



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

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

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

BOARD MEETING AGENDA

September 5, 2019

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, OR ON THE DISTRICT WEBSITE WWW.LGVSD.ORG

Estimated
Time

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.

CLOSED SESSION:

4:05 PM

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to Government Code § 54954.5; Commercial Property (to be determined) to be leased on an interim basis.

Agency Negotiator: Mike Prinz, General Manager for the Las Gallinas Valley Sanitary District.
Negotiating parties: To be determined. Under negotiation: Board to provide instruction to Agency Negotiator concerning price and/or terms of payment.

OPEN SESSION:

4:30 PM

1. PUBLIC COMMENT

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

- 4:35 PM 2. SPECIAL DISTRICT LEADERSHIP FOUNDATION DISTRICT TRANSPARENCY CERTIFICATE PRESENTATION**
Colleen Haley, CSDA Field Coordinator will present the Board with the Special District Leadership Foundation District Transparency Certificate.
- 4:50 PM 3. CONSENT CALENDAR:**
These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
- A. Approve the Board Minutes for August 15, 2019
 - B. Approve the Warrant List for September 5, 2019
 - C. Approve meeting request for Murray to attend the Biosolids and Renewable Energy Innovation Seminar in Oakland on September 11, 2019 and the Chapter 47 Region 1 Fall Forum meeting in Santa Barbara on October 11, 2019
 - D. Approve Schriebman to attend the Marin County Special Districts Chapter Formation meeting in Novato on September 18
 - E. Approve 2018-19 Fourth Quarter Financial Statements as of June 30, 2019
 - F. Approve Resolution 2019-2176 – A Resolution Approving Projects at Multiple Sites and Making Determinations and Authorizing the Filing of a Notice of Exemption from California Environmental Quality Act– Effluent Disposal Marsh Pond Capacity Restoration
- Possible expenditure of funds: Yes, Items B through D.
Staff recommendation: Adopt Consent Calendar – Items A through F.
- 5:00 PM 4. PUBLIC HEARING –TO APPROVE THE AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS LAS GALLINAS VALLEY SANITARY DISTRICT**
- A. OPEN PUBLIC HEARING:**
 - B. AN AMENDMENT TO CONTRACT:**
District staff to present to the LGVSD Board amendment to Contract between the Board of Administration California Public Employees’ Retirement System and the LGVSD Board of Directors
 - C. REVIEW DISTRICT STAFF RECOMMENDATIONS:**
Board to consider staff recommendations regarding the Amendment to Contract
 - D. PUBLIC COMMENT:**
This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed rate increase. Presentations are generally limited to three minutes.
 - E. CLOSE THE PUBLIC HEARING:**
Board to close the public hearing.
 - F. BOARD DETERMINATION AND ACTION:**
Board to consider comments from public, review administrative record and make a determination regarding action to approve the Amendment to Contract between the Board of Administration California Public Employees’ Retirement System and the Board of Directors Las Gallinas Valley Sanitary District.

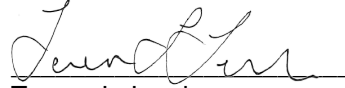
- 5:10 PM 5. FALL 2019 NEWSLETTER TOPICS**
Board to discuss topics for the newsletter and make recommendations.
- 5:20 PM 6. INFORMATION ITEMS:**
- A. General Manager Report - Verbal
 - B. Secondary Treatment Plant Upgrade and Recycled Water Expansion September 2019 Project Update - Presentation
 - C. STAFF/CONSULTANT REPORTS:
 - 1. Administration Department Bi-annual Report – Written
 - 2. Collection Department Bi-annual Report – Written
 - 3. Engineering Department Bi-annual Report – Written
 - 4. Operations Department Bi-annual Report – Written
- 6:10 PM 7. BOARD REPORTS:**
- 1. LAFCO - Verbal
 - 2. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
 - 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal
 - 4. Flood Zone 7 - Verbal
 - 5. NBWA – Verbal
 - 6. NBWRA/North Bay Water – Verbal
 - 7. Engineering Subcommittee – Verbal
 - 8. Other Reports – Verbal
- 6:20 PM 8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
- 6:25 PM 9. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**
- 6:30 PM 10. ADJOURNMENT**

FUTURE BOARD MEETING DATES – SEPTEMBER 19, OCTOBER 3, OCTOBER 17, 2019

AGENDA APPROVED:	Craig K. Murray, Board President	David Byers, 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 September 2, 2019 at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held September 5, 2019 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: August 29, 2019



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, 300 Smith Ranch Road, San Rafael.

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.



Item Number 2

Agenda Summary Report

To: Mike Prinz, General Manager *MPZ*
 From: Teri Lerch, District Secretary
 Mtg. Date: September 5, 2019
 Re: Special District Leadership Foundation District Transparency Certificate of Excellence
 Item Type: Consent _____ Discussion _____ Information _____ Other X _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X _____

BACKGROUND:

The Special District Leadership Foundation (SDLF) created the District Transparency Certificate of Excellence Program in an effort to promote transparency in operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency. The program is made available to districts that apply and meet the specific requirements, which include general, website, and outreach best practices.

Staff submitted an application in July 2019, fulfilled the requirements and the District has been awarded the SDLF District Transparency Certificate of Excellence. The Award is for 2019 and 2020. In addition to the certificate, the District will also receive recognition on the SDLF website, in the CA Special District magazine and the CSDA eNews. Letters were sent to legislators within the District boundaries announcing our achievement and a press release will also be printed in the Marin Independent Journal (see attached documents).

LGVSD has received this recognition in 2015 and 2017. A California Special District Field Coordinator will personally present the Board with the Special District Leadership Foundation District Transparency Certificate.

PREVIOUS BOARD ACTION:

N/A

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

N/A



**SPECIAL DISTRICT
LEADERSHIP FOUNDATION**

DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE RECIPIENT

sdlf.org

A large, stylized graphic of a gear or flower with eight teeth or petals. A vertical line and a horizontal line intersect at the center, forming a cross. A solid yellow circle is positioned at the intersection, containing the year '2019' in a bold, black, sans-serif font.

2019



July 25, 2019

Robert Ruiz
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903-129

RE: District Transparency Certificate of Excellence Approval

Dear Mr. Ruiz:
Congratulations! Las Gallinas Valley Sanitary District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, Las Gallinas Valley Sanitary District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Included in this letter is your window cling and year stickers, so that your district may showcase this important accomplishment.

Congratulations and thank you for your dedication to excellence in local government.

Most sincerely,

David Aranda
SDLF Board President

[District Logo]

FOR IMMEDIATE RELEASE

Month Day, Year

Contact: Robert Ruiz
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903-129
rruiz@lgsd.org

Transparency Certificate of Excellence Awarded to Las Gallinas Valley Sanitary District

San Rafael, CA — The Las Gallinas Valley Sanitary District received the District Transparency Certificate of Excellence by the Special District Leadership Foundation (SDLF) in recognition of its outstanding efforts to promote transparency and good governance.

“This award is a testament to Las Gallinas Valley Sanitary District’s commitment to open government,” said, Robert Ruiz, Administrative Services Manager “The entire district staff is to be commended for their contributions that empower the public with information and facilitate engagement and oversight.” To receive the award, a special district must demonstrate the completion of essential governance transparency requirements, including conducting ethics training for all board members, properly conducting open and public meetings, and filing financial transactions and compensation reports to the State Controller in a timely manner.

SDLF is an independent, non-profit organization formed to promote good governance and best practices among California’s special districts through certification, accreditation, and other recognition programs.

Special districts are independent public agencies that deliver core local services to communities, such as water, wastewater treatment, fire protection, parks and recreation, healthcare, sanitation, mosquito abatement, ports, libraries, public cemeteries and more. Districts are established by voters and their funding is approved by voters to meet specific needs through focused service. They can be specially molded to serve large regions or small neighborhoods depending on the need.

MINUTES OF AUGUST 15, 2019

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2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON AUGUST 15, 2019 AT 3:32 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
5 SAN RAFAEL, CALIFORNIA.

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

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9 **BOARD MEMBERS ABSENT:** J. Schriebman.

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11 **STAFF PRESENT:** Mike Prinz , General Manager (Present for Closed
12 Sessions 1 and 2); Teresa Lerch, District Secretary;
13 Robert Ruiz, District Treasurer (Present for Closed
14 Session 1)

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

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

21
22 **PUBLIC COMMENT:** None.

23
24 **ADJOURNMENT:**

25
26 **ACTION:**

27
28 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
29 CLOSED SESSION ON AUGUST 15, 2019 , AT 3:33 pm, AT THE DISTRICT OFFICE, 300 SMITH RANCH
30 ROAD, SAN RAFAEL, CALIFORNIA.

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32 Lerch left at 3:33 PM. Ruiz left after Closed Session 1 at 4:20 PM.

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34 **CLOSED SESSION:**

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36 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
37 § 54954.5; Commercial Property (to be determined) to be leased on an interim basis.
38 Agency Negotiator: Mike Prinz, General Manager for the Las Gallinas Valley Sanitary District.
39 Negotiating parties: To be determined. Under negotiation: Board to provide instruction to Agency
40 Negotiator concerning price and/or terms of payment.

41
42 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – General Manager: pursuant to subdivision
43 (b)(1) of Government Code Section 54957.

44
45 **ADJOURNMENT:**

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47 **ACTION:**
48 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
49 August 15, 2019 at 4:37 pm.

50
51 **STAFF PRESENT:** Mike Prinz , General Manager; Mike Cortez, District
52 Engineer; Teresa Lerch, District Secretary; Mel
53 Liebmann, Plant Manager; Robert Ruiz, District Treasurer

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55 **OTHERS PRESENT:** None.

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PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION:

President Murray reported that there were no reportable actions in Closed Session.

CONSENT CALENDAR:

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

- A. Approve the Board Minutes for August 1, 2019
- B. Approve the Warrant List for August 15, 2019
- C. Approve Board Compensation for July, 2019
- D. Approve Murray to attend the Marin County Special Districts Chapter Formation meeting in Novato on September 18 and the Trenchless Elevated 2019 Conference in Sandy, Utah on October 23-24
- E. Approve Change Order 13 to CATS4U
- F. Approve 1 Year Contract Extension with Hanford ARC for Lower Creek Revegetation Maintenance Requirements
- G. Approve Will Serve Letter for APN 18-251-04, 22 Leona Drive
- H. Approve Sharp Electronics Solar Panel Replacements
- I. Approve Resolution 2019-2174 – A Resolution Confirming the Report on Sewer Service Charges for the Las Gallinas Valley Sanitary District for the Fiscal Year 2019-20

Items C, E, F, G and H were pulled for discussion.

ACTION:

Board approved (Schriebman/Elias 5-0-0-0) the Consent Calendar items A, B, D and I.

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

Items C, E, F, G and H were discussed.

ACTION:

Board approved (Schriebman/Elias 5-0-0-0) the Consent Calendar item C, E, F, G and H.

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

Cortez and Liebman left at 5:00 pm.

APPROVE RESOLUTION 2019-2175 – A RESOLUTION OF INTENTION TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS LAS GALLINAS VALLEY SANITARY DISTRICT

Board discussed Resolution 2019 -2175.

112 **ACTION:**
113 Board approved (Clark/Yezman 5-0-0-0) Resolution 2019-2175 – A Resolution of Intention to Approve an
114 Amendment to Contract Between the Board of Administration California Public Employees' Retirement
115 System and the Board of Directors Las Gallinas Valley Sanitary District.
116 AYES: Clark, Elias, Murray, Schriebman and Yezman.
117 NOES: None.
118 ABSENT: None.
119 ABSTAIN: None.

120
121 **INFORMATION ITEMS:**

122 **STAFF / CONSULTANT REPORTS:**

123 1. General Manager Report – Verbal – Prinz reported.
124

125 **PUBLIC HEARING - AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION**
126 **CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE LGVSD BOARD OF**
127 **DIRECTORS**

- 128 A. **OPEN PUBLIC HEARING** – President Murray opened the public hearing at 5:20 P.M.
129 B. **AN AMENDMENT TO CONTRACT** - District staff presented the amendment to Contract between the
130 Board of Administration California Public Employees' Retirement System and the LGVSD Board of
131 Directors.
132 C. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendations to set
133 a second Public Hearing for September 5,2019 for the Amendment to Contract.
134 D. **BOARD COMMENT** – Board discussed the Amendment to Contract.
135 E. **PUBLIC COMMENT** – No members of the public addressed the Board with comments.
136 F. **CLOSE THE PUBLIC HEARING** – President Murray closed the Public Hearing at 5:21 P.M.

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138 **ACTION:**

139 Board approved (M/S Elias/Yezman 5-0-0-0) setting a second Public Hearing for September 5, 2019 for
140 the Amendment to Contract between the Board of Administration California Public Employees' Retirement
141 System and the LGVSD Board of Directors.

142 AYES: Clark, Elias, Murray, Schriebman and Yezman.
143 NOES: None.
144 ABSENT: None.
145 ABSTAIN: None.
146

147 **BOARD REPORTS:**

- 148 1. LAFCO – Verbal – Murray reported
149 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.
150 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – Schriebman reported.
151 4. Flood Zone 7– Verbal – no report
152 5. NBWA
153 Board Committee – Verbal – no report
154 Steering Committee – Verbal – no report.
155 JTC – Verbal – no report.
156 6. NBWRA /North Bay Water – Verbal - no report.
157 7. Engineering Subcommittee – Verbal – Yezman reported that she and Director Elias went on a tour of the
158 Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.
159 8. Other Reports –Verbal – None
160

161 **BOARD REQUESTS:**

- 162 A. Board Meeting Attendance Requests – Schriebman requested to attend the Marin County Special
163 Districts Chapter Formation meeting in Novato on September 18.
164 B. Board Agenda Item Requests – Schriebman requested that Kim Scheibly from Marin Sanitary
165 Service speak to the Board regarding SB 1383.
166

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

168 Discussion ensued.
169
170 Yezman mentioned that she will be calling into the Board Meeting on September 19, 2019 and will post
171 accordingly.
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173 **ACTION:**
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175 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED
176 ON AUGUST 15, 2019 , AT 5:27 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL,
177 CALIFORNIA AND WILL RECONVENE TODAY AT 2291-2299 LAS GALLINAS AVE, SAN RAFAEL, CA. 94903.
178

179 Board approved (M/S Schriebman/Yezman 5-0-0-0) the adjournment of the meeting at 5:27 pm and
180 reconvening at 2291-2299 Las Gallinas Ave, San Rafael, CA. 94903.

181 AYES: Clark, Elias, Murray, Schriebman and Yezman.
182 NOES: None.
183 ABSENT: None.
184 ABSTAIN: None.
185

186 **ACTION:**
187

188 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT RECONVENED
189 THE REGULAR SESSION ON AUGUST 15, 2019 AT 5:44 P.M AT 2291-2299 LAS GALLINAS AVE ,
190 SAN RAFAEL, CA.
191

192 **BOARD MEMBERS PRESENT:** R. Elias, C. Murray, J. Schriebman and C. Yezman
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194 **BOARD MEMBERS ABSENT:** M. Clark
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196 **STAFF PRESENT:** Mike Prinz , General Manager; Teresa Lerch, District
197 Secretary; Robert Ruiz, District Treasurer
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199 **OTHERS PRESENT:** Laurette Rogers and Isaiah Thalmayer, STRAW;
200 Jeff Schriebman
201

202 **BOARD TOUR OF MILLER CREEK STRAW (STUDENTS AND TEACHERS RESTORING A**
203 **WATERSHED) RESTORATION SITES.**

204 Board toured the Miller Creek STRAW Restoration sites with Laurette Rogers, STRAW Program
205 Director and Isaiah Thalmayer, Senior Project Manager. Discussion ensued.
206

207 **ADJOURNMENT:**
208

209 **ACTION:**

210 Board approved (M/S Schriebman/Elias 4-0-1-0) the adjournment of the meeting at 6:37 pm at 2291-
211 2299 Las Gallinas Ave, San Rafael, CA. 94903.

212 AYES: Elias, Murray, Schriebman and Yezman.
213 NOES: None.
214 ABSENT: Clark.
215 ABSTAIN: None.
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217 The next Board Meeting is scheduled for August 28, 2019 at the District Office.
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223 **ATTEST:**

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Teresa Lerch, District Secretary

APPROVED:

Craig K. Murray, Board President

SEAL

Las Gallinas Valley Sanitary District
Warrant List
9/05/2019 DRAFT

Agenda Item 3B
Date September 5, 2019

	Date	Num	Vendor	Total Amount	Description for items > \$1000
1	9/5/2019	N/A	Accountemps	7,663.68	Clerical help/ Admin & AP
2	9/5/2019	EFT1	ADP, INC.	93,556.29	Payroll and processing fees for paydate 8/30/19
3	9/5/2019	N/A	Allied Heating and Air	550.00	
4	9/5/2019	N/A	American Water Works Association	300.00	
5	9/5/2019	N/A	AQUA Engineering, Inc	25,467.50	Secondary Plant Upgrades/Recycled Water Facility Expansion
6	9/5/2019	N/A	AT&T	3,233.99	Telephone service Jun 7-Jul 6, 2019
7	9/5/2019	ACH	Bank Of Marin Card Service	17,661.60	Visa Credit Card Payment ending 8/6/2019
8	9/5/2019	ACH	Bellecci & Associates, Inc.	11,798.00	Charges for Kaiser, Quail Hill, Sewer Rehab Projects
9	9/5/2019	ACH	Brown and Caldwell	26,454.52	Secondary Plant Upgrades & Recycled Water Facility Expansion
10	9/5/2019	N/A	Buckles-Smith Electric Co.	13,032.89	Automation Hardware/Software SCADA Software annual support and Licensing
11	9/5/2019	EFT	CalPERS 457 Plan Deferred Comp	4,321.42	Employee salary deferrals for 8/16/19 paydate
12	9/5/2019	EFT	CALPERS Health	22,993.78	For September 2019
13	9/5/2019	EFT	CALPERS Retirement	16,452.62	Pension contribution employee and employer for 8/16/19 paydate
14	9/5/2019	EFT	CALPERS - GASB 68	700.00	
15	9/5/2019	ACH	Caltest Analytical Laboratory	2,402.55	Lab sample testing
16	9/5/2019	N/A	Cintas Corporation	250.12	
17	9/5/2019	N/A	CINTAS Fire Protection	2,508.89	Annual Fire Extinguisher Inspection and Certification
18	9/5/2019	ACH	Contractor Compliance and Monitoring, Inc	617.50	
19	9/5/2019	ACH	Cornerstone Environmental Group, LLC	286.96	
20	9/5/2019	N/A	Calif. Water Environment Association	473.00	
21	9/5/2019	ACH	Downing Heating & Air Conditioning, Inc.	210.00	
22	9/5/2019	ACH	Edelstein, Daniel	1,000.00	Biological reporting requirements
23	9/5/2019	N/A	Environmental Systems Research Inst.	10,000.00	GIS-small utility enterprise license agreement 11/15/2019 to 11/15/2020
24	9/5/2019	N/A	Gill, Chris	184.02	
25	9/5/2019	ACH	Golden State Lumber	199.55	
26	9/5/2019	ACH	Golshani, Sahar	35.96	

Las Gallinas Valley Sanitary District
Warrant List
9/05/2019 DRAFT

27	9/5/2019	ACH	Gopher-It Trenchless Sewer Replacement	44,500.00	Sewer Main Rehab 2018
28	9/5/2019	N/A	Hazen and Sawyer	9,850.00	On-Call Construction Contract - Services from 6/1/2019 to 6/30/2019
29	9/5/2019	N/A	JC Tree Care, Inc.	5,200.00	Tree Removal on site
30	9/5/2019	ACH	JW Mobile	275.61	
31	9/5/2019	N/A	Marin Ace	457.00	
32	9/5/2019	N/A	North Bay Petroleum	9,179.85	Unleaded/Diesel Fuels for trucks & Generators
33	9/5/2019	ACH	Nute Engineering	11,394.25	Plant Improvments & Engineering Inspections
34	9/5/2019	N/A	Operating Engineers Local No. 3	413.56	
35	9/5/2019	ACH	Orion Protection Services Group, Inc.	318.50	
36	9/5/2019	N/A	Pacific Gas & Electric - 0580531718-6	111,651.71	Monthly Bill & Annual NEM True Up
37	9/5/2019	N/A	Pacific Gas & Electric - 8960712333-1	163.39	
38	9/5/2019	N/A	Roy's Sewer Service	2,850.00	Clean and vacuumed 3 grit Chambers
39	9/5/2019	EFT	Sun Life Financial - DISABILITY	1,408.71	Disability Insurance
40	9/5/2019	EFT	Sun Life Financial - LIFE	540.16	Life Insurance
41	9/5/2019	N/A	TMI Consulting, Inc	560.00	
42	9/5/2019	EFT	Vision Service Plan	291.90	
43	9/5/2019	ACH	WECO Industries	694.47	
44	9/5/2019	N/A	WRA, Inc.	10,893.35	Lower Miller Creek Monitoring/Bird Project


PRELIMINARY TOTAL \$ 472,997.30

Additions to the Preliminary List:

N/A 0.00
N/A 0.00

New Total: \$ 472,997.30

EFT1	EFT1 = Payroll	93,556.29	
EFT2	EFT2 = Bank of Marin loan payments	0.00	
PC	Petty Cash Checking	0.00	
>1	Checks (Operating Account)	0.00	
N/A	Checks - Not issued	214,882.95	
EFT	EFT = Vendor initiated "pulls" from LGVSD	46,708.59	
ACH	ACH = LGVSD initiated "push" to Vendor	117,849.47	
	Total	<u>\$ 472,997.30</u>	

	Approval: 
Finance	
GM	
Board	

Difference: \$ -

Agenda Item 3C
Date September 5, 2019
DATE 9/5/2019



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 8/26/19 Name: MURRAY, CRAIG K.

I would like to attend the BIOSOLIDS & RENEWABLE ENERGY Meeting
of CWEA & CASH

To be held on the 11th day of SEPT. from 8 a.m. / p.m. and
returning on 11th day of SEPT. from 5 a.m. / p.m.

Actual meeting date(s): 9/11/19

Purpose of Meeting: INNOVATIONS IN BIOSOLIDS &
RENEWABLE ENERGY

Frequency of Meeting: 1x

Estimated Costs of Travel (if applicable): MILEAGE, PARKING ~ \$100.

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

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.

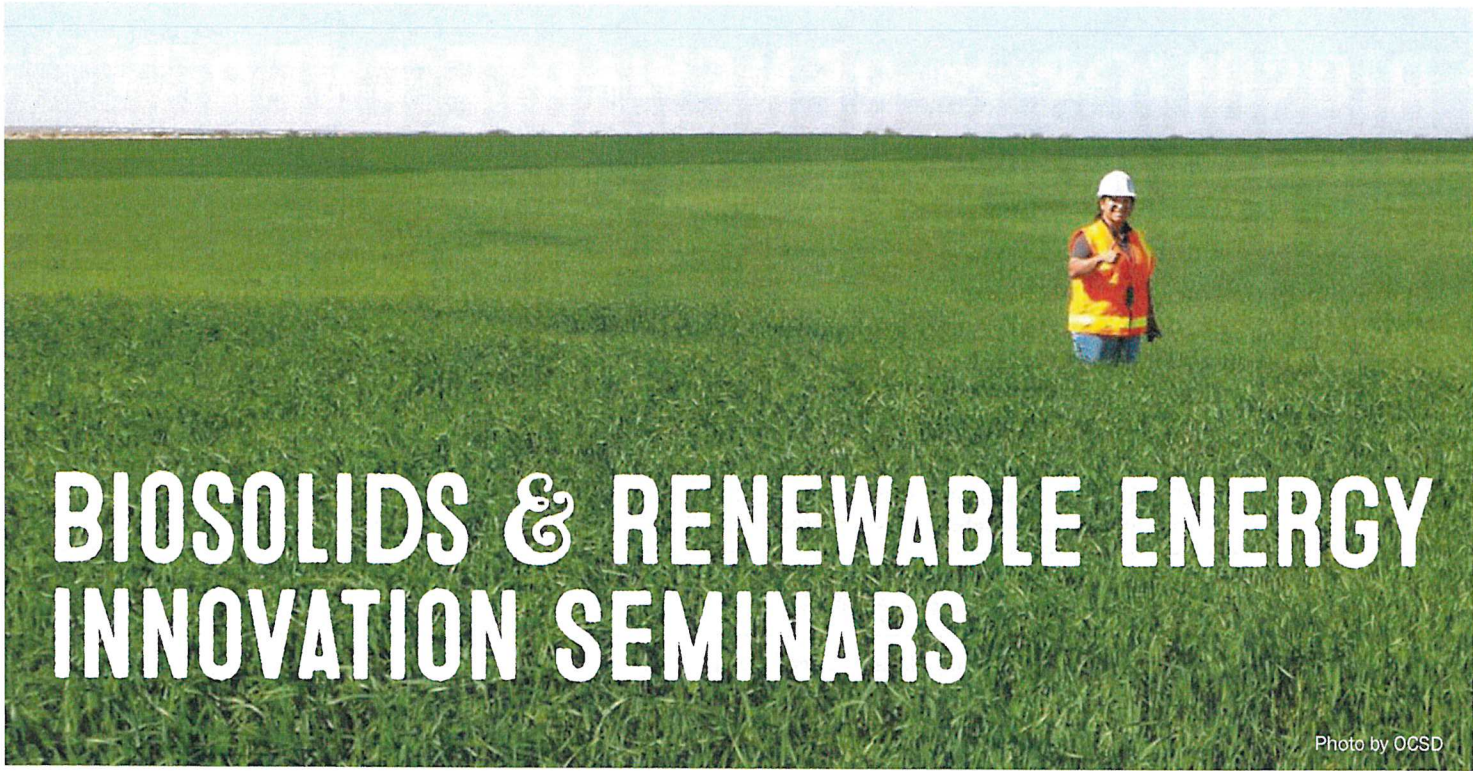


Photo by OCSD

BIOSOLIDS & RENEWABLE ENERGY INNOVATION SEMINARS

As regulations are developed to implement the organics diversion requirements of SB 1383, the wastewater sector will face new challenges and opportunities, including for renewable energy and biosolids management.

Hear the latest reports on innovative technologies—from lessons learned to the latest cutting-edge technologies fresh from university labs, private sector, and public resource recovery facilities.

During this fast-paced seminar, hosted by CASA's Greg Kester, you can learn, share and network with experts. This seminar brings us all together—utilities, academia, regulators, operators and engineering professionals—to solve California's toughest resource recovery challenges.

Wednesday, September 11
Elihu M.Harris State Office Building
 2nd Floor - Room 1
 1515 Clay Street, Oakland 94612

Tuesday, September 17
Los Angeles Environmental Learning Center at Hyperion
 12000 Vista Del Mar
 Playa Del Rey, CA 90293

- Who should attend:**
- Plant managers
 - Project managers
 - Engineers
 - Consultants
 - O&M leaders
 - Technology providers
 - Academics
 - Regulators

Earn up to 7.1 CWEA Contact Hours towards Environmental Compliance Inspector (ECI); Laboratory Analyst (LAB); Industrial Waste Treatment Plant Operator (OP) and Biosolids Land Application Management certifications.

EARLY BIRD RATE DEADLINE FRIDAY, AUGUST 23, 2019



CWEA



Workshops are jointly hosted by **CASA** and **CWEA**

BIOSOLIDS & RENEWABLE ENERGY INNOVATION SEMINARS

AGENDA

8:00 a.m.	Arrival and Reception
8:25 a.m.	Welcome - Greg Kester, CASA
8:30 - 8:55 a.m.	SB 1383 Regulatory Update and Impact to Wastewater Sector Hank Brady, CalRecycle (Oakland program) / Mallory Burden, CalRecycle (LA program)
8:55 - 9:20 a.m.	Renewable Energy Opportunities through DOE John Woolsey, Center for Energy Efficiency
9:20 - 9:45 a.m.	Plastics Removal from Co-digestion Feedstocks Steve Wagner, Goleta SD
9:45 - 10:00 a.m.	Break
10:00 - 10:25 a.m.	Fuel Cell Advances in Biogas Treatment Vijay Srivatsan, Bloom Energy
10:25 - 10:50 a.m.	Low Carbon Fuel Standard Simplified Calculator & Benefits of Co-digestion Anthy Alexiades, CARB
10:50 - 11:15 a.m..	Carbon Sequestration and Climate Benefits from Land Application of Biosolids Dr. Becca Ryals, UC Merced (Oakland program) / Yocelyn Villa, UC Merced (LA program)
11:15 - 11:40 a.m.	Anaerobic Digestion Optimization Malcolm Fabiyi, Drylet Technologies
11:40 - 12:05 p.m.	Converting Methane to Bioplastics – A New Frontier Sebastien Tilmans, Codgia Center
12:05 - 1:00 p.m.	Lunch
1:00 - 1:25 p.m.	Co-digestion and Organics Pretreatment Technology John Hake, EBMUD (Oakland program); Mark McDannel, LACSD (LA program)
1:25 - 1:50 p.m.	Long Term Benefits of Biosolids Land Application at Green Acres Farm Steve Stockton, RBM
1:50 - 2:15 p.m.	Improved Dewaterability and Treatment Optimization Chris Flannery, Novozymes (Oakland program) / Steve Leach, Novozymes (LA program)
2:15 - 2:30 p.m.	Break
2:30 - 2:55 p.m.	Gasification Experience with Biosolids Jeff Snyder, Aries
2:55 - 3:20 p.m.	Innovative Biosolids Technologies Sarah Deslauriers, Carollo
3:20 - 3:45 p.m.	USFS Wood Innovation Grant: Biochar vs GAC Shawn Redmond, Delta Diablo (Oakland program) / Amber Baylor, SOCWA (LA program)

DISCLAIMER: CWEA and its Board, members, and volunteers are not responsible for the actions of speakers or the contents of their papers, and no endorsement is implied or given of any persons or their philosophies, ideas, or statements, nor of any products or processes, nor of any organizations or companies who volunteer to serve as speakers at the conference or exhibitors who purchase display space in the exhibit hall.

CWEA is not responsible for theft of or damage to personal or agency/company property whether intended to be used for CWEA purposes or not.

BIOSOLIDS & RENEWABLE ENERGY INNOVATION SEMINARS

Registration Form

Since workshops sell out, please register early. Registration includes lunch.

Early Bird (due 8/23/19)

\$185

Regular (after 8/23/19)

\$205

Select Location

Oakland 9/11/2019

Los Angeles 9/17/2019

Full-Time Student - No Cost (Provide proof of college attendance w/minimum of 9 units.)

Name of School: _____

PLEASE PRINT OR TYPE INFORMATION (attach form with additional attendees)

NAME FOR BADGE: _____

FIRST NAME: _____ LAST NAME: _____

TITLE: _____

AGENCY/COMPANY: _____


ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

EMERGENCY CONTACT: _____ EMERGENCY PHONE: _____

CWEA MEMBER WEF MEMBER CA-NV AWWA MEMBER CASA MEMBER

 **Special Services:** Please check here if you require special accommodations to fully participate. Attach a written description of your needs and return it to CWEA 30 days before the conference.

Dietary restrictions: Please check here to indicate dietary restrictions _____

Please indicate payment method: CHECK PURCHASE ORDER (attached)

VISA MASTERCARD DISCOVER AMEX

Name of Account holder: _____

Account number: _____

Expiration date: _____ Billing zip code: _____

SIGNATURE: _____

Registration Options:

1. Register online at mycwea.org
2. Send registration form and payments to:

CWEA Workshops

7677 Oakport Street, Suite 600, Oakland, CA 94621-1935

Fax (510) 382-7810

Please make checks payable to: CWEA 2019 BIOSOLIDS

REGISTRATION QUESTIONS?

Contact MEMBER SERVICES: 510.382.7800 x0

Full payment or purchase order is required to process registrations. If you have to cancel, written cancellation notice is required and must be received at least 15 days prior to the workshop date. A 25% service fee shall be retained on all cancellations. No refunds shall be given for cancellations made less than 15 days prior to the event. A written special service request is required 30 days in advance.

Need help?

We're here for you!

Contact:

Member Services

510.382.7800 x0

memberservices@cwea.org

Questions about content?

Contact: Greg Kester

Dir. of Renewable

Resources

916-844-5262

gkester@casaweb.org

REGISTER ONLINE AT MYCWEA.ORG



Workshops are jointly hosted by  and CWEA

DATE 9/5/2019



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 8/26/19 Name: MURRAY, CRAIG K.

I would like to attend the CHAPTER 47 REGION 1 FALL FORUM Meeting
of IRWA

To be held on the 11TH day of OCT from 8 a.m. / p.m. and
returning on 11 day of OCT from 5 a.m. / p.m.

Actual meeting date(s): OCT. 11, 2019

Purpose of Meeting: RW UPDATES COMMUNITY RESTORATION/DISASTER;
FED. FUNDED BRIDGE REPLACEMENT; LEGAL; VACATED RIGHTS OF WAY;
ACCESS IMPACTS; GRADE SEPARATIONS. MTR. INDUSTRY PROFESSIONALS.

Frequency of Meeting: 1X

Estimated Costs of Travel (if applicable): MILEAGE

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

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.



IRWA REGION 1 FALL FORUM

HOSTED BY CHAPTER 47 OF THE INTERNATIONAL RIGHT OF WAY ASSOCIATION

OCTOBER 10 - 12, 2019

IN BEAUTIFUL SANTA BARBARA, CA – PEPPERTREE INN

Friday, October 11 ~ Fall Hot Topics Seminar Grade Separations, Roundabouts, and Disasters, Oh My!

- 8:00 – 8:30 **Check in/Registration** ~ Coffee and light morning goodies
- 8:30 – 8:45 **Welcome and "Housekeeping", Introductions of First Panel**
- 8:45 – 10:00 **Grade Separations - RW Challenges and Solutions**
Alan Sozio, Condemnation Attorney; Joyce Riggs, MAI
- 10:00 – 10:15 **Morning break**
- 10:15 – 11:30 **Roundabouts Panel Discussion: The Good, the Bad, the Ugly, & Uncommon**
Including RW Solutions to Unique Consequences and Access Impacts
- 11:30 – 12:15 **All You Need to Know About Street Vacations** ~ Confirming Ownership of Lands Underlying Vacated Rights of Way, *Don Irelan, SR/WA*
- Lunch** (Included)
- 12:30 – 1:30 **RW Legal Updates** ~ *Todd Amspoker, Condemnation Attorney*
- 1:45 – 3:15 **Federally Funded Bridge Replacements** ~ Innovative Solutions Utilized on Santa Barbara Mission Creek Bridge Replacement Projects
- 3:15 – 3:30 **Afternoon break**
- 3:30 – 5:00 **Montecito Disaster & the Aftermath – RW Issues with Community Restoration**
Jon Frye, Santa Barbara Co Flood Control; Adam Kanold, Montecito Water

Saturday, October 12: 2019 Region 1 Fall Forum for Chapter Leaders

Attendees are invited to a Welcome-to-Santa Barbara Tour on the Famous Amphibious Land Shark 4:30 – 6:30 pm Thursday, October 10



Limited space available, so make your reservations early! Sponsored by Hamner, Jewell & Associates
Refreshments including local wines and food aboard. Fun time to meet and Network!
Tour of downtown and harbor departs at 5pm from Santa Barbara Visitors Center – 1 Garden Street, SB



REGISTRATION FORM 2019 REGION 1 FALL FORUM & SEMINAR

Name: _____

Business Name: _____

Home or Business Address: _____

City/State/Zip: _____

Email Address: _____ Phone: _____

IRWA Chapter Name and Number: _____

Seminar Registration:

- IRWA Member \$165 before September 1 / \$175 after September 1
- Non-Member \$175 before September 1 / \$185 after September 1
- I am attending the Saturday, Oct. 12, IRWA Region I Fall Forum for Chapter Leaders.
An additional \$22 is included for the Chapter Leaders Meeting lunch.
- Sign me up for the Land Shark Santa Barbara Tour on Thurs. Oct. 10
- I plan to attend the Hospitality Reception at the Peppertree Inn after the Seminar

Please return this completed form with a **check payable to IRWA Chapter 47** to:

Hamner, Jewell & Associates
530 Paulding Circle, Suite A
Arroyo Grande, CA 93420

Or pay with PayPal at www.paypal.com and make your payment to chapter47IRWA@gmail.com. Be sure to write your name in the notes and indicate you are signing up for the seminar. If you pay through PayPal, complete and send this form to escrow.coordinator@hamner-jewell.com. Have questions? Call Jennifer at 805-773-1459 or email jmizrahi@hamner-jewell.com. Thank you, we look forward to meeting you!

*** Space is limited, so please return your registration form as soon as possible. ***

Block of Rooms Reserved for Attendees

Santa Barbara Peppertree Inn

3850 State St, Santa Barbara, CA 93105

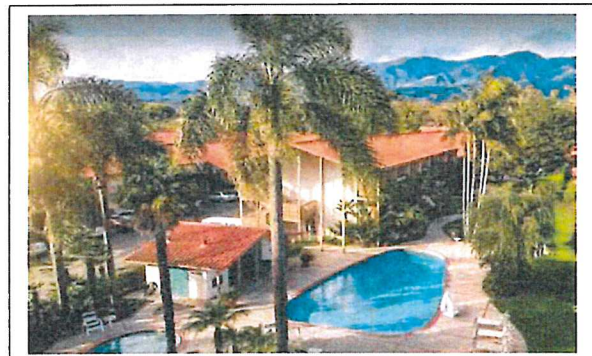
Reservations (800) 338-0030

Group #375461

Single \$174.10 / Double Bed Room \$196.10 + Tax

Book before August 27

Call hotel for free shuttle from airport or train!



Agenda Item 3 D
Date September 5, 2019
DATE 9/5/2019



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 8/27/19 Name: Judy Schriebman

I would like to attend the Formation Meeting of
Marin County Special Districts

To be held on the 18 day of Sept from 9 a.m. and returning on
18 day of Sept on 11 a.m.

Actual meeting date(s): Sept 18, 2019

Purpose of Meeting: Marin Special Districts Coordination organizing meeting

Frequency of Meeting: 1 time


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

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

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.

Agenda Summary Report

To: Mike Prinz, General Manager 
From: Robert D. Ruiz, CPA, Administrative Services Manager
Mtg. Date: September 5, 2019
Re: 2018-19 Fourth Quarter Financial Statements as of June 30, 2019

Item Type: Consent Discussion _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable .

BACKGROUND:

Attached are spreadsheets which include all the quarterly financial statements for the year ending June 30, 2019. These statements reflect the results of operations before the year-end audit adjustments. The audited financial statements will be presented to the Board in October. The following items are the highlights for June 30th:

Cash Balance

The District has \$66,644,892 of cash on hand as of June 30, 2018, which is an increase of \$3.0 M over the previous year. The significant sources of funds for the year were due to a decrease of capital expenditures as well as an increase to interest revenue.

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

- Unspent Revenue Bond funds of \$38M and Capital Project Reserve Funds for the Secondary Treatment Plant Upgrade and Recycled Water Facility expansion projects.
- Operating Reserves of \$6.2M pursuant to the District's policies.
- Reserves carried over for prior year's projects \$10.6M.
- Debt service reserve funds of \$886K as required by loan covenants
- Special assessment funds for operation and maintenance of the pump stations at Captains Cove of \$17K and Marin Lagoon of \$84K.
- Accumulation of funds for the Private Sewer Lateral Assistance program of \$191K.
- Cash is available for the Sewage Main Capacity and Storage and Force Main projects (John Duckett); the project has accumulated over \$6.7M.

Revenue

The District has recognized operating revenue for the year of \$18.0M, which is \$260K above budget (1.46% increase). The District revenue does not include \$847K in Federal grants due to construction delays. Due to this delay our cash in savings were higher than we anticipated causing interest revenue to be \$768K above budget. Total interest revenue totaled \$1.5M. Increases in Property Tax receipts and Interest income caused Operating Revenue to be \$295.6K above budget (101.7%).

Expenditures

Operating and Maintenance expenditures are 93.5% of budget. Material differences between the budget and actual are explained on the attached Revenue and Expenditures: Budget vs. Actual.



Capital expenditures are 25.9% of budget as of June 30, 2019. Payments for the secondary treatment plant upgrade were less than budgeted due to bad weather and PG&E power line relocation delays.

Net Revenue over Expenditures creates a Net Position of \$219.9K above budget for the year (110.6%).

Summary

The District's cash reserves at \$67M as of June 30, 2019 are substantially sufficient to cover operating and planned capital projects. Please refer to the reserves attachment.

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Information only.

Las Gallinas Valley Sanitary District
Balance Sheet
As of June 30, 2019

	ACTUAL COMPARED TO THE PRIOR YEAR			
	Current Yr	Prior Yr		
	Jun 30, 19	Jun 30, 18	\$ Change	
ASSETS				
Current Assets				
Checking/Savings				
5001A · Operating Accounts	28,992,935.26	25,673,368.04	3,319,567.22	Interest, Property Tax increase.& AR
5001B · Restricted Cash	886,224.78	880,939.64	5,285.14	
5081 · 2017 Revenue Bond	38,019,571.74	40,090,583.62	-2,071,011.88	Transfer to cash from savings
Total Checking/Savings	67,898,731.78	66,644,891.30	1,253,840.48	
Accounts Receivable				
5141 · User Charge Accts Recvb	128,517.05	83,013.48	45,503.57	
5142 · Connection Fees Receivable	27,514.70	7,386.75	20,127.95	
5147 · Accounts Receivable - Other	104,018.31	372,684.76	-268,666.45	
5149 · PSL Assistance Prog Receivables	0.00	1,686.13	-1,686.13	
Total Accounts Receivable	260,050.06	464,771.12	-204,721.06	
Other Current Assets				
1499 · Undeposited Funds	10.94	0.00	10.94	
5051 · Prepaid Insurance	49,783.39	48,643.39	1,140.00	
5055 · Prepaid Expenses	49,131.40	42,884.40	6,247.00	
5101 · Interest Receivable - Invest	415,184.82	94,543.16	320,641.66	
5102 · Interest Receivable - Bonds	752,546.09	190,232.11	562,313.98	Interest receivable has increased
5148 · PSL - Current Portion	71,573.69	71,573.69	0.00	
5150 · Inventory - Materials & Suppl	307,772.85	307,772.85	0.00	
Total Other Current Assets	1,646,003.18	755,649.60	890,353.58	
Total Current Assets	69,804,785.02	67,865,312.02	1,939,473.00	
Fixed Assets				
5500 · Land	2,867,570.67	2,867,570.67	0.00	
5540 · Construction in Progress	10,820,367.29	10,820,367.29	0.00	
5502 · Depreciable Fixed Assets	104,241,265.89	104,209,702.27	31,563.62	GM's District Vehicle
5590 · Accumulated Depreciation	-53,953,439.66	-53,953,439.66	0.00	
Total Fixed Assets	63,975,764.19	63,944,200.57	31,563.62	
Other Assets				
5145 · Lateral Assistance Programs	456,848.85	456,848.85	0.00	
5125 · Long-term Receivables	12,000,000.00	0.00	12,000,000.00	I-Bank Loan to be received
5160 · Deferred Outflow of Resources	1,570,267.61	1,570,267.61	0.00	
Total Other Assets	14,027,116.46	2,027,116.46	12,000,000.00	
TOTAL ASSETS	147,807,665.67	133,836,629.05	13,971,036.62	

Las Gallinas Valley Sanitary District
Balance Sheet
As of June 30, 2019

	Current Yr	Prior Yr	\$ Change
	Jun 30, 19	Jun 30, 18	
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
6000 · Accounts Payable	2,312,084.94	533,312.75	1,778,772.19 Change due to Construct
Total Accounts Payable	<u>2,312,084.94</u>	<u>533,312.75</u>	<u>1,778,772.19</u>
Credit Cards			
Orchard Supply Credit Card	0.00	104.84	-104.84
Credit Card at Elan Financial	16,314.82	16,873.60	-558.78
Total Credit Cards	<u>16,314.82</u>	<u>16,978.44</u>	<u>-663.62</u>
Other Current Liabilities			
6010 · Other Accrued Expenses	2,360.72	7,706.56	-5,345.84
6350 · Current Portion Long Term Debt	-0.51	2,093,223.51	-2,093,224.02 Paid off current portion of Debt
6452 · Interest Payable	441,708.64	404,187.27	37,521.37
6001 · Accrued Expenses	56,985.47	70,547.58	-13,562.11
6150 · Accrued Paid Time Off	323,339.69	375,226.08	-51,886.39
6155 · Accrued Payroll Liability	127,040.44	106,866.70	20,173.74
6157 · Payroll Tax Liability	27,529.83	28,704.79	-1,174.96
6182 · Deferred Connection Fees	57,767.98	57,767.98	0.00
Total Other Current Liabilities	<u>1,036,732.26</u>	<u>3,144,230.47</u>	<u>-2,107,498.21</u>
Total Current Liabilities	<u>3,365,132.02</u>	<u>3,694,521.66</u>	<u>-329,389.64</u>
Long Term Liabilities			
6299 · Long Term Debt	62,770,068.58	50,770,068.58	12,000,000.00 Increase in loans
6660 · Net Pension and OPEB Liability	4,885,981.00	4,885,981.00	0.00
6665 · Deferred Inflows of Resources	528,016.00	528,016.00	0.00
Total Long Term Liabilities	<u>68,184,065.58</u>	<u>56,184,065.58</u>	<u>12,000,000.00</u>
Total Liabilities	<u>71,549,197.60</u>	<u>59,878,587.24</u>	<u>11,670,610.36</u>
Equity			
Capital	73,958,041.81	68,235,141.46	5,722,900.35
Net Income	2,300,426.26	5,722,900.35	-3,422,474.09
Total Equity	<u>76,258,468.07</u>	<u>73,958,041.81</u>	<u>2,300,426.26</u> Net Position
TOTAL LIABILITIES & EQUITY	<u><u>147,807,665.67</u></u>	<u><u>133,836,629.05</u></u>	<u><u>13,971,036.62</u></u>

LAS GALLINAS VALLEY SANITARY DISTRICT 2019-20 RESERVES

Description	2017-18 Actual	2018-19 Projected Actual	2019-2020 Approved Budget	Cash Reserves w/o Funds for Secondary Treatment Plant Upgrade
UTILIZATION OF BOND FUNDS AND RESERVES				
Working Cash Flow ⁽¹⁾	2,607,084	2,907,084	3,207,084	
Unallocated Reserves		4,918,783	2,316,331	
Rate Stabilization ⁽¹⁾	300,000	300,000	300,000	
Emergency Repair ⁽¹⁾	1,000,000	1,000,000	1,000,000	
Prior Year Capital Project Carryover ⁽¹⁾	2,300,367	4,375,066	10,552,150	
Capital Purchases for 2019-20			-	
Marin Lagoon Reserve Fund	74,000	74,000	74,000	
Captains Cove Reserve Fund	2,695	2,695	2,695	
Grants		-	847,150	
Interest Earned on Unspent Bond Funds				
Transfers from Bond Fund	6,135,344	20,495,364 ⁽²⁾	39,592,193 ⁽³⁾	
Capital Facilities Fund	-	-	-	
Total Utilization of Bond and Reserves	<u>12,419,490</u>	<u>34,072,992</u>	<u>57,891,604</u>	\$ 17,452,260
Cash Reserves				
Unrestricted/Restricted	25,673,368	30,424,169	26,695,434 ⁽⁴⁾	<u>\$ 9,243,173</u>
Restricted - Bonds	40,090,584	39,119,874	374,831 ⁽³⁾	
Total Cash Available	<u>65,763,952</u>	<u>69,544,043</u>	<u>27,070,264</u>	<u>26,695,434</u>
Other Sources of Funds				
Grants	0	847,150 ⁽²⁾	472,319 ⁽³⁾	
I-Bank Loan	0	12,000,000 ⁽²⁾	12,000,000 ⁽³⁾	
Total Available	<u>0</u>	<u>12,847,150</u>	<u>12,472,319</u>	
			Reserves for Project ⁽³⁾	52,439,343
			Cash Reserves ⁽⁴⁾	<u>26,695,434</u>
		Total		<u>79,134,777</u>

(1) Per the 2018-17 Audited Financial Statements.

(2) 2018-2019 withdrawal did not occur due to delays in construction projects.

(3) The Total Project Reserves of \$52,439,343.

(4) Cash Available that includes encumbered amounts. The total is \$26,695,434.

Las Gallinas Valley Sanitary District

Loans Payable Balance Estimates & Details at 06/30/2019

Note Payable	Started	Reason for Loan	End Date	Years	Interest %	Original Amount	Secured by:	Debt Coverage	Audited Balance @ June 30, 2018	Estimated Balance @ June 30, 2019
Bank of Marin #1	6/10/2011	Recycled Water Facility	6/10/2031	20.01	3.88%	\$ 4,600,000.00	Constructed Asset	1.20%	\$ 3,380,751.97	\$ 3,177,436.06
Bank of Marin #2	7/27/2012	Recycled Water Facility	8/10/2022	10.04	3.25%	\$ 2,000,000.00	Constructed Asset	1.20%	\$ 915,027.78	\$ 706,711.66
City National Bank for Municipal Finance Corporation	4/1/2014	Refinance 2005 COP ⁽¹⁾ (Certificates of Participation) Bonds	6/1/2025	11.18	3.30%	\$ 6,880,000.00	Net Revenues	1.15%	\$ 4,978,800.00	\$ 4,443,800.00
State Water Resources Control Board State Revolving fund	11/1/2012	Construction	6/1/2032	19.59	2.70%	\$ 3,778,805.82	Constructed Asset	1.20%	\$ 3,291,572.00	\$ 3,094,980.65
US Bank 2017 Revenue Bonds	4/28/2017	Bonds for Construction - 2ndary treatment plant upgrade	4/1/2042	24.94	3.30%	\$38,365,000.00	Net Revenues	1.25%	\$37,415,000.00	\$36,465,000.00
Premium on 2017 Bonds	4/1/2017	Revenue Bonds - 2ndary treatment plant	4/1/2042	25.02					\$ 2,882,139.00	\$ 2,882,139.00
California Infrastructure & Economic Developmental Bank for I-Bank Loan	5/1/2019	Construction - 2ndary treatment plant upgrade	5/1/2039	20.01	3.00%	\$12,000,000.00	Net Revenue	1.25%	\$ -	\$12,000,000.00
TOTAL DEBT									<u>\$52,863,290.75</u>	<u>\$58,885,919.65</u>

1. Certificates of Participation:

A municipal government will typically issue [muni bonds](#) from which the proceeds from the bond investors will be used to undergo a project. The certificate of participation is an alternative to municipal bonds in which an investor buys a share in the improvements or infrastructure the government entity intends to fund. The authority usually uses the proceeds from a COP to construct a facility that is leased to the municipality, releasing the municipality from restrictions on the amount of debt that they can incur. The COP contrasts with a bond, in which the investor loans the government or municipality money in order to make these improvements.

Las Gallinas Valley Sanitary District
Profit & Loss Budget vs. Actual
July 2018 through June 2019

Ordinary Income/Expense					TOTAL				
	Jul - Sep 18	Oct - Dec 18	Jan - Mar 19	Apr - Jun 19	Annual Total	Budget	Difference	% of Budget	
Income									
9000 · Property Tax Revenue	0.00	521,126.48	8,233.74	420,265.59	949,625.81	870,000.00	79,625.81	109.15%	Received more than budgeted.
9040 · Supp. Assmnts - Property Tax	1,334.65	3,659.76	9,819.14	1,207.19	16,020.74	16,000.00	20.74	100.13%	
9046 · ERAF (Educational Rev Augmentation Fund)	12,290.09	217,583.82	0.00	157,048.51	386,922.42	320,000.00	66,922.42	120.91%	
9011 · User Charge	1,079,052.24	7,286,297.04	-8,082.00	5,989,209.85	14,346,477.13	14,220,000.00	126,477.13	100.89%	Received more than budgeted.
9010 · Federal and State Grants	0.00	0.00	112,669.00	61,224.57	173,893.57	847,150.00	(673,256.43)	20.53%	1.)Cannot request Fed Grant funds of \$847K until the Secondary Treatment Plant Upgrade is near completion. 2.)The total is comprised of \$112K from Guide Dogs/\$61K for BERS Retention.
9880 · Recycled Water	16,747.68	0.00	26,626.23	0.00	43,373.91	42,000.00	1,373.91	103.27%	
9881 · MMWD Reimbursement	130,117.37	51,637.13	229,751.52	51,637.13	463,143.15	463,145.00	(1.85)	100.0%	
9021 · Franchise Revenue	0.00	0.00	32,862.61	36,628.41	69,491.02	70,000.00	(508.98)	99.27%	
9023 · Connection Fees	3,576.00	7,571.40	5,540.40	18,180.00	34,867.80	34,867.80	34,867.80	100.0%	
9022 · Permits and Inspection Fees	2,778.05	0.00	744.05	0.00	3,522.10	43,000.00	(39,477.90)	8.19%	This changes from year to year
9024 · Application Fees	500.00	500.00	0.00	750.00	1,750.00	1,750.00	1,750.00	100.0%	
9773 · Miscellaneous Income	700.00	250.00	500.00	1,314.61	2,764.61	20,000.00	(17,235.39)	13.82%	This changes from year to year
9100 · Reimb. for Lateral Repairs	0.00	45,211.62	20,829.83	36,580.31	102,621.76	80,000.00	22,621.76	128.28%	Higher than anticipated.
9779 · Sale of Asset	0.00	50.00	0.00	10.94	60.94	60.94	60.94	100.0%	
9280 · HOPTR	0.00	648.08	1,512.22	2,160.30	4,320.60	4,300.00	20.60	100.48%	
9200 · Interest Income	329,833.13	365,059.27	402,451.51	407,970.93	1,505,314.84	736,300.00	769,014.84	204.44%	Higher than anticipated.
9930 · Transfers from Reserves	0.00	0.00	0.00	0.00	0.00	76,695.00	(76,695.00)	0.0%	
Operating Revenue	1,576,929.21	8,499,594.60	843,458.25	7,184,188.34	18,104,170.40	17,808,590.00	295,580.40	101.66%	
9850 · Interfund Transfers In-LAIF	1,702.50	471,308.69	1,522,961.13	138,872.03	2,134,844.35	10,510,410.00	(8,375,565.65)	20.31%	Capital Projects still in Process
9846 · Interfund Transfers In-Bond	400,686.95	286,275.26	2,233,017.11	1,837,069.32	4,757,048.64	13,780,520.00	(9,023,471.36)	34.52%	Construction of the Secondary Treatment Plant Upgrade was delayed.
9860 · Interfund Transfers In- I-Bank	0.00	0.00	0.00	12,000,000.00	12,000,000.00	0.00	12,000,000.00	100.0%	Not budgeted
Total Income	1,979,318.66	9,257,178.55	4,599,436.49	21,160,129.69	36,996,063.39	42,099,520.00	(5,103,456.61)	87.88%	
Expense									
1001 · Employee Costs	982,841.30	927,527.00	898,980.88	941,827.06	3,751,176.24	3,979,264.00	(228,087.76)	94.27%	Vacancies
2059 · Insurance	41,292.50	-8,456.00	-13,113.00	121,888.50	141,612.00	158,950.00	(17,338.00)	89.09%	Vacancies
2080 · Repairs and Maintenance	63,821.19	84,934.35	81,120.91	135,417.49	365,293.94	483,500.00	(118,206.06)	75.55%	Underutilized services
2331 · Reclamation Expenses	71,420.58	0.00	1,497.50	39,358.00	112,276.08	67,500.00	44,776.08	166.34%	Make up for deferred maintenance
2101 · Chemicals and Lab Supplies	12,938.09	61,056.18	79,479.24	70,476.76	223,950.27	174,500.00	49,450.27	128.34%	Wet Winter
2111 · Pollution Prevention	322.00	5,315.14	350.00	5,078.72	11,065.86	12,500.00	(1,434.14)	88.53%	
2117 · Lab Contract Services	4,715.80	7,614.59	10,704.85	14,977.90	38,013.14	43,000.00	(4,986.86)	88.4%	
2249 · Small Tools	169.95	54.66	801.04	1,584.15	2,609.80	8,000.00	(5,390.20)	32.62%	
2320 · Outside Services	58,680.70	42,947.54	16,740.54	38,271.42	156,640.20	163,300.00	(6,659.80)	95.92%	
2330 · Damage Claims	0.00	6,301.03	4,777.28	0.00	11,078.31	10,000.00	1,078.31	110.78%	

Las Gallinas Valley Sanitary District
Profit & Loss Budget vs. Actual
July 2018 through June 2019

					TOTAL				
	Jul - Sep 18	Oct - Dec 18	Jan - Mar 19	Apr - Jun 19	Annual Total	Budget	Difference	% of Budget	
2356 · Engineering	13,844.70	18,948.96	42,914.74	18,551.44	94,259.84	174,300.00	(80,040.16)	54.08%	Underutilized services
2362 · General Operating Supplies	11,513.85	11,970.15	5,846.87	11,014.67	40,345.54	51,600.00	(11,254.46)	78.19%	
2535.1 · Utilities	29,892.89	66,748.25	68,358.65	49,157.51	214,157.30	197,805.00	16,352.30	108.27%	Weather related
2501 · Fuels	6,503.74	8,557.12	3,731.05	8,377.19	27,169.10	20,000.00	7,169.10	135.85%	Weather related
2389 · Misc Safety Exp - Lgvsd only	5,424.63	8,440.47	4,641.70	8,622.65	27,129.45	32,000.00	(4,870.55)	84.78%	
2397 · Safety Contractor Services	7,224.00	7,224.00	7,543.79	7,224.00	29,215.79	30,000.00	(784.21)	97.39%	
2801 · Lateral Rehab Assistance Prog	26,536.00	15,240.00	9,440.00	10,500.00	61,716.00	219,861.00	(158,145.00)	28.07%	Lower than expected usage
2400 · General and Administrative	604,944.99	188,379.07	480,924.57	1,171,163.28	2,445,411.91	2,466,591.00	(21,179.09)	99.14%	
Operating Expenditures before Transfers	1,942,086.91	1,452,802.51	1,704,740.61	2,653,490.74	7,753,120.77	8,292,671.00	(539,550.23)	93.49%	
9920 · Reserve Uses	0.00	0.00	0.00	100,000.00	100,000.00	1,000,567.00	(900,567.00)	9.99%	McMinnis Wetlands/Marin County
9900 · Transfer In From I-Bank	0.00	0.00	0.00	12,000,000.00	12,000,000.00	0.00	12,000,000.00	100.0%	
9900 · Transfer In From Bond LAIF	402,389.45	757,583.95	3,755,978.24	1,975,941.35	6,891,892.99	0.00	6,891,892.99	100.0%	Not Budgeted
Total Operating Expenses	2,344,476.36	2,210,386.46	5,460,718.85	16,729,432.09	26,745,013.76	9,293,238.00	17,451,775.76	287.79%	
Capital Expenditures									
4000 · Construction Projects	402,389.45	757,583.95	3,755,978.24	2,442,611.31	7,358,562.95	27,720,182.00	(20,361,619.05)	26.55%	Capital Projects still in Process
4200 · Capacity and Effluent Quality	100,436.42	88,515.11	83,494.79	319,614.10	592,060.42	3,005,561.00	(2,413,500.58)	19.7%	Capital Projects still in Process
Total Capital Expenditures	502,825.87	846,099.06	3,839,473.03	2,762,225.41	7,950,623.37	30,725,743.00	(22,775,119.63)	25.88%	
Net Position (*)	-867,983.57	6,200,693.03	-4,700,755.39	1,668,472.19	2,300,426.26	2,080,539.00	219,887.26	110.57%	

(*) Formula is Total Income minus Total Operating Expenses minus Total Capital Expenses = Net Position.



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: September 5, 2019
Re: Approve Resolution 2019-2176 Project Approval and Notices of Exemption - Effluent Disposal Marsh Pond Capacity Restoration
Item Type: Consent X Discussion _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

BACKGROUND:

Las Gallinas Valley Sanitary District (District) is the lead agency for the following project(s), which will be addressed with either the on-call contract with Piazza Construction or UPCCAA bidding guidelines:

- 1. Effluent Disposal Marsh Pond Capacity Restoration.** The purpose of the project is to restore storage capacity of the Marsh Pond and protect levees, piping, effluent transfer boxes, and other facilities constructed under the 1989 Effluent Disposal Project, Unit II (EPA Project No. C-06-2469-120). The District's National Pollutant Elimination Discharge Permit (NPDES) No. CA0037851 issued by the United States Environmental Protection Agency (USEPA) and the San Francisco Regional Water Quality Control Board (Water Board) requires proper operation and maintenance of all facilities and systems installed or used by the District to achieve compliance with the conditions of the permit.

The project consists of reestablishing the interior pond levee slope and restoring storage volume by removing invasive cattails, which have colonized a significant section of the Marsh Pond.

Pursuant to Guideline 15062 of CEQA, the District may file a Notice(s) of Exemption application with the County Clerk of Marin after approval of the project(s). This procedure will be utilized for potentially environmentally sensitive projects that warrant filing of Notice of Exemption.

The project is exempt from CEQA pursuant to CEQA Guideline 15301 as depicted in the Notice(s) of Exemption applications attached and as summarized below.

Section	Guideline
15301	Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

Documents attached include:

1. Resolution No. 2019-2176
2. Effluent Disposal Marsh Pond Capacity Restoration Notice of Exemption Application



PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

A biological consultant will conduct pre-construction biological inspection within 7 to 14 days prior to the start of construction. In addition, the District will hire a biological consultant to prepare a Vegetation Management Plan to address long-term goals of Effluent Disposal Units (Marsh Pond, Storage Ponds 1 & 2).

FISCAL IMPACT:

\$75,000

STAFF RECOMMENDATION:

Board to approve Resolution No. 2019-2176, directing staff to file the California Environmental Quality Act (CEQA) Notice(s) of Exemption application with the County Clerk of Marin.

RESOLUTION No. 2019-2176

A RESOLUTION APPROVING PROJECTS AT MULTIPLE SITES AND MAKING DETERMINATIONS AND AUTHORIZING THE FILING OF A NOTICE OF EXEMPTION FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the California Environmental Quality Act ("CEQA") requires a public agency to approve or to determine to carry out a project subject to CEQA before filing a Notice of Exemption; and

WHEREAS, the Las Gallinas Valley Sanitary District Board of Directors, by this Resolution, approves the Project(s) described below.

NOW, THEREFORE, BE IT RESOLVED by the Las Gallinas Valley Sanitary District Board of Directors, which finds and determines as follows:

1. Approves the Project(s) described as follows:

a. Project Title: Effluent Disposal Marsh Pond Capacity Restoration

2. Finds that the Project(s) is (are) exempt from CEQA pursuant to the Notice(s) of Exemption attached and incorporated herein by this reference.

3. Finds that no Project(s) is (are) subject to CEQA Guideline 15300.2.

4. Directs staff to file the Notice(s) of Exemption pursuant to 15062 of the CEQA Guidelines.

* * * * *

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 September 5, 2019, by the following vote of the members thereof:

AYES, and in the favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

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

APPROVED:

(seal)

Craig K. Murray, Board President

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Marin
3501 Civic Center Drive, Suite 234
San Rafael, CA 94903

From: (Public Agency): Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903

(Address)

Project Title: Effluent Disposal Marsh Pond Capacity Restoration

Project Applicant: Las Gallinas Valley Sanitary District

Project Location - Specific:

LGVSD Reclamation Area (APN 155-011-15) near Miller Creek

Project Location - City: San Rafael Project Location - County: Marin

Description of Nature, Purpose and Beneficiaries of Project:

The project consists of reestablishing the interior pond levee slope and restoring storage volume by removing invasive cattails, which have colonized a significant section of the Marsh Pond. The purpose is to restore storage capacity of the Marsh Pond and protect levees, piping, effluent transfer boxes, and other facilities constructed under the 1989 Effluent Disposal Project, Unit II (EPA Project No. C-06-2469-120). The District's NPDES Permit No. CA0037851 issued by USEPA and RWQCB requires proper operation and maintenance of all facilities and systems installed or used by the District to achieve compliance with the permit.

Name of Public Agency Approving Project: Las Gallinas Valley Sanitary District

Name of Person or Agency Carrying Out Project: Las Gallinas Valley Sanitary District

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Class 1 (Section 15301)
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Class 1 (Section 15301) consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

Lead Agency

Contact Person: Michael P. Cortez Area Code/Telephone/Extension: (415) 472-1734

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: District Engineer

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____



Agenda Summary Report

To: Mike Prinz, General Manager *MSPD*
From: Robert D. Ruiz, Administrative Services Manager
Mtg. Date: September 5, 2019
Re: Approve an Amendment to Contract between the Board of Administration CalPERS and the Board of Directors LGVSD and Hold a Public Hearing.

Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

As explained in the Board meeting held on 08/01/2019, the 2014-2019 MOU with the Operating Engineers Local 3 union contains a limitation to the amount the Classic Member Employee Paid Member Contribution (EPMC) contributes to CalPERS as indicated by Exhibit A (an excerpt of the MOU with only pertinent pages included). This was established with a programmed change each year that started in 2014 with Employer Paid contribution of 4% and decreased each year through the contract's end with the Employer paying 0% of EPMC. At this time, both the Classic Employees and the PEPRA Employees would be paying 8%. The MOU was written to the effect that PEPRA member EPMC should be the same as the Classic member EPMC.

As of July 1st, 2019, CalPERS rates changed as follows:

Classic Members:

Employer contributions increased from 12.212% to 13.182%, an annual increase of contributions of \$12,808.
 Employee contributions did not change and will remain at 8%.

PEPRA Members:

Employer contributions increased from 6.842% to 6.985%, an increase of \$7,532 per year.
 Employee contributions increased from 8.0% to 8.5%, an increase of \$5,857 per year. This is a problem, since per the MOU, this amount was set at 8%, with no indication of it changing in future years.

In order to maintain the 8% EPMC for PEPRA members as indicated in the 2014-2019 MOU, the Board would have to agree to absorb the 0.50% increase as an Employer contribution. This would mean that the Employer paid contribution would increase by \$5,857 and would be at new total of \$13,389.

In addition, the Board approved a two-year extension of the contract approved on June 13, 2019, with all provisions to remain intact for the next two years.

Attached are required forms and resolutions prepared by CalPERS that must be approved by the Board and executed by the President of the Board in order for this change to take place. Today we will hold the final public hearing. Once the resolutions are signed and CalPERS approves them the change of 8.5% to 8.0% will go into effect and the PEPRA employee contribution will be reduced.



Staff expects that five payrolls will be processed until CalPERS accepts the amendment. The impact to each PEPRA employees will be a one-time additional PERS contribution of approximately \$100 for this period. Classic members are not impacted by this issue and the affected employees have been informed.

During this meeting we will hold our second of the two required public hearings, the first of which was held on August 15th.

PREVIOUS BOARD ACTION:

Resolution 2014-2011, A Resolution for Employer Paid Member Contributions (attached).

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

The employer paid member contribution costs would increase by \$5,857, which is not budgeted, but can be absorbed by the savings due to staff vacancies.

STAFF RECOMMENDATION:

The Board approve the attached certifications and Amendment to the CalPERS contract as well as hold a public hearing.

Staff recommends that the Board hold a second public hearing, approve and execute the attached CalPERS forms:

Exhibit A - Certification of Governing Body's Action.

Exhibit B - Certification of Compliance.

Exhibit C - Amendment to CalPERS Contract



EXHIBIT A

California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

Certification of Governing Body's Action

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the

_____ of the
(governing body)

(public agency)

on _____.
(date)

Clerk/Secretary

Title



California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

**Certification of Compliance with
Government Code Section 7507**

I hereby certify that in accordance with Government Code section 7507, the future annual costs as determined by the California Public Employees' Retirement System for the increase or change in retirement benefit(s) have been made public at a public meeting of the _____ of the _____

(governing body)

(public agency)

on _____ which is at least two weeks prior to the adoption of the Resolution /
(date)

Ordinance. Adoption of the retirement benefit increase or change will not be placed on the consent calendar.

Clerk/Secretary

Title

Date _____



California
Public Employees' Retirement System

AMENDMENT TO CONTRACT

Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
Las Gallinas Valley Sanitary District
of Marin County

The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective February 1, 1971, and witnessed January 14, 1971, and as amended effective September 1, 1983, June 29, 1986, July 26, 1998, July 3, 2005, July 2, 2006, July 4, 2016 and June 19, 2017 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 15 are hereby stricken from said contract as executed effective June 19, 2017, and hereby replaced by the following paragraphs numbered 1 through 15 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members age 62 for new local miscellaneous members.
 2. Public Agency shall participate in the Public Employees' Retirement System from and after February 1, 1971 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
 - a. **AGENCY BOARD MEMBERS; AND**
 - b. **SAFETY EMPLOYEES.**
6. Removal of the exclusion of "Persons Compensated on an Hourly Basis" pursuant to Section 20503, is declarative of agency's previous interpretation and does not mandate any new classes of employees into membership.
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after July 2, 2006 shall be determined in accordance with Section 21354 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2% at age 55 Modified and Full).

8. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after July 2, 2006 shall be determined in accordance with Section 21354.5 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2.7% at age 55 Modified and Full).
9. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Supplemental to Federal Social Security).
10. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 21548 (Pre-Retirement Option 2W Death Benefit).
 - b. Section 20042 (One-Year Final Compensation) for classic members only.
 - c. Section 20516 (Employees Sharing Additional Cost):

From and after July 4, 2016 and until June 19, 2017, .75% for new local miscellaneous members.

From and after June 19, 2017 and until the effective date of this amendment to contract, 1.75% for new local miscellaneous members.

From and after the effective date of this amendment to contract, 1.25% for new local miscellaneous members.

Please be aware that although Government Code Section 21031(c) currently states "If the contracting agency subsequently amends its contract to include a greater percentage of final compensation as prior service, the electing member shall be refunded that portion of his or her contributions made under this section as represents the additional prior service percentage contracted for by the agency plus interest at the crediting rate", due to Federal law CalPERS cannot reimburse the member.
 - d. Section 20503 (To Remove the Exclusion of Persons Compensated on an Hourly Basis, Prospectively from July 4, 2016).
11. Public Agency, in accordance with Government Code Section 20790, ceased to be an "employer" for purposes of Section 20834 effective on September 1, 1983. Accumulated contributions of Public Agency shall be fixed and determined as provided in Government Code Section 20834, and accumulated contributions thereafter shall be held by the Board as provided in Government Code Section 20834.
12. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.

13. Public Agency shall also contribute to said Retirement System as follows:
- a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
14. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
15. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
LAS GALLINAS VALLEY SANITARY
DISTRICT OF MARIN COUNTY

BY _____
ARNITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk



Agenda Summary Report

To: Mike Prinz, General Manager *MSP*
From: Robert D. Ruiz, Administrative Services Manager
Mtg. Date: September 5, 2019
Re: Topics for the Fall 2019 Newsletter.

Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

The District publishes newsletters every 6 months for its ratepayers to inform them about District projects, programs and other items of interest. Each newsletter typically has one main topic and three to four smaller articles. Staff is planning to mail the Fall 2019 newsletter in late October or November.

Attached is a listing of newsletter articles from 2011 through 2018 grouped by topics.

Staff prepared the last newsletter in the Spring of 2019, a copy of which is attached. The topics were:

- Update on Treatment Plant Upgrade.
- Possible Road Closure.
- New Rates and Public Hearing.
- Are they really Flushable.
- New Team at LGVSD: New Employees and Board members.

Staff has created a list of items that the Board may want to include in the next newsletter: (A maximum of 5 topics will typically fit in our regular newsletter format.)

- Update on Treatment Plant Upgrade.
- Lateral Ordinance.
- Keeps Fats, Oils, & Grease out of the drain.
- Zero Waste – garbage, organics, and recycling.
- Help Protect Local Waterways and the Bay – Tips for your Pool, Spa or Fountain.
- Understanding LGVSD recycled water storage ponds.

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

The newsletter is budgeted in the 2019-20 Budget.



STAFF RECOMMENDATION:

Staff requests that the Board discuss these options for the newsletter and chose from the listed recommendations.

Topic	Article Title	Publication	
		Date	Period
Admin Bldg	Dilapidated building needs urgent revamping.	2017	Summer
Admin Bldg	Facilities Need Upgrading	2014	Spring
Awards	LGVSD Awarded Certificate of Excellence for Transparency	2014	Winter
Awards	District Wins Finance Award	2014	Spring
Awards	Awards Recognize Outstanding District Programs and Performance	2013	Summer
Awards	Awarded Sewer Collection System of the Year... Again! Biogas energy recovery system: another step towards energy independence.	2011	March
Biogas	LGVSD starting strong in 2018.	2018	Winter
District	Chris DeGabriele hired as interim general manager.	2018	Winter
District	Las Gallinas Valley Sanitary District: 60 Years of Service to Marin Residents	2014	Spring
District	LGVSD Workers Go Above and Beyond to Help a District Customer in Need	2014	Winter
District	District Redesigns Website for Easier Access	2013	Summer
Drain/Flushing	Microbeads study under way.	2018	Winter
Drain/Flushing	Did I cause a sewer overflow? Be aware of what you put down the drain.	2016	Fall
Drain/Flushing	“Wipe Out” Flushing of Personal Wipes!	2015	Spring
Drain/Flushing	Wastewater Treatment Complicated by New Contaminants	2014	Fall
Drain/Flushing	Don’t Use the Drain as a Dump	2014	Fall
Drain/Flushing	FDA Questions Effectiveness, Safety of Antibacterial Soaps	2014	Spring
Drain/Flushing	Protect Water Quality: Watch What You Flush	2013	Summer
Drain/Flushing	Antibacterial Soaps Can Harm the Environment and Wildlife	2013	Summer
Grants	Grants Received for Biogas Conversion to Energy	2015	Fall
Grants	District Awarded \$871,000 Grant for Recycled Water	2011	March
Inflow and Infiltration	We Must Reduce Inflow and Infiltration	2012	May
Laterals	Protect your sewer lateral and prepare for wet winter	2015	Fall
Laterals	Always Get Three Quotes Before Performing Work	2016	Fall
Laterals	Roots and Sewer Laterals Don’t Mix Well	2014	Fall
Laterals	What is a Property Easement and Do You Have One on Your Property?	2014	Spring
Laterals	It’s Time to Have Your Pipes Inspected!	2013	Winter

Topic	Article Title	Publication	
		Date	Period
Laterals	Prepare for the Rainy Season	2013	Winter
Laterals	What's the Best Way to Fix Laterals and How to Make it Affordable?	2011	March
Laterals	Damaged Laterals Are Privately Owned but Harm the Community	2011	March
Laterals	We Are Developing Lateral Inspection and Repair Options	2011	March
Pest Control	You Can Help Protect the Bay	2015	Spring
Pest Control	Avoid Using The Toxic Insecticide Permethrin	2012	April
Pest Control	Keep Mosquitos in Check Around Your Home	2016	Fall
Pest Control	Tips for Your Pool, Spa, or Fountain	2015	Fall
Pest Control	Keep Your Pool or Spa Clean — and Protect Waterways	2014	Spring
Plant Upgrade	Current Status of treatment plant upgrade project.	2018	Winter
Plant Upgrade	Treatment Plant upgrade addresses critical issues. District Forced to Upgrade Aging Treatment Plant to Meet Regulations	2017	Summer
Plant Upgrade	LGVSD Launches New Recycled Water Treatment Facility	2014	Fall
Plant Upgrade	Upgrades Maintain System Efficiency and Environmental Health	2013	Winter
Plant Upgrade	Thermometer, bulbs and battery exchange	2013	Summer
Pollution prevention	We Can All Do Our Part to Achieve Zero Waste	2015	Fall
Pollution prevention		2016	Spring
Projects	District Looks Ahead to Meet Regulatory Requirements	2014	Winter
Projects	LGVSD Will Perform Smoke Testing During Summer Months	2014	Winter
Projects	Lighting Change Decreases Glare, Saves Money	2013	Summer
Rates	District Continues to Address Aging Infrastructure, Changes in Wastewater Content, and New Regulations	2012	May
Rates	Next Phase of Critical Upgrades Requires Fee Increases	2015	Spring
Rates	Tours, Workshops, and Public Hearing Scheduled	2015	Spring
Rates	Board considers options for sewer rate billing methods: variable vs. fixed	2015	Spring
Rates	Public Meeting on Proposed Rate Changes	2014	Winter
Reclamation	Miller Creek dredging resumes.	2014	Winter
Reclamation	River Otters Provide Student Biologist with Field Experience	2017	Summer
Reclamation	Miller Creek Dredging Begun	2016	Fall
Reclamation		2016	Fall

Topic	Article Title	Publication	
		Date	Period
Reclamation	Parking at reclamation area	2015	Fall
Reclamation	Hiking, Biking, Views on Bayside Trails	2014	Fall
Reclamation	LGVSD Trails Offer Hiking, Biking, Views and More	2013	Winter
Reclamation	Growing Problem: Goose Population Boom	2012	May
Recycled Water	Potable reuse is the addition of advanced purified water, either indirectly or directly, into a drinking water system.	2017	Summer
Recycled Water	Recycled Water: A Track Record for Safety	2013	Winter
Recycled Water	Recycled Water Project Under way	2012	May
Recycled Water	All water is recycled. Don't judge water by its history but by its quality.	2017	Summer
Recycled water	Advanced Purified Recycled Water – the New Drought Proof Water Supply	2016	Spring
Refuse	Free Service: bulky item removal. Plus, curbside clean-up coming in the fall.	2017	Summer
Refuse	Compost giveaway	2015	Fall
Refuse	Residential food waste composting test a success	2011	March

9/5/2019

General Manager Report

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

9/5/2019
Secondary Treatment Plant Upgrade and Recycled Water
Expansion September 2019 Project Update
Agenda Item 6B

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

Administration Department Report

January - June 2019

Below is a summary of the activities performed by the Administration Department during the first six month of the year.

Human Resources and Payroll

Training, Staff Development and Employee Engagement:

- Finalized work on the Classification and Compensation study.
- Started training with Society of Human Resource Management (SHRM) for HR certification.
- Attended 4 Special District's HR Forum meetings.
- Coordinated and in-charge of Labor Committee Meetings (LMC). Have had 3 so far.
- Reviewed several employee evaluations and discussed improvements with managers.
- Coordinated staff training on Sexual Harassment and assured 100% of staff trained.
- Attended and passed Ethics course and exam.
- In process of setting up new HR system in ADP. Allows for easier on-boarding for new employees and adds training, such as Sexual Harassment training for new employees.
- In discussions with FutureSense to set up new employee survey.
- Involved in contract extension negotiations with union for a contract extension of 2 years.
- Created staff ID badges that could be carried in the employees' wallets.
- Performance evaluation to-date are:

Dept #	Performance Reviews	
	Performed	Due
Administration	0	1
Engineering	1	0
Collections	2	0
Laboratory	1	0
Operations	4	3
Grand Total	8	4

- Employees and Board members who have achieved new or additional certifications:

Employee	Date Achieved	Certification
Golshani, Sahar	11/29/2018	Environmental Compliance Grade II
Lerch, Teresa	11/27/2018	Nortary Public Commission Renewal
Rogers, Norman	11/20/2018	Mechanical Technologist Grade I
All Employees	1/15/2019	Sexual Harrassment Training
All Board Members	11/8/2018	Sexual Harrassment Training
All Managers, Irene & Teri	Various	Ethics Training
All Board Members	Various	Ethics Training

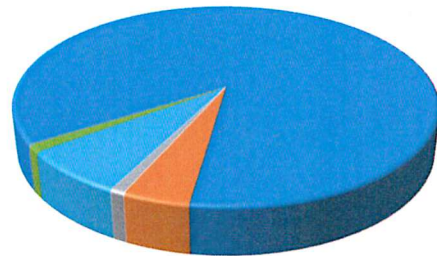
January - June 2019

Staff Hours Utilization

Staff time for the administration department for this period:

Type Admin of Hours	Hours Available	%
Regular Hours	3,739.00	86.4%
Overtime	187.75	4.3%
Training	40.00	0.9%
Standby Hours	0.00	0.0%
Vacation/Holiday	307.25	7.1%
Sick Time	51.25	1.2%
Total	4,325.25	100.0%

Admin Hours Available

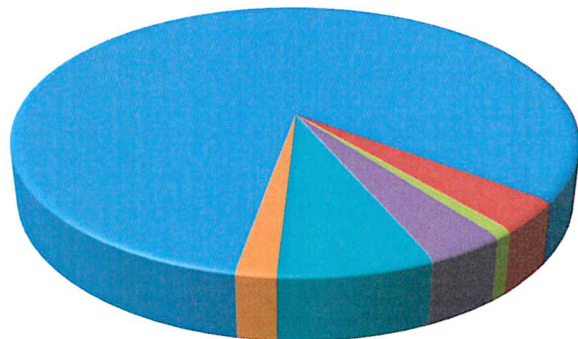


■ Regular Hours
 ■ Overtime
 ■ Training
■ Standby Hours
 ■ Vacation/Holiday
 ■ Sick Time

Staff time for all departments for half of the year:

Type of Hours	Hours Available	%
Regular Hours	17,728.50	82.2%
Overtime	793.25	3.7%
Training	198.00	0.9%
Standby Hours	828.00	3.8%
Vacation/Holiday	1,611.50	7.5%
Sick Time	413.75	1.9%
Total	21,573.00	100.0%

Hours Available



■ Regular Hours
 ■ Overtime
 ■ Training
■ Standby Hours
 ■ Vacation/Holiday
 ■ Sick Time

January – June 2019

Recruitment and Separation:

- Processed the Laboratory Tech's resignation and then created a new recruitment brochure, set up advertising for recruitment and successfully hired a replacement for this position.
- Revised job descriptions for new positions: Administrative Assistant and Skilled Maintenance Worker.

Benefits:

- Completed required compliance testing for the Flexible Benefits Plan.
- Prepare monthly calculations based on age of the retirees on health insurance to assure that they are at limits as indicated in the health insurance retirement plan.

Retirement:

- Worked with the actuary to create the GASB 75 OPEB Plan report as of June 30, 2019, which was filed with CalPERS in June.
- CalPERS' audit of retirement contract for September 1, 2010 through September 30, 2013 has been finalized. Appeal of outstanding issue is pending. This appeal is dealing with uniforms being persable. We and 3 other districts, with the advice of counsel, are in the final stages of a settlement. One agency is pursuing additional legal action.

Payroll:

- Processed thirteen regular payrolls.

Human Resources - Labor Relations Committee Activity:

- The quarterly Labor Relations Committee meeting was held on October 29, 2018, January 14, 2019 and August 20, 2019. The next meeting will be in October.
- Worked with the labor negotiator and the GM on a 2 year extension to the union contract, which would have expired on June 30, 2019.
- Updated and Renewed all managers contracts.

Workers Compensation:

- There were no lost time accidents during the quarter.
- Staff achieved six months of no lost time accident. While we had safety lunches during this period to thank the employees for doing such a great job, on Friday August 16th, the management staff hosted a safety lunch barbeque for the staff.

Administration

- Involved with resolving ACH Fraud. Worked with Bank, local, state and federal agencies to get \$1.2M in funds returned to the District.
- Set up new procedures to better safeguard fund transfers.
- Finalized telephone system upgrade vendor and had the system installed during this period of time.
- Continuous website updates for posting of agendas, minutes, resolutions, ordinances and public hearing notices, blending events, and personnel changes.
- Created picture ID badges for the entire staff.

January – June 2019

- Finalized the \$12 million contract for additional financing for the Big Project, with I-Bank and successfully procured the fund.
- Set up additional sewer lateral loans and also received full payments on several of the loans.
- Met with the Marin Franchisors Group to review the 2019 Refuse Rate Application and discuss the proposed changes to the Franchise Agreement. Negotiated changes in the contract and finalized the agreement.
- Held Prop 218 meetings for the District for both Marin Sanitary and LGVSD rate changes.

Board Support

- Assembled six Board meeting agenda packets containing 644 pages. This included conferences such as CASA-Winter Conference, CASA- WA DC, CSDA Leadership and Water Reuse Conference
- Registered and made travel arrangements for Board members to attend these conferences and seminars.
- Processed expense reimbursement requests for Board members who attended the above conferences and other meetings.
- Published various notices in the newspaper regarding public hearings and ordinance changes, which included Prop 218 notices and the Change in Meeting Day ordinance.
- Attended several Sanitary District Finance Director meetings to discuss common problems.

Finance

- Finalized the 2019-20 Annual Budget. Approved by the board in June.
- In process of starting the FY 2019 annual financial audit.
- Prepared the annual State Controllers Compensation Report.
- Corrected the Previous Year's Financial Report to the State, which had been completed before I had arrived.
- Attended 2 Special District's Finance Forum meetings.
- Prepared for the Prop 218 notices, creating a community information brochure, resolutions, requesting public hearings, as well and working with the county to assure that property info is uploaded.
- Private Sewer Lateral Assistance Program activity:
 - Processed three applications which were submitted during the period.
 - As of 2019, five assessments were paid back for a total of \$36,212.
 - For the fiscal year 2018/19 year to date, \$60,202 has been expended.
 - Our projected billing for this for 2019-20 is \$82,300.
- Cash activity for the quarter consisted of transferring funds from the LAIF account to cover ongoing expenses. This occurred approximately 23 times during the period.
- Completed the Annual Sewer Charges Reports for the County to bill the property owners.
 - Publishing the meetings for public hearing in the newspaper.
 - This includes holding 2 public hearings.
 - Identifying each property by individual property tax number and amount to be billed.
 - Preparing the reports in the proper format in order to be accepted by the County.
- Funds in the US Bank – Bond Fund decreased when the October 1, 2018 and March 1, 2019 bond payments were made from the funds on hand.
- The Deposit to the Local Agency Investment Fund was due to the receipt of the both installments of the sewer user charges and property taxes for the 2018/19 fiscal year. Excess funds were invested in LAIF.
- Interest earned on the Local Agency Investment Fund – Bond Funds was deposited during the quarter.
- The following is a schedule of cash accounts for the District:



Administration Department Report

January - June 2019

	<u>Jun 30, 19</u>	<u>Jun 30, 18</u>	<u>Difference</u>
Checking/Savings			
5001A · Operating Accounts			
5024 · Bank of Marin-OPERATING xx3300	-67,153.07	117,324.21	(184,477.28)
5020 · Bank of Marin FEDERATED-SWEEP	636,039.89	498,190.02	137,849.87
5021 · Zero Balance - ACH account	61,858.45	203,586.05	(141,727.60)
5294 · Investment - BOM Liquid - #1060	489,879.15	1,474,388.68	(984,509.53)
5026 · PSL Program Funds	191,395.88	169,372.54	22,023.34
5005 · Bank of Marin - Surcharge-ML	84,197.31	118,029.97	(33,832.66)
5019 · Bank of Marin-Surchg. Cap Cove	17,185.37	25,885.91	(8,700.54)
5025 · Money Market-Connection Fee	53,247.35	38,413.89	14,833.46
5028 · Business Money Market	2,607,644.34	2,246,196.14	361,448.20
5299 · Investment - LAIF - #34181	24,917,638.42	20,781,280.62	4,136,357.80
5000 · Petty Cash on Hand	722.17	300.00	422.17
5001 · Petty Cash - Checking	280.00	400.01	(120.01)
Total 5001A · Operating Accounts	<u>28,992,935.26</u>	<u>25,673,368.04</u>	3,319,567.22
5001B · Restricted Cash			0.00
5065 · Debt Reserve Fund-Recycled Water	590,410.83	586,885.57	3,525.26
5067 · Debt Service Reserve-SRF CD	295,813.95	294,054.07	1,759.88
Total 5001B · Restricted Cash	<u>886,224.78</u>	<u>880,939.64</u>	5,285.14
5081 · 2017 Revenue Bond	<u>38,019,571.74</u>	<u>40,090,583.62</u>	(2,071,011.88)
Total Checking/Savings	<u><u>67,898,731.78</u></u>	<u><u>66,644,891.30</u></u>	<u><u>1,253,840.48</u></u>

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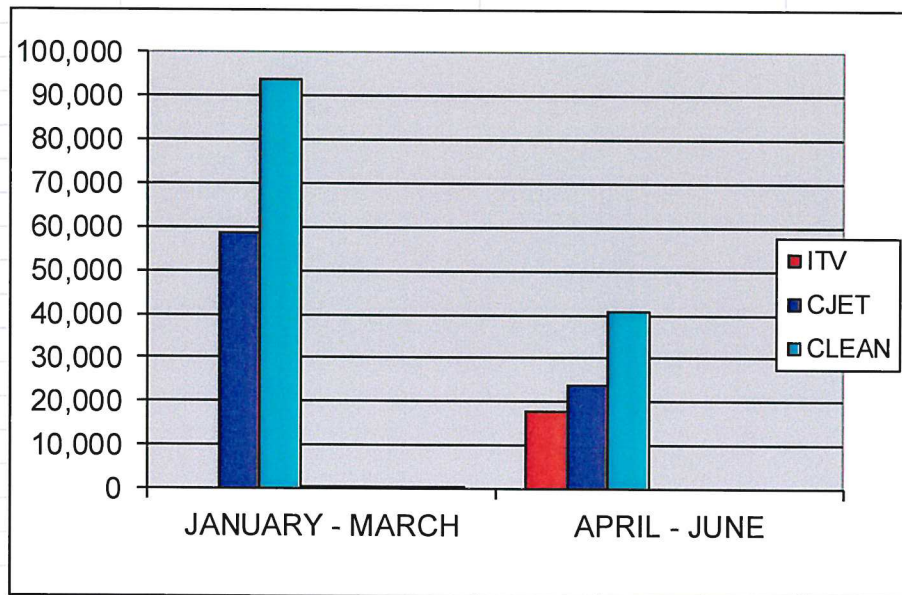
Collections Department

January 1 - June 30, 2019

Below is a summary of the activities performed by the Collections Department during the quarter.

Preventative Maintenance

COLLECTION CREW 2019			
Measurement in feet			
	JANUARY - MARCH	APRIL - JUNE	TOTAL
ITV	0	17,856	17,856
CJET	58,558	23,675	82,233
CLEAN	93,459	40,894	134,353
TOTAL	152,017	82,425	234,442



ITV = Camera truck
 CJET = Flushing with camera truck
 CLEAN = Flushing with flusher truck

Underground Service Alerts Completed – Q1/Q2 2019

- 1,072 USA's completed (0.75 hours x 1,072 = 804 hours)

Lateral Inspections

- 47 inspections completed (0.75 hours x 47 = 35.25 hours)

Service Requests (Incident Reports)

- There were 2 Service Requests for the months of January – June 30, 2019
 - Odor complaints from within the residences

Collections Department

January 1 – June 30, 2019

Collection System Overflow Summary

Sanitary Sewer Overflows (SSO) – There was (2) Sanitary Sewer Overflow reported/verified in the District from January through June 30, 2019.

- # of spills Year to Date
 - Jan – Mar. = 1; Apr. – June = 1;
 - **Spill Details – February 26 @ 3815 Redwood Hwy.** Approximately 29,000 Gallons (Zero gallons recovered). Cause – Capacity/Storm Event
 - **Spill Details – June 6 @ 7 Professional Center Pkwy.** Approximately 80 gallons (80 gallons recovered via storm drain). Cause – Grease/Wipes from upstream senior care facility lateral.

Marin County Spill Summary January 1-June 30, 2019

Marin County SSO's January 1 -June 30, 2019					
Responsible Agency	Collection System	Total Number of SSO locations	Total Vol of SSOs(gal)	Total Vol Recover (gal)	Reach Surface Water
Homestead Valley Sanitary District	Homestead Valley Sanitary Dist	2	120	0	0
Las Gallinas Valley Sanitary District	Las Gallinas	2	29,080	80	29,000
Marin Cnty Sanitary District 5	Marin Csd 5 - Tiburon Plant	13	2,330	120	1,195
Mill Valley City	Mill Valley City	8	1,968	86	1,278
National Park Service, Golden Gate National Recreation Area	Golden Gate National Rec Area	3	7,175	4,500	1,150
Richardson Bay SD- Tiburon City	Richardson Bay Sd	1	25	0	25
San Rafael Sanitation District	San Rafael SD	21	16,204	11,196	3,807
Sanitary District #1 of Marin	Ross Valley Sanitary District	16	230,550	101,081	127,106
Sanitary District #2 of Marin	Sanitary District #2 Of Marin	5	40,093	3,358	23,027
Sausalito City	Sausalito City	4	55,919	40	53,423
Sausalito-Marín City San District	Sausalito	1	674	0	674
Sewerage Agency of Southern Marin	Sasm	1	670	0	670
Tamalpais Community San Dist	Tamalpais CSD	4	1,376	15	30
Totals		81	386,184	120,476	241,385

Collections Department

January 1 – June 30, 2019

Private Sewer Lateral Replacement Jan-June 30, 2019 (Year to Date)

- As of 6/30/19, the District has issued (54) lateral replacement/repair permits.
- Of the (54) issued, (47) have been completed and approved by the District. Total lateral footage replaced to date = 2,010 feet of Private Sewer Laterals Replaced

Forcemain and Air Release Valve (ARV) Maintenance

The Collections Department has begun implementation of an ARV maintenance program. Phase 1 of the implementation consisted of the following:

- ARV Inventory – staff has identified (29) collection system ARV's. (10) more than previously documented.
- Crews have cleaned and repaired (15) of the ARV's. This required not only cleaning of the units themselves but also replacement of hoses, pipe fittings and repairing the alignment of the ARV within the access vaults.
- (11) ARV's will require contractor repair due to deferred maintenance and will be a component of the 2019/2020 CIP.
- Phase 2 of the maintenance program is mapping, establishing an ARV parts inventory and determining preventative maintenance scheduling moving forward.

Lateral Inspection Ordinance

An informational letter about the Lateral Inspection Ordinance has been sent to all property owners in the Las Gallinas Valley Sanitary District. The District is soliciting comments on the proposed Ordinance and has set a deadline of 8/21/2019 to receive feedback. To date, we have received approximately (40) emails and phone calls, total. We are in the process of developing a "Frequently Asked Questions" response, which will be posted on the District website.

Safety

<i>Date</i>	<i>Safety Training Class</i>	<i>Trainer</i>	<i>Audience</i>	<i>Time</i>	<i>Program Updates</i>
January 2019					
January 22, 2019	Injury & Illness Prevention Program	Gabe Santos	All	7:30AM-8:30AM	IIPP review/update
	Emergency Action Plan Training and Evacuation Drill		All	8:30-9:30AM	Review
	Active Shooter		All	9:30-11AM	Update EAP to indicate off site meeting location
February 2019					
February 19, 2019	Bloodborne Pathogens/Exposure Control	Jon La Commare	All	7:30AM-8:30AM	Review PPE Matrix and update
	Workplace Violence Prevention		All	8:30AM-9:30AM	BBP Annual Program
March 2019					
March 19, 2019	Confined Space Entry with hands-on	Lenny Lucero	Ops/Collections	7:30AM-2:30PM	Confined Space program annual review
April 2019					
April 16, 2019	Chemical Hygiene Program	Sahar Golshani	Lab Staff	7:30AM-8:30am	Chemical Hygiene Program Review
	Truck Mounted Crane Operator	Jon La Commare	Operators	7:30am-10:30am	
May 2019					
May 21, 2019	Incident Command System	Gabe Santos	Department Managers	7:30AM-2:30AM	Update of Respiratory Protection Program
June 2019					
June 18, 2019	Respiratory Protection	Lenny Lucero	Ops/Collections/Lab	7:30AM-8:30AM	Respiratory Protection Program review
	Fall Protection and Ladder Safety		Ops/Collection	8:30AM-11:30AM	

MTD



Agenda Item 6C3
Date September 5, 2019

Engineering Department Report

January – June 2019

Below is a summary of Engineering Department activities during the first six months of the year.



Figure 1. STPURWE Project Caisson Drilling for Aeration Basins in June 2019.

Secondary Treatment Plant Upgrade and Recycled Water Expansion

- Actively monitoring project progress by weekly meetings.
- Reviewing submittals, Requests for Information, change orders, and potential change orders.
- Deleted UV Alternative Bid from the construction contract.
- Approved a revised Emergency Diesel Generator and Electrical Building Distribution Equipment.
- PG&E completed Phase 1 undergrounding design; PG&E and Myers and Sons Construction (Contractor) completed construction.
- Working with PG&E and Aqua Engineering on Phase 2 undergrounding design.
- Working with County of Marin and State Parks in obtaining easement for PG&E.
- Regularly communicating with County staff regarding right of entry, golf net, and drainage culvert design, San Francisco Bay Trail Connection, and other issues.
- Coordinated with City of San Rafael to install traffic control signs from McInnis Park to reclamation parking lot.
- Finalized contract issues with SUEZ Water Technologies & Solutions (formerly GE Water & Process Technologies) for the Recycled Water Facility membrane equipment.
- Reissued RFP for Construction Management (CM) and Inspection Services; Received and evaluated proposals from Consolidated CM, GHD, and Kennedy Jenks; Interviewed GHD and Kennedy Jenks; CM contract awarded to Kennedy Jenks.

- Finalized Scope of Work and contract with DAC & Associates for geotechnical engineering support services during construction.
- Finalized Scope of Work and contract with Kleinfelder for materials testing and special inspection services.
- **Construction Activities:**
 - Non-destructive potholing of buried utilities using jetting method (Badger Vac Truck).
 - Demolition of MMWD Recycled Water Facility.
 - Removal of sludge from the old MMWD backwash ponds for the future Aeration Basins and off hauling to the stockpile area near St. Vincents School for Boys.
 - Backfilling of the backwash ponds with imported offsite materials.
 - Installation of soldier pile and lagging retaining wall for the future plant perimeter road in lieu of the reinforced concrete cantilever wall.
 - Relocation of 16" HDPE Descanso Force Main around the Aeration Basins.
 - Biological surveys by WRA.
 - Tree removal along plant perimeter road by JC Tree Services.
 - Demolition of Pond Return Pump Station equipment and piping.
 - Relocation of Hydro-Pneumatic Tank to provide room for the excavation of the Bypass Control Box.
 - Installation of Bypass Control Box.
 - Cone Penetration Testing by a subcontractor to verify depth of rock prior to caisson installation for the Aeration Basins & Electrical Building.
 - Installation of caissons for the Aeration Basins & Electrical Building by Malcolm Drilling.
 - Installation of the 18-inch MMWD Clearwell Supply Line.
 - Compaction testing and backfill placement observation by Miller Pacific Engineering Group (MPEG).
 - Geotechnical observation for caisson drilling by DAC & Associates.
 - Payment issued as of June 2019: \$2,293,604 (4.7% completion)
 - Work completed through June 2019: \$3,726,565 (7.6% completion)

Job No.	Project Description	Status/Updates	Budget
ADMINISTRATION			
19100-02	Miscellaneous Roof Replacement <i>Replace roofs on Administration, Shop, Digester, and Headworks buildings, which were beyond their useful lives.</i>	<ul style="list-style-type: none"> • Filed Notice of Completion on 5/16/2019. Released retention. • Project is closed. 	\$107,480
20100-02	Administration Building <i>Site investigation for Administration Building.</i>	<ul style="list-style-type: none"> • RFP process in progress. • RFP responses due on 9/27/2019. 	\$100,000
20100-04	Master Plan <i>Development of an Integrated Wastewater Master Plan.</i>	<ul style="list-style-type: none"> • Developed Master Plan RFP. • RFP responses due on 8/30/2019. 	\$200,000
ENGINEERING			
	On-Call Consultant Contract <i>Provide on-call consultant services for small projects and emergency projects, when applicable.</i>	<ul style="list-style-type: none"> • Established an agreement with Hazen & Sawyer (HS). • HS assisted staff in STPURWE genset sizing. • HS will assist staff on evaluation of existing bar screens. 	\$45,000
20125-01	On-Call Construction Contract <i>Provide on-call construction services for small projects and emergency projects, when applicable.</i>	<ul style="list-style-type: none"> • Awarded contract to Piazza Construction on 6/25/2019. 1) Trunk Sewer Manholes Repair in the Silveira field 2) Sludge Transfer Pipe Valve Cluster 3) Las Flores-Las Gallinas Overflow Sewer 	\$200,000
COLLECTION SYSTEM			
11200-03	John Duckett Sewage Main Capacity and Storage <i>Project will include the design for deepening of the Duckett pump station, eliminating the visible Gallinas Creek crossing and a new Highway 101 crossing.</i>	<ul style="list-style-type: none"> • Design by GHD is on hold due to budget constraints and staff workload. • Project will be included in the Master Plan. 	\$8,413,900
11200-03	Marinwood Trunk Sewer Repair <i>Trenchless rehabilitation of 420 LF of 18" diameter ABC (Asbestos Bonded Corrugated) underground sewer crossing at Highway 101 near Postmile 15.6-Miller Creek Rd overcrossing using CIPP lining.</i>	<ul style="list-style-type: none"> • Submitted an application for Caltrans permit. • Construction anticipated to start in Sept 2019 by Miksis Services Inc. • Contractor has received liner materials for the project. 	\$250,000
19200-01	Sewer Main Rehabilitation 2018 <i>Annual sewer system rehabilitation: Garden Ave, Corrillo Dr, John Duckett Pump Station Easement, Beechnut Ct Easement, Channing Way, & Montecillo Rd.</i>	<ul style="list-style-type: none"> • Filed Notice of Completion on 5/16/2019. Released retention. • Project is closed. 	\$2,053,167
19200-01	Quail Hill CIPP Sewer Rehabilitation <i>Trenchless rehabilitation of approximately 2,348 LF of 6" VCP sanitary sewer by CIPP.</i>	<ul style="list-style-type: none"> • Filed Notice of Completion on 5/16/2019. Released retention. • Project is closed. 	From SMR 2018 Budget.

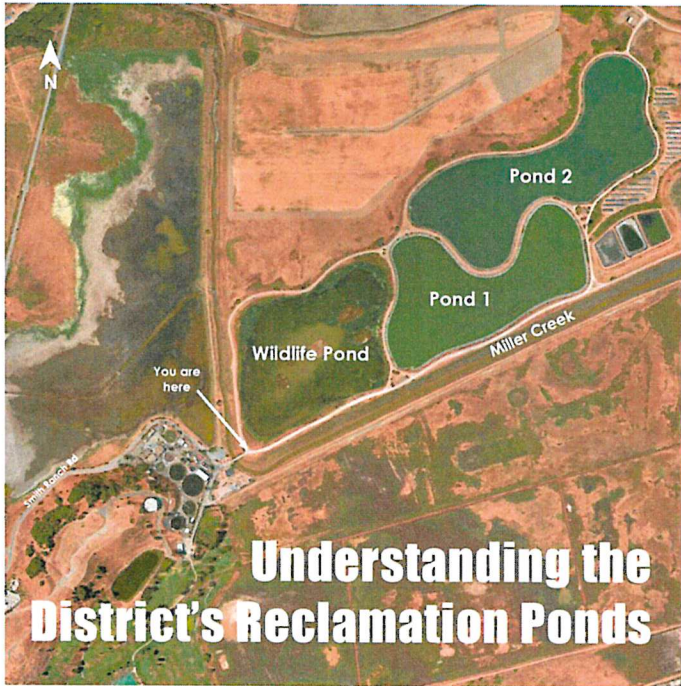
Job No.	Project Description	Status/Updates	Budget
PUMP STATIONS/FORCE MAINS			
12300-05	Rafael Meadows Pump Station <i>Upgrade of existing electrical facilities, installation of permanent standby generator, security fencing, storm drainage system, and water line at the PS. Project includes tree removal/planting, site regrading and AC paving, and installation of LED site lighting.</i>	<ul style="list-style-type: none"> Temporarily on hold pending City of San Rafael's final parking layout and promenade plans and District vehicle access issues. Staff has been coordinating with City and CSWST2 for latest layout and vehicle access. 	--
14300-05	Force Main Repair/Replacement <i>Replace or repair existing force main to the treatment plant and installation of redundant line for summer and winter flows.</i>	<ul style="list-style-type: none"> Design on hold at 50% pending granting of easements from the Silveiras. Will be included in the Master Plan. 	\$1,838,145
18360-01	Marin Lagoon Pump Station <i>Pump station control cabinets need to be upgraded due to deterioration, corrosion, and aging of the infrastructure.</i>	<ul style="list-style-type: none"> ArcSine to provide plans and specifications in September 2019. Call for bids using UPCCAA guidelines. 	\$193,115
18300-05	Hawthorne Pump Station Fencing <i>Replacement and realignment of pump station fencing.</i>	<ul style="list-style-type: none"> Project is on hold since 2017 due to property line discrepancy with pump station neighbors. Staff will reissue letter in September 2019 notifying homeowners that District will install new fencing at boundary line. Legal counsel will review letter. 	\$75,000
RECLAMATION			
11500-09	Miller Creek (Lower Miller Creek Channel Maintenance) <i>Rock vane caused levee erosion. Repair rock vane and levee. Continue monitoring of the revegetation per regulatory requirement.</i>	<ul style="list-style-type: none"> Submitted permit applications to regulatory agencies. Staff anticipates completing work between 9/1/2019 and 10/31/2019 construction window authorized by the regulators. 	\$326,376
17500-05	McInnis Marsh Restoration <i>Financial participation with County of Marin.</i>	<ul style="list-style-type: none"> MOU has been fully executed. Check in the amount of \$100,000 issued to Marin County Parks. 	\$100,000
20500-04	St. Vincent Pump Station Discharge Pipe Levee Repair <i>Repair levee and headwall near St. Vincent Pump Station discharge pipe.</i>	<ul style="list-style-type: none"> Staff will issue PO to Piazza Construction using UPCCAA guidelines. 	\$50,000
20500-04	Sharp Solar Panel Replacement Project <i>Replacement of solar panels on District property.</i>	<ul style="list-style-type: none"> Staff is finalizing an Agreement with Sharp. Staff will issue a PO to Empire Electric for installation of solar panels using UPCCAA guidelines. 	\$100,000
TREATMENT PLANT			
12600-02	Plant Improvements 2018 <i>Replacement of grit pumps, grit motor controls, hydrocyclones, and installation of progressive cavity sludge pumps.</i>	<ul style="list-style-type: none"> Greggory Equipment started construction in May 2019. Target completion: October 2019. 	\$910,952

Job No.	Project Description	Status/Updates	Budget
12600-07	Secondary Treatment Plant Upgrades <i>Increase secondary treatment capacity and provide treatment plant upgrades.</i>	See cover page for status update.	\$62,000,000
16650-02	Recycled Water Facility Expansion <i>Expand Recycled Water Facility.</i>	See Secondary Treatment Plant Upgrades.	
20600-04	Flow Equalization Basin <i>Design and construction of flow equalization basin.</i>	<ul style="list-style-type: none"> • RFP process in progress. • RFP responses due on 9/27/2019. 	\$400,000
LAND DEVELOPMENT			
	Kisco Senior Living - 555 Northgate Dr <i>Pre-application to determine feasibility of acquiring ~20,000 SF from 555 Northgate and merging it with 275 Los Ranchitos, to develop an additional 30 senior living units. Reconfigure 555 Northgate's parking plan.</i>	<ul style="list-style-type: none"> • Staff responded to City of SR Planning Division referral on 5/20/2019. 	
	350 Merrydale Rd/3833 Redwood Highway <i>Demolition of three (3) one-story classroom buildings on site and construction of 9 buildings containing a total of 44 residential townhome units.</i>	<ul style="list-style-type: none"> • Staff responded to City of SR Planning Division referrals and developer's (BKF/Michael Hooper) submittal. • Staff will discuss potential capacity issues with BKF/Michael Hooper. 	
	Los Gamos Vacant Lot <i>Pre-application and Conceptual Review for 60 attached units and 125 rental units on a vacant hillside lot.</i>	<ul style="list-style-type: none"> • Staff responded to City of SR Planning Division referral on 6/27/2019. 	
	Kaiser Parking Garage - 1650 Los Gamos <i>Construction of a parking structure on the existing parking lot.</i>	<ul style="list-style-type: none"> • Staff met with Kaiser design consultant and contractor to finalize sewer main realignment and resolve access issue. • Issued Sewer Main Construction Approval Letter on 6/14/2019. 	
	Guide Dogs for the Blind <i>Construction of Puppy Center.</i>	<ul style="list-style-type: none"> • District received \$112,669 from Guide Dogs for special easement machine. • Coordinated with access road paving surface issue. 	

MDP

January – June 2019

Below is a summary of the activities performed by the Operations Department during the first six months of the year.



The Las Gallinas Valley Sanitary District appreciates the interest many of you have in the District's reclamation area. We want to help you understand our pond system as much as possible.

The ponds primarily function as recycled water storage facilities. The District produces a lot of secondary treated (effluent) recycled water which is:

- 1) used to irrigate District pasture land
- 2) taken by the Marin Municipal Water and North Marin Water districts for landscape irrigation and/or other uses
- 3) stored in the ponds for later release to Miller Creek.

Water levels fluctuate throughout the year. Typically, water may only be released to Miller Creek from November – June. Pond levels are therefore normally lowest in June and into the summer months. From June - October, when release to Miller Creek is prohibited, water is directed to the storage ponds. Normally the water level will be highest just before the permitted release period starting in November.

Vegetation management will help keep the Wildlife Pond healthy. Occasional over-abundance of cattails in the Wildlife Pond requires the District to rely on a vegetation management program. Cattails in various areas are intermittently/seasonally removed to increase the water surface area, open areas to wind and small wave action, and create wildlife "pathways" among the cattails. Additionally it will reduce mosquito breeding areas, which is consistent with the Marin/Sonoma Mosquito & Vector Control District mission of protecting the public health and welfare (www.msosquito.com). This program also complies with requirements of the State of California and San Francisco Bay Regional Water Quality Control Board. The first phase of cattail removal (Fall 2019) is noteworthy due to the large accumulation of plants. Reduction of cattails is a necessary step in improving the overall condition of the pond and providing for easier and more effective management in the future.

For more information about the Las Gallinas Valley Sanitary District, please visit www.lgvsd.org



Recently Developed Public Information Billboard Summarizing LGVSD Effluent Storage Pond Operation

Recycled Water Facility Totals

- 13,868,698 Gallons Distributed to North Marin Water District
- 18,524 kilowatt hours consumed, approximate cost = \$2,686.14
- No Recycled Water was Produced by MMWD per Operational Agreement to facilitate STPURWE Project Construction

Biogas Production & Utilization

- 3,618,221 scf 68.55% of total utilized by Microturbines
- 683,244 scf 12.94% of total abated by Waste Gas Burner
- 865,767 scf 16.40% of total utilized by Digester Gas Boiler
- 111,061 scf 2.10% of total utilized by RNG

January - June 2019

Events

General

- ArcSine Engineering converted the daily report system to Operator 10 database.
- Cal-Microturbine has performed 4 site visits to troubleshoot on-going ignition problems with BERS Microturbines.
- RNG production has been suspended until several issues with the time-fill station can be resolved.
- The Plant Manager and Board President participated in a Fact-Finding Trip to Denmark by the Ministry of Foreign Affairs of Denmark.

Wastewater Treatment Plant

- The contractor Gregory Equipment installed a new progressive cavity sludge pump for Primary Clarifier #1 which has greatly improved the reliability and consistency of sludge pumping to the Digester.
- Deep Bed Filter Feed Pump #1 motor failed and was replaced with a spare motor.
- Deep Bed Filter cells 5 through 8 were found not filtering water. Operations staff found that corrosion inside the electrical control cabinet caused wiring to detach from terminals. A section of control wiring and a blown fuse was replaced.
- Primary clarifier #2 scum pump was experiencing low output due to a cracked diaphragm. The diaphragm was replaced, and the pump was returned to service.
- The Primary Digester went through multiple extended durations of time with low alkalinity and volatile acids due to the addition of poly aluminum chloride in the primary clarifiers during high storm flows. The condition resulted in a temporary reduction of digester gas production.
- District staff have been working with JDB Systems to identify and repair an intermittent problem with level sensing instruments utilized in flow control during influent high flows.
- New SCADA communications radios were installed at Hawthorne and Mulligan pump stations to improve the reliability of remote monitoring and control of Mulligan Pump Station.
- Staff accommodated two service outage requests from Myers and Sons Construction to first relocate yard piping for Descanso Force Main at the WWTP and the second was to repair damage to the pipe after an unintentional puncture by a sub-contractor.
- Meyers and Sons Construction, inadvertently hit the Deep Bed Filter feed piping with an excavator while installing shoring during the STPURWE Project. Staff worked quickly to bypass the filters while MSC trenched around the damaged pipe and installed a repair coupling.
- The Deep Bed Filter chlorine analyzer failed and was replaced with a spare unit.

January – June 2019

Pump Stations

- McInnis golf course pump station pumps were found experiencing higher than normal run times. Faulty float switches were found to be the cause of the excessive run time. two floats switches were replaced.
- The Air Relief Valves at Adrian and John Duckett pump stations were leaking and not functioning properly. Operations staff cleared debris clogging the interior body, new seals were installed and both units were put back into service.
- Duckett pump station is operating with very old switchgear and upgrades will be prioritized in the upcoming Master Plan. The electrical connections to the bus bar for pump #1 have overheated causing the pump not to run. Knights Electric is currently evaluating the current condition of the circuit breaker and wiring and will recommend the necessary repairs.
- Pond levels are being closely monitored in order to predict when the treatment plant will have to switch discharge modes from reclamation to discharging to Miller Creek. Pond levels are higher than usual since the MMWD recycled water plant no longer is service as part of the planned schedule for the STPURWE project.

Recycled Water & Reclamation

- Reclamation irrigation pump #4 was sent out for rebuild and subsequently re-installed and put into service. Pump #4 is currently being used as the primary duty pump until additional funding is available to rebuild pumps 1, 2, 3 and 5.
- Valve B-2 at the Reclamation pump station was replaced in order to test the old Pond Return pumps. The pumps tested to be functional and options are being evaluated to use the pumps to recirculate water through the Marsh pond.
- A new 10" check valve was installed on recycled water distribution pump #1 after the original check valve failed and allowed the North Marin Water District storage tank to drain back to the LGVSD distribution wet well.
- The St. Vincent's pump station pumps have required staff to reset motor overload protection circuits on multiple occasions in the discharge season. It is suspected that an overgrowth of vegetation around the St. Vincent's pump station has entered the pumps during operation. A project to remove vegetation in the ditch feeding the pump station is scheduled to be completed by the following discharge season. Operations increase the frequency of the removal of vegetation in the drainage ditch to prevent this from occurring in the future.
- Irrigation Pivot #2 failed and cannot be repaired without outside assistance. A proposal from Valley Irrigation to replace or repair the irrigation pivot is currently being evaluated. An insurance claim for loss has been filed with Alliant Insurance.
- Solar inverter C has intermittently required staff to reset to return to service. Kenwood Energy is assisting staff in a warranty claim process with Sharp Electronics to replace panels exhibiting ground fault conditions.

January - June 2019

Lab & Regulatory Compliance

- District staff members (Lauren Fontana and Chris Campbell) participated in the Marin County Sanitation Agencies Public Education Program. Outreach booths were staffed at the Marin County Fair for five days. Visitors to the booths have an opportunity to take a quiz concerning the proper disposal and collection of pharmaceuticals, mercury, batteries and other household hazardous waste in the County.
- Lab staff (Sahar Golshani) partnered with Terra Linda High School’s MarinSEL program in its environmental projects.
- The lab analyst position was vacant for three months. On 05/21/19, the position was filled and the new lab analyst (Lauren Fontana) is in training.
- Marin County Sanitation Agencies Public Education Committee hired The Marketing Machine company to create a new video for public outreach events. The goal is to introduce to the public the highlights of each sanitation agency in Marin County, how to dispose of household waste properly (Toilet is not a garbage can), and the wastewater treatment process works. Reclamation ponds and Recycled water were the highlights for LGVSD.
- The annual proficiency tests (unknown PT samples) were performed and the results reported to regulatory agencies. Environmental Laboratory Accreditation Program (ELAP) and the State Water Board require authorized dischargers to run proficiency tests and report to the regulatory agencies in order to demonstrate their capabilities
- ELAP requires staff who are involved in testing regulatory samples prove their capability by running an unknown sample. All the operators and the new lab analyst at LGVSD participate in the performance testing.
- Lab staff attended necessary conferences, trainings, and meetings (California Water Environmental Association (CWEA) annual conference, North Bay lab committee meeting, CWEA Cross training, and 6 sessions of The NELAC Institute (TNI) trainings) to learn new regulations and procedures.
- Lab staff began revising the QA manual and lab SOPs to conform with the new TNI standards.
- The vacuum cleaner containing asbestos that had been stored in the lab, was removed by a certified asbestos removal company.

List of Permit Excursions:

#	Date	Type of Permit Excursion	Result	NPDES Limit
E.1	01/07/19	Copper Effluent Limit Exceedance	13 ug/L	11 ug/L (MDEL)
E.2	02/14/19	Chlorine Excursion	4.57 mg/l	0.0 mg/l
E.3	02/28/19	TSS Percent Removal	82.5%	Minimum Limit 85%
E.4	05/19/19	TSS Effluent Limit Exceedance	22 mg/l	20 mg/L (MDEL)

January - June 2019

E.1

Reason: The treatment plant uses poly-aluminum chloride (PAC) in a chemically enhanced primary treatment (CEPT) method to improve solids settleability during periods of excessive influent flows. On January 09, 2019, staff discovered the stroke setting for the poly-aluminum chloride metering pump was set to 30%. The stroke setting required for effective dosage should have been 50%.

Corrective action: Staff have updated the daily rounds sheet to include a category for recording the PAC pump stroke setting.

E.2

Reason: A utility power failure resulted in faults in both effluent pump's variable frequency drives (VFD) which caused flooding in the area of an electrical panel that was thought to only provide power to the non-potable plant water system. In order to prevent a potential safety hazard, staff turned the power off to the electrical panel without realizing that a sub panel attached to this panel was providing power to the de-chlorination equipment.

Corrective action: a label identifying the affected loads, has been installed at the circuit breaker feeding the de-chlorination and plant water systems. Operations staff discussed incident in morning meeting following this incident.

E.3

Reason: Due to heavy and persistent rains during the month of February, the influent wastewater was diluted, with most of the influent TSS sample results below 100 mg/l. The amount of TSS removal was expected for the existing process equipment at the flow rates observed for this period. However, the average monthly removal did not meet the permit requirement of 85% under these conditions.

Corrective action: The District is in the process of expanding the capacity of the secondary treatment process, which is expected to reduce the final effluent TSS during high flow conditions.

E.4

Reason: Maximum daily TSS was exceeded on one day in May due to heavy and persistent rains during a period that the District's CEPT system was inoperable because it was undergoing improvements in the 2018 Plant Improvements Project.

Corrective action: Bulk chemical lines for the CEPT system have been replaced since this incident.

9/5/2019 BOARD REPORTS

Agenda Item 7.1

LAFCO

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

Agenda Item 7.2

Gallinas Watershed Council/Miller Creek Watershed Council

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

Agenda Item 7.3

JPA Local Task Force on Solid and Hazardous Waste

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

Agenda Item 7.4

Flood Zone 7

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

Agenda Item 7.5

NBWA

- a) Board Committee
- b) Steering Committee
- c) JTC

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

Agenda Item 7.6

NBWRA/North Bay Water

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

Agenda Item 7.7

Engineering Subcommittee

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

9/5/2019 BOARD REPORTS

Agenda Item 7.8 Other Reports

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



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. and
returning on _____ day of _____ from _____ a.m. / p.m.

Actual meeting date(s): _____

Purpose of Meeting: _____

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

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

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.

9-4-2019

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

E-Alerts

California Supreme Court Provides Rare Update on Inverse Condemnation Doctrine

By: Bradford B. Kuhn, Willis Hon
08/16/19

On August 15, 2019, the California Supreme Court (“Supreme Court”) issued its first inverse condemnation opinion in more than 22 years in the case *City of Oroville v. Superior Court of Butte County*, Case No. S243247 (“Opinion”). In this unanimous opinion authored by Justice Cuéllar, the Supreme Court held that to succeed on an inverse condemnation claim, a property owner must show more than just a causal link between the existence of a public improvement and damage to private property: it must demonstrate that “the property damage was the probable result or necessary effect of an inherent risk associated with the design, construction, or maintenance of the relevant public improvement.”

With inverse condemnation litigation on the rise in California, the Supreme Court recognizes the burden that would be placed on public agencies’ scarce resources by imposing absolute or strict liability for any damage, no matter how remote, related to public improvements. As a result, the Opinion raises the bar on what property owners must demonstrate to prove liability by moving away from an automatic strict liability assessment and instead undertaking a more rigorous analysis focused on the reasonableness of the public agency’s actions and the potential responsibility of the private property owner as a result of its acts or omissions that may have played a role in the damages.

Summary of the Opinion

This case involved an inverse condemnation claim brought by three dentists against the City of Oroville (“City”) when a sewer system back-up flooded the office owned by the dentists, where they operated their dental practice. The dentists filed a lawsuit claiming the City was strictly liable since the damages resulted from a public improvement (the City sewer system). The City argued it was not liable since the damages could have been prevented had the dentists installed a legally-required backwater valve, which they had failed to do. Both the trial court and the Court of Appeal held the City liable under inverse condemnation.

The Supreme Court reversed, finding that the Court of Appeal had erred by “failing to analyze inverse condemnation with sufficient focus on substantial causation by inherent risks associated with the public improvement, and presuming that the City must disprove any causal connection to the harm.” Instead, the Supreme Court found no inverse condemnation liability, holding that “public entities are not strictly or otherwise automatically liable for any conceivable damage bearing some kind of connection, however remote, to a public improvement.” Rather, a plaintiff must additionally show that “the damage to private property was substantially caused by inherent risks associated with the design, construction, or maintenance of a public improvement.”

In reaching this result, the Supreme Court walked through the “inherent risks” and the “substantial causation” elements of inverse condemnation, and held that either (i) damages must be the “necessary or probable result” of the public improvement, or (ii) the immediate, direct, and necessary effect of the

improvement produced the damage. The Supreme Court explained that "This approach avoids treating inverse condemnation as a species of strict or absolute liability that would avoid the necessary analysis of inherent risks and substantial causation, frustrating the development of public improvements because of the increased costs to public entities."

The Supreme Court explained that if it were to ignore the private owner's failure to install a backwater valve and simply impose strict liability, it would be:

airbrushing out of the picture not only the City's considered judgment about what it would take to balance the safety and practical considerations for this public improvement, but [the owners'] noncompliance with an ordinary planning code requirement that would have eliminated or at least mitigated risks of sewer backup damage. That is hardly different than turning inverse condemnation into a basis for automatic imposition of liability on the public entity if even a tenuous causal connection exists between the public improvement and private property damage, irrespective of whether a plaintiff's act or omission materially contributes to the risk. And it ignores that the City, like all public entities in an imperfect world of scarce resources, is in the business of weighing safety, the availability of resources, and possible risks that may result from its public improvements.

Significance of the Supreme Court's Holding

The Opinion is significant not only in that it is the first time the Supreme Court has weighed in on an inverse condemnation case since *Bunch v. Coachella Valley Water District*, 15 Cal.4th 432 (1997), but also because it is a distinct departure from the strict liability focus featured in earlier inverse condemnation cases. Instead, the Opinion incorporates elements of the reasonableness framework previously limited to inverse condemnation cases involving flood control improvements.

Significantly, the Supreme Court explained that for inverse condemnation claims, courts are permitted to consider a "plaintiff's act or omission in the chain of causation, for example, a property owner's failure to follow reasonable requirements imposed by the public entity to reduce the risk of the public improvement."

In other words, instead of automatically imposing inverse condemnation liability if a public improvement is a cause of damages to private property, courts must undertake a liability assessment which includes analyzing whether the damages were also a result of the acts or omissions of the private property owner.

Accordingly, in this case, the Supreme Court found that "the record supports that the City acted reasonably in adopting the design for the sewer system, and that the sewer was designed in accordance with the accepted practices for designing and constructing sewer systems of that time." The Supreme Court further relied on a "reasonableness" assessment in stating that it was reasonable for the City to expect the private property owners to comply with the law.

While the Opinion does not expressly state that the Supreme Court is abandoning the prior strict liability standard, the holding in this case suggests that the Supreme Court now contemplates a more nuanced analysis of the substantial cause element of inverse condemnation claims than before. The Opinion amounts to a significant win for public agencies and public utilities across California.

Nossaman attorneys are available to assist clients on issues regarding inverse condemnation and eminent domain law, including on the latest legal and policy developments in the area

Biowaste meets its match with new venture

Barfly

BARFLY

San Anselmo's Steve McKenzie has a plan. The 65-year-old onetime comedian and now asset manager has teamed up with pioneering scientist David Blume, as a special projects director, in a new venture designed to help California with a problem that most Californians don't even know exists. And they plan to do it with distilling.

California Senate Bill No. 1383, approved in 2016, goes into force in 2020, effectively curtailing most methane producing materials in landfills, which means that biowaste needs to find a new home. Or a conversion.

Enter McKenzie's teammate and ecology pioneer David Blume, 62, of Blume Distilling in Watsonville, who literally wrote the book on the bioconversion of ethyl alcohol, a substance that we find in our motor fuel (up to 10 percent) or put into our bodies via alcoholic beverages (up to 75 percent).

"Napa has been an area of interest to us because of the wine waste," says Blume from his 14-acre facility in Watsonville, located appropriately on the site of an organic farm called Whiskey Hills.

"Wine is a disinfectant, alcohol is a disinfectant, a few parts per million is enough to kill all the bacteria on our surface. You can't put that in a landfill because it is toxic to the organisms that break down the waste," he says.

He points out that the Napa fires and resultant smoke in 2018 have affected a good deal of wine production. Wine is often fermented in open vats, and as such can be affected by environmental factors, such as smoke and ash.

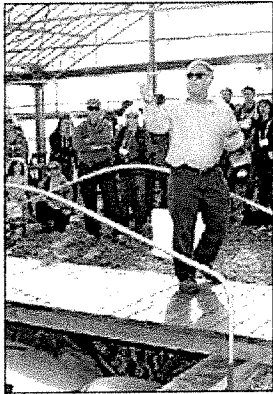
"I've tasted some of that smoked wine and it would be really great to distill that and get rid of all of that," Blume says. "We have a great sample of a salvaged wine that we transformed into 200 proof alcohol."

For the uninitiated, "proof" of alcohol is arrived at by doubling the percentage of ethyl alcohol, ergo 20 percent ethanol is 40 proof, 40 percent is 80 proof and so on. Modern vodka is either 80 or 100 proof, meaning that half, or more than half, of the product is added water.

Furthermore, most so-called craft distillers don't actually make their own alcohol, they buy it in bulk and then manipulate it after the fact, adding water, flavorings etc. Even the most efficient conventional column still will only produce at most a 192-proof spirit. By law all vodka must first be distilled to 190 proof. Blume's process, a complex and copyrighted filtration process brings that proof up to 200.

"We are not contracting out crops being grown for us; we are first trying to use the waste that is already available," says Blume making a distinction between a distillery and a bio-refinery.

"We make a pharmaceuticalgrade alcohol here, which is the



David Blume, owner and operator of Whiskey Hill Farms and Blume Distillation in Watsonville, leads a tour of his facility. Blume and San Anselmo's Steve McKenzie have teamed up to refine biowaste.

DAN COYRO/SANTA CRUZ SENTINEL



Jeff Burkhart

Biowaste meets its match with new venture

Barfly

FROM PAGE 1

smoothest alcohol possible because there are no trace byproducts in it at all. At the end of the day if you are selling to a pharmaceutical company to make drugs, you don't know which chemicals might react when they make a drug, so, you have to get rid of all of that. And we are the only small-scale distillery that knows how to do that."

Part of that knowledge is based on his background catalogued in his book "A lcohol Can Be a Gas: Fueling an Ethanol Revolution for the 21st Century," an encyclopedic tome of "bio refining," the merger of regenerative agriculture and distillation.

If that isn't enough, Whiskey Hills includes five acres of glass greenhouses that once grew roses and now, according to Blume, is the largest producer of organic turmeric in the United States. It is also a large-scale laboratory experiment featuring everything from extremely alternative composting to cat tail purification ponds, fertilizer reuse, biowaste reimagining and even freshwater lobster ponds.

All of that might sound like some sort of aquarian dream, but it is not.

“I’m an ecologist and a bio-systematist. So, I’m a scientist, where an environmentalist is an advocate position for a philosophy.”

Blume has been a teacher and a TV host, as well as a consultant for both NASA and the USDA. Now he seems content to be an organic farmer and biorefiner.

“Our plan is to put a plant in every county, and have that waste diverted to us, because no one else can take it,” he says, “and then make it harmless by taking out all the sugar, which is what causes the conversion of methane, which is exactly what is trying to be avoided with the new law.”

As a byproduct, those refineries will also produce a high-grade ethanol that can in turn be used as a motor fuel or can be used to fuel the exploding craft distilling market.

And it is all starting with a Marin County man, a scientist and a place named, appropriately enough, Whiskey Hills.

Jeff Burkhart is the author of “Twenty Years Behind Bars: The Spirited Adventures of a Real Bartender” and an awardwinning bartender at a local restaurant. Follow him at jeffburkhart.net and contact him at jeff@thebarflyonline.com.



Ethanol advocate and author Dave Blume fuels his truck with distilled alcohol.

DAN COYRO/SANTA CRUZ SENTINEL

Lawsuit challenges MMWD fee

Lawsuit

MARIN COURTS

Maintenance charge called violation of state constitution

By Will Houston

whouston@marinij.com @Will_S_Houston on Twitter

The months-long fight over Marin Municipal Water District's controversial new fee on ratepayers is moving to the courthouse.

The Coalition of Sensible Taxpayers nonprofit corporation, known as COST, and four water ratepayers filed a 64-page complaint in Marin County Superior Court this week alleging the water district overstepped its authority and violated the state constitution by approving the new capital maintenance fee earlier this year. The fee, which took effect in July, levies a fixed fee based on water meter size, with most ratepayers paying about \$164 or \$409 per year; however, the fee amount can range up to \$31,063 for 10-inch meters. The estimated \$241 million in fee revenue collected over the next decade is set to be used to repair and replace the district's aging pipes, pumps, water tanks and treatment plants as well as for fire preparedness.

In a lawsuit filed Tuesday, COST and the ratepayers — Doug Kelly of San Anselmo, Gloria Rashti and Mari Robinson of Mill Valley and Robert Rosenbluth of Tiburon — allege the capital maintenance fee and the increased watershed maintenance fee the water district also approved earlier this year violate the state constitution.

"The resulting fee scheme is arbitrary and capricious — and illegal," the COST board of directors wrote in a statement. "It places an unfair burden on residential ratepayers broadly, especially those who are low water users or have large meters."

The case seeks to invalidate the fee, refund all fee payments and

LAWSUIT >> PAGE 2



Horenstein

Lawsuit challenges MMWD fee

Lawsuit

FROM PAGE 1

prevent the district from collecting revenue. COST is asserting that the fee will need to go to a vote by ratepayers in order to be adopted.

Ben Horenstein, MMWD general manager, said the district will defend itself and that it's common for lawsuits to follow rate increases.

"It is unfortunate that ratepayer dollars will be used in addressing the claims made by COST," Horenstein said in a statement. "Most of the legal issues raised are issues that were raised and responded to during the rate setting process. They have been vetted by our financial and legal teams and we have a high level of confidence that we will prevail in this lawsuit. We take the rate setting process seriously and are dedicated to fairness in the process."

The district adopted the new fee in order to reduce its reliance on bonds to fund capital projects. By paying for projects with cash, the district will ultimately save ratepayers about \$90 per year they'd be paying to cover hundreds of millions of dollars in interest costs. The district plans to use its debt capacity for emergency situations. Responding to ratepayer complaints on the fee's immediate wallop on their wallets, the district Board of Directors adopted some carve-outs. These include reducing the fee by one tier for people who have larger meters solely for fire sprinklers or to keep adequate water pressure; waiving the fee for fire flow lines; splitting the fee payments on bimonthly water bills for the first two years and then transition to customers' property tax bills thereafter; and revisiting the fee after two years.

Larry Minikes, an MMWD Citizens Advisory Committee member who supported the fee increase, said he thinks the lawsuit is counterproductive to the needs of the county, especially in the face of climate change, increased fire risk and associated impacts such as tenuous insurance coverage.

"Infrastructure is not a tax or cost to us, it's an investment," he said. "It's incumbent on this generation to make that investment."

Kevin Haroff, an attorney and a member of the Larkspur City Council who opposed the fee along with the council, said he had similar concerns to COST's about the district's method of assessing the new fee.

"I agree with the views expressed by many that the district was not sufficiently open and transparent in the way in which it presented the proposed fee to the public in advance of its adoption," Haroff wrote in an email, "and I hope that the lawsuit will provide a forum to shed more light on how the district found itself in a position to have to raise fees in the way that it did."

Evacuation gridlock a Marin danger

Gridlock

DISASTER STUDY

Report warns of road bottlenecks in some areas during emergency

By Adrian Rodriguez

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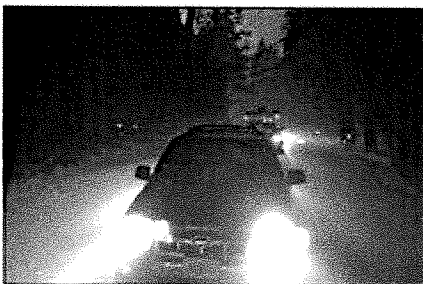
In Marin County, where many homes are tucked into hillsides along narrow, winding roads, residents could encounter some of the toughest traffic jams during an emergency evacuation, according to a new report.

The study, done by StreetLight Data Inc., was inspired in part by the gridlock residents of Paradise faced during the Camp Fire last year. Researchers looked at communities of 40,000 residents or fewer across the country, showing how traffic would flow during an emergency and pointing out potential bottlenecks.

Santa Venetia, Sleepy Hollow, Marin City, Sausalito, Corte Madera, San Anselmo and Fairfax were among the most problematic in the Bay Area, according to the report.

"I would agree that we have major evacuation issues in this county," Marin County fire Chief Jason Weber said. "These seven

GRIDLOCK » PAGE 2



Hundreds of vehicles crowded onto the streets of Paradise as residents fled from the Camp Fire in November.

COURTESY OF DARREL WILKEN

Evacuation gridlock a Marin danger

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FROM PAGE 1

communities are examples, but it goes beyond that. There is a lot more to be done.”

Researchers gave scores to cities across the country based on the total population of the town, the number of roadway exits out of town, and the average number of cars each exit route carries on a typical day, assuming residents would choose familiar routes in an emergency.

Of the 30,000 communities analyzed, around 800 had scores that were three or more times the national average, including 107 in California, indicating that residents there have fewer options when it came to fleeing in a hurry. Twentytwo of the towns and cities are in the Bay Area, and one is in Santa Cruz County.

The data itself shouldn't necessarily be taken as a prescription for county planners on what to do when they're preparing for disasters, said Laura Schewel, CEO and cofounder of StreetLight Data. Rather, planners should think of the map as a tool to highlight areas where they might focus their efforts. But, she said, local officials will have to weigh many different factors in crafting an evacuation plan.

“Part of fire education might be reminding people they don't have to take the main exit during an emergency,” Schewel said. “And default behavior is not necessarily the right thing to do if you're moving a whole city.”

Approximately 69,000 Marin homes are within the highest risk zone called the wildland-urban interface, where residential properties abut open space, according to the county.

The good thing, Weber said, is that elected officials and fire officials across the county have united to address the problem. One solution is the proposal for a new property tax that would raise \$20 million annually to support wildfire prevention efforts.

There are evacuation maps posted to the Marin County Fire Department's website, but those could use updating. One of the focuses of the initiative is tackling the evacuation issue, Weber said.

“This is one of the key reasons we're pushing for the countywide initiative,” he said. “We recognize that we cannot do all that we need to do to keep people safe right now.”

Weber said the key in an emergency is not to panic.

If residents are worried about getting trapped, there is nothing wrong with evacuating ahead of the crowd, as long as there is not a shelter-in-place alert, said Central Marin fire Chief Scott Shurtz.

“If it appears that there is an imminent threat, leave early,” Shurtz said. “Getting out early can be one of the best strategies people can use before roadways get clogged up.”

“The interesting challenge that we face is that many of the hillside roads were laid out more than 100 years ago,” Shurtz said. “What we're left with is a network of roads that were designed for a horse-drawn wagon.”

San Rafael fire Chief Chris Gray said that after a close look, it's apparent that some of these neighborhoods are choked by a lack of roads, with some paths marked as emergency-only access.

“Hopefully the wildfire planning efforts will lead to better vehicular access and evacuation capability countywide,” he said.

Fire officials across the county are working with residents on disaster drills, fire prevention and preparedness and overall education. Fire officials are also aggressively clearing excess vegetation from open space and woody neighborhoods.

For example, approximately 55 evacuation routes around the slopes of Mount Tamalpais in Mill Valley, Larkspur and throughout the Ross Valley are benefiting from some vegetation management, thanks to \$1 million state grant, Weber said.

Fire officials recommend that residents educate themselves and get prepared. More information is at FireSafeMarin.org and readymarin.org.

They also recommend that residents sign up for emergency notifications at AlertMarin.org and Nixle.com.

The report is available at bit.ly/2zm9RrS. *The Bay Area News Group contributed to this report.*



Burned-out hulks of cars abandoned by their drivers sit along a road in Paradise after a catastrophic wildfire in 2018.

RICH PEDRONCELLI — AP PHOTO, FILE

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Home Editorial Experience in Colorado Shows the Growth Potential of Biogas as Vehicle Fuel and in Pipeline Injection

Experience in Colorado Shows the Growth Potential of Biogas as Vehicle Fuel and in Pipeline Injection

Four Colorado communities reap economic and sustainability benefits by capturing digester methane and producing compressed natural gas for vehicles.

📄 Appeared in print as *"Putting Biogas to Work"*

✍ By Neil Kolwey

🕒 September 2019

📁 How We Do It - Wastewater





The City of Grand Junction, Colorado, uses the biogas from the wastewater treatment facility to fuel its fleet of compressed-natural-gas vehicles.

Four Colorado clean-water plants are implementing projects to recover and reuse biogas from anaerobic digestion.

Most wastewater treatment facilities use some biogas (a mixture of mainly methane and carbon dioxide) to fuel boilers that heat the anaerobic digester, and most of the biogas is flared. Instead of flaring the excess gas, the Colorado facilities are recovering, treating and using the biogas as alternative transportation fuel — as fuel for the cities' fleet vehicles or through pipeline sales to other organizations.

The facilities are owned by Grand Junction, Longmont, Littleton/Englewood (now called the South Platte Water Renewal Partners), and Boulder. All four projects include a system to remove gas impurities (mainly hydrogen sulfide, siloxanes, VOCs, carbon dioxide and water). Each also produces compressed natural gas, or CNG.

Grand Junction and Longmont will use the biogas for the cities' own CNG vehicles. In Grand Junction's case, the project includes building a new gas pipeline from the wastewater treatment facility to the city's fueling station. Boulder and South Platte will inject the biogas into a pipeline to sell to other customers as a transportation fuel.

Getting credits

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A key to the winning economics for these projects is the sale of the credits for the fuel, called renewable identification numbers. For the RINs to be sold, the biogas must be used as a transportation fuel. The RINs are purchased by oil producers, which are required to produce a certain percentage of renewable fuel (or purchase RINs), under the federal Renewable Fuel Standard.

One RIN is a gallon of ethanol equivalent, or equivalent to 84,000 Btu (the heating value of that gallon). As of May, each RIN was worth about \$2, which works out to about \$26/MMBtu of biogas. However, the price of RINs may decline somewhat over the next five years as more treatment facilities and landfills take advantage of them.

Table 1 below summarizes the initial investment and the annual costs and revenues for the biogas recovery/reuse projects. The simple payback periods are four to nine years, a reasonable investment for a city or treatment facility. Grand Junction's initial costs included \$1.3 million for a 5-mile gas pipeline extension, lengthening the project payback.

Being sustainable

Aside from the favorable economics, the inspiration for the projects was sustainability: reduced CO₂ and methane emissions from flaring, and the recovery and reuse of a valuable fuel resource. In addition, Grand Junction and Longmont reduced CO₂ emissions by burning biogas rather than diesel in their trucks.

Related: [An Arizona Plant Can Now Claim Full Capture and Reuse of Clean-Water Plant Resources](#)

A gallon equivalent of CNG (or biogas) generates 30% lower CO₂ emissions than a gallon of diesel. Table 2 (on following page) shows the emission reduction benefits and completion dates for the four projects.

On site or sale?

A key choice for a biogas recovery project is whether the city should use gas in its own vehicles or sell it. In the latter case, to obtain the RIN revenue, the city may need to hire a broker to sell the gas for use as a vehicle fuel, and to sell the RINs to one or more obligated oil companies.

Use of the biogas on site offers two advantages. First, the gas is worth more in annual revenues if replacing diesel at \$2.50 to \$3 per gallon than if sold as natural gas at \$5.50/MMBtu (or about 75 cents/diesel gallon equivalent). Second, if the biogas is used on site, the city also reduces its fleet CO₂ emissions.

On the other hand, using the fuel on site requires some coordination with the city's fueling operations. Longmont navigated that challenge by locating its CNG vehicle fueling station at the wastewater treatment plant site.

Related: [Keeping the Climate Commitment](#)

John Gage, project manager for Longmont's biogas project, observes, "We solved the logistical problem of where to locate the fueling station and avoided having to build a gas pipeline extension." Grand Junction pipes the biogas to its vehicle fueling station, about 5 miles from the treatment plant.

Comparing to CHP

Using the biogas in a combined heat and power, or CHP, system is an option some of the four cities considered. Boulder evaluated replacing the CHP system at its Water Resource Recovery Facility, which was at the end of its useful life, and compared that option with biogas recovery and sale. The sale option had lower initial costs and a shorter payback.

It is also much simpler to maintain and operate the biogas treatment and compressor system than a CHP system. "Compared to the CHP system, the operation and maintenance of the biogas treatment and compressor system will be very simple," notes Chris Douville, wastewater treatment manager in Boulder. "That will allow our team to focus on our core mission of returning high-quality final effluent to Boulder Creek."

Biogas recovery may seem like an unnecessary added expense to a wastewater treatment facility. As such, gaining approval from the facility's managers and the city council may present a challenge. The approval process for some of the four Colorado biogas projects took more than a year, but now all are on schedule to begin operating by the end of 2019.

Related: [A Zero-Stream-Discharge Treatment Plant Now Produces Pipeline-Quality Methane From Its Biosolids](#)

For cities with sustainability and climate goals, projects of this kind make sense. Once the initial investment is paid off, the facility continues to earn substantial revenues from the sales of RINs and fuel, with low maintenance costs.

Wastewater treatment facilities that implement biogas recovery and reuse projects sooner rather than later will take advantage of a favorable RIN market, reducing financial risks and making the projects even more compelling.

About the author

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