been reviewed by legal counsel and will be included in our standard Consulting Agreement as Exhibit A, defining the Scope of Work.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Costs not to exceed \$62,000 over the course of the current fiscal year. Actual costs anticipated to be lower. Funding will come from the budgeted account #2360-100, Other Outside Consultant Services.

Exhibit "A"
Las Gallinas Valley Sanitary District
Agreement to Provide Consulting Services
Scope Of Work

The Las Gallinas Valley Sanitary District, hereinafter called "District," and Chris DeGabriele, hereinafter called "Consultant," a sole proprietor whose address is 44 Monte Vista, Novato, CA 94947, do agree as follows:

1. Consultant shall work independently and provide advice, consultation and related services according to his own methods regarding District wastewater, recycled water, reclamation, biosolids, and ancillary District operations and administration and other tasks as determined by the District's representative from time to time.
2. Consultant may perform work at the above address or at any other location he may deem suitable. If Consultant desires to perform work at the District, District may provide Consultant with use of a desk, telephone, tools and materials as may be required, at no expense to consultant, including access to District files as may be required from time to time. Use of said equipment and materials shall be strictly limited to work performed in connection with paragraph 1 above.
3. The District General Manager or his designee will be the District's representative to authorize Consultant work on a task-by-task basis and shall provide general direction and guidance to Consultant as needed, provided that Consultant is not subject to the District's control as to the end product, final result of work, or manner and means by which the work is performed.
4. Consultant is solely responsible for compliance with the California Government. Code regarding retired annuitants, to include but not limited to Gov. Code Section 7522.56 pertaining to the retention of retirees as independent contractors under the California Public Employees' Pension Reform Act of 2013. Furthermore, District makes no representations or assurances nor provides legal advice that this agreement or that Consultant's services to the District complies with Gov. Code Section 7522.56 or any other statute that may affect their status as a CalPERS retired annuitant. In addition, Consultant acknowledges that they have been advised to seek their own legal advice in this matter prior to entering into this agreement.
5. Consultant will invoice District for work on a monthly or quarterly basis at the rate of \$129.23 per hour. District will pay Consultant within 30 days from receipt of invoice and scheduled on regularly approved warrants. Only productive hours may be billed and no more than 480 hours may be billed in any fiscal year. Productive hours are to be approved by the District General Manager or his designee. Consultant agrees to pursue the work covered by this agreement in a workmanlike manner.
6. Consultant acknowledges that this agreement in no way imparts or vests Consultant with employment status with the District. As required by law, the District will report to the

Internal Revenue Service on a 1099 form all payments made to Consultant under this agreement. Consultant shall be solely responsible for any self-employment taxes, estimated income tax payments, etc.


7. The District may, at its sole discretion and option, terminate this agreement at any time.
8. The Term of this agreement shall commence on August 8, 2022 and continue in full force and effect for a period of one year unless terminated earlier.

Curtis Paxton, General Manager	Chris DeGabriele
Las Gallinas Valley Sanitary District	Consultant
<hr/>	<hr/>
Date	Date



Item Number 2 F
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary 
(415) 526-1510; tlerch@lgvsd.org
Mtg. Date: August 4, 2022
Re: Approve Resolution 2022-2267 Conflict of Interest Code Biennial Update
Item Type: Consent X Action _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Board to review and approve Resolution 2022-2267 and the updated 2022 LGVSD Conflict of Interest Code.

BACKGROUND

The State Political Reform Act requires that all public agencies adopt a Conflict of Interest Code. The Code designates positions required to file Statements of Economic Interests (Form 700) and assigns disclosure categories specifying the types of interests reported. Every local government agency is required to review its Conflict of Interest Code every two years. The County Board of Supervisors, as the Code reviewing body for the District, is charged with the responsibility of approving any changes to the District's Conflict of Interest Code. The attached updated Conflict of Interest Code corrected the Collection/Safety/Maintenance Manger's title and was updated to make it compliant with current statute. It has been approved by District Counsel.

PREVIOUS BOARD ACTION

On August 20, 2020 Board approved Resolution 202-2199 and the updated Conflict of Interest Code in 2020.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

Teresa Lerch

From: Chris DeGabriele
Sent: Thursday, June 30, 2022 2:57 PM
To: Teresa Lerch
Subject: FW: 2022 Biennial Notice - Conflict of Interest Code

From: Edwards, MyNesha <medwards@marincounty.org>
Sent: Wednesday, June 29, 2022 6:09 PM
To: Chris DeGabriele <cdegabriele@lgvsd.org>; Dale McDonald <dmcDonald@lgvsd.org>
Subject: 2022 Biennial Notice - Conflict of Interest Code

DATE: June 29, 2022
TO: All Special Districts, Boards, Commissions and School Districts for which the Marin County Board of Supervisors is the Code Reviewing Body
FROM: Office of the Clerk of the Marin County Board of Supervisors
RE: 2022 Biennial Notice - Conflict of Interest Code (Las Gallinas Valley Sanitary District)

As you may recall, the State Political Reform Act requires all public agencies to adopt a Conflict of Interest Code. The code designates positions required to file Statements of Economic Interests (Form 700) and assigns disclosure categories specifying the types of interests to be reported. Every local government agency is required to review its Conflict of Interest Code every two years. The County Board of Supervisors, as the Code reviewing body for your agency, is charged with the responsibility of approving any changes to your Conflict of Interest Code.

No later than **October 3, 2022**, your agency must submit to the County Board of Supervisors the enclosed 2020 Local Agency Biennial Notice indicating whether an amendment to your Conflict of Interest Code is necessary. Even if your Code needs no changes, State law requires that you submit the enclosed notice stating that no changes to your Code are necessary.

Therefore, please review the attached. If amendments to your agency's Conflict of Interest Code are necessary, the amended Code must be forwarded to the Board of Supervisors within 90 days of filing the biennial notice. For example, if your agency files its notice on October 3, 2022, indicating that an amendment is necessary, the amendment is due to the Board of Supervisors by December 30, 2022. An agency's amended Code is not effective until it has been approved by the Board of Supervisors.

If you need any assistance with reviewing your Code or completing the Notice, the Fair Political Practices Commission may be contacted toll-free at 1-866-275-3772. (Forms and other information may be obtained from www.fppc.ca.gov and attached below.)

Thank you in advance for your attention to this matter.

Sincerely,



MyNesha Edwards
Deputy Clerk to the Board

[Biennial Notice](#)

2022 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2022**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 3, 2022**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).

2022 Local Agency Biennial Notice

Name of Agency: Las Gallinas Valley Sanitary District
Mailing Address: 101 Lucas Valley Road, Suite 300, San Rafael, CA. 94903
Contact Person: Teri Lerch Phone No. 415-472-1734
Email: tlerch@lgvsd.org Alternate Email: N/A

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) The Code was amended to reflect changes in the model code per California regulation/FPPC. Please see attached Code and Resolution.

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

www.fppc.ca.gov
FPPC Advice: advice@fppc.ca.gov (866.275.3772)
Page 1 of 1

RESOLUTION NO. 2022-2267

**A RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE FOR THE
LAS GALLINAS VALLEY SANITARY DISTRICT**

The Board of Directors of the Las Gallinas Valley Sanitary District ("LGVSD") does hereby find, resolve, and order as follows:

Section 1. The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies, including the Las Gallinas Valley Sanitary District, to adopt and promulgate conflict of interest codes.

Section 2. The Fair Political Practices Commission (the "FPPC") has adopted a regulation that contains the terms of a Model Conflict of Interest Code (the "Model Code"). The Model Code, codified at 2 California Code of Regulations Section 18730, can be incorporated by reference by the Authority as its conflict of interest code. After public notice and hearing, the FPPC may amend the Model Code to conform to amendments to the Political Reform Act.

Section 3. The Model Code, attached hereto as Exhibit "A," and any amendments to it duly adopted by the FPPC, are hereby incorporated into the conflict of interest code of this Authority by reference. This regulation and the attached Appendices designating officials and employees and establishing economic disclosure categories shall constitute the Conflict of Interest Code for the Las Gallinas Valley Sanitary District.

Section 4. All officials and employees required to submit a Statement of Economic Interests shall file their statements with the Executive Officer or his or her designee. For elected officials, the Executive Officer shall make and retain a copy of all statements filed and forward the originals of such statements to the Office of the County Clerk of Marin County. Designated employees (not elected officials) shall file their Statement of Economic Interests with LGVSD and the originals of such statements will be retained by LGVSD. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

Section 5. The LGVSD has directed the District Counsel to coordinate the preparation of a revised Conflict of Interest Code in succeeding even-numbered years in accordance with the requirements of Government Code Sections 87306 and 87306.5. Changes have been made consistent with the modifications to the Model Code. These modifications are approved by passage of this Resolution. The changes will be sent to the Office of the County Clerk of Main County. When no revisions to the Code are required, the LGVSD shall submit a report to the

Office of the County Clerk of Marin County no later than October 1st of the same year, stating that amendments to the Code are not required.

Section 6. The District Secretary is directed to certify to the passage and adoption of this resolution.

* * * * *

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 4th day of August, 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

Approve:

(seal)

Judy Schriebman, President of Board of Directors

LAS GALLINAS VALLEY SANITARY DISTRICT
EXHIBIT "A"

18730. Provisions of Conflict of Interest Codes.

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Government Code section 87300 or the amendment of a conflict of interest code within the meaning of Government Code section 87306 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, Government Code sections 81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Government Code section 87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. sections 18100, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

(2) Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Government Code section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Government Code sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Government Code section 87200; and

(C) The filing officer is the same for both agencies.¹

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those financial interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories are the kinds of financial interests which he or she foreseeably can affect materially through the conduct of his or her office.

(4) Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.²

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

¹ Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdiction, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Government Code section 81004.

² See Government Code section 81010 and 2 Cal. Code of regs. Section 18115 for the duties of filing officers and persons in agencies that make and retain copies of statements and forward the originals to the filing officer.

(C) Annual Statements. All designated employees shall file statements no later than April 1. If a person reports for military service as defined in the Servicemember's Civil Relief Act, the deadline for the annual statement of economic interests is 30 days following his or her return to office, provided the person, or someone authorized to represent the person's interests, notifies the filing officer in writing prior to the applicable filing deadline that he or she is subject to that federal statute and is unable to meet the applicable deadline, and provides the filing officer verification of his or her military status.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) Contents of Initial Statements.

Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) Contents of Assuming Office Statements.

Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(C) Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to Regulation 18754.

(D) Contents of Leaving Office Statements.

Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

(7) Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investment and Real Property Disclosure.

When an investment or an interest in real property³ is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000), or exceeds one million dollars (\$1,000,000).

(B) Personal Income Disclosure. When personal income is required to be reported,⁵ the statement shall contain:

³ For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴ Investments and interests in real property which have a fair market value of less than \$ 2,000.00 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵ A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

1. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any, of each source;

2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), greater than ten thousand dollars (\$10,000), or greater than one hundred thousand dollars (\$100,000);

3. A description of the consideration, if any, for which the income was received;

4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;

5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

(C) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported,⁶ the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000).

(D) Business Position Disclosure. When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

(8) Section 8. Prohibition on Receipt of Honoraria.

⁶ Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent of greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

- (A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.
- (B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.
- (C) Subdivisions (a), (b), and (c) of Government Code Section 89501 shall apply to the prohibitions in this section.
- (D) This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code section 89506.

(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$520.00.

- (A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$520.00 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests
- (B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.
- (C) Subdivisions (e), (f), and (g) of Government Code section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of his or

her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person, which, in the aggregate, do not exceed two hundred fifty dollars (\$250) at any given time.
4. Loans made, or offered in writing, before January 1, 2022.

(8.3) Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of five hundred dollars (\$500) or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.

2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 2022.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

(8.4) Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:

a. The date the loan was made.

b. The date the last payment of one hundred dollars (\$100) or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than two hundred fifty dollars (\$250) during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth two thousand dollars (\$2,000) or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth two thousand dollars (\$2,000) or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$250 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

(9.3) Section 9.3. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months

prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services or 18705.2(c) totaling in value one thousand dollars (\$1,000) or more.

(10) Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Government Code section 83114 and Regulations 18329 and 18329.5 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code sections 81000-91015. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Government Code section 87100 or 87450 has occurred may be set aside as void pursuant to Government Code section 91003.

Note: Authority cited: Section 83112, Government Code. Reference: Sections 87103(e), 87300-87302, 89501, 89502 and 89503, Government Code.

LAS GALLINAS VALLEY SANITARY DISTRICT

APPENDIX "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property located within the jurisdiction of the Las Gallinas Valley Sanitary District. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within, or not more than two miles outside of, the boundaries of the jurisdiction, or within two miles of any land owned or used by the District.

Persons are not required to disclose property used primarily as their principal residence or any other property that they utilize exclusively as their personal residences.

CATEGORY 2

Persons in this category shall disclose reportable income from persons or business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 3

Persons in this category shall disclose reportable investments in business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 4

Persons in this category shall disclose reportable business positions in business entities that have a franchise or contract with the District or that provide, plan to provide or have provided within two years from the time a statement is required under this Conflict of Interest Code, franchise or contractual services, or other services, supplies, materials or equipment of the type utilized by the District.

CATEGORY 5

For consultants who serve in a staff capacity with the District, the consultant shall disclose based on the disclosure categories assigned elsewhere in this code for that staff position. For consultants who do not serve in a staff capacity, the following disclosure categories shall be used:

Persons required to disclose in this category must disclose pursuant to subcategories A, B, and C below unless the Executive Officer determines in writing that a particular consultant is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in categories A, B, or C. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and must be retained for public inspection in the same manner and at the same location as the District's conflict of interest code.

- A. Reportable interests in real property in the jurisdiction as specified above in Category 1.
- B. Reportable personal and business entity income, as specified above in Category 2.
- C. Reportable investments, as specified above in Category 3.
- D. Reportable business positions, as specified above in Category 4.

LAS GALLINAS VALLEY SANITARY DISTRICT

APPENDIX "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of Board of Directors	1, 2, 3, 4
Member of Board of Directors (Alternate)	1, 2, 3, 4
General Manager	1, 2, 3, 4
District Counsel	1, 2, 3, 4
Administrative Services Manager	1, 2, 3, 4
District Engineer	1, 2, 3, 4
Plant Manager	1, 2, 3, 4
Collection System/Safety/Maintenance Manager	1, 2, 3, 4
Consultant	5



Item Number 26
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: August 4, 2022
Re: Approve Resolution 2022-2268
Accepting Final Completion of Air Release Valve and Vault Replacements
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board approves Resolution 2022-2268 Accepting Final Completion of Air Release Valve and Vault Replacements Project.

BACKGROUND

On June 27, 2022, CATS4U Inc. of Healdsburg, California (Contractor) completed the Air Release Valve and Vault Replacements Project at a final cost of \$327,543.76 including \$70,543.76 in additive change orders. The project provided for replacement of eleven air release valves and four vault replacements in the District Collection System.

PREVIOUS BOARD ACTION(S)

Board approved the Award of Contract for Air Release Valve and Vault Replacements Project to CATS4U Inc. on September 17, 2020.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

This project was previously approved in the FY 2019/2020 and FY2020/2021 CIP budgets.

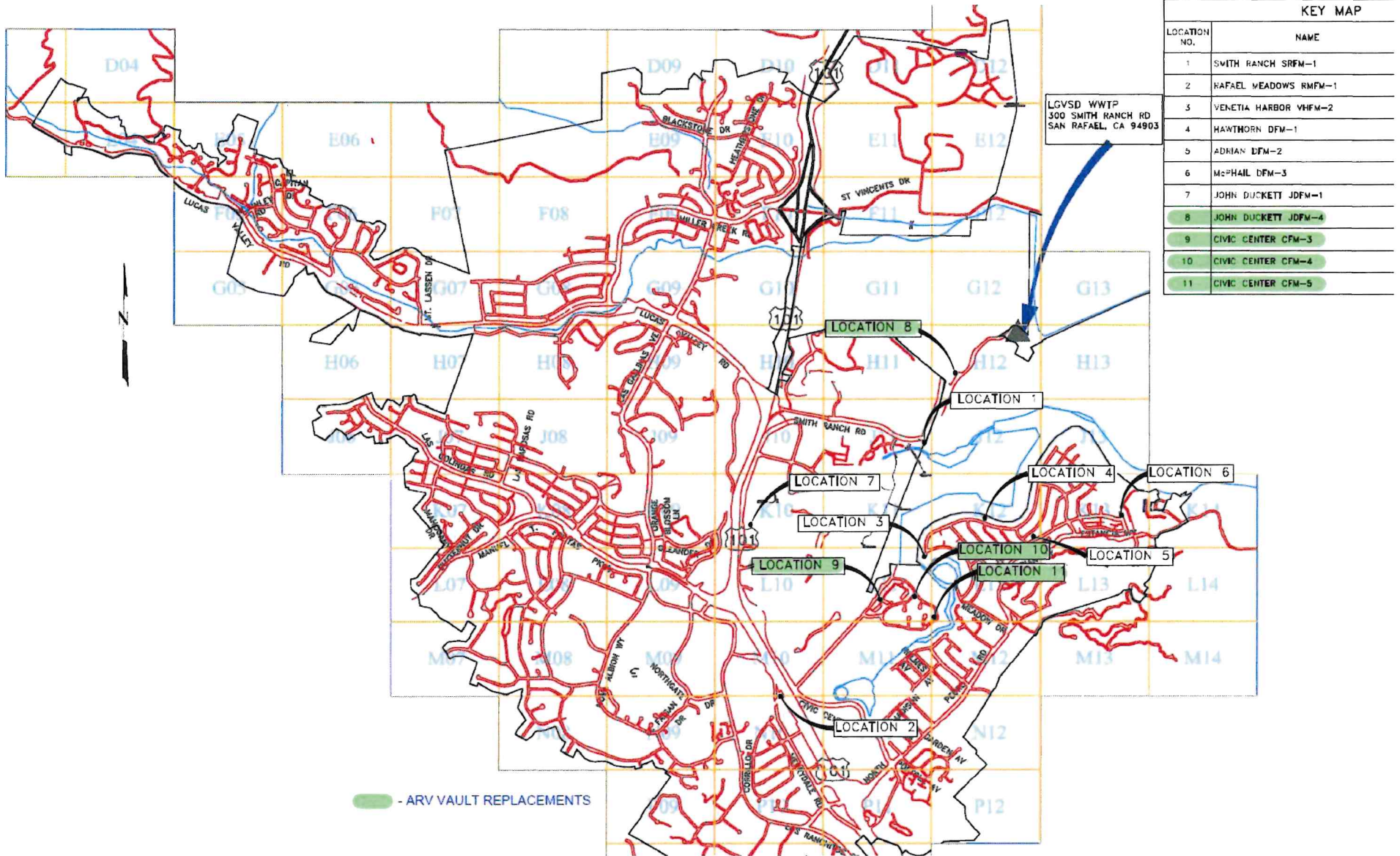


Figure 1. Location Map

RESOLUTION No 2022-2268

**A RESOLUTION ACCEPTING THE
AIR RELEASE VALVE & VAULT REPLACEMENTS
FOR**

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, CATS4U Inc. of Healdsburg, California, executed a contract on October 5, 2020 in the amount of \$257,000 to complete AIR RELEASE VALVE & VAULT REPLACEMENTS project, Job No. 20200-01, scope defined in Contract Documents and Specifications dated July 2020 prepared by District staff, for District ownership and maintenance;

WHEREAS, the District has authorized deductive change orders in the total amount of \$70,543.76, for a total final project cost of \$327,543.76; and

WHEREAS, Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District by a Notice of Completion dated August 4, 2022, a copy of which is attached hereto as Exhibit A, has acknowledged that the aforementioned improvements have been installed, tested by the District, and found to be acceptable to the District, for District ownership and maintenance.

NOW, THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District herein approves the Notice of Acceptance of Completion for recordation with the Marin County Recorder.

* * * * *

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 4th day of August 2022, by the following vote of the members thereof:

AYES, and in favor thereof, Members:

NOES, Members:

ABSTAIN, Members:

ABSENT, Members:

Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

(seal)

Judy Schriebman, President Board of Directors

Exhibit A

Notice of Acceptance of Completion
AIR RELEASE VALVE & VAULT REPLACEMENTS

Recorded at the Request of:
Las Gallinas Valley Sanitary District

When Recorded Mail to:
Las Gallinas Valley Sanitary District
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903

Space above this Line for Recorder's Use

NOTICE OF ACCEPTANCE OF COMPLETION

LAS GALLINAS VALLEY SANITARY DISTRICT
MARIN COUNTY, CALIFORNIA

AIR RELEASE VALVE & VAULT REPLACEMENTS

NOTICE IS HEREBY GIVEN, Pursuant to Section 3093 of the Civil Code of the State of California, that Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District, Marin County, California, on the 4th day of August 2022, did file with the Secretary of said District a Statement of Completion of the following described work, the AIR RELEASE VALVE & VAULT REPLACEMENTS project, Job No. 20200-01, the contract for doing which was awarded to CATS4U Inc. of Healdsburg, California, and entered into on October 5, 2020. A copy of said Statement of Completion is attached hereto and incorporated by reference herein as Attachment 1.

That said work and improvements are public improvements owned and held by said District for the benefit of the public, and were actually completed on 27th day of June 2022. Acceptance of completion of said work was ordered by the District Board on August 4, 2022.

That said work and improvements consisted of the performing of all work and furnishing of all labor, materials, equipment and all utility and transportation services required for the installation of the AIR RELEASE VALVE & VAULT REPLACEMENTS project, all as more particularly described in the plans and specifications approved by the said District in July 2020.

The site of the construction and improvements was in San Rafael, CA 94903.

OWNER: Las Gallinas Valley Sanitary District
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903

VERIFICATION

I, the undersigned, declare that I am the General Manager and duly authorized representative for the Las Gallinas Valley Sanitary District, Marin County, California, and that I have read the foregoing notice, know its contents, and that the facts therein stated are true to the best of my knowledge and belief.

(CONTINUED NEXT PAGE)

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

Executed at San Rafael, California, this _____ day of August 2022.

LAS GALLINAS VALLEY SANITARY DISTRICT

Chris DeGabriele, Interim General Manager



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

ATTACHMENT 1

STATEMENT OF COMPLETION

**AIR RELEASE VALVE & VAULT REPLACEMENTS
 (JOB NO. 20200-01)**

I, Michael P. Cortez, District Engineer, for the Las Gallinas Valley Sanitary District, Marin County, California, do hereby certify that work and improvements described in the contract, which was entered into by and between Las Gallinas Valley Sanitary District and CATS4U Inc. of Healdsburg, California, dated October 5, 2020 was completed to my satisfaction on June 27, 2022.

That said work and improvements are more particularly described in the Contract Documents dated July 2020, prepared by District staff, and advertised for public bidding on June 26, 2020.

I understand that neither the determination of completeness of the work, nor acceptance of the work by the District, shall operate to bar claims against the Contractor under the terms of the guarantee provisions of the Contract Documents.

Dated: August 4, 2022

By: _____
 Michael P. Cortez, PE
 District Engineer

8/4/2022

Interim General Manager Report

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



Covid-WEB
Wastewater Epidemiology for the Bay Area



Agenda Item 3.2
Date August 4, 2021

COVID-WEB
University of California, Berkeley
410 O'Brien Hall
Berkeley, California 94720

Dear Sahar Golshani, Chris DeGabriele and the Las Gallinas wastewater team,

Thank you for your partnership and support over the past two years! Working together, we created a useful data stream that was and continues to be directly relevant to managing the COVID-19 pandemic and weathering it into the future. We are proud that our lab analyzed more than 4,500 wastewater samples across California during this time. We've heard from many people that this information has been "helpful", "interesting", and even "indispensable". Las Gallinas Sanitary District has been an integral part of this effort. We are so appreciative of your collaboration. We specifically want to recognize you and your staff who have contributed time and effort, above-and-beyond their regular workloads, in these extraordinary times.

Our intention from the onset of this project has been to catalyze wastewater surveillance as a useful tool for managing the COVID-19 pandemic. We have been working closely with the California Department of Public Health (CDPH) as they establish their own laboratory capacity and epidemiology team for wastewater surveillance within California going forward. We are excited that their lab will continue sampling at many of the sites where we began earlier in the pandemic. Data from these sites and others across the state can be found on the CDPH [data dashboard](#) going forward. The COVID-WEB [dashboard](#) will remain available for the next year, but new data will not be regularly added. Our research group at UC Berkeley will turn our focus back to research, as we continue to develop methods for quantifying pathogens in wastewater and investigate how wastewater surveillance can improve health equity.

Thanks again!

Sincerely,

Professor Kara Nelson

Dr. Rose Kantor

Dr. Sasha Harris-Lovett

Teresa Lerch

From: Miller, Dan <DanMiller@marincounty.org>
Sent: Wednesday, July 20, 2022 3:25 PM
To: Miller, Dan
Subject: July 16 Legal Notice
Attachments: July 16 Legal Notice.pdf

Please find attached our July 16th Legal Notice for the November 8th Statewide General Election. We're required to deliver a copy of all published notices to participating districts. Election Code Section 12113 requires all published notices to be posted in each participating district office, or if not available then at three conspicuous locations within jurisdictional boundaries. Thank you,

Dan Miller 
CANDIDATE & FILING SERVICES

County of Marin Elections Department
3501 Civic Center Drive, Suite 121
PO Box E, San Rafael, CA 94913
415 473 6437
danmiller@marincounty.org

STAY CONNECTED:



Email Disclaimer: <https://www.marincounty.org/main/disclaimers>

**MARIN COUNTY ELECTIONS DEPARTMENT
NOTICE OF ELECTION, OFFICES ON BALLOT,
AND CANDIDATE FILING DEADLINES
November 8, 2022, General Election**

NOTICE IS HEREBY GIVEN TO ALL QUALIFIED PERSONS that a General Election will be held in Marin County on Tuesday, November 8, 2022, for the following school and special district offices.

BOARD OF EDUCATION

	OPEN SEATS	
	Full Term (4 years)	Short Term (2 years)
Marin County Board of Education		
Trustee Area 1		1
Trustee Area 3	1	
Trustee Area 5	1	
Trustee Area 6	1	
Sonoma County Board of Education		
Trustee Area 2	1	

QUALIFICATIONS: Registered voter in the trustee area that candidate will represent. Shall be elected by the electors of the trustee area. May not be the County Superintendent of Schools, any member of their staff, or any employee of a school district in the jurisdiction of the Board of Education. (Ed. Code sec. 1000, 1006)

COMMUNITY COLLEGE DISTRICT

	OPEN SEATS	
	Full Term (4 years)	Short Term (2 years)
Marin Community College District		
Trustee Area 1	1	
Trustee Area 3	1	
Trustee Area 6	1	
Sonoma County Junior College District*		
Trustee Area 2	1	

QUALIFICATIONS: Registered voter in the district who is not disqualified by the Constitution or laws of the state from holding a public office. May not be an employee of the school district. (Ed. Code sec. 35107)

* Pick up and file papers in the county where you live. For more information: Sonoma County residents call 707-565-6800. Marin County residents call 415-473-6437.

SCHOOL DISTRICTS

	OPEN SEATS	
	Full Term (4 years)	Short Term (2 years)
Bolinas Stinson Union School District	3	
Kentfield School District	3	
Laguna Joint School District *	3	
Lagunitas School District	3	
Larkspur-Corte Madera School District	3	1
Mill Valley School District	3	
Miller Creek Elementary School District	3	
Nicasio School District	2	
Novato Unified School District		
Trustee Area 4	1	
Trustee Area 5	1	
Trustee Area 6	1	
Petaluma Joint Union High School District*		
Trustee Area 3	1	
Reed Union School District	3	
Ross School District	3	
Ross Valley School District	2	
San Rafael City School District **		
Trustee Area 2	1	
Trustee Area 4	1	
Sausalito-Marín City School District	3	
Shoreline Unified School District:		
Trustee Area 1	2	
Trustee Area 2	1	
Tamalpais Union High School District	3	

QUALIFICATIONS: Registered voter in the district who is not disqualified by the Constitution or laws of the state from holding a public office. May not be an employee of the school district. (Ed. Code sec. 35107)

* Pick up and file papers in the county where you live. For more information: Sonoma County residents call 707-565-6800. Marin County residents call 415-473-6437.

**San Rafael City School District candidates: Pick up and file papers with San Rafael City Clerk.

SPECIAL DISTRICTS

	OPEN SEATS	
	Full Term (4 years)	Short Term (2 years)
COMMUNITY SERVICES DISTRICTS		
Bel Marin Keys CSD	2	
Marin City CSD	3	
Marinwood CSD	2	
Muir Beach CSD	3	
Tamalpais CSD	2	
Tomaes Village CSD	3	1
FIRE PROTECTION DISTRICTS		
Bolinas Fire Protection District	2	1
Kentfield Fire Protection District	3	

Novato Fire Protection District		
District 2	1	
District 4		
District 5		
Sleepy Hollow Fire Protection District		
Southern Marin Fire Protection District		
Stinson Beach Fire Protection District		
Tiburon Fire Protection District		1

PUBLIC UTILITY DISTRICTS

Bolinas Community PUD	2	
Inverness PUD	2	
RECREATION DISTRICTS		
Mesa Park Recreation District	3	
Strawberry Recreation District	4	

SANITARY DISTRICTS

Aito Sanitary District		
Homestead Valley Sanitary District		1
Las Gallinas Valley Sanitary District		
Novato Sanitary District		
District 2		
District 3		
District 5		
Richardson Bay Sanitary District		
Sanitary District No. 5		
Sausalito-Marín City Sanitary District		

WATER DISTRICTS

Marin Municipal Water District		
Division 1	1	
Division 3	1	
Division 4	1	
North Marin Water District		
Division 1	1	
Division 8	1	
Stinson Beach County Water District		2

QUALIFICATIONS: Registered voter in the district and qualified to vote for that office at time nomination papers are issued. Reference Elections Code sec. 201, Water Code sec. 71501, Public Resource Code 5784(c).

HEALTHCARE DISTRICT

Marin Healthcare District		
District 1	1	
District 3	1	
District 4	1	

QUALIFICATIONS: Candidate must be a registered voter in the district (Health & Safety sec. 32100). No person who is a director, employee, or medical staff of a hospital owned or operated by a district shall do either of the following: (1) Possess any ownership interest in any other hospital serving the same area as that served by the district hospital of which the person is a director; (2) Be a director, employee, or medical staff of any hospital serving the same area as the area served by the district hospital unless the boards of directors of the district and the hospital have determined that the situation will further efficient delivery of health care services of the areas served by their respective hospitals, or unless the district and the hospital are affiliated under ownership, lease, or any combination thereof. (Health & Safety sec. 32110).

RESOURCE CONSERVATION DISTRICT

Marin Resource Conservation District	2	
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QUALIFICATIONS: Candidate shall reside within the district and either own real property in the district or alternatively have served, pursuant to the district's rules, for two years or more as an associate director providing advisory or other assistance to the board of directors; or be a designated agent of a resident landowner within the district. Requires signatures of five (5) landowners within the district (Public Resources Code sec. 0352).

CITIES/TOWNS

Candidates for office in the Cities/Towns of Belvedere, Corte Madera, Fairfax, Larkspur, Novato, San Anselmo, San Rafael, Sausalito, and Tiburon, contact City/Town Clerk for information about nomination papers and procedures.

NOTICE IS FURTHER GIVEN that the official Declaration of Candidacy forms for eligible candidates desiring to file for the school and special district offices listed above are available at the Marin County Elections Department, Room 121, Marin Civic Center, San Rafael, California, from **July 18 through August 12, 2022**. Declaration of Candidacy forms shall be accepted for filing at the Elections Department during regular office hours weekdays from 8 a.m. to 4:30 p.m., and until 5 p.m. on August 12, 2022. In the event an incumbent officeholder does not file for their district office by August 12, the filing period will be extended for that district until 5 p.m. August 17 for non-incumbent candidates only.

NOTICE IS FURTHER GIVEN that before receiving nomination documents from the Elections Department, you must complete and file a **Candidate Application Form**. This is located online at www.marinvotes.org, if you cannot access or e-file the application please call 415-473-6437 for assistance.

NOTICE IS FURTHER GIVEN that in the event there are no nominees or an insufficient number of nominees for any governing board member and a petition signed by 10 percent of the voters (or 50 voters, whichever is less) of the district requesting an election be held is not presented to the office of the Registrar of Voters by August 17, 2022, at 5 p.m., an appointment to the elective office will be made as follows: For school districts, by the Governing Board of the School District as prescribed by Education Code sec. 5328. For other districts, pursuant to California Elections Code sec. 10515.

NOTICE IS FURTHER GIVEN that early voting will be available at select vote centers starting 10 days prior to the election. All vote centers will open starting 3 days before the election. Check www.marinvotes.org for locations and hours of operation. All vote centers will be open from 7 a.m. until 8 p.m. on Election Day, Tuesday, November 8, 2022.

NOTICE IS FURTHER GIVEN that all ballots cast at vote centers and by mail in the general election will be counted at the elections department.

NOTICE IS FURTHER GIVEN THAT the first day to vote at the Marin Civic Center Elections Department and the first day for the Registrar of vot-

ers to mail vote-by-mail ballots for the General Election is October 10, 2022. The Marin County Elections Department is located at 3501 Civic Center Drive, Room 121, San Rafael, California, 94903.

For more information about the nomination period and offices on the ballot, call Elections Department Candidate Services at 415-473-6437.

Dated July 16, 2022
LYNDA ROBERTS
Registrar of Voters

6683508 July 16, 2022



Item Number 3.3
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary 
(415) 526-1510; tlerch@lgsd.org
Mtg. Date: August 4, 2022
Re: Press Release announcing the new General Manager
Item Type: Consent _____ Action _____ Information X Other _____.
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X _____.

STAFF RECOMMENDATION

Board to approve the Press Release announcing the New General Manager.

BACKGROUND

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. Formal adoption of the Employment Agreement was made by the Board on July 21, 2022. The term of employment begins on August 8, 2022.

PREVIOUS BOARD ACTION

On November 18, 2021, the General Manager position of the Las Gallinas Valley Sanitary District became vacant. An active recruitment was begun on December 10, 2021. Interviews were conducted, and an offer was made to Curtis Paxton to serve as the District's General Manager.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

FINAL

Press Release

Las Gallinas Valley Sanitary District Appoints New General Manager

After a four-month recruitment process, Curtis Paxton has been selected as the District's new General Manager.

The Las Gallinas Valley Sanitary District (LGVSD) Board of Directors is pleased to announce the appointment of Curtis Paxton as General Manager. Paxton, a resident of Napa, will begin his new position with the District on August 8.

"After an extensive recruitment process, we are excited to have Curtis join Las Gallinas Valley Sanitary District as General Manager," said Board President Judy Schriebman. "His education, experience and involvement working on wastewater collection, treatment and recycled water issues and project management is a great fit for the District."

Mr. Paxton is a graduate of California State Polytechnic University, Pomona and holds a professional civil engineer license in California and a Grade 5 wastewater treatment operator license. Paxton most recently served as Director of Utilities for the City of Vacaville. Prior to his Vacaville experience, Paxton was General Manager and an Executive Team Member for various Water and Wastewater Districts in Southern California. Paxton stated that "I am honored and, quite frankly, thrilled to work with the Board and employees of LGVSD to carry out its mission of protecting public health and the environment by providing effective wastewater collection treatment and resource recovery. I'm very passionate about public service, special districts, and resource recovery in general, which makes working for LGVSD a wonderful opportunity."

For more information see the LGVSD website: <http://www.lgvsd.org> or contact Chris DeGabriele, LGVSD Interim General Manager, at (415)472-1734.



Item Number 3.4
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary
 (415) 526-1510; tlerch@lgvsd.org
Mtg. Date: August 4, 2022
Re: Board Policy Review of B-80 Authority over Personnel and
 F-80 Debt Issuance, Post Issuance Compliance and Management
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Attached for information and Board review are current Board Policies B-80 Authority over Personnel and F-80 Debt Issuance, Post Issuance Compliance and Management.

For clarity, original policies B-80 and F-80 are included with Draft policies B-80 and F-80 with suggested changes highlighted in yellow and deletions shown in red. Staff will receive comments on the subject policies at the meeting and through August 8th.

Comments received will be incorporated or addressed prior to bringing back these policies to the Board for approval at the next Board meeting.

The Board has requested to review and update Board Policy.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

B-80 AUTHORITY OVER PERSONNEL

Purpose

This policy delegates to the General Manager general authority over personnel matters and authority to administer the District.

B-80-10 Administration. The Board delegates to the General Manager, as Executive Officer of the District and for the Board, the authority to administer the District with exclusive management and control of the operations and works of the District, subject to approval of the Board, and to provide day-to-day leadership of the District. The General Manager also has general charge, responsibility, and control over all property of the District.

B-80-20 Personnel Matters. The Board delegates to the General Manager general authority over personnel matters involving District staff, including, evaluating, disciplining, and discharging employees, without conflicting with union agreements.

B-80-30 Non-Interference. Individual Board members shall not interfere with the General Manager in District personnel matters.

B-80-40 Appointments. With the exception of emergency appointments, appointments assigned outside of a standard recruitment process require the approval of the District Board.

B-80-50 Discipline. The General Manager may suspend, demote, reduce in pay, or discharge any regular employee for just cause, and will inform the Board after taking such actions.

B-80-60 Wage Increases. The General Manager shall report to the Board when delaying, or not granting a regular or special wage step increase.

B-80-70 Employee Evaluations. Individual employee performance evaluations are privileged and confidential.

B-80-80 Other Duties. The General Manager shall have authority to carry out other duties specified in the District's official job description for the position.

Resolution No. 2009-1872	Date Approved: <u>July 9, 2009</u>
President of the Board	Supersedes: <u>Last Reviewed:</u>

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B-80-40 Appointments. With the exception of emergency appointments, appointments require the approval of the District Board.

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B-80-60 Wage Increases. The General Manager shall report to the Board when delaying, or not granting a regular or special wage step increase.

B-80-70 Employee Evaluations. Individual employee performance evaluations are privileged and confidential.

B-80-80 Other Duties. The General Manager shall have authority to carry out other duties specified in the District's official job description for the position.

Resolution No. 2009-1872	Date Approved: July 9, 2009
President of the Board	Supersedes:

F-80 DEBT ISSUANCE, POST ISSUANCE COMPLIANCE AND MANAGEMENT**Purpose**

This policy establishes procedures for the use of debt for financing the District's capital improvements.

F-80-10 Use of Long-term Debt. The District shall have a preference to finance capital improvements using pay-as-you-go financing and shall issue long-term debt only to finance capital improvements that cannot be readily financed from current revenues. Some exceptions to this may be made on a case-by-case basis for no-interest and extremely-low-interest loan programs for capital projects.

Debt financing shall be used only for major, non-recurring items or improvements with a minimum of five years of useful life; assets with a shorter useful life shall be financed using pay-as-you-go financing. The intended use of debt shall be described in and integrated into the District's Capital Improvement Plan and any long range financial forecasts.

F-80-20 Types of Debt. The District, either on its own or through a public benefit corporation, may issue general obligation bonds, certificates of participation, revenue bonds, borrow from a bank, borrow from the State of California through the use of state revolving fund loans, borrow from the Federal Government, or issue any other long or short-term instrument approved by and deemed appropriate by the Board of Directors to meet the capital financing needs of the District. Debt may be fixed rate or variable rate.

F-80-30 Length of Debt Obligations. The District shall repay all debt issued within a period not to exceed the expected useful life of the improvements financed by the debt.

F-80-40 Debt Service Limitations. The District shall not issue debt where the debt service amounts exceed its ability to pay current obligations from current revenues. This shall be calculated as follows: current operating revenues, less current operating expenditures, shall be at least 125% of anticipated total annual debt service for all outstanding long-term debt.

F-80-50 Use of Credit Enhancements. When issuing long-term debt, credit enhancements (such as letters of credit, bond insurance, etc.) may be used, but only when net debt service on the debt is reduced by more than the cost of the enhancement, or the enhancement is a requirement for the loan or debt issuance.

F-80-60 Bond rating. The District shall seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit.

F-80-70 Financial disclosure. The District shall fully disclose financial and pertinent credit information as it relates to the District's outstanding securities.

F-80-80 Post Issuance Compliance with Federal Law. State and local governmental entities that borrow money on a tax-exempt basis are now required to report to the Internal Revenue Service whether they have established written procedures to comply with applicable requirements of federal tax law for all issues of bonds, certificates of participation, bond anticipation notes, tax anticipation notes, revenue anticipation notes, financing leases, energy performance contract financings, and any other instruments evidencing the borrowing of money (collectively the "Obligations"). The procedures set forth herein will assist the Las Gallinas Valley Sanitary District (collectively, the "Issuer"), in meeting the post-issuance requirements of federal tax law necessary to preserve the tax-exempt status of interest on tax-exempt Obligations issued by the Issuer.

These procedures address Obligations issued for physical facilities, property and equipment for the Issuer (the "Capital Obligations") and Obligations issued to finance cash-flow operating requirements of the Issuer (the "Cash-Flow Obligations").

F-80-80-1 General Procedures.

F-80-80-1a Responsible Official. The General Manager of the Issuer (herein referred to as the "Responsible Official") will identify such officers and employee(s) who will be responsible for each of the procedures listed below, and will notify such officers and employee(s) of the responsibilities, and provide those persons with a copy of these procedures. Upon employee transitions, the Responsible Official will advise the new personnel of their responsibilities under these procedures and will ensure they understand the importance of these procedures. If employee positions are restructured or eliminated, the Chief Financial Officer of the Issuer will reassign responsibilities as necessary.

F-80-80-1b Issuance of Obligations.

F-80-80-1b.1 Bond Counsel. The Issuer will retain a firm of nationally-recognized bond counsel ("Bond Counsel") to deliver a legal opinion in connection with the issuance of all Obligations. The Responsible Official will consult with Bond Counsel and other legal counsel and advisors, as needed, following the issuance of Obligations to ensure that applicable post-issuance requirements are met, so that interest on each issue of Obligations will be excluded from gross income for federal income tax purposes.

F-80-80-1b.2 Documentation of Tax Requirements. The federal tax requirements relating to each issue of Obligations will be set forth in a Tax Certificate (the "Tax Certificate") executed in connection with each issue of Obligations, which will be included in the closing transcript for each issue of Obligations. The Tax Certificate will contain certifications, representations, expectations and factual statements relating to the restriction on use of the assets and facilities financed or refinanced with Obligations by persons or entities other than the Issuer, changes in use of the assets and facilities financed or refinanced with the proceeds of Obligations, restrictions applicable to the investment of the proceeds of any Obligations and other moneys relating to the Obligations, and arbitrage rebate requirements. The Responsible Official will review the Tax Certificate prior to the date of issue of each issue of Obligations.

F-80-80-1b.3 Information Reporting. In connection with each issue of tax-exempt Obligations, the Issuer is required to file, or shall cause to be filed by Bond Counsel, an IRS Form 8038-G (or, if applicable, IRS Form 8038-GC). Any such IRS Form filed with the IRS, together with a proof of filing, will be included as part of the closing transcript for each issue of Obligations, or kept in the records maintained by Bond Counsel related to the appropriate issue of Obligations. The Responsible Official shall ascertain that such form has been filed in connection with each issue of Obligations.

F-80-80-1b.4 Record Retention.

General. Copies of all relevant documents and records sufficient to support that the tax requirements relating to all Obligations have been satisfied, including the following documents and records, should be maintained by the Issuer:

- (a) Closing transcript;
- (b) All records of investments, arbitrage reports, returns filed with the IRS and underlying documents;
- (c) Construction contracts, purchase orders, invoices and expenditure and payment records;
- (d) Documents relating to costs reimbursed with the proceeds of Capital Obligations;
- (e) All contracts and arrangements involving Private Use of the property financed with Capital Obligations;
- (f) All reports relating to the allocation of the proceeds of Obligations and Private Use of property financed with Capital Obligations;
- (g) Itemization of property financed with the proceeds of Capital Obligations; and
- (h) In connection with Cash-Flow Obligations, information regarding the Issuer's revenue, expenditures and available balances sufficient to support the Issuer's prospective and actual maximum cumulative cash.

F-80-80-1b.5 Duration of Record Retention. All of the foregoing documents and records should be retained for the term of the Obligations, plus three (3) years, or if the Obligations are refunded with the proceeds of a subsequent Obligation, the date three (3) years after the last of such refunding Obligations are refunded. List of foregoing documents to be destroyed will be provided to the Board prior to destruction.

F-80-80-1c Capital Obligations.

F-80-80-1c.1 Timely Expenditure of Proceeds of Capital Obligations. At the time of issuance of Capital Obligations issued to fund original expenditures, the Issuer must reasonably expect to spend at least 85% of all proceeds within three (3) years of the date of issuance of the Obligations. In addition, for Capital Obligations, the Issuer must have incurred or expect to incur within six months after issuance original expenditures of not less than 5% of the amount of such proceeds, and must expect to complete the project financed with Capital Obligations (the "**Project**") and expend the proceeds of such Capital Obligations to pay Project costs with due diligence. Satisfaction of these requirements allows the proceeds of Capital Obligations issued for the Project to be

invested at an unrestricted yield for three (3) years. Failure to satisfy these requirements could subject the Issuer to rebate of investment income, and other penalties. The Responsible Official will monitor the appropriate capital project accounts to ensure that the proceeds of Capital Obligations are spent within the time period(s) required under federal tax law.

Capital Obligations issued to refinance outstanding Capital Obligations are subject to separate expenditure requirements, which shall be outlined in the Tax Certificate relating to such Obligations. In connection with the issuance of any Capital Obligations issued to refinance outstanding Capital Obligations, the Responsible Official will confirm that any rebate obligation due with respect to the original issue and any subsequent refinancing thereof has been met.

F-80-80-1c.2 Use of Proceeds of Capital Obligations. In general, proceeds (including investment income on original sale proceeds) of Capital Obligations, other than proceeds used to pay costs of issuance, should be spent on capital expenditures. For this purpose, capital expenditures generally mean costs to acquire, construct, or improve property (land, buildings and equipment). Capital Expenditures include design and planning costs related to the Project, and include architectural, engineering, surveying, soil testing, environmental, and other similar costs incurred in the process of acquiring, constructing, improving or adapting the property. Capital Expenditures do not include operating expenses of the Project.

F-80-80-1c.3 Use of Facilities Financed with Capital Obligations. For the life of all Capital Obligations, the Project must be owned and operated by the Issuer. At all times while Capital Obligations issued for a Project are outstanding, no more than 10% of the proceeds of such Capital Obligations may be used, directly or indirectly, in a trade or business carried on by a person other than a state or local governmental unit ("**Private Use**"). Generally, Private Use consists of any contract or other arrangement, including leases, management contracts (for example, contracts relating to the management or operation of a parking facility, food service operation or municipal utility system), operating agreements and guarantee contracts which provides for use of the facilities financed with Capital Obligations by a person who is not a state or local government on a basis different than the general public. The Project may be used by any person or entity, including any person or entity carrying on any trade or business, if such use constitutes "General Public Use". General Public Use is any arrangement providing for use that is available to the general public at either no charge or on the basis of rates that are generally applicable and uniformly applied.

F-80-80-1c.4 Management or Operating Agreements for Facilities Financed with Capital Obligations. Any management, operating or service contracts whereby a non-exempt entity is using facilities financed or refinanced with the proceeds of Capital Obligations must relate to portions of the Project that fit within the above-mentioned 10% allowable Private Use, or the contracts must meet the IRS safe harbor for management contracts (Revenue Procedure 97-13, as amended, or Revenue Procedure 2017-13, as applicable). Any renewals of or changes to such contracts should be reviewed by Bond

Counsel. The Responsible Official shall contact Bond Counsel if there may be a lease, sale, disposition or other change in use of facilities financed or refinanced with the proceeds of Capital Obligations.

F-80-80-1d Cash-Flow Obligations.

F-80-80-1d.1. Proper Sizing of Cash-Flow Obligations.

- (a) The Issuer must reasonably anticipate that it will incur an actual maximum cumulative cash-flow deficit on a date on or before the close of the six-month period commencing on the issue date of the Cash-Flow Obligations equal to at least 100% of the issue price of the Cash-Flow Obligations (taking into account the Issuer's "reasonable working capital reserve" amount).¹
- (b) The Responsible Official will determine the appropriate amount of Cash-Flow Obligations to issue.
- (c) The Responsible Official shall determine whether or not the Issuer has met its requisite maximum cumulative cash-flow deficit within six months following the date of issuance of the Cash-Flow Obligations, and shall, to the extent necessary, obtain assistance from the Arbitrage Rebate Consultant, referred to below.

F-80-80-1e Investment Restrictions; Arbitrage Yield Calculation; Rebate.

F-80-80-1e.a Investment Restrictions. Investment restrictions relating to the proceeds of Obligations and other moneys relating to the Obligations are set forth in the Tax Certificate. The Responsible Official will monitor the investment of the proceeds of Obligations to ensure compliance with yield restriction rules.

F-80-80-1e.2 Arbitrage Yield Calculation. Investment earnings on the proceeds of Obligations should be tracked and monitored to comply with applicable yield restrictions and/or rebate requirements. The Issuer is responsible for calculating (or causing the calculation of) rebate liability for each issue of Obligations, and for making any required rebate payments. Any funds of the Issuer set aside or otherwise pledged or earmarked to pay debt service on the Obligations should be analyzed to assure compliance with the tax law rules on arbitrage, invested sinking funds and pledged funds (including gifts or donations linked to facilities financed with Capital Obligations). The Responsible Official will consult with Bond Counsel to confirm that all relevant arbitrage yield requirements are met.

¹ Alternatively, under the statutory safe harbor exception to rebate, at the time of issuance of Cash-Flow Obligations the Issuer may reasonably anticipate that it will incur an actual maximum cumulative cash-flow deficit on a date on or before the close of the six-month period commencing on the issue date of the Cash-Flow Obligations equal to at least 90% of the issue price of the Cash-Flow Obligations.

F-80-80-1e.3 Rebate. On or before the date of any required rebate payment (see below), the Issuer will retain a nationally recognized arbitrage rebate consultant (the “**Arbitrage Rebate Consultant**”) to perform rebate calculations that may be required to be made from time to time with respect to any issue of Obligations. The Responsible Official shall provide the Arbitrage Rebate Consultant with requested documents and information on a prompt basis, reviewing applicable rebate reports and other calculations and generally interacting with the Arbitrage Rebate Consultant to ensure the timely preparation of rebate reports and payment of any rebate.

The reports and calculations provided by the Arbitrage Rebate Consultant will assure compliance with rebate requirements, which require the Issuer to make rebate payments, if any, no later than the fifth (5th) anniversary date and each fifth (5th) anniversary date thereafter through the final maturity or redemption date of a Capital Obligation. A final rebate payment, if due, must be made within sixty (60) days of the final maturity or redemption date of all Obligations.

Rebate spending exceptions for Capital Obligations are available for periods of 6 months, 18 months and 2 years. The Responsible Official will confer and consult with the Arbitrage Rebate Consultant to determine whether any rebate spending exception may be met.

In the case of Cash-Flow Obligations, within 60 days of the maturity date of such Cash-Flow Obligations, if there is concern as to whether the Issuer has met its requisite maximum cumulative cash-flow deficit, a rebate analyst should be promptly engaged to determine whether either the six-month spending exception or the statutory safe harbor exception to the rebate rules was met (in which case no rebate would be owed) or whether the investment income derived from the proceeds of the Cash-Flow Obligations is subject, in whole or in part, to rebate.

Copies of all arbitrage rebate reports, related return filings with the IRS (*i.e.*, IRS Form 8038-T), copies of cancelled checks with respect to any rebate payments, and information statements must be retained as described above. The Responsible Official will follow the procedures set forth in the Tax Certificate that relate to compliance with the rebate requirements with respect to any Obligations.

F-80-80-2 Additional Procedures.

F-80-80-2a. Periodic Monitoring. The Responsible Official will conduct periodic reviews of compliance with the foregoing procedures to determine whether any violations have occurred so that such violations can be remedied through the “remedial action” regulations (**Treas. Reg. Treasury Regulations** Section 1.141-12) or the Voluntary Closing Agreement Program (VCAP) described in IRS Notice 2008-31 (or successor guidance). If any changes to the terms or provisions of any Obligations are contemplated, the Responsible Official will consult with Bond Counsel, because such modifications could jeopardize the tax-exempt status of interest on the Obligations after they are modified.

DRAFT

F-80-80-2b. Use of Facilities. The Responsible Official will maintain records identifying any Private Use of the facilities or portion of facilities that are financed or refinanced with proceeds of Capital Obligations. Such records may be kept in any combination of paper or electronic form. In the event the use of the proceeds of Capital Obligations of the facilities financed or refinanced with the proceeds of Capital Obligations differs from the representations or factual statements in the Tax Certificate, the Responsible Official will promptly contact and consult with Bond Counsel to ensure that there is no adverse effect on the tax-exempt status of the Capital Obligations and, where appropriate, will remedy any violations through the “remedial action” regulations (Treas. Reg. Section 1.141-12), the Voluntary Closing Agreement Program (VCAP) described in IRS Notice 2008-31 (or successor guidance), or as otherwise prescribed by Bond Counsel.

F-80-90 Internal controls. To ensure debt proceeds are used as intended, the District shall implement internal control procedures that include at least the following:

- Debt proceeds shall be deposited in an account separate from other District accounts, with only revenues and expenditures directly associated with the debt proceeds included in the account.
- At least two approvals from different reviewers will be required on all expenditures of debt proceeds, to review and ensure the expenditure is appropriate to be paid from debt proceeds.
- District accounting staff shall prepare periodic reports on the use of debt proceeds for management review.

Resolution No.	Date Approved: April 27, 2017
President of the Board	Supersedes: February 23, 2017 Last Reviewed:

F-80 DEBT ISSUANCE, POST ISSUANCE COMPLIANCE AND MANAGEMENT**Purpose**

This policy establishes procedures for the use of debt for financing the District's capital improvements.

F-80-10 Use of Long-term Debt. The District shall have a preference to finance capital improvements using pay-as-you-go financing and shall issue long-term debt only to finance capital improvements that cannot be readily financed from current revenues. Some exceptions to this may be made on a case-by-case basis for no-interest and extremely-low-interest loan programs for capital projects.

Debt financing shall be used only for major, non-recurring items or improvements with a minimum of five years of useful life; assets with a shorter useful life shall be financed using pay-as-you-go financing. The intended use of debt shall be described in and integrated into the District's Capital Improvement Plan and any long range financial forecasts.

F-80-20 Types of Debt. The District, either on its own or through a public benefit corporation, may issue general obligation bonds, certificates of participation, revenue bonds, borrow from a bank, borrow from the State of California through the use of state revolving fund loans, borrow from the Federal Government, or issue any other long or short-term instrument approved by and deemed appropriate by the Board of Directors to meet the capital financing needs of the District. Debt may be fixed rate or variable rate.

F-80-30 Length of Debt Obligations. The District shall repay all debt issued within a period not to exceed the expected useful life of the improvements financed by the debt.

F-80-40 Debt Service Limitations. The District shall not issue debt where the debt service amounts exceed its ability to pay current obligations from current revenues. This shall be calculated as follows: current operating revenues, less current operating expenditures, shall be at least 125% of anticipated total annual debt service for all outstanding long-term debt.

F-80-50 Use of Credit Enhancements. When issuing long-term debt, credit enhancements (letters of credit, bond insurance, etc.) may be used, but only when net debt service on the debt is reduced by more than the cost of the enhancement, or the enhancement is a requirement for the loan or debt issuance.

F-80-60 Bond rating. The District shall seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit.

F-80-70 Financial disclosure. The District shall fully disclose financial and pertinent credit information as it relates to the District's outstanding securities.

F-80-80 Post Issuance Compliance with Federal Law. State and local governmental entities that borrow money on a tax-exempt basis are now required to report to the Internal Revenue Service whether they have established written procedures to comply with applicable requirements of federal tax law for all issues of bonds, certificates of participation, bond anticipation notes, tax anticipation notes, revenue anticipation notes, financing leases, energy performance contract financings, and any other instruments evidencing the borrowing of money (collectively the "Obligations"). The procedures set forth herein will assist the Las Gallinas Valley Sanitary District (collectively, the "Issuer"), in meeting the post-issuance requirements of federal tax law necessary to preserve the tax-exempt status of interest on tax-exempt Obligations issued by the Issuer.

These procedures address Obligations issued for physical facilities, property and equipment for the Issuer (the "Capital Obligations") and Obligations issued to finance cash-flow operating requirements of the Issuer (the "Cash-Flow Obligations").

F-80-80-1 General Procedures.

F-80-80-1a Responsible Official. The General Manager of the Issuer (herein referred to as the "Responsible Official") will identify such officers and employee(s) who will be responsible for each of the procedures listed below, and will notify such officers and employee(s) of the responsibilities, and provide those persons with a copy of these procedures. Upon employee transitions, the Responsible Official will advise the new personnel of their responsibilities under these procedures and will ensure they understand the importance of these procedures. If employee positions are restructured or eliminated, the Chief Financial Officer of the Issuer will reassign responsibilities as necessary.

F-80-80-1b Issuance of Obligations.

F-80-80-1b.1 Bond Counsel. The Issuer will retain a firm of nationally-recognized bond counsel ("Bond Counsel") to deliver a legal opinion in connection with the issuance of all Obligations. The Responsible Official will consult with Bond Counsel and other legal counsel and advisors, as needed, following the issuance of Obligations to ensure that applicable post-issuance requirements are met, so that interest on each issue of Obligations will be excluded from gross income for federal income tax purposes.

F-80-80-1b.2 Documentation of Tax Requirements. The federal tax requirements relating to each issue of Obligations will be set forth in a Tax Certificate (the "Tax Certificate") executed in connection with each issue of Obligations, which will be included in the closing transcript for each issue of Obligations. The Tax Certificate will contain certifications, representations, expectations and factual statements relating to the restriction on use of the assets and facilities financed or refinanced with Obligations by persons or entities other than the Issuer, changes in use of the assets and facilities financed or refinanced with the proceeds of Obligations, restrictions applicable to the investment of the proceeds of any Obligations and other moneys relating to the Obligations, and arbitrage rebate requirements. The Responsible Official will review the Tax Certificate prior to the date of issue of each issue of Obligations.

F-80-80-1b.3 Information Reporting. In connection with each issue of tax-exempt Obligations, the Issuer is required to file, or shall cause to be filed by Bond Counsel, an IRS Form 8038-G (or, if applicable, IRS Form 8038-GC). Any such IRS Form filed with the IRS, together with a proof of filing, will be included as part of the closing transcript for each issue of Obligations, or kept in the records maintained by Bond Counsel related to the appropriate issue of Obligations. The Responsible Official shall ascertain that such form has been filed in connection with each issue of Obligations.

F-80-80-1b.4 Record Retention.

General. Copies of all relevant documents and records sufficient to support that the tax requirements relating to all Obligations have been satisfied, including the following documents and records, should be maintained by the Issuer:

- (a) Closing transcript;
- (b) All records of investments, arbitrage reports, returns filed with the IRS and underlying documents;
- (c) Construction contracts, purchase orders, invoices and expenditure and payment records;
- (d) Documents relating to costs reimbursed with the proceeds of Capital Obligations;
- (e) All contracts and arrangements involving Private Use of the property financed with Capital Obligations;
- (f) All reports relating to the allocation of the proceeds of Obligations and Private Use of property financed with Capital Obligations;
- (g) Itemization of property financed with the proceeds of Capital Obligations; and
- (h) In connection with Cash-Flow Obligations, information regarding the Issuer's revenue, expenditures and available balances sufficient to support the Issuer's prospective and actual maximum cumulative cash.

F-80-80-1b.5 Duration of Record Retention. All of the foregoing documents and records should be retained for the term of the Obligations, plus three (3) years, or if the Obligations are refunded with the proceeds of a subsequent Obligation, the date three (3) years after the last of such refunding Obligations are refunded.

F-80-80-1c Capital Obligations.

F-80-80-1c.1 Timely Expenditure of Proceeds of Capital Obligations. At the time of issuance of Capital Obligations issued to fund original expenditures, the Issuer must reasonably expect to spend at least 85% of all proceeds within three (3) years of the date of issuance of the Obligations. In addition, for Capital Obligations, the Issuer must have incurred or expect to incur within six months after issuance original expenditures of not less than 5% of the amount of such proceeds, and must expect to complete the project financed with Capital Obligations (the "**Project**") and expend the proceeds of such Capital Obligations to pay Project costs with due diligence. Satisfaction of these requirements allows the proceeds of Capital Obligations issued for the Project to be invested at an unrestricted yield for three (3) years. Failure to satisfy these requirements

could subject the Issuer to rebate of investment income, and other penalties. The Responsible Official will monitor the appropriate capital project accounts to ensure that the proceeds of Capital Obligations are spent within the time period(s) required under federal tax law.

Capital Obligations issued to refinance outstanding Capital Obligations are subject to separate expenditure requirements, which shall be outlined in the Tax Certificate relating to such Obligations. In connection with the issuance of any Capital Obligations issued to refinance outstanding Capital Obligations, the Responsible Official will confirm that any rebate obligation due with respect to the original issue and any subsequent refinancing thereof has been met.

F-80-80-1c.2 Use of Proceeds of Capital Obligations. In general, proceeds (including investment income on original sale proceeds) of Capital Obligations, other than proceeds used to pay costs of issuance, should be spent on capital expenditures. For this purpose, capital expenditures generally mean costs to acquire, construct, or improve property (land, buildings and equipment). Capital Expenditures include design and planning costs related to the Project, and include architectural, engineering, surveying, soil testing, environmental, and other similar costs incurred in the process of acquiring, constructing, improving or adapting the property. Capital Expenditures do not include operating expenses of the Project.

F-80-80-1c.3 Use of Facilities Financed with Capital Obligations. For the life of all Capital Obligations, the Project must be owned and operated by the Issuer. At all times while Capital Obligations issued for a Project are outstanding, no more than 10% of the proceeds of such Capital Obligations may be used, directly or indirectly, in a trade or business carried on by a person other than a state or local governmental unit ("**Private Use**"). Generally, Private Use consists of any contract or other arrangement, including leases, management contracts (for example, contracts relating to the management or operation of a parking facility, food service operation or municipal utility system), operating agreements and guarantee contracts which provides for use of the facilities financed with Capital Obligations by a person who is not a state or local government on a basis different than the general public. The Project may be used by any person or entity, including any person or entity carrying on any trade or business, if such use constitutes "General Public Use". General Public Use is any arrangement providing for use that is available to the general public at either no charge or on the basis of rates that are generally applicable and uniformly applied.

F-80-80-1c.4 Management or Operating Agreements for Facilities Financed with Capital Obligations. Any management, operating or service contracts whereby a non-exempt entity is using facilities financed or refinanced with the proceeds of Capital Obligations must relate to portions of the Project that fit within the above-mentioned 10% allowable Private Use, or the contracts must meet the IRS safe harbor for management contracts (Revenue Procedure 97-13, as amended, or Revenue Procedure 2017-13, as applicable). Any renewals of or changes to such contracts should be reviewed by Bond Counsel. The Responsible Official shall contact Bond Counsel if there may be a lease,

sale, disposition or other change in use of facilities financed or refinanced with the proceeds of Capital Obligations.

F-80-80-1d Cash-Flow Obligations.

F-80-80-1d.1. Proper Sizing of Cash-Flow Obligations.

- (a) The Issuer must reasonably anticipate that it will incur an actual maximum cumulative cash-flow deficit on a date on or before the close of the six-month period commencing on the issue date of the Cash-Flow Obligations equal to at least 100% of the issue price of the Cash-Flow Obligations (taking into account the Issuer's "reasonable working capital reserve" amount).¹
- (b) The Responsible Official will determine the appropriate amount of Cash-Flow Obligations to issue.
- (c) The Responsible Official shall determine whether or not the Issuer has met its requisite maximum cumulative cash-flow deficit within six months following the date of issuance of the Cash-Flow Obligations, and shall, to the extent necessary, obtain assistance from the Arbitrage Rebate Consultant, referred to below.

F-80-80-1e Investment Restrictions; Arbitrage Yield Calculation; Rebate.

F-80-80-1e.a Investment Restrictions. Investment restrictions relating to the proceeds of Obligations and other moneys relating to the Obligations are set forth in the Tax Certificate. The Responsible Official will monitor the investment of the proceeds of Obligations to ensure compliance with yield restriction rules.

F-80-80-1e.2 Arbitrage Yield Calculation. Investment earnings on the proceeds of Obligations should be tracked and monitored to comply with applicable yield restrictions and/or rebate requirements. The Issuer is responsible for calculating (or causing the calculation of) rebate liability for each issue of Obligations, and for making any required rebate payments. Any funds of the Issuer set aside or otherwise pledged or earmarked to pay debt service on the Obligations should be analyzed to assure compliance with the tax law rules on arbitrage, invested sinking funds and pledged funds (including gifts or donations linked to facilities financed with Capital Obligations). The Responsible Official will consult with Bond Counsel to confirm that all relevant arbitrage yield requirements are met.

¹ Alternatively, under the statutory safe harbor exception to rebate, at the time of issuance of Cash-Flow Obligations the Issuer may reasonably anticipate that it will incur an actual maximum cumulative cash-flow deficit on a date on or before the close of the six-month period commencing on the issue date of the Cash-Flow Obligations equal to at least 90% of the issue price of the Cash-Flow Obligations.

F-80-80-1e.3 Rebate. On or before the date of any required rebate payment (see below), the Issuer will retain a nationally recognized arbitrage rebate consultant (the “**Arbitrage Rebate Consultant**”) to perform rebate calculations that may be required to be made from time to time with respect to any issue of Obligations. The Responsible Official shall provide the Arbitrage Rebate Consultant with requested documents and information on a prompt basis, reviewing applicable rebate reports and other calculations and generally interacting with the Arbitrage Rebate Consultant to ensure the timely preparation of rebate reports and payment of any rebate.

The reports and calculations provided by the Arbitrage Rebate Consultant will assure compliance with rebate requirements, which require the Issuer to make rebate payments, if any, no later than the fifth (5th) anniversary date and each fifth (5th) anniversary date thereafter through the final maturity or redemption date of a Capital Obligation. A final rebate payment, if due, must be made within sixty (60) days of the final maturity or redemption date of all Obligations.

Rebate spending exceptions for Capital Obligations are available for periods of 6 months, 18 months and 2 years. The Responsible Official will confer and consult with the Arbitrage Rebate Consultant to determine whether any rebate spending exception may be met.

In the case of Cash-Flow Obligations, within 60 days of the maturity date of such Cash-Flow Obligations, if there is concern as to whether the Issuer has met its requisite maximum cumulative cash-flow deficit, a rebate analyst should be promptly engaged to determine whether either the six-month spending exception or the statutory safe harbor exception to the rebate rules was met (in which case no rebate would be owed) or whether the investment income derived from the proceeds of the Cash-Flow Obligations is subject, in whole or in part, to rebate.

Copies of all arbitrage rebate reports, related return filings with the IRS (*i.e.*, IRS Form 8038-T), copies of cancelled checks with respect to any rebate payments, and information statements must be retained as described above. The Responsible Official will follow the procedures set forth in the Tax Certificate that relate to compliance with the rebate requirements with respect to any Obligations.

F-80-80-2 Additional Procedures.

F-80-80-2a. Periodic Monitoring. The Responsible Official will conduct periodic reviews of compliance with the foregoing procedures to determine whether any violations have occurred so that such violations can be remedied through the “remedial action” regulations (Treas. Reg. Section 1.141-12) or the Voluntary Closing Agreement Program (VCAP) described in IRS Notice 2008-31 (or successor guidance). If any changes to the terms or provisions of any Obligations are contemplated, the Responsible Official will consult with Bond Counsel, because such modifications could jeopardize the tax-exempt status of interest on the Obligations after they are modified.

F-80-80-2b. Use of Facilities. The Responsible Official will maintain records identifying any Private Use of the facilities or portion of facilities that are financed or refinanced with proceeds of Capital Obligations. Such records may be kept in any combination of paper or electronic form. In the event the use of the proceeds of Capital Obligations of the facilities financed or refinanced with the proceeds of Capital Obligations differs from the representations or factual statements in the Tax Certificate, the Responsible Official will promptly contact and consult with Bond Counsel to ensure that there is no adverse effect on the tax-exempt status of the Capital Obligations and, where appropriate, will remedy any violations through the “remedial action” regulations (Treas. Reg. Section 1.141-12), the Voluntary Closing Agreement Program (VCAP) described in IRS Notice 2008-31 (or successor guidance), or as otherwise prescribed by Bond Counsel.

F-80-90 Internal controls. To ensure debt proceeds are used as intended, the District shall implement internal control procedures that include at least the following:

- Debt proceeds shall be deposited in an account separate from other District accounts, with only revenues and expenditures directly associated with the debt proceeds included in the account.
- At least two approvals from different reviewers will be required on all expenditures of debt proceeds, to review and ensure the expenditure is appropriate to be paid from debt proceeds.
- District accounting staff shall prepare periodic reports on the use of debt proceeds for management review.

Resolution No. 2017-2092	Date Approved: April 27, 2017
President of the Board	Supersedes: February 23, 2017



Item Number 3.5
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Mike Cortez
(415) 526-1518; mcortez@lqvsd.org
Mtg. Date: August 4, 2022
Re: Department Report - Engineering
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

Informational only.

BACKGROUND

Department Reports are given to the Board at regular intervals, usually quarterly. This is an opportunity for the Managers to report to the Board actions taken within their respective departments. The previous Engineering Department Report was given on May 5, 2022.

This Engineering Department Report covers the period from May thru July 2022.

PREVIOUS BOARD ACTION

None.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None.

DESIGN (Number of projects in design phase: 12)

- Operation Control Center Building Design
 - Comcast is designing a dedicated fiber connection for District review.
 - Utility coordination with MMWD and AT&T are in progress.
 - Building design is on-hold until alternative treatment plant layouts have been evaluated.
- Standby Generator System Installation for Adrian, McPhail, and Industrial Park Pump Stations
 - Reviewing final civil and electrical plans by GD Nielson (contractor).
 - Approved changes in generator specifications.
- Collection System Hydraulic Model
 - Awarded contract to Hazen & Sawyer.
 - Held kick-off meeting.
 - Staff is working on data requests from Hazen.

CONSTRUCTION (Number of projects in construction: 12)

- Plant Lighting Improvements
 - Myers & Sons has installed conduits for the required lighting fixtures.
 - Staff to obtain quotes for installation of additional lighting fixtures.
- On-Call Construction Contract
 - Replacement of Manhole Frame & Cover - Completed.
 - North San Pedro Road Sewer Repair - In progress.
 - Las Gallinas Easement Sewer Repair - In progress.
 - Contempo Marin MH Sampling Box - Notified Piazza Construction to start.
- Solar Photovoltaic System Upgrades – Received a proposal from ForeFront Power in response to the RFP to replace the solar photovoltaic system under California Government Code Section 4217.10 to 4217.18 guidelines. Under negotiation with ForeFront Power for the PPA option.

OTHER (Number of projects: 12)

- Biosolids Land Application Permit
 - Received Notice of Applicability from RWQCB on 7/1/2022.
 - Continue to hold biweekly progress meetings with Mary Martis.
- Groundwater Monitoring Well Installation
 - Staff reviewed responses to the RFP for well installation at proposed biosolid sites and initial reporting to RWQCB.
 - Awarded contract to APTIM.
 - Held kick-off meeting.
- Smith Ranch CNG Filling Station Repair
 - Received proposals from a CNG contractor to repair or replace the Smith Ranch fast-fill fueling station.
- Asset Management Part 2
 - Maintenance staff recommended to add all the STPURWE assets into Antero and standardize the naming convention for both new and existing equipment, prior to migration to CityWorks.
 - A portion of the budget will be reserved for on-call services with Centricity to help with data entry and other necessary tasks for implementation in CityWorks.
 - Project will be transferred to the maintenance department at an appropriate time in the future.

Engineering Monthly Report (May 2022 thru July 2022)

Job No.	Project Name/Updates	On Hold	% Completion
DESIGN PROJECTS			
11200-03	John Duckett Pump Station & Sewer Main Capacity and Storage <ul style="list-style-type: none"> Discussed preliminary force main re-alignment alternatives. Will discuss additional scope with GHD. 		30% (On-hold)
20100-02	Operation Control Center Building Design <ul style="list-style-type: none"> Comcast is designing a dedicated fiber connection for District review. Utility coordination with MMWD and AT&T in progress. Building design is on-hold until alternative treatment plant layouts have been evaluated. 		16%
20200-01	Force Main Access Structures <ul style="list-style-type: none"> Design of force main access points by Freyer & Laureta is in progress. 		10%
20600-04	Flow Equalization Basin <ul style="list-style-type: none"> On-hold pending evaluation of final treatment facility layout. May need to discuss rescoping of design services to reprioritize tasks. 		25% (On-hold)
21300-06	Venetia Harbor Fencing & Paving <ul style="list-style-type: none"> Design is on-hold until negotiation with the neighbors are complete. 		(On-hold)
20300-09	Smith Ranch Pump Station Electrical Upgrades <ul style="list-style-type: none"> Preparing comments on the scoping memo from Freyer & Laureta. 		17%
21300-03	Standby Generator System Installation for Adrian, McPhail, and Industrial Park PS <ul style="list-style-type: none"> Reviewing final civil and electrical plans by GD Nielson (contractor). Approved changes in generator specifications. 		10%
21300-04	Pump Station Site Lighting Improvements <ul style="list-style-type: none"> Preparing comments on the scoping memo from Freyer & Laureta. 		17%
21350-01	Automatic Transfer Switches for Pump Stations <ul style="list-style-type: none"> Preparing comments on the scoping memo from Freyer & Laureta. 		17%
21600-01	Emergency Bypass Pumping Analysis & Emergency Response Plan <ul style="list-style-type: none"> Preparing comments on the scoping memo from Freyer & Laureta. 		17%
21600-07	Digester Room MCC#2 Upgrade <ul style="list-style-type: none"> Hazen continues to work on 90% design drawings. Hazen began boiler relocation analysis. 		50%
23200-01	Collection System Hydraulic Model <ul style="list-style-type: none"> Awarded contract to Hazen & Sawyer. Held kick-off meeting. Staff is working on data requests from Hazen. 		5%
CONSTRUCTION PROJECTS			
11500-09	Miller Creek Vegetation Maintenance <ul style="list-style-type: none"> On-going with Hanford ARC. 		58%
12300-05	Rafael Meadows Pump Station Standby Generator Installation <ul style="list-style-type: none"> Waiting for delivery of generator. 		75%
12600-07 & 16650-02	Secondary Treatment Plant Upgrade & Recycled Water Expansion <ul style="list-style-type: none"> All major structures such as aeration basins, secondary clarifiers, process piping and underground utilities have been completed, except paving, fencing, and other minor site improvements. Target completion date: August 2022 Target ribbon cutting: late October 2022 		96%
18360-01	Marin Lagoon Pump Station No.1 Improvements <ul style="list-style-type: none"> Bubbler modifications to match existing Marin Lagoon pump stations have been completed. Working on closeout documents. 		98%
20200-01	Air Release Valve and Vault Replacements <ul style="list-style-type: none"> File Notice of Completion on 8/4/2022, pending Board approval. 		100%
TBD	Reclamation Pond Diversion Boxes <ul style="list-style-type: none"> Staff continue to develop new scope for replacement of critical gates at two diversion boxes. Staff has reached out for informal bids from several contractors. 		10%

Job No.	Project Name/Updates	On Hold	% Completion
21600-08	Grit Screw Conveyor Systems Replacement • Waiting for delivery of grit screw conveyor unit.		15%
21600-09	Plant Lighting Improvements • Myers & Sons has installed conduits for the required lighting fixtures. • Staff to obtain quotes for installation of additional lighting fixtures.		70%
22125-04	On-Call Construction Contract • Replacement of Manhole Frame & Cover - Completed. • North San Pedro Road Sewer Repair - In progress. • Las Gallinas Easement Sewer Repair - In progress. • Contempo Marin MH Sampling Box - Notified Piazza Construction to start.		Continuous
22125-01	Rock Crushing at Stockpile • Issued a PO to Piazza Construction for crushing rock excavated from the plant upgrade project into usable materials for levee repair, raising grades at various locations within the treatment plant, and other projects.		5%
22500-03	Solar Photovoltaic System Inverters Replacement • Cancelled.		Cancelled
22500-03	Solar Photovoltaic System Upgrades • Received a proposal from ForeFront Power in response to the RFP to replace the solar photovoltaic system under California Government Code Section 4217.10 to 4217.18 guidelines. • Under negotiation with ForeFront Power for the PPA option.		5%
REQUESTS FOR PROPOSALS			
<i>ISSUED</i>			
22500-03	Solar Photovoltaic System Upgrades - See Construction Projects for details.		
21500-08	Groundwater Monitoring Well Installation & Initial Reporting - See Other Projects for details.		
<i>NEAR TERM</i>			
<i>None.</i>			
CALL FOR BIDS			
<i>None.</i>			
OTHER PROJECTS			
21500-08	Biosolids Land Application Permit • Received Notice of Applicability from RWQCB on 7/1/2022. • Continue to hold biweekly progress meetings with Mary Martis.		N/A
21500-08	Groundwater Monitoring Well Installation • Staff reviewed responses to the RFP for well installation at proposed biosolid sites and initial reporting to RWQCB. • Awarded contract to APTIM. • Held kick-off meeting.		5%
20100-04	Integrated Wastewater Master Plan • District staff have completed review of technical memoranda for collection system, wastewater treatment plant, sea level rise assessments, asset management, and disaster resilience prepared by Kennedy Jenks. • Aqua engineering to complete its review of the above mentioned memoranda.		Phase 2: 50%
20125-01	On-Call Engineering Contract • Hazen is assisting staff on reviewing electrical loads and design for Standby Generator System Installation at Adrian, McPhail, and Industrial Park Pump Stations.		Continuous
20500-05	Marsh Pond Long Term Vegetation Management Plan • Received final management plan.		100%
21125-03	Alternative Funding Pursuit • Staff will redefine scope for KJ to focus primarily on funding of larger CIP projects, such as the OCC.		(On-hold)
21300-07, 21500-07, & 21600-16	Arc Flash Study for Pump Stations, Treatment Plant, and Reclamation Facilities • Received final arc flash study.		100%

Job No.	Project Name/Updates	On Hold	% Completion
21600-03	Smith Ranch CNG Filling Station Repair <ul style="list-style-type: none"> Received proposals from a CNG contractor to repair or replace the Smith Ranch fast-fill fueling station. 		5%
21600-07	Secondary Digester Inspection <ul style="list-style-type: none"> Completed by Hazen/V&A and found that no digester repairs are required at this time because its interior wall coating and piping are in good condition. Hazen and V&A are preparing the technical memo for staff review. Staff began implementing preliminary consultant recommendations. 		90%
22125-03	On-Call Inspection <ul style="list-style-type: none"> On-going with Kennedy Jenks. 		Continuous
22600-01	Asset Management Part 1 <ul style="list-style-type: none"> Completed by Centricity. 		100%
22600-01	Asset Management Part 2 <ul style="list-style-type: none"> Maintenance staff recommended to add all the STPURWE assets into Antero and standardize the naming convention for both new and existing equipment, prior to migration to CityWorks. A portion of the budget will be reserved for on-call services with Centricity to help with data entry and other necessary tasks for implementation in CityWorks. Project will be transferred to the maintenance department at an appropriate time in the future. 		N/A
LAND DEVELOPMENT			
	Northgate Redevelopment - 5800 Northgate Mall <ul style="list-style-type: none"> Redevelop Northgate Mall to include both retail and multi-family units. <i>Project Concept 2025: retail space plus 965 multi-family units</i> <i>Project Concept 2040: retail space plus 1374 multi-family units</i> Staff will discuss hydraulic model requirements with the applicant. 		
	Talus Reserve <ul style="list-style-type: none"> New development of 28 single family residences near Erin Dr. Issued Will Serve Letter. Staff is reviewing applicant's request for a supplemental approval letter to Marin County. 		
	Los Gamos Apartments <ul style="list-style-type: none"> Total of 192 apartment units. Communicated sewer easement requirements to the applicant. 		
	Other Projects Reviewed by Staff: <ul style="list-style-type: none"> 71 Creekside Dr 105 Los Ranchitos Rd 221 Mirada Ave 400 Nova Albion 612 Woodbine Dr Golden Gate Veterinary - 4460 Redwood Hwy Guidepost Montessori - 11 Professional Center Parkway Helix School - 161 Mitchell Blvd Marin Landing - 238 Merrydale Road 		



Item Number 3.6
GM Review CO

Agenda Summary Report

To: Board of Directors
From: Dale McDonald
(415) 526-1519 dmcDonald@lgvsd.org *DM*
Mtg. Date: August 4, 2022
Re: Department Report – Administration
Item Type: Consent _____ Action _____ Information X Other _____.
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Informational only.

BACKGROUND

Department Reports are given to the Board at regular intervals, usually quarterly. This is an opportunity for the Managers' to report to the Board actions taken within their respective departments. The previous Administration Department was given May 5, 2022.

This Administration Department report is for the period April 1, 2022 to June 30, 2022 to coincide with the Quarterly Financial Report.

- Administration Department Report
- Pending Agenda Item Requests – Status Report

The Collections System Department and Plant Operations Department reports are scheduled to be given on August 18, 2022.

PREVIOUS BOARD ACTION

None.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None.

FINANCE

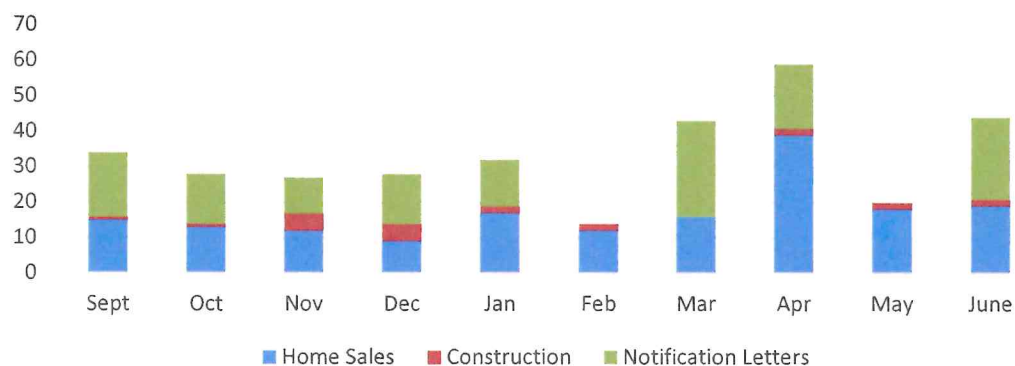
- Quarterly recycled water use thru June 30 billed to Marin Municipal Water District in the amount of \$37,683 and North Marin Water District in the amount of \$8,729.
- Budget process for Fiscal Year (FY) 2022-23 completed.
- Annual appropriations limit completed (Gov. Code Section 61113).
- Nigro & Nigro hired to perform the District's financial audits for FYs 2022 thru 2024.
- Arbitrage Rebate and Yield Restriction Compliance Report on the 2017 Revenue Bond completed by Hawkins Delafield & Wood on July 1, 2022, for the period April 2017 through April 2022. There was no positive rebate liability or yield restriction liability accrued as of April 27, 2022; therefore, no payment is required to be made to the US Treasury Department. Report is available upon request.
- California Employers' Retirement Benefit Trust (CERBT) / Employer OPEB Contribution Summary for GASB 74 Compliance completed.
- Low Income Household Water Assistance Program (LIHWAP) established.

ADMINISTRATION

- CSRMA Property Insurance Program for 2022-23 renewed, new locations constructed as part of the STPURWE Project added to policy.
- Senate Bill 1383 Organic Recycling compliance continues; staff attended CalRecycle procurement and Electronic Annual Reporting (EAR) webinars in anticipation of upcoming October 1 reporting deadline. Continuing communication with Marin Sanitary Service and individuals in the Marin Franchisors Group on issues around organic recycling, recycled paper procurement, and enforcement requirements.
- Spring 2022 Heron Newsletter published.
- District Board Policy review continuing; policies B-20, B-30, B-40, B-50, B-60, F-20, F-30, F-40, F-50, and F-60 updated.
- Resolutions of the Board drafted, approved, and processed. Of the seventeen resolutions adopted, five were for the above policy revisions.
- ZeroWaste Grant Report for FY 2020/21 completed on May 20, 2022.
- Coordinated with Bob Murray & Associates on General Manager recruitment process, scheduling of panels, and ordering food for interview panels.
- A total of six regular Board meetings and five special Board meeting were held during this 3-month period.
- Continuous website updates and posting in the Marin Independent Journal related to posting of agendas, minutes, public hearing notices, etc. to meet legal requirements was completed.

- Sewer Lateral Inspection Program has seen a drop in interest after surge in April. A total of 112 properties are participating in the program as of June 30. The administration department provided support for 82 video inspection applications between April 1 and June 30; 28 were triggered by home sales and 6 by construction. In addition, 41 notification letters were mailed to property owners who have pulled building construction permits with the City of San Rafael or the County advising them of their requirement to have their sewer lateral inspected.

Sewer Lateral Video Inspection Activity



HUMAN RESOURCES

- CPS HR Consulting continues to provide Human Resource partner support services to the District.
 - a. Weekly meetings held with Cheri Fairchild, CPS HR Project Coordinator, to discuss ongoing HR issues.
 - b. Personnel Policies & Procedures Manual reviewed, first draft of recommended changes pending staff review.
 - c. Classification and Total Compensation Audit comparison between District Secretary and Administrative Financial Specialist classification initiated. Ad Hoc HR Committee recently met to receive report and provided input to staff.
- COVID-19 Supplemental Paid Sick Leave Program (“SPSL”) implemented April 18, 2022; per Senate Bill 11, the program will last through September 30, 2022.
- Staff attended continuing education webinars and seminars; Regional Governmental Services (RGS) 2022 Management Leadership Academy, California Special Districts Association (CSDA) General Manager Leadership Summit, Liebert Cassidy Whitmore (LCW) Disability & Safety webinar, Process Improvement Strategies to Increase Work

Productivity, Dealing With Ethical Issues in the Workplace, and Transforming Wage Garnishment Compliance.

- Labor Management Committee (LMC) met April 20 and June 29. Discussions included revision of LMC ground rules, uniforms, and multi-certification qualifications and posting requirements. Union membership elected Pam Amatori and Rob Fernandez to be shop stewards.
- Classification descriptions for Environmental Services Supervisor, Lab Analyst, and Plant Manager updated in June 2022.
- Computer Maintenance Management System (CMMS) Technician hired May 31, 2022.
- Civil Engineering Technician hired with start date of July 25, 2022.

CONTRACTS / REQUEST FOR PROPOSALS

Contracts executed between April 1 and June 30 listed below:

<u>Vendor Name</u>	<u>Dept</u>	<u>Description</u>	<u>Date of Agreement</u>	<u>Term End Date</u>	<u>Contract Amount</u>
Custom Tractor Service	500	Biosolids Surface Injection & Sludge Removal and Reclamation Pastureland Irrigation	6/30/2022	6/30/2023	\$ 221,575
ArcSine Engineering	600	SCADA On Call Support	6/30/2022	6/30/2023	\$ 63,318
EOA	600	Technical Support for Regulatory Permits and NPDES Permit Reissuance	6/9/2022	8/31/2023	\$ 175,800

Departments: -100 Admin, -125 Engineering, -200 Collections, -250 Maintenance, -300 Pump Stations, -400 Lab, -500 Reclamation, -600 Plant, -650 Recycled Water



PENDING AGENDA ITEM REQUESTS STATUS REPORT

#	Item Description	Date	Responsible	Status / Notes
1	District Secretary classification/salary review	12/16/2021	DM	Ad Hoc HR Committee met
2	Grant Funding - Report on opportunities for grants	12/16/2021	MC	Identify funding OCC
3	Public Use of Reclamation Area	1/6/2022	DM	Revise Ordinance
4	Integrated Master Plan Heat Map - Report Update	2/17/2022	MC	Provide w/Engrs Report
5	Cybersecurity Policy / Cybersecurity Implementation	4/7/2022	DM / ML	Hand off and schedule
6	Establish Dedicated Fund for Operations Control Center	5/16/2022	DM	Bring item to Board
7	Report on Flow Monitoring Hydraulic Study to Board	6/2/2022	MC	Update Board
8	Electrical Vehicle Study	6/16/2022	CD	Develop
9	Environmental Preferable Purchasing Policy		DM	Develop
10	Real Property Administration - Property Acquisition		MC/DM	Develop
11	Sole Source Justificaiton update policy and form		DM	Internal only



Item Number 37
GM Review C

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *M*
(415) 526-1519 dmcDonald@lgvsd.org
Meeting Date: August 4, 2022
Re: Quarterly Treasurer's & Financial Reports as of June 30, 2022
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Information only

BACKGROUND

Board Policy F-20-10, Financial Reporting, and Board Policy F-70-120, Investment Reporting, require that a quarterly report be submitted to the Board. It is prudent and beneficial to present these reports to the Board at the same time.

TREASURER'S INVESTMENT REPORT

Pursuant to the State of California Government Code Section 56300, and the District's investment policy adopted on July, 21, 2022, and industry best practices, staff prepares a quarterly report on the District's cash position, investments, and liquidity.

As specified in California Government Code Section 53646(e), if all funds are placed in Local Agency Investment Fund (LAIF), FDIC-insured accounts and/or in a county investment pool, the reporting elements may be replaced by copies of the latest statements from such institutions.

The attached Treasurer's Report presents the District's bank and investment account balances as of June 30, 2022. Total Investments of \$22,673,181 are held in the Local Agency Investment Fund (LAIF) and in two restricted debt service accounts, which reflect a decrease of \$3.9 million during the previous twelve-month period. This decrease is the result of major capital project expenditures from funds that were accumulated specifically for those capital projects.

Included with the Treasurer's Report is the LAIF remittance advice from the State Controller's Office which includes report on earnings ratio, interest rate, and current market value along with the Pooled Money Investment Account/LAIF Performance Report. The LAIF report for the quarter ending June 30, 2022 shows the interest rate of 0.75%, up from 0.32% in March, with quarterly interest earned of \$40,754.94.

The District is required to maintain cash in debt reserve funds, equal to one year's debt service for the State Revolving Fund and for the loans from Bank of Marin. Quarterly Account Summary for the Bank of Marin Certificates of Deposit are included with this Treasurer's Report.

The District's investments comply with its investment policy and the District has sufficient funds available to meet its obligations for the next six months.



QUARTERLY FINANCIAL REPORT

District staff is required to provide a quarterly summary report that compares actual revenues and expenditures to budgeted amounts, including relevant information on debt proceeds and debt service payments.

Cash Balance

The District has \$35,050,306 of cash and investments on hand as of June 30, 2022; a decrease of \$8.7M from June 30, 2021 primarily due to construction expenditures and drawdown of the California Infrastructure and Economic Development Bank (IBank) Infrastructure State Revolving Fund (ISFR) for the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) Project. The operating account balance fluctuates based on operating needs and it is not uncommon for balance to change over the prior quarter or year.

Of the cash on hand, the District has designated portions of it for the following uses:

- Reserves of \$6,245,395 pursuant to the District's policies.
- Connection fees of \$587,687 which are available only to fund capacity related projects.
- Debt service restricted reserve funds of \$904,587 as required by loan covenants.
- Accumulation of Marin Water Buy-In and share of debt service for the STPURWE project of \$660,020, balance continued to be drawn down as project is completed.
- Special assessment funds for operation and maintenance of the pump stations at Captains Cove and Marin Lagoon of \$1,498 and \$15,978 respectively.
- Accumulation of cash for the Private Sewer Lateral Assistance program of \$388,210.
- Retention of \$567,760 being held by IBank until the completion of the STPURWE project.

There is \$25.6M remaining after the designations noted above. The District has encumbered \$13.1M for capital projects and services as of June 30, 2022. This leaves \$12.5 M in unrestricted funds as of June 30. Additional change orders approved by the Board after July 1, 2022, such as the STPURWE Project contract change orders for PG&E delay and other claims are not include in the encumbered amount above.

Included with this quarterly financial report is a checklist used by staff as part of their financial procedures. It is being provided to the Board as an information item.

Captains Cove and Marin Lagoon True Ups

Prior to March 21, 2019, quarterly reviews of revenue, expense, and capital expenditures related to the Captains Cove and Marin Lagoon special assessment funds were performed by staff. The reviews and subsequent transfers of funds between accounts has not occurred since. Reconciliation of the funds and a true-up accounting was completed on June 29, 2022. Quarterly review and adjustments will be done going forward.

- Captains Cove - \$15,793.38 transferred from Restricted Fund #5019 to the Operating Account. There were insufficient funds to cover all the expenditures incurred for the Captains Cove Pump Station Upgrade Project #18350-01.
- Marin Lagoon - \$68,738.63 transferred from Restricted Fund #5005 to the Operating Account. There were insufficient funds to cover all the expenditures incurred for the Marin Lagoon Pump Station #1 Upgrade Project #18360-01.

Prior year capital expenditures related for the pump station projects must either be recovered over multiple fiscal years from the special assessments or a determination must be made that the projects are to be funded from the general unrestricted capital fund balance. Attached are summary true up statements.



Profit & Loss Budget vs. Actual Financial Statement

Attached are the quarterly financial statements as of June 30, 2022, with highlights explaining significant variances and analysis below:

Revenue

Marin County Treasurer transferred the final installments of Sewer Service Charge assessments and Property Tax levies for 2021-22 in April and June. Property tax revenue was 7.92% over budget. Marin County assessed property values grew 6.5% in 2021 which contributed to the increase of property tax revenues received.

An additional North Bay Water Reuse Authority / State Grant of \$597,266 was received on April 29, 2022. The funds have been allocated to STPURWE project and are included under account #9010 Federal and State Grants. The grant received in Fiscal Year 2021-22 is below the Federal Single-Audit reporting threshold of \$750,000 and therefore no single-audit is required.

Expenditures

- Contract Personnel (#1005) – Operational Technical Services proved a wastewater treatment plant operator in June to assist with coverage during COVID-19 impacts. The need ended in June 30.
- Repairs & Maintenance (#2080) – equipment repair expenses increased after our Maintenance Supervisor was hired and backlogged projects began to be addressed. Capital replacement projects have been impacted by logistical delays of equipment but are scheduled for 2022-23.
- Laboratory Supplies (#2115) – increase in lab equipment and supplies was due to restocking of supplies in the 4th quarter. Inflation and logistics delays impacted expenses with some orders still backordered.
- Utility Power (#2535) – because the solar panels are not being used the PG&E Net Energy Metering (NEM) charge is higher and is now being assessed monthly. The NEM True-Up will be undertaken in August and further adjustments are anticipated.
- Legal (#2713) – a variety of unforeseen issues has resulted in higher than budgeted expenses through June 30. Legal costs are 66% over budget.

Debt Proceeds and Service:

All debt service principal and interest payments have been paid in full for fiscal year 2021-22. Interest accrual adjustments recorded on June 30, 2021 and July 1, 2021 resulted in totals appearing lower than the budgeted amounts on the report. Once the adjustments for June 20, 2022 and July 1, 2022 are completed these totals and percentages will be close to 100% as in past years.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

See above.

**Las Gallinas Valley Sanitary District
Treasurer's Report - Operating and Investment Accounts
June 30, 2022**

I. Account Summary: Bank and Investment Accounts Accounts Summary	June		Change from Previous Year
	2022	2021	
Summary of Bank and Investment Accounts			
OPERATIONS:			
Bank of Marin			
Operating Accounts	9,923,442	6,451,820	3,471,622
Liquid Savings	225,758	225,431	327
Private Sewer Lateral Rehab	388,210	369,142	19,068
Surcharge-Marín Lagoon	15,978	84,595	(68,616)
Surcharge-Captains Cove	1,498	17,266	(15,768)
Connection Fee	587,687	316,998	270,689
Capital Project Reserve Fund Money Market 3983	666,020	3,642,237	(2,976,217)
Petty cash	648	966	(318)
Investment Accounts			
Debt Service Reserve-Recycled Water	602,641	599,672	2,970
Debt Service Reserve-SRF Loan	301,946	300,458	1,488
Local Agency Investment Fund	<u>21,768,594</u>	<u>25,702,059</u>	<u>(3,933,465)</u>
Cash and Investments	<u>\$ 34,482,424</u>	<u>\$ 37,710,644</u>	<u>\$ (3,228,221)</u>
IBANK ISRF AGREEMENT:	567,760	6,090,922	(5,523,162)
RESTRICTED 2017 BOND			
US Bank Bond & Cost of Issuance Funds	<u>\$ 123</u>	<u>\$ 116</u>	<u>\$ 7</u>
TOTAL CASH AND INVESTMENTS	<u>\$ 35,050,306</u>	<u>\$ 43,801,682</u>	<u>\$ (8,751,376)</u>

II. Account Activity for Bank of Marin Accounts

Bank of Marin operating account activity is for paying regular operating expenses of the District. Funds are transferred from the Liquid Savings to the Operating account as needed.

Statement of Compliance:

The investments accounts are invested in compliance with the District's investment policy, adopted at the July 21, 2022 Board meeting and California Government Code Section 53600. In addition, the District does have the financial ability to meet its cash flow requirements for the next six months.

Prepared by: 
Dale McDonald, Administrative Services Manager

Approved by: 
Chris DeGabriele, Interim General Manager



BETTY T. YEE
California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name LAS GALINAS VLY SANITARY DIST
Account Number 70-21-005

As of 07/15/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2022.

Earnings Ratio		.00002057622201151
Interest Rate		0.75%
Dollar Day Total	\$	1,980,681,525.90
Quarter End Principal Balance	\$	21,768,594.24
Quarterly Interest Earned	\$	40,754.94



PMIA/LAIF Performance Report as of 07/18/22



PMIA Average Monthly Effective Yields⁽¹⁾

June	0.861
May	0.684
Apr	0.523

Quarterly Performance Quarter Ended 06/30/22

LAIF Apportionment Rate ⁽²⁾ :	0.75
LAIF Earnings Ratio ⁽²⁾ :	0.00002057622201151
LAIF Fair Value Factor ⁽¹⁾ :	0.987125414
PMIA Daily ⁽¹⁾ :	0.99%
PMIA Quarter to Date ⁽¹⁾ :	0.69%
PMIA Average Life ⁽¹⁾ :	311

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/22 \$234.5 billion

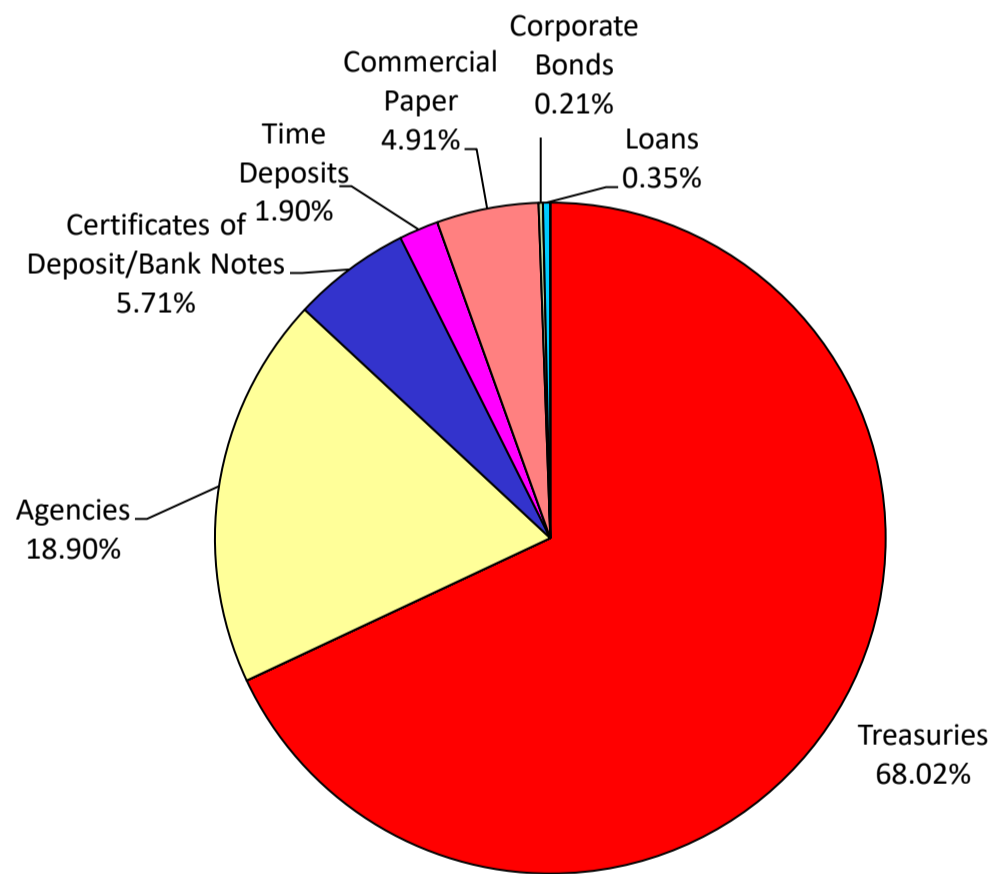


Chart does not include \$4,693,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



PO Box 2039
Novato, CA 94948-2039

00002998 BOMB1110070122064014 01 0000

LAS GALLINAS VALLEY SANITARY DISTRICT
"BANK OF MARIN DEBT RESERVE"
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Account Number: 5679
Statement Period: 03/31/22 - 06/30/22
Page: 1 of 2

Customer Service Information

- Branch:** 415-472-2265
Touch Tone Banking: 800-654-5111
- Lost or Stolen Card:**
24 hours 7 days per week 866-626-6004
- Written Inquiries:**
5800 NORTHGATE MALL, SUITE #51
SAN RAFAEL CA 94903
- Visit us Online:** www.bankofmarin.com

Account Summary for PUBLIC FUNDS JMBO CD0003-715679

Total Current Balance \$602,641.43
Total Interest Year To Date \$1,474.46

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
03/31	Beginning Balance			\$601,915.97
04/30	Interest	725.46		602,641.43
06/30	Ending Balance			\$602,641.43
Deposit Number	0000-000001	Original Deposit Amount		\$569,178.89
Principal	\$571,431.58	Original Deposit Date		08/01/12
Current Balance	\$602,641.43	Last Maturity Date		08/01/20
Total Interest Year To Date	\$1,474.46	Current Term		60 Months, renewable
Current Rate	0.494%	Next Maturity Date		08/01/25





PO Box 2039
Novato, CA 94948-2039

00008393 BOMB1110070122064014 01 0000
LAS GALLINAS VALLEY SANITARY DISTRICT
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Account Number: 16073
Statement Period: 03/31/22 - 06/30/22
Page: 1 of 2

Customer Service Information

- Branch:** 415-472-2265
Touch Tone Banking: 800-654-5111
- Lost or Stolen Card:**
24 hours 7 days per week 866-626-6004
- Written Inquiries:**
5800 NORTHGATE MALL, SUITE #51
SAN RAFAEL CA 94903
- Visit us Online:** www.bankofmarin.com

Account Summary for PUBLIC FUNDS JMBO CD0003-716073

Total Current Balance \$301,945.95
Total Interest Year To Date \$742.84

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
03/31	Beginning Balance			\$301,578.38
04/29	Interest	367.57		301,945.95
06/30	Ending Balance			\$301,945.95

Deposit Number	0000-000001	Original Deposit Amount	\$286,304.76
Principal	\$286,304.76	Original Deposit Date	07/30/13
Current Balance	\$301,945.95	Last Maturity Date	07/30/20
Total Interest Year To Date	\$742.84	Current Term	60 Months, renewable
Current Rate	0.494%	Next Maturity Date	07/30/25





Quarterly Financial Statement Checklist

Quarter End: June 2022

Procedure	Timing	Performed By	Date Completed
Download LAIF interest postings	15 th of month after quarter end	DM	7/25/2022
Obtain vacation Allowed / Taken data from ADP	Fiscal Year End as of June 30	AS	7/25/2022
Review petty cash reconciliation	Quarter end	DM	7/25/2022
Review bank reconciliations	Monthly	DM	7/25/2022
Review payroll journal entries	Monthly	DM	7/11/2022
Review monthly overtime analysis	Monthly	DM	7/15/2022
Review A/R and send statements	Monthly	AS	7/5/2022
Accrue interest on LAIF	Quarterly	DM	7/25/2022
Update prepaid expense worksheet	Annually w/ audit prep	RGS	Pending
Update prepaid insurance worksheet	Annually w/ audit prep	RGS	Pending
Reconcile PSL activity	Quarterly	AS	7/20/2022
Adjust accrued interest payable.	Annually w/ audit prep	RGS	Pending
Update Accrued PTO	Every Payroll Period	AS	7/11/2022
Review Accounts Payable	Monthly	DM	7/25/2022
Review Capital Projects detail.	Quarterly		
Update Revenue Bond spending projection for arbitrage requirements	Annually – April	DM	6/9/2022
Review special billing expenses including staff cost and book contra benefits.	Quarterly	AS/DM	Pending
Prepare Recycled Water billing, record revenue and expenses, and send to MMWD & NMWD.	Quarterly	AS	7/13/2022
Review balance sheet	Monthly	DM	7/25/2022
Review comparative profit and loss	Monthly	DM	7/25/2022
Review P/L to Budget	Quarterly	DM	4/26/2022
Print preliminary budget to actual by department and circulate to managers	Monthly	AS	7/13/2022
Review Purchase Order Log for open encumbrances	Quarterly	AS	7/1/2022
Prepare analysis of quarterly financial statements and memo to the Board	Quarterly	DM	7/25/2022
Print AJE's and route for review	Quarterly	DM	Pending
Transfer funds to/from: (see worksheet)	Quarterly	DM	7/1/2022 to 7/22/2022
• Special billing bank accounts to operating			
• Connection fees	Quarterly	DM	7/1/2022
• PSL program	Quarterly	N/A	N/A
Close the Quarter in QuickBooks	Annually w/audit prep	DM/RGS	Pending
Verify Charges Added to Tax Rolls have been applied to tax bills	September, December, March and June	AS	6/14/2022

Captains Cove - True Up

Beginning balance 7/1/2021 \$ **17,266.46**

Sewer Service Charge Revenue to Fund #5019

FY 19/20 (160 condo units x \$100)	\$	16,000.00
FY 20/21 (160 condo units x \$100)	\$	16,000.00
FY 21/22 (160 condo units x \$100)	\$	16,000.00

Operating Expenses Jan 1, 2019 to June 30, 2022

Operating expenses excld. Capital Replacement	\$	(38,849.49)
Capital Replacement Expenses	\$	(14,301.89)

Capital Improvements Jan 1, 2019 to June 30, 2022

18350-01 Captains Cove PS Upgrade *	\$	(10,642.00)
-------------------------------------	----	-------------

Sub-Total \$ **(15,793.38)**

Transfer to BoM Ops

Estimated Ending Balance as of 6/30/22 \$ **1,473.08**

* Balance of carryover restricted \$19,358 plus
\$30,000 additional budgeted in FY 21/22 to be used
towards completion of expanded Project 18350-01
Insufficient funding in Restricted Fund #5019

Restricted Fund Forecast FY 22-23

Estimated Beginning Balance 7/1/2022 \$ **1,473.08**

<i>Additional revenue FY 22-23</i>	\$	16,025.00
<i>Funding used towards O&M FY 22-23</i>	\$	(4,400.00)
<i>Restricted funding used for CIP project</i>	\$	(8,000.00)

Estimated Ending Balance as of 6/30/23 \$ **5,098.08**

** *Balance of Project #18350-01 due FY 23/24 and beyond* \$ **42,000.00**

Additional CIP projects completed without use of Reserve Restricted Funds / Unfunded

<i>4834 · Automatic Transfer Switches PS</i>	\$	14,832.63
<i>4485 · Pump Station Pump Replacement</i>	\$	3,275.98

Total Captain's Cove Projects CIP Funding Needed	\$	(60,108.61)
---	----	--------------------

Marin Lagoon - True Up

Beginning balance 7/1/2021 \$ **84,594.62**

Sewer Service Charge Revenue to Fund #5019

FY 19/20 (225 sewer units x \$110)	\$ 24,750.00
FY 20/21 (225 sewer units x \$110)	\$ 24,750.00
FY 21/22 (225 sewer units x \$110)	\$ 24,750.00
<i>Sub-total</i>	\$ 74,250.00

Operating Expenses Jan 1, 2019 to June 30, 2022

Operating expenses excld. Capital Replacement	\$ (14,091.55)
Capital Replacement Expenses	\$ (2,935.10)
<i>Sub-total</i>	\$ (17,026.65)

Capital Improvements Marin Lagoon PS #1

FY 19/20	\$ (27,937.93)	
FY 20/21	\$ (25,360.44)	
FY 21/22 - July 1 to Dec 31	\$ (30,001.14)	
FY 21/22 - April 1 to June 30	\$ (2,662.47)	
FY 21/22 - Jan 1 to March 31 - <i>Partial Funding</i> *	\$ (40,000.00)	Transfer to BoM Ops
<i>Sub-total</i>	\$ (125,961.98)	\$ (68,738.63)

Estimated Ending Balance as of 6/30/22 \$ **15,855.99**

* Insufficient funding in Restricted Fund #5005

Only able to contribute \$40K towards \$179,712.36 balance

<i>Balance of CIP due in future years</i>	\$ (139,712.36)
---	-----------------

Restrired Fund Forecast FY 22-23

Estimated Beginning Balance 7/1/2022 \$ **15,855.99**

<i>Additional revenue FY 22-23</i>	\$ 28,000.00
<i>Funding used toward O&M FY 22-23</i>	\$ (12,700.00)
<i>Restricted funding used toward past due CIP</i>	\$ (30,000.00)

Estimated Ending Balance as of 6/30/23 \$ **1,155.99**

** *Balance of Marin PS #1 Upgrade CIP due FY 23/24 and beyond* \$ (109,712.36)

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2021 through June 2022

					TOTAL		
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	Apr - Jun 22	TOTAL FY 21-22	Budget	% of Budget
Ordinary Income/Expense							
Income							
9011 · Sewer Use Charge	0.00	8,937,314.47	0.00	6,467,824.33	15,405,138.80	15,648,637.00	98.44%
9880 · Recycled Water	0.00	10,013.55	42,309.51	29,006.81	81,329.87	529,400.00	15.36%
9022 · Permits and Inspection Fees	16,000.00	12,500.00	9,000.00	25,250.00	62,750.00	82,650.00	75.92%
9024 · Application Fees	500.00	0.00	1,500.00	2,250.00	4,250.00	4,660.00	91.2%
9101 · Private Sewer Lateral Program	10,916.06	50,899.28	5,835.52	42,986.68	110,637.54	138,800.00	79.71%
9773 · Miscellaneous Income	0.00	500.00	0.00	0.00	500.00	750.00	66.67%
9000 · Property Tax Revenue	119,439.10	609,482.51	7,706.00	483,071.62	1,219,699.23	1,130,170.00	107.92%
9040 · Supp. Assmnts - Property Tax	1,016.70	6,785.68	16,985.38	11,825.68	36,613.44	18,976.00	192.95%
9046 · ERAF	66,290.43	253,617.12	0.00	239,773.52	559,681.07	451,000.00	124.1%
9280 · HOPTR	0.00	648.42	1,513.00	2,161.42	4,322.84	3,733.00	115.8%
9021 · Franchise Revenue	35,019.90	46,114.04	34,147.66	47,099.92	162,381.52	151,938.00	106.87%
9010 · Federal and State Grants	0.00	5,000.00	0.00	640,535.33	645,535.33	5,000.00	12,910.71%
9033 · Insurance Dividends	0.00	0.00	0.00	0.00	0.00	23,261.00	0.0%
9023 · Connection Fees CapX	23,287.00	425,339.10	5,661.00	13,986.00	468,273.10	35,341.00	1,325.01%
9881 · MMWD Buy-in & Bond Share CapX	51,637.13	51,637.13	308,357.62	51,637.13	463,269.01	694,294.00	66.73%
9100 · Reimbursements	0.00	0.00	0.00	21.33	21.33	41,000.00	0.05%
9200 · Interest Income	2,635.69	17,698.35	15,019.48	-212,457.07	-177,103.55	153,482.00	-115.39%
Total Income	326,742.01	10,427,549.65	448,035.17	7,844,972.70	19,047,299.53	19,113,092.00	99.66%
Expense							
1001 · Employee Costs							
1001.1 · Salaries							
1003 · Regular Staff Salaries	680,262.06	912,791.27	903,798.18	743,877.42	3,240,728.93	4,159,900.00	77.9%
1008 · Overtime	18,610.56	37,365.55	38,033.87	24,407.37	118,417.35	118,140.00	100.24%
1011 · Doubletime	1,712.74	16,483.17	7,930.60	2,694.14	28,820.65	0.00	100.0%
1010 · Stand By (pre-2008 Sick Pay)	20,329.05	21,556.71	21,049.53	18,074.04	81,009.33	82,340.00	98.38%
1014 · Emergency Response Stipend	5,115.00	12,288.39	13,084.46	13,015.16	43,503.01	0.00	100.0%
1015 · Certification Stipends	10,739.65	24,715.11	22,845.96	25,753.68	84,054.40	0.00	100.0%
1016 · Longevity Pay	4,465.88	16,175.40	21,079.68	21,106.47	62,827.43	0.00	100.0%
1005 · Contract Personnel	48,434.00	49,245.00	0.00	9,360.00	107,039.00	21,980.00	486.98%
1036 · Director's Compensation	21,732.20	19,457.90	18,194.40	20,216.00	79,600.50	72,590.00	109.66%
Total 1001.1 · Salaries	811,401.14	1,110,078.50	1,046,016.68	878,504.28	3,846,000.60	4,454,950.00	86.33%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2021 through June 2022

					TOTAL		
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	Apr - Jun 22	TOTAL FY 21-22	Budget	% of Budget
1001.2 - Employee Benefits							
1901 - COVID Leave	0.00	0.00	0.00	2,895.28	2,895.28	0.00	100.0%
1009 - Vacation/Sick Accrual	0.00	0.00	0.00	78,745.98	78,745.98	64,000.00	123.04%
1037 - Directors Health Benefits	2,515.00	2,265.00	2,329.00	2,329.00	9,438.00	9,950.00	94.85%
1404 - Social Security Expense	54,018.18	55,388.24	76,891.96	72,524.07	258,822.45	338,600.00	76.44%
1502 - Group Life Insurance	1,523.02	2,221.59	1,210.09	1,846.82	6,801.52	9,440.00	72.05%
1506 - Pension Expense	367,357.21	70,332.84	93,167.47	77,807.12	608,664.64	750,300.00	81.12%
1509 - Health Insurance	204,998.82	154,160.80	171,201.17	192,831.21	723,192.00	751,430.00	96.24%
1510 - Dental Insurance	2,678.12	3,275.22	5,899.62	9,605.94	21,458.90	25,800.00	83.17%
1514 - Vision Services	1,180.27	209.36	1,203.65	312.74	2,906.02	4,410.00	65.9%
1516 - Long Term Disability	5,425.40	7,199.28	5,060.42	6,360.30	24,045.40	30,090.00	79.91%
2006 - Auto Allowance	2,211.12	2,579.64	2,211.12	2,211.12	9,213.00	14,700.00	62.67%
2007 - Commute Vehicle Stipend	3,904.67	692.30	0.00	0.00	4,596.97	36,470.00	12.61%
Total 1001.2 - Employee Benefits	645,811.81	298,324.27	359,174.50	447,469.58	1,750,780.16	2,035,190.00	86.03%
1006 - Payroll Processing Fees	5,759.85	5,816.40	6,045.75	5,816.40	23,438.40	22,150.00	105.82%
Total 1001 - Employee Costs	1,462,972.80	1,414,219.17	1,411,236.93	1,331,790.26	5,620,219.16	6,512,290.00	86.3%
2059 - Insurance							
1701 - Workers Comp Insurance	71,410.00	-5,921.00	0.00	0.00	65,489.00	75,500.00	86.74%
2060 - Fire, General Casualty & Liab	62,085.40	0.00	133,845.00	0.00	195,930.40	231,900.00	84.49%
2061 - Fidelity Bond	0.00	0.00	0.00	0.00	0.00	1,100.00	0.0%
Total 2059 - Insurance	133,495.40	-5,921.00	133,845.00	0.00	261,419.40	308,500.00	84.74%
2080 - Repairs and Maintenance							
2083 - Vehicle Parts & Repairs	14,634.49	2,253.87	7,291.08	4,840.01	29,019.45	42,500.00	68.28%
2096 - Building Maintenance	5,144.24	5,701.31	3,444.38	12,215.92	26,505.85	47,300.00	56.04%
2097 - Grounds Maintenance	23,096.68	15,112.64	5,455.54	13,175.00	56,839.86	67,400.00	84.33%
2538 - Power Generation Maint.& Rep	0.00	10,445.00	15,528.00	521.68	26,494.68	30,700.00	86.3%
2365 - Equipment Maint	3,486.30	13,672.45	21,943.45	25,832.39	64,934.59	66,200.00	98.09%
2366 - Equipment Repair	25,182.56	47,755.38	30,665.76	208,146.67	311,750.37	227,000.00	137.34%
2367 - Capital Replacement	3,235.07	42,062.29	2,807.79	11,472.36	59,577.51	318,500.00	18.71%
Total 2080 - Repairs and Maintenance	74,779.34	137,002.94	87,136.00	276,204.03	575,122.31	799,600.00	71.93%
2331 - Reclamation Expenses							
2332 - General - Reclamation expenses	0.00	0.00	0.00	9,467.39	9,467.39	0.00	100.0%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2021 through June 2022

					TOTAL		
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	Apr - Jun 22	TOTAL FY 21-22	Budget	% of Budget
2333 · Pasture Disk	45,826.00	0.00	44,444.29	0.00	90,270.29	106,600.00	84.68%
2334 · Sludge Inject	96,918.50	0.00	0.00	0.00	96,918.50	91,700.00	105.69%
Total 2331 · Reclamation Expenses	142,744.50	0.00	44,444.29	9,467.39	196,656.18	198,300.00	99.17%
2101 · Chemicals and Lab Supplies							
2107 · Hypochlorite	24,742.14	35,222.44	23,924.30	31,928.99	115,817.87	89,200.00	129.84%
2110 · Bisulfite	5,881.48	25,644.86	24,445.09	6,859.36	62,830.79	56,800.00	110.62%
2109 · Miscellaneous Chemicals	7,281.94	3,771.14	8,639.00	19,780.07	39,472.15	61,100.00	64.6%
2115 · Laboratory Supplies	151.65	4,569.28	7,417.67	13,257.18	25,395.78	6,600.00	384.79%
Total 2101 · Chemicals and Lab Supplies	38,057.21	69,207.72	64,426.06	71,825.60	243,516.59	213,700.00	113.95%
2111 · Pollution Prevention							
2119 · Pollution Prevention Contract	2,140.82	410.33	6,925.27	5,974.70	15,451.12	22,800.00	67.77%
Total 2111 · Pollution Prevention	2,140.82	410.33	6,925.27	5,974.70	15,451.12	22,800.00	67.77%
2117 · Lab Contract Services	5,389.70	9,914.60	20,022.29	14,944.89	50,271.48	47,000.00	106.96%
2249 · Small Tools	4,105.69	-830.23	9,258.62	5,389.04	17,923.12	28,100.00	63.78%
2320 · Outside Services							
2321 · Personnel & HR Services	16,757.01	23,771.34	12,028.00	39,515.66	92,072.01	133,100.00	69.18%
2322 · General	11,604.99	1,100.68	1,501.50	1,784.00	15,991.17	32,000.00	49.97%
2323 · Labor Relations	0.00	7,919.00	7,919.00	0.00	15,838.00	8,000.00	197.98%
2324 · Janitorial	7,149.56	5,368.98	5,342.85	5,645.56	23,506.95	17,700.00	132.81%
2326 · Other Outside Services	4,854.07	11,204.01	9,911.93	14,754.63	40,724.64	34,300.00	118.73%
2327 · Uniform Maintenance	3,182.58	3,164.77	3,424.78	3,339.77	13,111.90	11,700.00	112.07%
2360 · Other Consultants	38,952.13	24,430.45	9,804.10	39,351.00	112,537.68	145,100.00	77.56%
2320 · Outside Services - Other	0.00	0.00	0.00	0.00	0.00	18,300.00	0.0%
Total 2320 · Outside Services	82,500.34	76,959.23	49,932.16	104,390.62	313,782.35	400,200.00	78.41%
2330 · Damage Claims	0.00	0.00	0.00	0.00	0.00	20,000.00	0.0%
2356 · Engineering							
2355 · Passthru	0.00	0.00	0.00	142.00	142.00	0.00	100.0%
2357 · Environmental	32,097.65	29,179.36	46,647.42	55,668.25	163,592.68	146,500.00	111.67%
2358 · General Small Projects	0.00	0.00	0.00	14,695.03	14,695.03	63,200.00	23.25%
2359 · Feasibility Studies	40,785.02	14,485.39	17,400.44	1,278.70	73,949.55	55,000.00	134.45%
Total 2356 · Engineering	72,882.67	43,664.75	64,047.86	71,783.98	252,379.26	264,700.00	95.35%
2362 · General Operating Supplies	19,262.78	18,466.43	9,567.24	10,550.90	57,847.35	45,300.00	127.7%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2021 through June 2022

					TOTAL		
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	Apr - Jun 22	TOTAL FY 21-22	Budget	% of Budget
2530 - Utilities							
2533 - Internet Services	1,513.08	1,982.17	2,315.63	2,093.97	7,904.85	4,800.00	164.68%
2534 - Contract Telephone	9,081.41	10,145.88	14,928.25	13,606.17	47,761.71	68,300.00	69.93%
2535 - Utility Power	77,231.35	48,868.61	45,688.87	283,784.55	455,573.38	317,300.00	143.58%
2536 - Water	4,106.33	14,373.74	3,325.87	7,802.70	29,608.64	21,300.00	139.01%
Total 2530 - Utilities	91,932.17	75,370.40	66,258.62	307,287.39	540,848.58	411,700.00	131.37%
2501 - Fuels							
2502 - Diesel	3,212.60	1,080.76	6,385.40	5,459.19	16,137.95	15,104.00	106.85%
2503 - Propane	547.77	1,240.29	5,434.75	354.35	7,577.16	6,148.00	123.25%
2504 - Vehicle Gas	2,366.24	2,820.05	4,630.20	6,757.99	16,574.48	19,448.00	85.23%
2505 - Vehicle Natural Gas	0.00	0.00	0.00	4,483.76	4,483.76	0.00	100.0%
2506 - Oil (vehicle and drum product)	0.00	0.00	193.28	2,530.09	2,723.37	300.00	907.79%
2501 - Fuels - Other	0.00	0.00	0.00	0.00	0.00	100.00	0.0%
Total 2501 - Fuels	6,126.61	5,141.10	16,643.63	19,585.38	47,496.72	41,100.00	115.56%
2389 - Misc Safety Exp - Lgvsd only	17,056.52	16,722.00	7,702.07	5,759.09	47,239.68	35,700.00	132.32%
2397 - Safety Contractor Services	14,764.00	15,002.01	14,184.00	14,875.20	58,825.21	69,500.00	84.64%
2801 - Lateral Rehab Assistance Prog	16,400.00	10,000.00	20,000.00	0.00	46,400.00	100,000.00	46.4%
2400 - General and Administrative							
2499 - COVID-19 Expenses	142.33	32.72	1,221.68	529.14	1,925.87	0.00	100.0%
2133 - Office Supplies & Expense	10,105.51	10,028.18	11,117.38	6,636.38	37,887.45	33,100.00	114.46%
2134 - Meeting Supplies & Expen	448.92	164.17	548.87	1,527.25	2,689.21	1,600.00	168.08%
2135 - Bank Charges	0.00	0.00	0.00	1,850.00	1,850.00	1,500.00	123.33%
2137 - Donations - Prop 218 Compliant	0.00	10,500.00	0.00	0.00	10,500.00	0.00	100.0%
2221 - Publications & Legal Ads	3,973.27	3,447.76	3,964.44	1,693.60	13,079.07	16,300.00	80.24%
2223 - Public Education	22,752.82	5,228.78	3,187.50	14,805.96	45,975.06	61,200.00	75.12%
2246 - Rents & Leases - Office & Equip	60,193.83	57,834.17	33,269.20	31,186.96	182,484.16	171,900.00	106.16%
2264 - Taxes, Other	0.00	0.00	1,949.00	0.00	1,949.00	900.00	216.56%
2272 - Memberships	15,919.62	48,849.91	2,092.19	1,441.00	68,302.72	49,200.00	138.83%
2363 - Permits and Fees	20,448.97	25,937.69	23,390.29	21,964.96	91,741.91	96,500.00	95.07%
2477 - Conferences	2,960.69	2,278.44	3,717.78	12,655.92	21,612.83	51,600.00	41.89%
2479 - Mileage & Travel	804.87	60.00	55.00	0.00	919.87	5,200.00	17.69%
2713 - Legal	30,762.34	39,792.33	57,063.55	63,347.55	190,965.77	115,000.00	166.06%

Las Gallinas Valley Sanitary District
Profit & Loss Budget vs. Actual
July 2021 through June 2022

					TOTAL		
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	Apr - Jun 22	TOTAL FY 21-22	Budget	% of Budget
2716 · Computer Software & Services	8,983.59	10,061.00	20,227.69	15,732.59	55,004.87	110,900.00	49.6%
2717 · Audit	11,700.00	15,000.00	460.00	0.00	27,160.00	25,100.00	108.21%
2718 · Financial Services	0.00	349.00	0.00	4,500.00	4,849.00	16,000.00	30.31%
9778 · User Chg / Collection Fee Exp.	0.00	21,758.69	0.00	14,714.96	36,473.65	41,200.00	88.53%
9786 · Employee Recognition	1,341.50	0.00	551.48	0.00	1,892.98	9,000.00	21.03%
9787 · Employee Education & Training	1,618.00	2,720.00	7,570.00	1,465.00	13,373.00	25,700.00	52.04%
9999 · Miscellaneous expense	1,424.51	1,804.57	650.00	0.00	3,879.08	1,300.00	298.39%
Total 2400 · General and Administrative	193,580.77	255,847.41	171,036.05	194,051.27	814,515.50	833,200.00	97.76%
9800 · Debt Service							
9810 · Principal Payments							
9811 · 2004 COP/Refunded Principal	0.00	610,000.00	0.00	0.00	610,000.00	610,000.00	100.0%
9812 · IBank Principal	349,178.75	0.00	0.00	0.00	349,178.75	349,179.00	100.0%
9813 · State Revolving Fund Loan Princ	0.00	0.00	0.00	212,949.76	212,949.76	207,351.00	102.7%
9814 · 2011Bank of Marin Loan Principa	75,151.39	56,871.11	57,998.19	38,705.21	228,725.90	219,917.00	104.01%
9815 · 2012Bank of Marin Loan Principa	75,798.46	57,390.58	57,889.65	38,849.61	229,928.30	222,485.00	103.35%
9816 · 2017 Revenue Bonds Principal	0.00	0.00	1,070,000.00	0.00	1,070,000.00	1,070,000.00	100.0%
Total 9810 · Principal Payments	500,128.60	724,261.69	1,185,887.84	290,504.58	2,700,782.71	2,678,932.00	100.82%
9820 · Interest Payments							
9821 · 2004 COP/Refunded Interest	-9,099.20	54,595.20	0.00	44,530.20	90,026.20	99,125.00	90.82%
9822 · IBank Loan Interest	28,329.63	164,740.17	0.00	0.00	193,069.80	334,718.00	57.68%
9823 · State Revolving Fund Loan Inter	-6,042.89	0.00	0.00	72,514.69	66,471.80	78,113.00	85.1%
9824 · 2011Bank of Marin Loan Interest	29,822.42	26,299.24	25,172.16	16,741.69	98,035.51	112,765.00	86.94%
9825 · 2012Bank of Marin Loan Interest	2,164.62	1,445.99	946.91	374.77	4,932.29	12,861.00	38.35%
9826 · 2017 Revenue Bonds Interest	344,450.00	0.00	688,900.00	0.00	1,033,350.00	1,377,800.00	75.0%
Total 9820 · Interest Payments	389,624.58	247,080.60	715,019.08	134,161.34	1,485,885.60	2,015,382.00	73.73%
9830 · Loan Annual Fees - IBank	33,995.57	0.00	0.00	0.00	33,995.57	33,996.00	100.0%
Total 9800 · Debt Service	923,748.75	971,342.29	1,900,906.92	424,665.92	4,220,663.88	4,728,310.00	89.26%
Total Expense	3,301,940.07	3,112,519.15	4,097,573.01	2,868,545.66	13,380,577.89	15,080,000.00	88.73%
Net Ordinary Income	-2,975,198.06	7,315,030.50	-3,649,537.84	4,976,427.04	5,666,721.64	4,033,092.00	140.51%



Item Number 4
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: August 4, 2022
Re: STPURWE Change Order Authorization for
Additional AC Paving and Cost Escalation
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) for Additional AC Paving and Cost Escalation in the amount of \$470,688.

BACKGROUND

Myers and Sons Construction (MSC) has submitted a change order proposal for the following items related with final paving requirements of the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) project:

1. Additional AC Paving: Staff has requested additional areas to be paved in exchange for as-bid quantities resulting with a net increase of approximately 20% for a final total of 103,875 SF (see attached map).
2. AC Cost Escalation: Covers the cost increase of asphalt since start of construction in January 2019. MSC and its subconsultant OC Jones have requested a 54%-unit price increase from \$6.40/SF to \$9.83/SF for AC paving. As basis of comparison, the California Statewide Crude Oil Index increased by 111% for the same period (305.8 in 01/19 to 646.0 in 07/22). Staff feels the cost escalation reasonable based on index increase and unit price for District paving projects in the last few years.

The net cost increase due to additional AC paving and cost escalation is \$470,688. Staff reviewed the revised paving plan and cost estimate with the Engineering Subcommittee on July 22, 2022.

PREVIOUS BOARD ACTION(S)

Awarded the contract to Myers & Sons Construction, LLC for construction of Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) project on November 15, 2018.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The change order is within the remaining STPURWE project contingency.

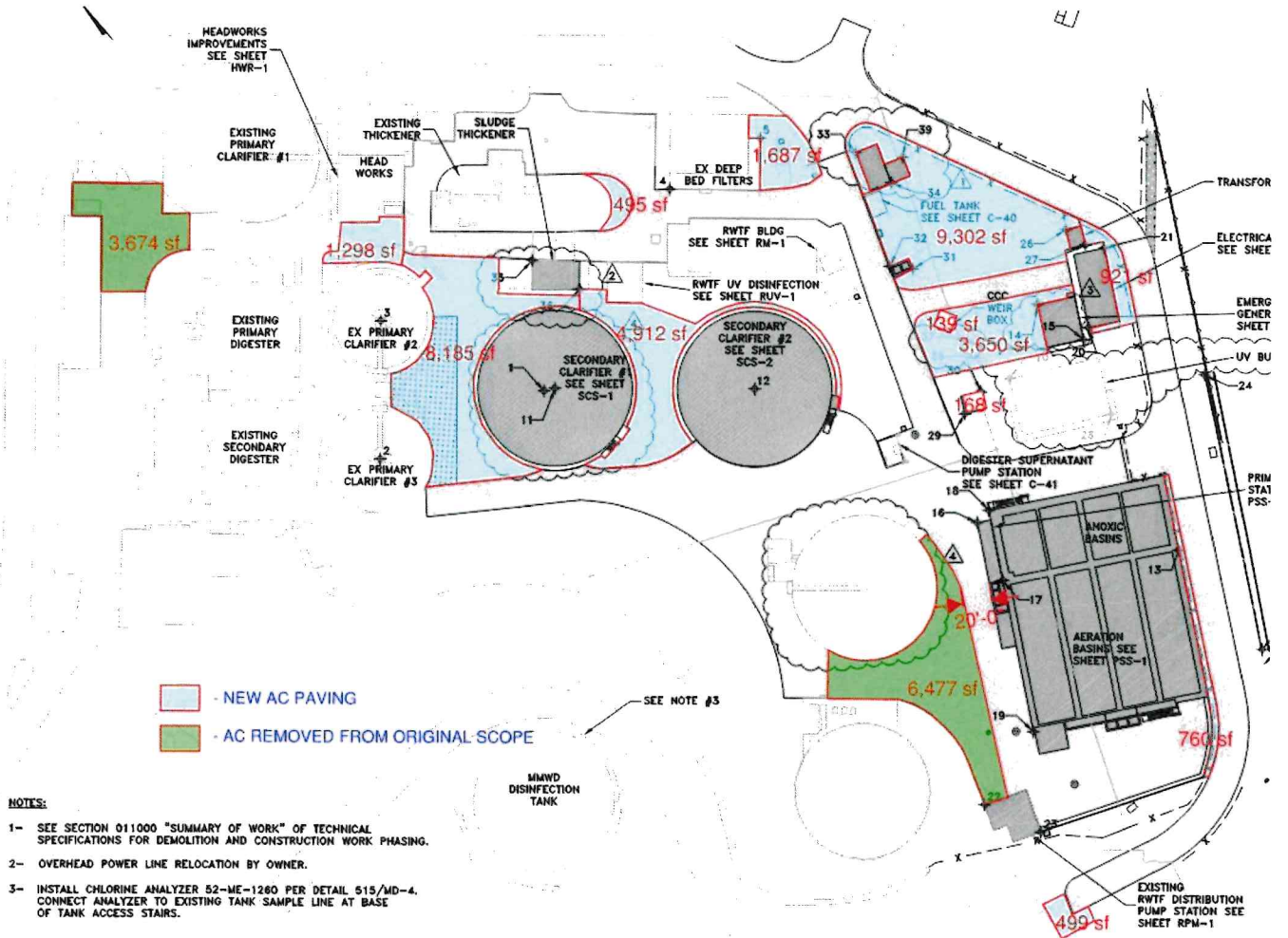


Figure 1. Paving Scope



Item Number 5
GM Review W

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *DM*
 (415) 526-1519 dmcDonald@lgvsd.org
Meeting Date: August 4, 2022
Re: Environmental Services Supervisor Equity Adjustment and Revised Salary Range
Item Type: Consent Action X Information Other .
Standard Contract: Yes No (See attached) Not Applicable X .

STAFF RECOMMENDATION

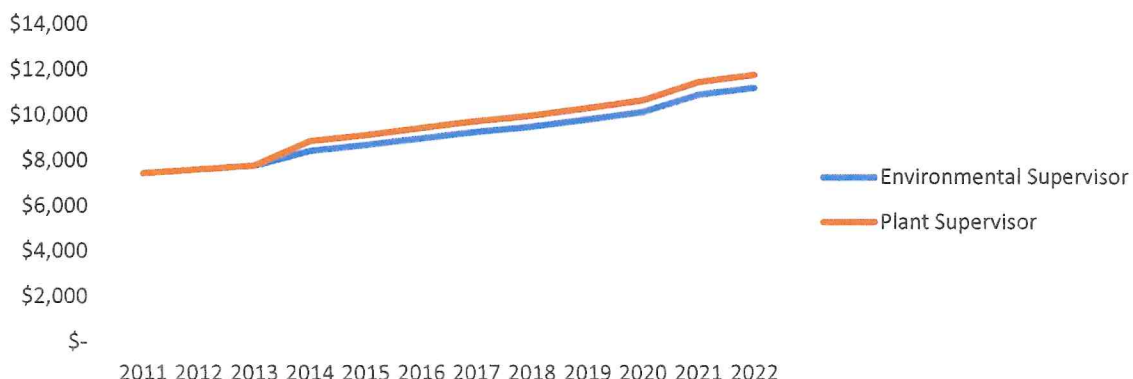
Board to approve increase to the salary range for the Environmental Services Supervisor position from 35 to 37, matching the salary range of other supervisors at the District, to be retroactive to the first pay period that encompasses July 1, 2022.

BACKGROUND

In September 2020, the Las Gallinas Valley Sanitary District (District) contracted with Koff & Associates to conduct a classification and total compensation study for the District which included the study of a newly proposed Environmental Services Manager (ESM) classification. In May 2022, the Board reconsidered the need for a separate compliance division and found no compelling reason to add a manager position for environmental compliance. The vacant ECM position was eliminated.

The Environmental Services Supervisor (ESS) classification, previously titled the Environmental Services Director (EDD), was never included in the Koff & Associates study. Market rate adjustments from that study were implemented for all employees except the EDD in August 2021. As a stop gap measure, while the ECM position was being developed, management pegged the salary for the EDD position at 4.8% below that of the Plant Supervisor. This was based on the salary difference between the two positions prior to the Koff & Associates study. A subsequent review of historical comparisons shows that the ESS and Plant Supervisor salary were once on par with each other (circa 2011-2013).

Salary Comparison - Enviromental Services Supervisor and Plant Supervisor





There is compelling justification to restore the parity between these two positions and implement an equity adjustment for the Environmental Services Supervisor classification.

- The ESS plays a critical role in the operation of the District’s lab and treatment plant, supervising the District’s wastewater laboratory, pollution prevention program, source control program, and public education program, with significant regulatory responsibilities to ensure that the District is compliant with federal state and local regulations.
- Since late 2020, the ESS has coordinated with UC Berkely and Marin County to track the presence of SARS-CoV-2, the virus that causes COVID-19, in wastewater samples to help aid in response to the COVID-19 pandemic.
- The ESS will be actively involved in the Biosolids Land Application well monitoring program over the next few years, working with EPA partners and the Regional Board, gathering samples and reporting on various sample locations around the District property.
- There is additional interest from Plant Operators to obtain their Lab Analyst I certification to provide assistance with growing testing requirements. Additional oversight and ongoing training by the ESS will be required.

The District uses a Salary Range scale from 1 to 53 in development of its Salary Pay Schedule. Each range increase represents a 2.5% rise in base salary and when applied to the salary factor formula built into the Salary Pay Schedule, it calculates the Step increases for each position. The current *Salary Pay Schedule* for the ESS position is calculated off the salary range of 35.

Current Salary Pay Schedule for ESS Position

	Salary Range	Monthly Salary							
		Step 1	Step 2	Step 3	Step 4	Step 5	Longevity 5% ⁽²⁾	Longevity 3% ⁽³⁾	Longevity 2% ⁽⁴⁾
Full Time Positions									
Environmental Services Supervisor	35	10,173	10,682	11,216	11,777	12,365	12,984	13,373	N/A

The proposed *Salary Pay Schedule* would increase the salary range for this position from 35 to 37, matching the range established for the other two supervisor positions, the Maintenance Supervisor and Plant Supervisor.

Proposed Salary Schedule for ESS Position

Effective the 1st Pay Period Encompassing July 1, 2022

	Salary Range	Monthly Salary							
		Step 1	Step 2	Step 3	Step 4	Step 5	Longevity 5% ⁽²⁾	Longevity 3% ⁽³⁾	Longevity 2% ⁽⁴⁾
Full Time Positions									
Environmental Services Supervisor	37	10,688	11,222	11,784	12,373	12,991	13,641	14,050	N/A

If the Board supports increasing the ESS salary range from 35 to 37, a follow up resolution approving the revised Salary Pay Schedule must be adopted.



The Board has authority to recognize the changed job classification description duties and adjust the salary for the position based on business needs. Operating Engineers Local 3 (OE3) is aware of the work that has been done with regards to the ESS classification, a represented position, and will be notified of any action taken by the Board with regards to salary adjustments. OE3 representative Carl Carr was informed of the classification update and was provided copies of the previously adopted classification job descriptions.

PREVIOUS BOARD ACTION

On May 19, 2022, the Board reconsidered the need for a separate compliance division and found no compelling reason to add a manager position for environmental compliance, eliminating the vacant Environmental Compliance Manager position.

On July 7, 2022, the Board adopted the Environmental Services Supervisor classification job description.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The salary for the ESS position would increase \$657 per month, equal to \$7,884 per year. No new position is created by this action. The budget can absorb the salary increase as presented.



Item Number 6
GM Review LD

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *DM*
(415) 526-1519 dmcDonald@lgvsd.org
Meeting Date: August 4, 2022
Re: Resolution approving revised Salary Pay Schedule, Effective July 1, 2022
Item Type: Consent _____ Action X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

That the Board adopt the attached Resolution 2022-2269 approving a Salary Pay Schedule that includes:

- General Manager compensable wage per employment agreement
- Environmental Services Supervisor equity adjustment and revised salary range

BACKGROUND

The Las Gallinas Valley Sanitary District ("District") has contracted with California Public Employees' Retirement System ("CalPERS") to provide certain retirement benefits to its employees. The governance of retirement benefits provided to public employees in the state of California is governed by California Government Code Title 2, Division 5, Part 3 Public Employees' Retirement System. The CalPERS Board of Administration has promulgated regulations to implement requirements of the governing law.

When the District modifies compensable employee wages, a new Salary Pay Schedule must be adopted to meet California Code of Regulations, Subchapter 1, Employees' Retirement System Regulations section 570.5 (2 CCR § 570.5).

The District hired a new General Manager, Curtis Paxton, to begin employment on August 8, 2022 at an annual salary of \$280,000. The attached Salary Pay Schedule has been updated to reflect this salary.

The Board considered increasing the salary range for the Environmental Services Supervisor to match the Salary Pay Schedules of other District supervisors, effective the first pay period encompassing July 1, 2022. The Salary Pay Schedule has been updated to reflect the proposed increase.

No other changes to the Pay Schedule were made.

PREVIOUS BOARD ACTION

On June 2, 2022, the Board approved the District's Salary Pay Schedule for all employees.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The Board previously approved the above employee changes and associated costs. Adoption of the Salary Pay Schedule is administrative and has no fiscal impact on its own.

Attachments:

- Resolution No. 2022-2269 Adopting a revised Salary Pay Schedule Effective July 1, 2022
- Exhibit A of Resolution No. 2022-2269 – Salary Pay Schedule

RESOLUTION NO. 2022-2269

**A RESOLUTION ADOPTING THE SALARY PAY SCHEDULE FOR
ALL EMPLOYEES OF THE DISTRICT**

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the Las Gallinas Valley Sanitary District (“District”) adopted a Salary Pay Schedule for all employees on June 2, 2022; and

WHEREAS, the District hired a new General Manager with a start date of August 8, 2022 whose payrate is higher than what is included on the Salary Pay Schedule; and

WHEREAS, the District has completed an equity review of the Environmental Services Supervisor classification and found that an adjustment to the salary range is justified; and

WHEREAS, the District has contracted with CalPERS to provide certain retirement benefits to its employees; and

WHEREAS, the governance of retirement benefits provided to public employees in the state of California is governed by California Government Code Title 2, Division 5, Part 3 Public Employees’ Retirement System; and

WHEREAS, the Board of Administration of the Public Employees’ Retirement System has promulgated regulations to implement requirements of the governing law; and

WHEREAS, the California Code of Regulations, Subchapter 1, Employees’ Retirement System Regulations section 570.5 (2 CCR § 570.5) states that

“(a) For purposes of determining the amount of “compensation earnable” pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:

- (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;
- (2) Identifies the position title for every employee position;
- (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;

(6) Indicates an effective date and date of any revisions;

(7) Is retained by the employer and available for public inspection for not less than five years; and

(8) Does not reference another document in lieu of disclosing the payrate"; and

WHEREAS, no employee payrate other than the General Manager and Environmental Services Supervisor positions require a revision; and

WHEREAS, the District wishes to list all employee positions on one Salary Pay Schedule.

THEREFORE, BE IT RESOLVED that the Board of Directors of the Las Gallinas Valley Sanitary District does hereby adopt the revised Salary Pay Schedule effective the first pay period that encompasses July 1, 2022 for all employees, which is attached as Exhibit A and is included by reference, in accordance with the requirements of the California Code of Regulations, Subchapter 1, Employees' Retirement System Regulations section 570.5 (2 CCR § 570.5).

* * * * *

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 regular meeting thereof held on August 4, 2022, by the following vote of the members thereof:

AYES, and in favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

Teresa L. Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

(seal)

Judy Schriebman, Board President



Las Gallinas Valley Sanitary District
Salary Pay Schedule as of July 1, 2022

EXHIBIT A

Full Time Positions	Monthly Salary							
	Step 1	Step 2	Step 3	Step 4	Step 5	Longevity 5% ⁽²⁾	Longevity 3% ⁽³⁾	Longevity 2% ⁽⁴⁾
Administrative Assistant	6,057	6,360	6,678	7,012	7,362	7,730	7,962	N/A
Administrative/Financial Specialist	8,349	8,767	9,205	9,666	10,149	N/A	N/A	N/A
Administrative Services Manager	14,734	15,470	16,244	17,056	17,909	N/A	N/A	N/A
Assistant Engineer	9,216	9,677	10,161	10,669	11,202	11,763	12,115	N/A
Associate Engineer	11,229	11,791	12,380	12,999	13,649	14,332	14,761	N/A
Civil Engineering Technician	7,380	7,749	8,136	8,543	8,970	9,419	9,701	N/A
Collection System/Maintenance/Safety Manager	14,374	15,093	15,848	16,640	17,472	18,346	18,896	19,274
Collection System Operator ⁽¹⁾	5,765	6,053	6,356	6,674	7,007	N/A	N/A	N/A
Collection System Operator I ⁽¹⁾	6,057	6,360	6,678	7,012	7,362	N/A	N/A	N/A
Collection System Operator II	6,364	6,682	7,016	7,367	7,735	8,122	8,365	N/A
Collection System Operator III	6,853	7,195	7,555	7,933	8,330	8,746	9,009	N/A
Collection System Operator Lead	7,380	7,749	8,136	8,543	8,970	9,419	9,701	N/A
CMMS Technician	7,380	7,749	8,136	8,543	8,970	9,419	9,701	N/A
District Engineer	15,102	15,857	16,650	17,482	18,357	19,274	19,853	20,250
District Secretary	7,947	8,345	8,762	9,200	9,660	10,143	10,447	N/A
Electrical Instrumentation Technician	7,947	8,345	8,762	9,200	9,660	10,143	10,447	N/A
Environmental Services Supervisor	10,688	11,222	11,784	12,373	12,991	13,641	14,050	N/A
Laboratory Analyst-in-Training ⁽¹⁾	7,024	7,375	7,744	8,131	8,538	N/A	N/A	N/A
Laboratory Analyst I ⁽¹⁾	7,380	7,749	8,136	8,543	8,970	N/A	N/A	N/A
Laboratory Analyst II	8,146	8,553	8,981	9,430	9,901	10,396	10,708	N/A
Laboratory Analyst III	9,447	9,919	10,415	10,936	11,483	12,057	12,418	N/A
Maintenance Supervisor	10,688	11,222	11,784	12,373	12,991	13,641	14,050	N/A
Plant Manager	14,734	15,470	16,244	17,056	17,909	18,804	19,368	19,756
Plant Operator-in-Training ⁽¹⁾	6,364	6,682	7,016	7,367	7,735	N/A	N/A	N/A
Plant Operator I ⁽¹⁾	6,686	7,020	7,371	7,740	8,126	N/A	N/A	N/A
Plant Operator II	7,380	7,749	8,136	8,543	8,970	9,419	9,701	N/A
Plant Operator III	8,146	8,553	8,981	9,430	9,901	10,396	10,708	N/A
Plant Operator Lead	8,772	9,211	9,671	10,155	10,663	11,196	11,532	N/A
Plant Operations Supervisor	10,688	11,222	11,784	12,373	12,991	13,641	14,050	N/A
Skilled Maintenance Worker I ⁽¹⁾	6,364	6,682	7,016	7,367	7,735	N/A	N/A	N/A
Skilled Maintenance Worker II	7,380	7,749	8,136	8,543	8,970	9,419	9,701	N/A
General Manager ⁽⁵⁾	23,333							

How to Use this Pay Scale: Steps 1 through 5 are the regular levels for all positions.

- (1) Represented employees in entry level classifications and unrepresented employees hired after 7/1/2016 are not eligible for longevity pay.
- (2) Longevity Pay equal to 5% of salary is given beginning on the 7th year of employment, longevity shown is for employees at top regular step 5.
- (3) Additional Longevity Pay equal to 3% of salary is given beginning on the 11th year of employment, longevity shown is for employees at top regular step 5.
- (4) Additional Longevity Pay equal to 2% of salary is given beginning on the 16th year of employment for management hired prior to 7/1/2016.
- (5) The General Manager position is a contract position. New GM contract start date is 8-8-2022, salary effective 8-8-2022.

Resolution No. 2022-2269

Revised / Adopted _____

8/4/2022

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

Agenda Item 7.3
Date August 4, 2021
Murray

July 25, 2022

EESI Renewable Energy Expo

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

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

1:45

PM EDT 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.

- **Kelly Speakes-Backman (KSB)**, Principal Deputy Assistant Secretary, Office of Energy Efficiency and Renewable Energy, Department of Energy (DOE)

Energy bill.gov to track bills. I2X program to link energy resilience in different sectors. Sustainable Transportation: joint office w/DOE. Regional clean hydrogen hubs across America to be developed. DOE Strategy 100% by 2035. \$225M to state and local gov. to expand Net Zero Energy codes and decarbonization of buildings. Daniel: ? vision for 2030. KSB: Take it out further than 8 years, 2050. 30 GW offshore wind by 2030. President vision: we see fully decarb. By 2030 with wind, solar and geothermal. Grid by 2035. Industry (w/biofuels, carbon capture) road, rail, sea and air and hydrogen for long range trucks. Then Buildings then agriculture: electrify farm equipt. And how to do more efficiently eg farm in CO visit and using solar. DB: Where most to catch up? KSB: Good news technologies: Solar, Wind are here, cost competitive and ready to be deployed. Like I2X, Solar app for residential permitting from 12 days to instant permitting 0 days. Biggest bang for buck at local level.

- **Malcolm Woolf (MW)**, President and CEO, National Hydropower Association (NHA)

MW: Love focus on this years session on infrastructure. All water power Marine and River. See them as forever assets not just 20 years seen facilities built 100 years ago such as by Thomas Edison and still functioning. 2 takeaways: Hydropower and pump storage and

second need federal support. Hydropower: Power 30 M Americans and 40% of renewable power. Essential 80 GW and 20 GW for pump storage. In evening will need power. EV: 4 hour limit. Overcast weeks. We are largely overlooked and see it is essential and need parity in federal support. License surrenders: 2010, 41 facilities and another 17 last 2 years. Half of Federal fleet up by 2025 and most take over decade to relicense. Uncertain and not getting federal support. Work with Tribal communities. Federal Tax side and license support is needed by Fed for support of industry.

- **Joy Ditto (JD)**, President and CEO, American Public Power Association (APPA)

JD: Only panelist rep. utilities. Also believe Hydropower is key. Non for profit, in 49 states all but then Hawaii. 2000 public owned in USA non for profit, many 10k or less. Similar to Broadband today, difficult to support smaller communities. Provide electricity to 50M. v. Entire Canada is 37M. IJJA is huge opportunity for public power. DOE is staffing up and create some of new programs. Some public utilities only 10 or fewer employees working on it. Work hard to define Public Power and most often affiliated with municipalities. Nimble, and can provide immediate impact. Community Solar, Wind, done already and can be more innovative to really meet needs of communities.

- **Bill Parsons (BP)**, Vice President, Federal and State Affairs, American Clean Power Association (ACP)

BP: Staffer for 14 years, House Renewable Energy Caucus. Sntr. Crapo, Reed, Congressman Kind office put a lot of work in event and thanks them. ACP: Voice of On and Off Shore Wind, utility scale Solar. Over 80% utility scale power. IJJA Transmission. Look at USA before interstate highway system Eisenhower. Nation made investment and willing to permit and site it. Now building Clean Energy Grid and not necessarily where old facilities. \$300B+ to develop grid. Connect where produced to where consumed. Energy storage: \$7B in IJJA for supply chain. Bipartisan interest in Lithium. Should have more domestic sourcing for jobs. Hydrogen think need to have 10. Methane reformation or splitting water. My companies interested in later. You can store or make E in future. Commerce Committee shout out: Offshore Wind. Most of time USA is leading but we are behind Europe and Asia. 85% US flagged and crewed by US Mariners. Country of Origin of vessel and nationality of crew. New requirement will freeze first 19 projects in their tracks. Texas example will take 15 years.

Panel Q/A DB: ID Vision for 2030: MW: Overall direction we all want reliability and for it to be clean. What is lacking: How build more GW clean, but as going in deeper you need to focus on reliability. Wind GW will cycle on/off. Pump Storage in Boston keep power on when Seafort Nuclear went offline. Lot of hydropower facilities at risk. Run at night when solar off. In West, don't get paid to do it but in order to keep system operating, hydro is providing. Joy: Clean, Reliable and Affordable. Customers. Realize getting to clean energy is expensive and see the IJJA helps. Concern in public power if see reliability not there then need to step back. Vision by 2030 we have done that such as Hydro, small modular reactors and some electricity 24/7, 365 w/Nuclear: DOE in West small modular reactors, Fossil Fuels, as base. New baseload. No new barriers for siting. Distribution investments: Electric vehicles but also need larger generation support. BP: Technologies:

Wind, Solar are intermittent, variable but not unreliable. Utility Scale Customers: Integration as high as 80% in some areas. Depends on Grid Planning. We are at 14% today and plenty to grow. If we don't get policy right, you get zero. Not meaning to be Donny Downer. Renewable deployment fell by 55% in first quarter of this year. It is not just going to happen. We have to be doubling annually (trade, tax, commodities, permitting, siting...) to meet by 2030. It can be very easy to miss and by a wide mark.

1:45 PM - Q&A with Senators Jack Reed (JR) and Mike Crapo (MC)

2:00 PM EDT Senator Jack Reed (D-Rhode Island) Co-Chair of the Senate Renewable Energy and Energy Efficiency Caucus Senator Mike Crapo (R-Idaho) Co-Chair of the Senate Renewable Energy and Energy Efficiency Caucus

Pre-recorded msg. Reed and Crapo. JR: Co-Chair of Caucus. Mike Crapo: Most decent and effective Member in Senate. In my area, seen disruptions and issue with national security. AG effective with lower water levels. MC: Show bipartisan works and does in Senate. ID leading state in US, 80% clean and 60% Hydro, 20% Renewable and National Lab with 4 new nuclear reactors to be developed. DB: Infrastructure and IJJA. Opportunities: MC: Bipartisan bill and reason was in this era of high inflation bill focus on supply side spending, counter inflation, and it was offset. Specifics for ID: roads, bridges, waterways, but also firefighting and managing resources co2 capture and extended rural schools and county infrastructure in areas with high federal property ownership. JR: \$70B loss a year in failure of grid. Put in more in grid, and electric vehicles and infrastructure because auto industry said it will in 2035 produce only electric vehicles. Money also for home weatherization, boilers from 1920s to more efficient heat. JR: Private Sector help: we have beginning of offshore wind with federal resources, Corp and DOE. Line into mainland to take excess energy. Public private cooperation. Eg boat building to get out to wind towers. MC on finance committee, incentivize the private sector. EESEC legislation energy security innovation act: tax credit for investment and production of technologies. Expands Master limited partnerships (fossil fuel, timber, minerals only now) to other technologies. Growing climate solutions act: greater increase carbon capture by land mgt. Legislation Necca to expand ID National Lab, helps facilitate lab and regulator with academia and works with private sectors. Eg commercial reactor but gone through all levels for advanced reactors. Future MC: 35% of what need in developmental stage now. More competitive with China, Russia and good for our security. ID to develop new small scale reactors. Big debate now in Senate on semi-conductors and American production that is very important for clean technology. Gov to provide backing and incentivizing for production. JR: fusion and Navy as base of academic and industrial knowledge. RI, Long Island and Mass now Wind is huge and electrify transportation systems. Solar, Wind and be a comprehensive solution pulled together by a national grid.

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

2:45 PM EDT 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.

- **Paula Glover (PG)**, President, Alliance to Save Energy (ASE)

First in person panel in a while. Couple 100 watching livecast. DB alma maters to learn. PG: Bipartisan coalition, 45 years old, focus on advocacy. Clean or just energy transition. We are talking about not using something, efficiency. Oppty for jobs, small business. US Energy and Jobs Report: 7.1 M in USA and 2M is energy efficiency manuf. Of lighting, energy systems, building managers, things that make of grid more interactive. Not just folks with 4 years, masters or PhDs. Need all and create growth. How to make accessible and affordable and able to adopt. 7 counties in the US do not have an efficiency job. Also about small business growth and development. Local dev. Think about efficiency first. Not spending money on something is important first, then about spending money.

- **Jason Walsh (JW)**, Executive Director, BlueGreen Alliance (BGA)

JW: Coalition of 15M members of Unions and environmental supporters. First was Sierra Club and Iron Workers Union. Work on legislation. Clean energy is inherently more labor intensive than waste. Waste to Energy is work. Job quality, access and where jobs are located is focus. Not enough jobs to date are high quality family supporting jobs. Union density rates are lower but getting better. Focused on industry, transportation and justice 40.

If workers are not getting as much work as fossil based workers it will be hard to support. If a community or region is or perceived is left behind then they will resist the move. Public dollars to broadest benefit. Drive budget to communities that need it most.

- **Curt Rich (CR)**, President and CEO, North American Insulation Manufacturers Association (NAIMA).

Rep. Fiberglass and mineral wool industry. 30 years ago Senate staffer in Montana. Address climate emergency and focus on building sector and how to decarbonize the economy. If build new home 2021, build with 2019 standards ASRI for commercial. Convince to build and recoup costs with reduced heating and cooling costs and second is with government incentives and really hard to have people to act in own interests. Residential, Commercial and Industrial will be principally through the States. Equiv. of all wind generation, displace 1/3 natural gas or ¼ of homes by investing in building efficiency not just the IJA.

- **Emily Duncan (ED)**, Chair of the Board, Business Council for Sustainable Energy (BCSE). Jeannie Salo, VP: 30 years in Wash DC to rep. Trade Assoc. and put out fact book annually on sustainability in America.

US most imp. Market. 20k employees at Scheindler Electric. Electricians are retiring at faster rate than new electricians are being trained. Workforce in USA is only way for USA to

be competitive esp. as representing a multinational company. Eg Smart Factory in Lexington KY (traditional coal country) and modernized for digitization and good paying jobs created. With digitized workforce we will be competitive in international. Need Public private partnerships to create more partnerships. Return to Work (Women and Men in Pandemic focus), from Corporate world to new energy careers. Also, Bridge program on the job training for full apprenticeship. Q/A CR: Need to address Congress about migrant labor and as long as there then it will affect the workforce. DB: Great resource Business Factbook.

2:45 Remarks from Sen. Chris Van Hollen (CVH)

PM -

3:00 Senator Chris Van Hollen (D-Maryland)

PM EDT

Deputy Co-Chair of the Senate Renewable Energy and Energy Efficiency Caucus

CVH: Initiative for National Clean Energy Accelerator. Legislative Priority.

3:00 The Bipartisan Infrastructure Law and Transportation

PM -

3:45 Panelists will discuss how the Bipartisan Infrastructure Law will help make the transportation sector cleaner, including by providing funds for public transit and 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.

PM EDT

- **Karl Simon (KS)**, Director, Office of Transportation and Air Quality (OTAQ), [Environmental Protection Agency \(EPA\)](#)
- **Genevieve Cullen(GC)**, President, [Electric Drive Transportation Association \(EDTA\)](#)
- **Emily Skor (ES)**, CEO, [Growth Energy](#)
- **Art Guzzetti (AG)**, Vice President – Mobility Initiatives and Public Policy, [American Public Transportation Association \(APTA\)](#)

KS: Focus on Clean School Bus and NVE on charging in freeways and Clean Ports v. impt. foundation of our economy. DOE started large investments on clean hydrogen standard and hubs. As investment dollars rollout. EPA budget \$11M to roll out IIJA. Scale of investment never seen before. Congress gave us out to figure that out. High priority school districts, tribal and rural areas. Bringing technologies to cost parity. Replacing older buses with hydrogen, biofuels, electric in statue. Try to do two more fundings each year. About 500k school buses and 13,000 school districts. Rebate program. Buy America provisions in bill. DOE and DOT have same challenges. Long term how to further integrate in our utilities. \$5B is lot of money but only a portion of schools. Electric buses are pricey at moment.

GC: Electric transportation, cross industry trade assoc. vehicles, components, utilities motorcycles to 18 wheelers. Invest in tech. and grow with industries is focus. In 2010 3 cars leaf and volt and now 70 cars. 2.7M plug in vehicles, 49k public stations and 123k ports. Gone from 1 to 2% of sales, year over year growth over 100% and now about 5%. In Europe 10% and in China 20% of new sales are EV. US Carpark 207M vehicles and by 2030 need 50% of new car sales per Biden Administration need to be Electric.

CB: Chris Biley. Energy Star. Rep. 89 Biorefineries. 17.5B gallons annually can. 10% of all is Ethanol. E15 85: 2700 locations sold. 115k fueling stations and work to get higher. Selling about 10cents less than gasoline. Giving American Farmers good source market for their grain. Light duty fleet and 1B gallons into sustainable aviation fuel and looking at Marine operations. 245 M vehicles that can use E15 but only 2700 locations. Ethanol: Highest fuel rating. 2001 or newer car can use E 15. 20M flex fuel vehicles today that can use E85. Expansion beyond light duty fleet. \$20B market for Aviation. Bio, and renewable diesel and ethanol to expand into harder to electrify sectors.

AG: Need balanced system with energy choices. Public Transit early adopters of sustainability. Public Transportation and Land Use always go hand and hand and inherently efficient. IIJA enough funds, if we make the right choices, can make it transformational.

**3:45 Q&A with Representative Ron Kind (RK) Representative Ron Kind (D-
PM - Wisconsin)Chair of the House Renewable Energy and Energy Efficiency Caucus
4:00
PM EDT**

RK: Adverse ruling with EPA. Private sector is moving with jobs, efficiency in rural western WI and bipartisan nature of caucus and so many republicans to participate. IIJA: demand electric vehicles through roof with gas charges and need infrastructure. F150 driven by President and help establish EV. Need broadband : High speed and 5G deployment and basic infrastructure to move people, less needless use of energy. Q/A ? Ag and climate solutions. Extreme weather, drought and need efficiency on energy, water and looking for pathways. Carbon sequestration programs. Lot of hotel in my area and embracing. Good conservation plans. 3 of 5 famers turned away because funding. Seen methane digesters and now build pipes to the farms and exciting to see back home. Cashden and home builder wind generation, downtown geothermal. Showing way in small, rural area can do it anywhere. Inflation and energy burdens some families 3x national avg. Q: What to manage? Invested in American rescue homes to do home upgrades typically lower income. \$400 month to \$100 month energy cost savings. Don't have to generate more if lessen use. Do more of that. DB: 4M in clean energy workforce. Chippewa Valley Tech has renewable energy jobs training program and jobs that punch above their weight. Consistently ranked in top 10 in house and bipartisan work to get things done. Be grown ups, talk to each other in renewable energy area. DB: Good luck in the remainder of the 117th Congress.

4:00 Energy Security

PM -

4:45 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.

PM EDT

- **Joseph Bryan (JB)**, Chief Sustainability Officer and Senior Advisor for Climate, Department of Defense (DOD)
- **Timothy Unruh (TU)**, Executive Director, National Association of Energy Service Companies (NAESCO)
- **Andrew Bochman (AB)**, Senior Grid Strategist, National & Homeland Security, Idaho National Laboratory (INL)
- **Charles Bolden (CB)**, Director of Congressional Affairs, Solar Energy Industries Association (SEIA)

DB: In Dirksen Building. Bi weekly newsletter Climate Change Solutions can subscribe.

JB: DOD primary job to defend USA; defer conflict, fight and win a war. Military installations rely on commercial electric grid (at risk: climate induced weather, wildfires out west such as camp Pendleton, cyberattack risk eg colonial pipeline last year and ability to mobilize our force. Be super efficient to reduce risk. Relieve pressure on grid, distributive generation solar, ensure even if grid goes down. Don't require fuel deliveries. Call contested logistics and have distributed generation. Aligned with our mission imperative. Get baseload equivalent generation. Looking at Lithium Ion generation. Fundamental interest in supply chain eg batteries and upstream materials. DOD handheld radios, submersibles, UAVs, directed energy weapons, lasers, all things on ship and extended supply chains back to Asia and maybe not your best interest. At times don't want someone putting thumb on scales of justice. Entire global system in transportation is going electric. Ford: \$10B in 2 plants in KY. US has to lead. We have manufacturing competition globally; security w/technology and must be competitive.

TU: Ways to fund. Get Congress to appropriate money and in case doesn't work have private financing. Represent energy companies. \$7B type of work with public facilities a year, that is about 25% of public buildings. Could be wasted on operations. Building Controls, water, indoor air quality (people want space and fresh air). Operational improvements: costs of doing something. Equipment. No longer need to keep repairing, replacing parts. Resiliency and Efficiency are closely tied. Find that projects that don't flow as they should (eg try brushing teeth with non-dominant hand) and need to incentivize people to do in performance contracts. Resiliency is a key piece. How do we leverage our project and get more. \$1 and get \$25 in building improvements. Need to find a way to incentivize across the Federal government. Affeck funded with \$250M and may see 10x that money: \$2.5B in facility improvements – microgrid support, different sources. IEJ \$500M for K-12 School improvements hoping for 3.5 to \$1 improvements. Need cooperation and communication protocols.

AB: ID National Lab. Like to be Extemporaneous. Cyber and physical climate risks. Iron Law of Climate Policy (Emissions v. Economic Growth), ref Univ. of Colorado professor.

Economic Growth will win each time. Eg Coal to Nuclear Plant conversion. Closing coal plants but not accounting for lost generation. Timing of coal plant shut down and upstart of nuclear plants. Job transition to advance nuclear plants. Coal to Nuclear use already existing transmission line elements. Public attitude to new nuclear, Pew Study, does address small nuclear reactor support. Wyoming: Adv. Reactor and storage example. Some will be built on ILE ground for advanced reactors. Chemerer Wyoming: First coal to nuclear plant conversion. Transition to Carbon Free US. 2008 Study on Energy Metrics, cost of fuel and KPI. Ways of measuring performance. Some of the key targets to be hit in IIJA in Congress working group. Data Centers designed for different temp. regimes in 2030 and need to have them built in and rely on digital world.

CB: Former Capital Hill staffer. National Assoc. for Solar and Solar storage. Shape fair market rules. 100GW goal and 50GW solar production by 2030. Job creation is main benefit. 250k jobs in Solar. Need certainty. Equity, Inclusion and Justice for solar regardless of zip code, income and color. Build Back Better Act: \$162.9B for Climate. It will support under-privileged and support the economy. Have historically been left behind and create sustainable economic wealth in US communities.

Honorary Co-Hosts

House Renewable Energy & Energy Efficiency Caucus

Senate Renewable Energy & Energy Efficiency Caucus



AGENDA

Air Quality, Climate Change, and Energy (ACE) Workgroup Meeting

Meeting Date/Time: July 28, 2022 / 8:30 – 10:30 am
Meeting Location: Zoom Link (provided in the meeting appointment)
Dial-in: Zoom Call-In (provided in the meeting appointment)

COMMENCEMENT

ITEM	LEAD
Welcome/Roll Call	Jackie Zipkin (Chair), Greg Kester and Sarah Deslauriers (CASA)
Review/Approval of Agenda	All
Expanded ACE Workgroup Support	Greg Kester and Sarah Deslauriers (CASA)

LEGISLATIVE & STATE BUDGET UPDATE

	ITEM	LEAD	STATUS
1.	State Legislation and Budget	Jessica	ACE Bill List (per Subgroup Review), Budget Request Letter

PRIORITY ISSUES/ACTION ITEMS

	ITEM	LEAD	NOTES
1.	AB 32 Scoping Plan Update: Carbon Neutrality by 2045	Sarah	Workshop Series and Listening Sessions , Draft Scoping Plan Update released May 10, comments submitted Jun 24, updated CARB Board One-Page handout, CARB Board and Executives follow-up
2.	CARB Advanced Clean Vehicle Regulations (Electrification)	Sarah, Steve, David	Draft Advanced Clean Fleet Regs , Draft Public Fleet Requirements , summary of CARB Virtual Workgroup Meeting Jul 26 , 200-Truck Study (in progress), and State Implementation Plan (summer draft to come)
3.	CNRA Climate Smart Strategy / Natural & Working Lands	Sarah, Greg	Draft Climate Smart Strategy , testified at CARB Public Meeting Jun 23 , comments submitted Jun 24, preparing informal comments for CNRA
4.	SB 1383: Organic Waste Methane Emissions Reductions	Greg, Sarah	CalRecycle county ordinance outreach, met with CAPCOA May 25 – requesting follow-up meeting, testified at CARB Public Meeting Jun 23
5.	CA Adaptation Update	Sarah	OPC Sea Level Rise Action Plan , 30x30 California upcoming workshops, SWRCB climate change preparedness survey expected in 2022
6.	Criteria Pollutants & Toxics Emissions Reporting & AB 2588 Toxics Program	Sarah, David	Summary of CTR and EICG , report BAU air toxics through 2028, Subgroup preparing approach for statewide two-step process, meetings with Air Districts to prepare Step 1 scope

INFORMATIONAL ITEMS

	ITEM	LEAD	NOTES
1.	CARB Low Carbon Fuel Standard	Greg	Potential changes workshop Jul 7 , comments by Aug 8
2.	Carbon Sequestration Meta-Analysis	Sarah	Concluding spring 2022, report by end of 2022
3.	EPA Renewable Fuel Standard RINs	Greg	Staff considering D3 value for biogas from co-digestion
4.	Supreme Court Ruling on Climate Change	Sarah	Repeals Clean Power Plan
5.	BACT for Large Emergency Diesel Engines: BAAQMD, SMAQMD, SCAQMD	Sarah, David	BAAQMD and SMAQMD adopted Tier 4; SCAQMD in process of adopting Tier 4 for BackUp d
6.	Potential Amendments to Diesel Engine Off-Road Emission Standards: Tier 5 Criteria Pollutants and CO2 Standards	Sarah	CARB planning for Tier 5 BACT in 2028 – Public Workgroup to discuss rulemaking May 2
7.	BAAQMD Stationary Source CEQA GHG Threshold	Sarah	Threshold drops to 2,000 MT/yr (from 10,000 MT/yr)

UPCOMING CONFERENCES/EVENTS

NAME	DATE/LOCATION
NACWA Utility Leadership Conference	Jul 24-27, Seattle
CASA Annual Conference	Aug 10-12, Olympic Valley, CA
WEFTEC	Oct 8-12, New Orleans

NEXT MEETING: August 25th, 8:30-10:30 am (in person/virtual)



AGENDA

Air Quality, Climate Change, and Energy (ACE) Workgroup Meeting

Additional topics we review periodically for progress or changes:

State

- CARB Mandatory GHG Reporting Regulation
- CARB Scoping Plan Updates (Natural & Working Lands, Vehicle Electrification, Clean/Renewable Energy)
- CEQA Guidance on GHG Emissions
- CNRA Climate Change Assessment
- CNRA Online CA Sea Level Rise Database
- CNRA Safeguarding CA: Implementation Action Plans
- CEC Climate Change Research Plan
- OEHHA CalEnvironScreen Tool
- California's Climate Future report (by Governor Brown)
- Funding Opportunities

Regional Adaptation Collaboratives

- Bay Area Climate Adaptation Network (BayCAN)
- San Francisco Bay Regional Coastal Hazards Adaptation Resiliency Group (CHARG)
- Southern California Association of Governments (SCAG) Regional Climate Adaptation Framework

National

- NEPA Guidance on GHG Emissions
- EPA Creating Resilient Water Utilities
- EPA EJScreen Tool
- EPA Mandatory GHG Reporting Regulation Updates
- EPA Clean Power Plan (on stay)
- EPA Existing Source Performance Standards
- EPA Biogenic Emissions Accounting Framework
- White House Budget for DOE Energy Efficiency and Renewable Energy Programs
- White House Climate Change Support Office
- NACWA Energy Workgroup
- NACWA Climate & Resilience Workgroup
- Funding Opportunities

International

- Global GAP (Good Agricultural Practices) & Biosolids
- IWA Nitrous Oxide Modeling



**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.

8/4/2022

BOARD AGENDA ITEM REQUESTS

Agenda Item 8B

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

MARIN MUNICIPAL

Deep look at complex water supply options

District gets data, cost on desalination, recycled water



The Marin Municipal Water District has tested desalination near the Marin Rod and Gun Club site a couple of times in the past 30 years. The district launched a study into new water sources after facing potential reservoir depletion from the drought. PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL, FILE



A Marin Municipal Water District consultant says the utility would realize minimal water savings by expanding recycled water service to the Peacock Gap area of San Rafael, above, and it would come at a high cost.

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

The Marin Municipal Water District took a deeper look at some of the more complex and expensive options on the table for new supply: desalination plants and recycled water.

The district board and consultants with the Jacobs Engineering firm held a discussion Tuesday on the preliminary cost estimates, water yields and challenges of building desalination plants and expanding the district's recycled water system.

"Really our goal is to make sure we communicate what those options are and understand what the costs of those options are," Paul Sellier, a district official, told the board. "In subsequent meetings, we're going to take these water supply options or alternatives and we're going to run them through the model to see what effect they have on the water supply deficits that we established as a baseline."

The district, which serves 191,000 central and southern Marin residents, launched the study into new water sources in March after facing potential reservoir depletion from the drought. Rains in late 2021 worked to nearly refill the district's reservoirs, giving the county's largest water supplier more time to study the costs and benefits of potential new sources of supply.

The study, set for completion later this year, is reviewing several new water sources, including a pipeline across the Richmond-San Rafael bridge to connect to Central Valley suppliers, increasing local storage, groundwater storage and desalination.

The study has determined the district would need a range of 3,000 to 11,700 acre-feet of additional water each year to weather prolonged droughts, extreme short-term droughts, natural disasters and increased water demand.

A Marin County Civil Grand Jury report released this summer stated the district has not adequately prepared its water supply for droughts and recommended the district secure 10,000 to 15,000 acre-feet of new supply.

The district has about a two-year supply of water, with 75% coming from local reservoirs in the Mount Tamalpais watershed and the remainder from Russian River water imports.

While the reservoirs can hold a total of 80,000 acre-feet of water — with an acre-foot being nearly 326,000 gallons — district staff said only 55,000 acre-feet of it is considered a reliable water supply. About 15,000 acre-feet of water are deemed emergency supply for extreme droughts, and the final 10,000 acre-feet are considered unusable because of siltation and pumping limitations.

Three desalination options were reviewed by staff on Tuesday.

The first option would have the district build a desalination plant on San Pablo Bay near San Rafael that could initially produce up to 5,600 acre-feet per year but could be expanded to produce up to 16,800 acre-feet.

The cost per acre-foot is estimated at \$5,100 for a smaller plant, but that cost would be reduced to an estimated \$3,100 if the district expanded the plant to its maximum water production.

Another option would be to lease or buy portable desalination plants that could provide up to 6,000 acre-feet of water per year but at the high cost of \$5,700 per acre-foot. The district considered renting these types of plants last year when it was facing a water shortage.

“This equipment is containerized, but they’ve designed it to basically be plug-and-play, which makes it much easier to implement,” district consultant Jim Lozier told the board on Tuesday.

A third option would be to collaborate with other Bay Area water suppliers to invest in a regional desalination plant near Antioch in Contra Costa County.

Marin would receive 5,600 acre-feet of water at a cost of \$3,900 per acre-foot. Part of this cost includes having to build a water pipeline across the Richmond-San Rafael Bridge to transport the water into the district’s distribution system.

Currently, the district is only supplying recycled water to the Terra Linda area. Options to expand service to the Peacock Gap area of San Rafael or to San Quentin State Prison — the district’s largest water user — would yield minimal water savings of 166 acre-feet and 154 acre-feet, respectively, at a high cost of \$5,300 and \$4,300 per acre-foot, respectively, said district consultant Ryujiro Tsuchihashi.

Other options that would treat wastewater and integrate it back into the drinking water supply have yet to be implemented in California and have had a history of public resistance when proposed in the past.

“In addition to laying out all these pipelines throughout the service area and into the mountain, I think a lot of people will be worried about the public outreach and the public acceptance issue,” Tsuchihashi told the board.

Board member Cynthia Koehler pushed back on what she described as the consultants’ “negative” outlook on recycled water and public acceptance of water reuse options.

“I think assumptions from the past are not going to serve us well in light of the public’s considerable education about what’s been going on across the West and in California and with water supply declining,” Koehler said.

Koehler suggested that the district consider polling ratepayers on the recycled water options to gauge public interest.

Marin Conservation League member Larry Minikes urged the board to provide more information on how the projects would impact ratepayers’ bills.

“I think the main question is, what is it going to cost me?” Minikes said. “That’s what I’m going to want to know if you poll me. I’m not really going to care that much about what kind of industrial thing you do. I’m going to want to know what it’s going to cost me.”

The board is set to hold a discussion on options of increasing local water supplies, bolstering supplies from Sonoma County and pipeline connections to other Bay Area and California water suppliers at 7:30 p.m. July 19.

NOV. 8

179 offices at stake on Marin fall ballot

Candidate filing opens on Monday

BY RICHARD HALSTEAD

RHALSTEAD@MARINIJ.COM

The filing period for the Nov. 8 general election begins on Monday, and Marin residents interested in public office will have a smorgasbord of opportunities from which to choose.

There will be 179 local offices up for grabs in the election, including openings on the boards of the Marin Municipal Water District, the Marin County Board of Education, the Marin Community College District and nine municipal councils.

Senate Bill 415, a state law that took effect in January 2017, prohibits local governments from holding an election on any date other than a statewide election date if doing so in the past has resulted in turnout that is at least 25% below average.

Statewide elections are held in November of even-numbered years.

“That is why you’re seeing so many more local races in the even-year general election,” said Registrar of Voters Lynda Roberts.

Roberts said the COVID-19 pandemic hasn’t resulted in fewer people competing for local offices.

“We didn’t see a drop-off in candidate participation in 2020,” Roberts said. “It’s been pretty much status quo. We anticipate the same thing happening this cycle.”

The initial nomination period ends at 5 p.m. Aug. 12. The deadline will be extended to Aug. 17 for offices held by incumbents who choose not to file.

Greg Brockbank, a lawyer and former San Rafael councilman who monitors local races closely, said “it is a little early to tell” which races will be the most interesting.

“Very often people don’t decide to run, let alone take out papers, until the last week or even the last day,” Brockbank said.

At the Marin Healthcare District, the terms of three board members — Jennifer Rienks, Larry Bedard and Brian Su — expire at the end of this year. Bedard has said he won’t seek re-election, but would support a qualified Latino candidate.

Brockbank said the recent decision of the San Rafael City Council, Novato City Council and other local boards to switch to district elections makes it difficult to predict which races will be most competitive.

The ongoing drought could spark interest in openings on the boards of the Marin Municipal Water District and the North Marin Water District. The incumbents facing reelection on the MMWD board are Jack Gibson and Larry Bragman. Cynthia Koehler has said she will not seek reelection. The incumbents up for election at North Marin are James Grossi Jr. and Richard Fraitas.

With Marin County allocating several million dollars for projects in Marin City, interest might also be increased in the Marin City Community Services District, where the terms of three board members — Damian Morgan, Terrie Green and Angela Haynes — are ending.

Two longtime incumbents on the Novato City Council — Denise Altas and Pat Eklund — are up for reelection along with Mark Milberg.

A number of Marin municipalities have two council members whose terms are ending.

In San Rafael, the terms of Eli Hill and Maribeth Bushey are ending. In Sausalito, Susan Cleveland-Knowles and Jill Hoffman are up for reelection.

In San Anselmo, the terms of Stephen Burdo and Ford Greene are ending. In Fairfax, Renee Goddard and Stephanie Hellman must run again to defend their seats.

Four Marin municipalities — Belvedere, Corte Madera, Larkspur and Tiburon — have three incumbents whose terms are ending.

In Corte Madera, they are Bob Ravasio, Eli Beckman and Leila Mongan. In Larkspur, Dan Hillmer, Catherine Way and Kevin Haroff. In Tiburon, Alice Fredericks, Jon Weiner and Jack Ryan. In Belvedere, Sally Wilkinson and James Campbell have full terms expiring, while Peter Mark has a short term expiring.

Just two of the Marin County Board of Education's seven trustees — Marilyn Nemzer and Curtis Robinson — have terms that are expiring. There are two vacant seats on the board.

Three of the Marin Community College District's board members — Suzanne Brown Crow, Wanden Treanor and Diana Conti — have terms that are ending.

Teresa Lerch

From: Mark Millan <millan@datainstincts.com>
Sent: Monday, July 18, 2022 10:22 AM
To: Undisclosed Recipients
Subject: Marin water district vets desalination, recycled water cost - Marin IJ 7/17/22

Marin water district vets desalination, recycled water cost

Will Houston, Marin IJ 7/17/22

The Marin Municipal Water District took a deeper look at some of the more complex and expensive options on the table for new supply: desalination plants and recycled water.

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Link to article: https://www.marini.com/2022/07/16/marin-water-district-vets-desalination-recycled-water-cost/?utm_medium=email&utm_source=govdelivery

News Update

SEWAGE SPILL

East Bay MUD to pay \$816,000 penalty

BY PAUL ROGERS

BAY AREA NEWS GROUP

The heavy storms that soaked the Bay Area in October ended fire season and brought hope — dashed during dry winter months later — that the state's drought might be ending.

But while millions of people were celebrating the downpour the week before Halloween, the rains also caused an environmental headache in the East Bay, overwhelming a wastewater treatment plant and sending 16.5 million gallons of partially treated sewage into San Francisco Bay.

On Monday, state regulators and the East Bay Municipal Utility District, a government agency that operates the plant at Point Isabel in Richmond, agreed to settle the case in a deal that requires the district to pay \$816,000 for violations of clean water rules.

"Our mission is to protect public health and San Francisco Bay," said Andrea Pook, a spokeswoman for East Bay MUD. "We regret that this occurred."

East Bay MUD treats the sewage of 776,000 people living in Alameda, Albany, Berkeley, Emeryville, Oakland and other communities.

The storms Oct. 24 and 25 were unprecedented. An atmospheric river dumped 5 inches of rain over Oakland — nearly 30% of the city's entire yearly average — in two days. The Oakland Hills got 9 inches in 48 hours, and Mount Tamalpais in Marin County got 16 inches.

In the East Bay, as in cities across the United States, heavy rains can cause major problems for sewage treatment plants. Rain water soaks into the ground, entering old sewer pipes through cracks and gaps. It surges and flows to sewage treatment plants, sometimes overwhelming them and causing spills.

To try to limit that problem, EB MUD, which provides drinking water and wastewater treatment to parts of Alameda and Contra Costa counties, runs three overflow plants.

The concept is simple: When heavy flows from storms overwhelm the system, some wastewater is diverted away from the district's main plant in Oakland near the Bay Bridge to the three "wet weather" plants, where it is stored in tanks. The facilities can treat it to basic standards, called primary treatment, where workers use filters, screens and chlorine before releasing it into the bay. Without treatment, raw sewage can carry disease that make people sick, and can harm fish and wildlife.

The weekend of Oct. 23 to 25, it rained so hard that 557 million gallons per day of wastewater flowed into East Bay MUD's system, more 10 times the average in a normal day.

At one of the district's three overflow plants, the Point Isabel Wet Weather Facility on the Richmond shoreline, workers ran out of a key chemical called sodium bisulfite during the storm. The chemical is used to take chlorine out of the wastewater before it released into the bay. High levels of chlorine can be toxic to fish and other aquatic life.

"There was a staff error," Pook said. "They used more chemical than needed, so we used up our supply sooner than expected."

As workers frantically called their chemical supplier at night, not getting more until the next morning, they released 16.5 million gallons of partially treated sewage into the Richmond Inner Harbor — 3.8 million gallons of which had levels of chlorine more than 10 times above the legal limit — and much of the rest with elevated levels of coliform bacteria.

East Bay MUD "failed to properly operate and maintain" the plant, according to the San Francisco Bay Regional Water Quality Control Board, a state agency that regulates water pollution. But because so much water was pouring into the roiling storm-hammered bay that weekend, diluting everything, the spill caused "a low threat of harm."

WEDNESDAY SOAPBOX

Continue to improve strategies for fighting fire

Many thanks to the Marin Municipal Water District officials and staff for their presentation about its response to the Bon Tempe Lake vegetation fire on June 16 (“‘Extremely lucky’: Mt. Tam wildfire highlights disaster risks,” July 4). I was hiking with my partner at 9:30 a.m. that day. I saw the smoke but couldn’t report the fire for a full half hour after the start because there was no cell phone coverage.

Don Wick, chief water district ranger, said we were lucky the fire didn’t spread. I agree, we were lucky, but relying on luck is not a good firefighting strategy. There was no wind that morning, which is highly unusual. The fire began suddenly and spread rapidly in the high, extremely dry grass which was ready to burn. The fire stopped at a wide dirt path that acted as a firebreak, but a dense forest was no more than 300 feet away. It was filled with “slash” from old burns, new growth and a few dead oak trees.

About one hour after the fire started, Marin County firefighters arrived in time to stop it before it spread into the forest. Wick agrees that even a gentle updraft would have carried burning embers. The fire could have raced up the hill to the forest in a few minutes.

Some residents stress the importance of restoring the professional ranger staff from the current six to 12 as it was in the 1990s. A core group of trained wildland firefighters who know the mountain can respond instantly to emergencies if they are on-site. Proper equipment, cell phone coverage and a lookout on Mount Tamalpais are key as well.

A good strategy calls for reducing fuel loads and, crucially, rebuilding the water district firefighting ranger staff who can respond until Marin county fire can arrive from San Geronimo.

— *Peter Anderson, Fairfax*

Newsom, DeSantis make interesting candidates

With buyer’s remorse deepening, it looks unlikely to me that President Joe Biden will be the Democratic Party nominee in 2024. I believe the same situation applies to the Republican Party and former President Donald Trump.

With California Gov. Gavin Newsom acting like he’s in and Florida Gov. Ron DeSantis actively raising money in places as far away as Utah, we might be in for what could be the most interesting presidential race in decades.

Here we have two charismatic, “big state” governors with broad-based support in their respective parties. They also couldn’t be more different in their political philosophy.

They’re smart and they’re feisty. It would be a match for the ages. We deserve a contest like this.

— *Bill Brennan, Novato*

Bolinas’ lowest income applicants not excluded

A recently published article in the Marin IJ covered the Marin County supervisors’ approval of \$500,000 for the Bolinas Community Land Trust affordable housing project at 31 Wharf Road in downtown Bolinas (“Bolinas affordable housing project gets \$500,000 from Marin County,” June 28). A misunderstanding in the community following the report prompted me to reach out to share further information.

As BCLT executive director, I wish to be clear that the project will not exclude those with the lowest incomes. Final rents for these units have not been set yet, but they should be in the range of \$2,050 to \$2,500 for both two- and three-bedroom homes. Currently, Marin County does not have any project-based vouchers available, but the BCLT hopes to add them as we are able, to increase affordability for those who qualify as very-low or extremely low income.

The most recent project pro forma that we submitted to the county pegged rents to 50% of the area median income. However, we can and will still serve families who make less than those amounts — families of four with incomes of \$55,900 and less. Any thoughts, questions or requests regarding the project are welcome at info@bolinaslandtrust.org.

— *Arianne Dar, Bolinas*

Difficult to relate to plight of San Quentin prisoners

I am writing in regard to the Marin Voice commentary by San Quentin State Prison inmate Steve Brooks (“Tying water access to labor in overcrowded prisons is wrong,” July 10). I read his argument to state that, in spite of California Penal Code Section 2700, he should not be required to work while incarcerated. Further, after his basketball, jogging on San Quentin’s track, baseball and other activities in the yard he should be permitted to shower.

Meanwhile, the victims, families and friends of people harmed by some of those sentenced to time in San Quentin are waking up and trying to get through another day after the horror of being subjected to one of several terrible crimes. Some are dead and will never wake again.

Much of the real world lies awake at night wondering how to keep their business going following the economic disaster caused by the COVID-19 pandemic. They likely worry about how to keep their family safe while finding a way to make enough money to cover groceries, gas, medical expenses, rent and tuition.

San Quentin inmates do not have to worry about these things.

Their food and housing, medical expenses, education, even laundry and myriad programs are paid for by taxpayer dollars. It appears to me that these inmates live for free with better conditions than many on the planet.

I have difficulty relating to Brooks’ perceived injustice.

— Carol Lankford-Gross, Muir Beach

MMWD leaders lack imagination to solve issue

Once again, leadership at the Marin Municipal Water District can’t seem to think outside their box. Their proposal to spend as much as \$25 million on wireless water meters allegedly to detect the occasional leak is a horrible idea (“MMWD eyes three-year rollout of smart meters,” May 26). I think MMWD should spend that money to increase the infrastructure for delivering recycled water instead.

Las Gallinas Sanitary District recently completed a \$64 million upgrade and is now producing more than three times its previous output of clean, reusable water (“Las Gallinas sewage agency expands recycled water system,” March 2, 2021). Most of that water now goes into the bay instead of through a purple pipe infrastructure. This is water that could be pumped into aquifers to recharge groundwater, for some agricultural uses like growing hay, landscaping and fire fighting.

Imagine if all new construction required recycled water for toilets and landscaping. Even laundry could be done with recycled water. Imagine if all our fire hydrants were connected to recycled water pipes. Imagine if we had a water board that could imagine.

— Elaine Reichert, Santa Venetia

Support efforts in visit to Israel, Saudi Arabia

President Joe Biden has just concluded a groundbreaking visit to Israel and Saudi Arabia that will have far-reaching consequences beyond the “photo ops.”

Israeli normalization with the Arab neighbors in the region to coordinate militarily, economically and culturally has been given a great boost by the inclusion of Saudi Arabia in an incremental process in the Abraham Accords. The most important element is adoption for military burden sharing and coordination, with the U.S. in support, as a strategic alliance to counter Iran and its proxies.

This can eventually help the Palestinians in the West Bank for improvements in their economy, water usage and integration into the region as investment and cooperation will also come their way.

What is clear is that the practice known as “boycott, divestment and sanctions” is not the path to peace. It exacerbates the conflict. Bottom-up sharing of the land is the way forward with regional Arab states and the U.S. supporting normalization throughout the region. Despite the recent “boycott, divestment and sanctions” resolutions at elite universities and the moribund U.S. Presbyterian Church statement that Israel is an apartheid state, the tide of history is clearly on the side of normalization to help create the conditions for resolutions in the regional conflicts.

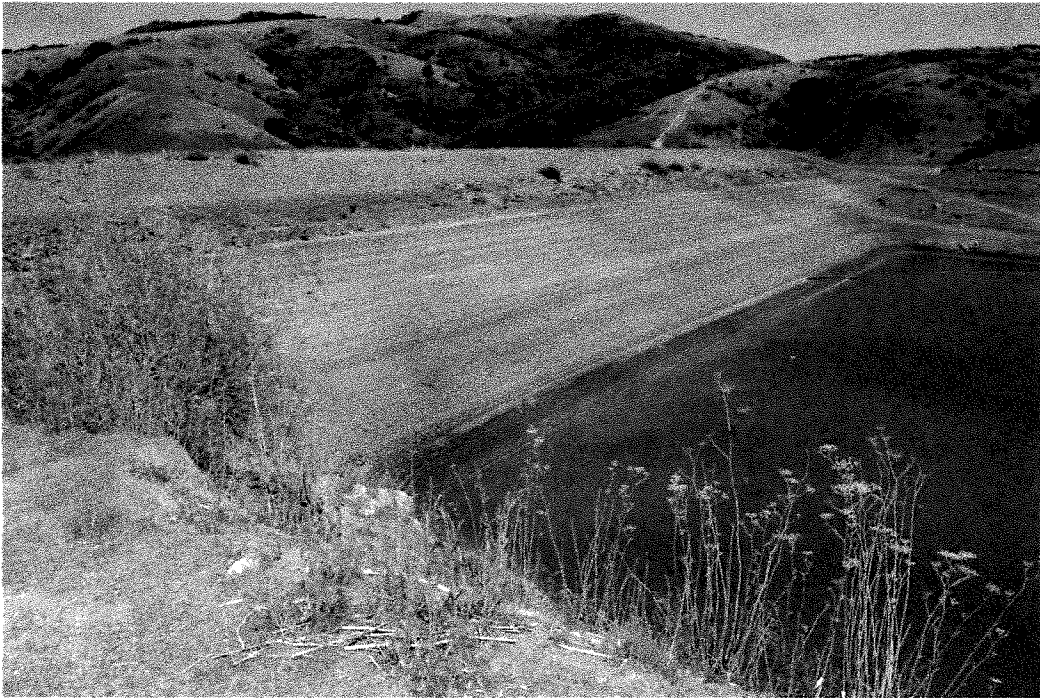
We should support these efforts to bring people together and reject the futile, misplaced moral evangelism that achieves nothing and helps no one.

— Jeff Saperstein, Mill Valley

MARIN MUNICIPAL

Water supply study looks at reservoir, pipeline costs

District examining options to handle drought impacts



The diminished water level marks the SoulaJule Reservoir dam west of Novato in August. Expansion of reservoirs is among the options being reviewed by water officials. PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL



Traffic flows across the Richmond-San Rafael Bridge. The Marin Municipal Water District has considered building a water pipeline across the span.

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

Marin Municipal Water District officials, continuing their quest to boost supply, met this week for a detailed cost assessment on expanding reservoirs and connecting to new sources.

District staff stressed to the board that — unlike other options under review such as desalination and recycled water expansion that can produce a continual flow of water — enlarging reservoirs or building pipelines to outside suppliers does not guarantee water will be available when needed.

“We’re seeing conditions and have seen conditions the last two years that could make that prospect very challenging,” district official Paul Sellier told the board.

The district, which serves 191,000 central and southern Marin residents, launched the water supply study after facing the possibility the drought might deplete its reservoirs. Rains in late 2021 nearly refilled the reservoirs, giving the utility time to study ways it can augment its supply.

The study projects that the district will need 3,000 to 11,700 acre-feet of additional water each year to weather prolonged droughts, extreme short-term droughts, natural disasters and increased water demand.

A recent Marin County Civil Grand Jury report stated the district failed to adequately prepare for severe droughts and recommended it create 10,000 to 15,000 acre-feet of new supply.

The district can hold up to 80,000 acre-feet of water in its seven reservoirs, which make up 75% of its supply. Only about 55,000 acre-feet in the reservoirs are considered reliable, according to district staff. That is because about 15,000 acre-feet are considered emergency reserves and the last 10,000 acre-feet would likely be unusable because of pumping and siltation issues at those low of water levels.

The remaining 25% of the district's supply comes from Russian River water from the Sonoma County Water Agency. The district is allowed to draw 14,300 acre-feet per year, but pumping limitations only allow the district to bring in about 11,000 acre-feet.

The district has not expanded or built a new reservoir since the early 1980s, when it built its third-largest reservoir, Soulajule, and doubled the capacity of its largest reservoir, Kent Lake.

The district's seven reservoirs hold about a two-year supply of water compared to the four-year supplies of most major Bay Area water suppliers.

Jacobs Engineering consultant Marcelo Reginato said hydrology records from 1910 to 2021 show that about half the time the watershed has had an inflow of water exceeding 80,000 acre-feet.

"We see that there are opportunities maybe to capture more of this inflow to the reservoirs and also to Soulajule," Reginato said.

On Tuesday, the board reviewed early cost estimates and water yields of three options to expand local reservoirs: dredging Nicasio Reservoir to add 1,000 acre-feet of capacity; raising the Soulajule Reservoir dam to triple its capacity; and adding adjustable spillways that could allow reservoirs to hold more water.

However, Reginato said adding more space in the reservoirs does not mean the district will get that amount of new supply every year. Factors such as rainfall, runoff, state-required water releases to the environment and evaporation all affect the expected water yield, he said.

"A reservoir project is not like a desalination project that has a fixed amount of flow coming to your system," Reginato said.

For the study, the district based its cost estimates on the amount of water each project is expected to produce during a severe four-year drought that would combine the conditions of the district's two worst droughts on record, those of 2020-2021 and 1976-77.

Under this scenario, dredging the Nicasio Reservoir to add another 1,000 acre-feet of storage would provide an estimated 100 acre-feet of extra water per year at a whopping price of \$194,000 per acre-foot.

By comparison, the district paid \$312 to \$457 per acre-foot to treat local reservoir water and about \$1,614 per acre-foot to purchase and transport Russian River water to its distribution system in 2021, the latest year of data available.

The high cost for Nicasio is based on the need to dig, truck out and store the dredged sediment. Reginato said there are also risks.

"You're going to start digging, dredging, moving large amounts of sediments and that could mobilize contaminants that have been settled for a while," he told the board.

Raising the dam at Soulajule Reservoir by 36 feet to triple the total storage from 10,000 acre-feet to 30,000 acre-feet would yield an estimated 2,800 acre-feet of water per year at a price of \$5,900 per acre-foot. The price estimate also includes a \$6 million project to link the reservoir pumping equipment to the electrical grid. The Soulajule Reservoir is mainly used as a reserve and therefore is only pumped using generators when needed.

Larry Bragman, a member of the water district board, asked whether the enlarged reservoir would inundate mercury mines that operated in the area before Soulajule was built.

"I don't think we would face any additional risk at this point," Sellier replied, but added that the question would need to be examined further.

Adding adjustable gates on dam spillways to allow certain reservoirs to increase water storage elevations by 3 feet would yield an extra 700 acre-feet per year at a cost of \$9,100 per acre-foot, according to the study.

Bragman pushed back against some of the cost estimates, stating that they were based on a worst-case scenario yield. He said the district would likely get more water during normal rainfall years, which would reduce the need for it to buy and import more expensive Russian River water and thereby reduce the costs.

“So I think there are some advantages that need to be brought to bear, and need to be studied and considered,” Bragman said.

Some members of the public voiced concern about raising the dam at SoulaJule given that the reservoir doesn’t fill to capacity much at all.

The study is also exploring options to import water from the Sacramento Valley either by building a pipeline across the Richmond-San Rafael Bridge or connecting to the North Bay Aqueduct in Napa County to link to the State Water Project.

Last year, the district planned to build a \$100 million emergency pipeline across the Richmond-San Rafael Bridge to pump in Yuba County water to avoid running out of water. The project was under an expedited timeline because the district might have run out of water by mid-2022.

With the emergency now gone, building such a project would require more extensive review and “enormous constraints,” Makarand Pendse, a Jacobs Engineering consultant, told the board on Tuesday.

“So these are going to take a long time to build these options,” Pendse told the board. “Could be around eight years by the time we can actually implement these in reality.”

Early estimates show a pipeline across the bridge to connect to the East Bay Municipal Utility District or Contra Costa Water District could produce up to 9,000 acre-feet of additional water per year. The agencies would act as an intermediary to help pump in water from the Sacramento Valley. The cost per acre-foot was estimated at \$2,200 per acre-foot for the East Bay district and \$2,900 per acre-foot for the Contra Costa district.

The study looked at two options to connect to the North Bay Aqueduct in Napa. One option to build a pipeline connecting directly to the water district’s distribution systems was estimated to produce 5,000 acre-feet of water per year at a cost of \$3,600 per acre-foot. The second option to build a connection from the aqueduct to the Sonoma County Water Agency system, where it would then be pumped south is estimated to produce 5,000 acre-feet of water at a cost of \$4,200 per acre-foot.

District staff again emphasized that the expected water yield would be contingent upon water supplies in the Central Valley.

“Particularly in a multi-year drought, the number of cutbacks and curtailments by the state, if we had the pipeline, it’s certainly not a given that we would be able to get water,” Ben Horenstein, the district general manager, told the board.

PAYS FOR SERVICE

Mill Valley City Council OKs structure for sewer charges

BY GIUSEPPE RICAPITO

GRICAPITO@MARINIJ.COM

Mill Valley has affirmed its modified fee structure for sewer charges.

The city, set to collect nearly \$10 million in sewer fees this fiscal year, levies a sewer service charge to pay for operations, maintenance and improvements to the city's sewer system, and for sewage treatment by the Sewerage Agency of Southern Marin (SASM).

SASM is a joint powers agency formed in 1979 to consolidate wastewater collection, treatment, water reclamation and disposal needs of about 29,500 residents in southern Marin.

The City Council voted unanimously to approve the fee structure at a meeting July 18. Mayor Jim Wickham was absent from the vote.

The city is required to review the rates annually and approve the collection via the county tax roll.

Many locations in the city have a fixed annual rate of \$497.04, according to a report developed for the city identifying the rates based on locations in Mill Valley. The annual totals vary based on the volumetric charge, the basis for consumptive use.

Vice Mayor Urban Carmel said a public hearing was held to address any concerns about levying the service charge this fiscal year.

According to the city's report, Mill Valley has 5,229 accounts. The fees accrue about \$9.6 million in revenue.

The city adopted its new sewer-rate structure in March 2021, said David Delira, associate engineer in the city's public works department.

The new system based the service charge on a fixed rate and consumption-based rate for residential customers. The previous structure was based only on consumption. The approved structure is in place until 2025-26.

The fixed and consumption-based rates for residential customers are expected to increase through the 2023-24 fiscal year. The consumption-based charge for commercial customers is expected to remain stable through 2025-26.

CALIFORNIA VOICE

Support program for homebuyers

California wants to help Californians — especially middle-income and first-time buyers locked out of the housing market — buy a home, and it is willing to put money down to make that happen.

Even better, a new program, California Dream for All, won't break the housing market and would work as a fund that is self-sustaining for generations to come.

The program would use a shared appreciation model to make homeownership and the creation of generational wealth possible. Under this model, the purchaser of the home shares a percentage of the appreciation in the home value with the lender.

It is not a housing subsidy program, but a way for the state to create a revolving investment fund, ideally overseen by a board and chaired by the state treasurer. The revolving fund would enable the recycling of funds to benefit future homebuyers.

This fund would allow the state to invest alongside first-time homebuyers so that they could afford to purchase a home in California. The program is designed to assist homebuyers throughout the state, both in high-cost and lower-cost areas, making this dream possible in all regions of California.

Unlike the lending practices that led up to the bursting of the housing bubble in 2007, this program would reinforce sound lending practices by using approved commercial lenders through a sharing of equity in the consumer's home purchase.

The value created through appreciation would help new homeowners in California for decades to come. With an initial investment of \$500 million of general funds from the state budget to establish the California Dream for All program, the state would help generate about six times that amount in household wealth for low- and moderate-income homebuyers, while receiving mortgage loan payoffs that would go toward assisting later borrowers.

This program would create a long-term solution, with all mortgage payoffs reinvested for future home buyers. Under this structure, the state would face limited financial risk, because the funds would be reinvested, eliminating the need for additional financing.

According to recent data from the California Dream Index, the homeownership rate is 35% for Black families and 44% for Latino families. White families have a 59% homeownership rate. The index, developed by California Forward, tracks 10 economic indicators. Ensuring that housing is attainable for California families in every region has been one of California Forward's action areas.

Once implemented, the program would immediately become the largest in the nation, creating an equity-focused, scalable model for the rest of the country. In the last several months, California Forward, in consultation with the State Treasurer's Office, state Senate President Pro-Tempore Toni Atkins and other key stakeholders, spearheaded the design and development of the program framework. Other legislators, including state Sen. Bob Hertzberg and Assemblymember Buffy Wicks, have helped champion expanding housing and homeownership. California Dream for All was developed in partnership with California Community Builders, a public policy organization.

The program would be complementary to the nation's existing home financing systems and programs, and while it does not solve the homeownership problem for every Californian in need, the

fund is projected to create about \$48 billion in home loans over 40 years, which would help make homeownership a reality for more than 150,000 homebuyers.

Equity is a term often used, but there rarely is any real action behind it. The California Dream for All Program demonstrates a way for us to truly achieve equity across the state — by allowing borrowers to receive equity on the gain of their home — so that everyone can achieve the California dream.

California Forward and the State Treasurer's Office are thrilled that the Legislature and Gov. Gavin Newsom included the California Dream for All program in the state budget. We look forward to using this program to advance the framework we developed. We believe it will provide value for both the state and for homebuyers and help make homeownership attainable for more Californians.

Fiona Ma is the California treasurer, elected in 2018. Micah Weinberg is the CEO of California Forward, a nonprofit organization that leads a statewide movement to improve government.

STATE MANDATE

San Rafael seeks views on potential housing sites



Northgate shopping mall in San Rafael — the proposed overhaul of Northgate mall plans for a total of 1,320 new residences. ALAN DEP — MARIN INDEPENDENT JOURNAL

BY ADRIAN RODRIGUEZ

ARODRIGUEZ@MARINIJ.COM

San Rafael has zeroed in on 183 sites where 5,393 residences could be built over the next eight years.

The draft housing inventory, part of the housing element, provides the city with a 67% buffer to meet the state mandated 3,220 new residences, city staff said at a Planning Commission meeting Tuesday.

“We find ourselves in a better position than other cities in Marin County, and we have quite a bit of capacity without needing to rezone property,” said Alexis Captanian, city’s housing analyst. “That said, we do need to make sure our housing opportunities are distributed across the city as part of creating a more equitable and inclusive community.”

Captanian said of the city has 2,100 residences that are either approved or proposed. There is potential for another 3,200 new residences on sites that are underused or zoned for high density.

The housing element is the city's guide to meet future housing needs. It's part of the town's general plan and is required to be updated every eight years. The 2023-2031 housing element update is expected to be approved this winter.

The planning document must demonstrate the city's effort to address disparities in housing needs and access to opportunities for certain populations, said Liz Darby, a consultant.

"In general, it's the city's approach to planning for housing through an equity lens," Darby said.

Ali Giudice, community development director, said the sites listed are already zoned for residential housing. "I'm hopeful that you keep that in mind," Giudice told the commissioners. "These are already sites that can be developed, an application could be submitted for a residential development."

Giudice said that's where most other Marin communities are struggling; meeting the quota means rezoning.

In San Rafael, there are two major projects that have been approved that count toward the state's mandated housing quota.

Those projects include the 67-apartment affordable senior housing complex at 999 Third St., which is under construction; and a 192-unit project on a 10-acre lot on Los Gamos Drive in north San Rafael.

The proposed overhaul of Northgate mall that plans for a total of 1,320 new residences also is in the mix. If all goes accordingly, 907 of those units will be built within the eight-year time frame.

Other sites identified for potential redevelopment include the Elks Club at 1312 Mission Ave., the former Nazareth House at 245 Nova Albion Way; the former Macy's buildings at 924 Third St. and others.

In all, San Rafael has to plan for 857 residences for very-low income households, 492 residences for low-income, 521 for moderate-income, and 1,350 homes for above-moderate income.

According to the California Department of Housing and Community Development (HCD), a very-low income household of four earns \$93,200 annually, whereas an above-moderate-income household of the same size earns more than \$199,200 a year.

"I hope that we can in the next eight years fulfill the needs in our community and keep people here," Commissioner Samina Saude said.

Commissioner Shingai Samudzi said he is interested in creating incentives to bring businesses to the city to help stimulate housing production.

Commissioner Aldo Mercado said although there are 1,814 potential homes identified for the downtown area, there could be opportunity for more.

In addition, Mercado said, "I didn't pick up much on community engagement and community opposition."

Giudice said the city has done significant outreach but hasn't received a lot of community participation in recent housing element workshops.

Commissioner Jon Previtali said he's interested in seeing more opportunities for affordable housing in single-family neighborhoods "to break the cycle of segregation that is being perpetuated by intergenerational wealth and the cost of living."

Planners are presenting the draft inventory list to the City Council Aug. 1 and have planned a community workshop for Aug. 16.

More information is at sanrafaelhousing.org.