



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

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

DISTRICT BOARD
Megan Clark
Ronald Ford
Craig K. Murray
Gary E. Robards
Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and our environment, providing effective wastewater collection, treatment, and resource recovery.

BOARD MEETING AGENDA

November 16, 2023

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, OR ON THE DISTRICT WEBSITE WWW.LGVSD.ORG

Estimated Time

CLOSED SESSION

- 4:30 PM A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One case.

OPEN SESSION:

- 4:45 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.

- 4:50 pm 2. CONSENT CALENDAR**
These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
- A. Approve the Board Minutes for November 2 2023
 - B. Approve the Warrant List for November 16, 2023
 - C. Approve Board Compensation for October 2023
 - D. Approve Murray attending the EESI Webinar The First Global Stocktake November 27, 2023
- Possible expenditure of funds: Yes, Item B through D.
Staff recommendation: Adopt Consent Calendar – Items A through D.

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- 5:00 PM** **3. REVIEW OF THE GARBAGE AND REFUSE RATE FOR 2024 AND SET PUBLIC HEARING FOR ORDINANCE NO. 194**
Board and staff to receive Review of Marin Sanitary Service 2024 Rate Application Report, review draft Ordinance 194 amending Marin Sanitary Service Rates for 2024 and set Public Hearing date to consider adoption of Ordinance.
- 5:30 PM** **4. INFORMATION ITEMS:**
STAFF/CONSULTANT REPORTS:
1. General Manager's Report – verbal
 2. Engineering Department Report – written
 3. Collections/Safety/Maintenance Department Report – written
 4. GFOA Certificate of Achievement for Excellence in Financial Reporting
- 6:15 PM** **5. DRAFT WET WEATHER FLOW MITIGATION FOR LAND DEVELOPMENT PROJECTS**
Board to review draft Resolution 2023-XXXX adopting a policy allowing I&I reduction project.
- 6:30 PM** **6. GRANT MANAGEMENT AND PROCUREMENT SPECIALIST POSITION**
Board to review the classification and compensation for the Grant Procurement Specialist position.
- 6:45 PM** **7. APPROPRIATE ADDITIONAL VEHICLE EQUIPMENT RESERVE FUNDS FOR COMBINATION FLUSHER TRUCK**
Board to review the Appropriate Additional Vehicle Equipment Reserve Funds for the Combination Flusher Truck.
- 7:00 PM** **8. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, 2023 Operations Control Center Ad Hoc Committee, 2023 GM Salary Negotiation Ad Hoc Committee, 2023 FutureSense Ad Hoc Committee, Other Reports
 2. FORD
 - a. NBWRA, 2023 Operations Control Center Ad Hoc Committee, 2023 McInnis Marsh Ad Hoc Committee, 2023 Fleet Management Ad Hoc Committee, 2023 San Francisco Bay Trail Ad Hoc Committee, Other Reports
 3. MURRAY
 - a. Marin LAFCO, 2023 Biosolids Ad Hoc Committee, CASA Energy Committee, 2023 Development Ad Hoc Committee, 2023 San Francisco Bay Trail Ad Hoc Committee, Other Reports
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4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek, 2023 Engineering Ad Hoc Committee re: STPURWE, 2023 McInnis Marsh Ad Hoc Committee, 2023 Development Ad Hoc Committee, 2023 FutureSense Ad Hoc Committee, Other Reports

5. YEZMAN

- a. Flood Zone 7, CSRMA, 2023 Ad Hoc Engineering Committee re: STPURWE, Marin Special Districts, 2023 Biosolids Ad Hoc Committee, 2023 GM Salary Negotiation Ad Hoc Committee, Other Reports

7:10 PM

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal

7:15 PM

10. VARIOUS INDUSTRY RELATED ARTICLES

7:20 PM

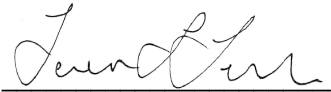
11. ADJOURNMENT

FUTURE BOARD MEETINGS DECEMBER 7 AND DECEMBER 21, 2023

AGENDA APPROVED:	Megan Clark, President	David Byers, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, Board Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before November 13, 2023 4:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held on November 16, 2023, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: November 13, 2023



Teresa L. Lerch
Board Secretary

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

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

11/16/2023

CLOSED SESSION

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

AGENDA ITEM 1

11/16/2023

PUBLIC COMMENT

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

MEETING MINUTES OF NOVEMBER 2, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON NOVEMBER 2, 2023 AT 4:30 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

- BOARD MEMBERS PRESENT:** Megan Clark, Ron Ford, Crystal Yezman, and Gary Robards
- BOARD MEMBERS ABSENT:** Craig Murray
- STAFF PRESENT:** Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer,
- OTHERS PRESENT:** Patrick Richardson, District Counsel;
- ANNOUNCEMENT:** President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law
- PUBLIC COMMENT:** None.

As Director Murray is out of town, he requested in writing to participate in the Board meeting by teleconference for "just cause" pursuant to Gov. Code Sec. 54953(f)(2)(A)(i).

ACTION:

Board approved (M/S Clark/Ford (4-0-1-0) Murray attend the Board meeting by teleconference (Zoom) pursuant to Gov. Code Sec. 54953(f)(2)(A)(i) and the teleconferencing information was posted for the public on the LGVSD website and at the meeting location.

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

Murray joined the meeting by Zoom at 4:38 p.m.

1. 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 October 19, 2023
- B. Approve the Warrant List for November 2, 2023
- C. Approve Clark attending 2024 WasteReuse Symposium in Denver, CO. March 11-14, 2024
- D. Approve Clark attending AWWA Earmarks and SRFS Impacts and Responses October 18, 2023
- E. Approve Agreement with Cintas Corporation No. 2 for Uniform Rental
- F. Approve Application of Allocation of Capacity for APN 180-123-01 251 N. San Pedro Road WildCare Temporary Facility

Item A,E and F were pulled for discussion.

ACTION:

Board approved (M/S Yezman/Clark (5-0-0-0) the Consent Calendar items A through F with a modification to item A -minutes reflecting a corrected date for Clark’s webinar - November 27, 2023.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

2. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. General Manager’s Report – Paxton reported. LGVSD Holiday lunch will be on December 15, 2023g at 11:30 am. Board Secretary Lerch will send confirmation to the Board.
2. Engineering Department Report – Postponed until next Board meeting.
3. Draft Wet Weather Flow Mitigation for Land Development Projects – Paxton reported.
4. Administrative Services Department Report – McDonald reported.
5. Topics for the Winter 2024 Newsletter – McDonald reported.

3. TEMPORARILY INCREASE THE NUMBER OF STAFF POSITIONS

The Board reviewed the request to add a temporary full-time admin position.

ACTION:

Board approved (M/S Yezman/Ford (5-0-0-0) the temporary increase in the number of full-time equivalent staff positions from 31 to 32 through January 31, 2024.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

4. REGIONAL APPLICATION FOR “SB 1383 LOCAL ASSISTANCE GRANT PROGRAM FY 2022-23”

The Board reviewed participation in a regional application for the SB 1383 Local Assistance Grant through CalRecycle.

ACTION:

Board approved (M/S Ford/Robards (5-0-0-0) authorizing the General Manager to execute a Letter of Authorization to participate in a regional application for the SB Local Assistance Grant through CalRecycle.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

5. BOARD REPORTS

1. CLARK

- a. NBWA Board Committee – verbal report
- b. 2023 Operations Control Center Ad Hoc Committee – no report
- c. 2023 GM Salary Negotiation Ad Hoc Committee – no report
- d. 2023 FutureSense Ad Hoc Committee – verbal report
- e. Other Reports– none

2. FORD

- a. NBWRA – no report
- b. 2023 Operations Control Center Ad Hoc Committee – no report
- c. 2023 GM Evaluation Ad Hoc Committee – no report
- d. 2023 McInnis Marsh Ad Hoc Committee – no report
- e. 2023 Fleet Management Ad Hoc Committee – no report
- f. 2023 SF Bay Trail Ad Hoc Committee –verbal report
- g. Other Reports – none

3. MURRAY
 - a. Marin LAFCO – verbal report
 - b. CASA Energy Committee –verbal report
 - c. 2023 Biosolids Ad Hoc Committee – no report
 - d. 2023 Development Ad Hoc Committee – no report
 - e. 2023 SF Bay Trail Ad Hoc Committee – no report
 - f. Other Reports – none

4. ROBARDS
 - a. Gallinas Watershed Council/Miller Creek – no report
 - b. 2023 STPURWE Engineering Ad Hoc Committee – no report
 - c. 2023 McInnis Marsh Ad Hoc Committee – no report
 - d. 2023 Development Ad Hoc Committee – no report
 - e. 2023 GM Evaluation Ad Hoc Committee –no report
 - f. 2023 FutureSense Ad Hoc Committee – reported by Clark
 - g. Other Reports – SDLF Special District Leadership Academy – verbal report

5. YEZMAN
 - a. Flood Zone 7– no report
 - b. CSRMA – no report
 - c. Marin Special District Association – no report
 - d. 2023 STPURWE Engineering Ad Hoc Committee – no report
 - e. 2023 Biosolids Ad Hoc Committee – no report
 - f. 2023 GM Salary Negotiation Ad Hoc Committee – no report
 - g. Other Reports– River Otter Sail the Bay meeting was cancelled.

6. **BOARD REQUESTS:**
 - A. Board Meeting Attendance Requests – None.
 - B. Board Agenda Item Requests – President Clark dissolved the 2023 GM Evaluation Ad Hoc Committee.

7. **MISCELLANEOUS DISTRICT ARTICLES**
Discussion ensued.

8. **ADJOURNMENT:**
ACTION:
The board approved (M/S Yezman/Ford 5-0-0-0) the adjournment of the meeting at 6:12 p.m.
 AYES: Clark, Ford, Murray, Robards and Yezman.
 NOES: None.
 ABSENT: None.
 ABSTAIN: None.

The next Board Meeting is scheduled for November 16, 2023 at 4:30 pm at the District office.

ATTEST:

Teresa Lerch, Board Secretary

APPROVED:

Craig K. Murray, Vice-President

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A and P Moving Inc								
105	A and P Moving Inc	4064636	Document Storage-	10/31/2023	96.80	.00		
Total A and P Moving Inc:					96.80	.00		
ADP, Inc								
140	ADP, Inc	646128060	Payroll processing fees	11/03/2023	2,017.60	.00		
140	ADP, Inc	646128437	Payroll processing fees	11/03/2023	69.05	.00		
Total ADP, Inc:					2,086.65	.00		
ArcSine Engineering								
255	ArcSine Engineering	15395	SCADA On-call support for Pump	09/12/2023	4,809.17	.00		
255	ArcSine Engineering	15395	SCADA On-call support for Pump	09/12/2023	4,809.17	.00		
255	ArcSine Engineering	15395	SCADA On-call support for Pump	09/12/2023	4,809.18	.00		
Total ArcSine Engineering:					14,427.52	.00		
BACWA								
340	BACWA	9006020	Associate Dues	10/31/2023	1,778.00	.00		
340	BACWA	9006020	CBC Fee	10/31/2023	3,244.00	.00		
340	BACWA	9006020	Nutrient Surcharge	10/31/2023	3,335.00	.00		
Total BACWA:					8,357.00	.00		
Bank of Marin								
295	Bank of Marin	NOVEMBER 2	Recycled Water Loan Payment- In	11/01/2023	7,345.30	.00		
295	Bank of Marin	NOVEMBER 2	Recycled Water Loan Payment- P	11/01/2023	20,378.15	.00		
Total Bank of Marin:					27,723.45	.00		
Bartley Pump PM, LLC								
310	Bartley Pump PM, LLC	70268A	Pump Repair Reclamation	10/31/2023	12,068.90	.00		
Total Bartley Pump PM, LLC:					12,068.90	.00		
Bay Area Background Checks								
335	Bay Area Background Checks	203015	Background check- J. Waters	11/01/2023	63.00	.00		
Total Bay Area Background Checks:					63.00	.00		
Byers Law Office								
475	Byers Law Office	14727	Legal Services- Oct	11/03/2023	18,422.05	.00		
Total Byers Law Office:					18,422.05	.00		
CalPERS 457 Plan Deferred Comp								
555	CalPERS 457 Plan Deferred Co	11/3 PAYDATE	457 Deferred Comp Paydate 11/3	11/03/2023	11,464.70	.00		
Total CalPERS 457 Plan Deferred Comp:					11,464.70	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CalPERS CERBT-OPEB								
560	CalPERS CERBT-OPEB	100000017333	CERBT-OPEB Payment- Oct	11/03/2023	11,630.00	.00		
Total CalPERS CERBT-OPEB:					11,630.00	.00		
CALPERS Retirement								
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 11/	11/03/2023	4,813.46	.00		
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 11/	11/03/2023	3,362.15	.00		
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 11/	11/03/2023	7,015.75	.00		
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 11/	11/03/2023	3,435.23	.00		
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 10/	11/03/2023	1,596.25	.00		
575	CALPERS Retirement	11/3 PAYDATE	EE & ER Retirement- Paydate 11/	11/03/2023	9,479.16	.00		
Total CALPERS Retirement:					29,702.00	.00		
Cascade Fire Equipment Company								
615	Cascade Fire Equipment Compan	INV1171	Nozzles	11/07/2023	550.74	.00		
Total Cascade Fire Equipment Company:					550.74	.00		
Central Marin Sanitation Agency								
650	Central Marin Sanitation Agency	INV01248	Inspection FOG Program	10/30/2023	1,002.32	.00		
650	Central Marin Sanitation Agency	INV01250	Inspection FOG Program	10/30/2023	1,471.45	.00		
Total Central Marin Sanitation Agency:					2,473.77	.00		
Centricity GIS								
660	Centricity GIS	1477	AMS Services Dec 2023- Nov 202	11/07/2023	7,500.00	.00		
Total Centricity GIS:					7,500.00	.00		
Cintas Corporation								
675	Cintas Corporation	4172243755	Safewasher Filter Service	10/30/2023	179.54	.00		
Total Cintas Corporation:					179.54	.00		
City National Bank								
690	City National Bank	DEC 2023	Marin Finance Corp. Loan Agree	11/06/2023	660,000.00	.00		
690	City National Bank	DEC 2023	Marin Finance Corp. Loan Agree	11/06/2023	34,135.20	.00		
Total City National Bank:					694,135.20	.00		
Clark, Megan								
700	Clark, Megan	CONFERENCE	American Water Works Meeting	10/26/2023	120.00	.00		
700	Clark, Megan	DENTAL REIM	Dental Reimbursement	11/03/2023	1,973.00	.00		
Total Clark, Megan:					2,093.00	.00		
Comet Building Maintenance								
715	Comet Building Maintenance	170331	Janitorial Services	10/21/2023	1,620.00	.00		
Total Comet Building Maintenance:					1,620.00	.00		
CPS HR Consulting								
780	CPS HR Consulting	0011292	HR Consulting Services	10/28/2023	1,033.75	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CPS HR Consulting:						1,033.75	.00	
Digital Deployment, Inc.								
3070	Digital Deployment, Inc.	6D9BDEE7-00	Web Subscription Agreement	11/01/2023	8,196.00	.00		
Total Digital Deployment, Inc.:						8,196.00	.00	
Direct Dental Administrators, LLC								
925	Direct Dental Administrators, LLC	202310260000	Dental Payment	10/26/2023	25.00	.00		
925	Direct Dental Administrators, LLC	202310260000	Dental Insurance Payment	10/26/2023	40.00	.00		
925	Direct Dental Administrators, LLC	202310260000	Dental Insurance Payment	10/26/2023	49.00	.00		
925	Direct Dental Administrators, LLC	202310260000	Dental Insurance Payment	10/26/2023	40.00	.00		
925	Direct Dental Administrators, LLC	202310260000	Dental Insurance Payment	10/26/2023	14.00	.00		
925	Direct Dental Administrators, LLC	202310260000	Dental Insurance Payment	10/26/2023	63.00	.00		
925	Direct Dental Administrators, LLC	D20231103-28	Dental Payment	10/30/2023	661.00	.00		
Total Direct Dental Administrators, LLC:						892.00	.00	
Du-All Safety, LLC								
960	Du-All Safety, LLC	24818	Safety & Training FY 2023-24	10/31/2023	4,728.00	.00		
Total Du-All Safety, LLC:						4,728.00	.00	
Environmental Resource Associates								
1030	Environmental Resource Associat	058019	Lab Supplies-Minerals	10/20/2023	182.92	.00		
Total Environmental Resource Associates:						182.92	.00	
FedEx								
1090	FedEx	8-298-85422	Misc. Mailings	10/27/2023	36.59	.00		
Total FedEx:						36.59	.00	
Ford, Ron								
1130	Ford, Ron	NOV HEALTH	November Health Reimbursement	11/01/2023	200.00	.00		
Total Ford, Ron:						200.00	.00	
Gardeners Guild								
1180	Gardeners Guild	114803	Landscape Maintenance	11/01/2023	1,238.00	.00		
Total Gardeners Guild:						1,238.00	.00	
GHD Inc.								
1190	GHD Inc.	380-0040837	Biosolids Compost Facility Feasibi	10/31/2023	3,382.15	.00		
Total GHD Inc.:						3,382.15	.00	
Grainger								
1235	Grainger	9887134428	Gasket Sheet	10/30/2023	50.41	.00		
1235	Grainger	9891678535	Misc. Supplies	11/02/2023	609.10	.00		
1235	Grainger	9891678543	HXHDCPSCRW	11/02/2023	199.24	.00		
1235	Grainger	9892548083	Gasket	11/02/2023	9.38	.00		
1235	Grainger	9894662312	Gasket Sheet	11/06/2023	3.78	.00		
1235	Grainger	9897464211	Pressure Gauges	11/07/2023	839.32	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Grainger:					1,711.23	.00		
GraphicSmith LLC								
1240	GraphicSmith LLC	11955	Internet Site Design	10/31/2023	42.90	.00		
Total GraphicSmith LLC:					42.90	.00		
Hanford ARC								
1265	Hanford ARC	2310221155	Lower Miller Creek Revegetation	10/31/2023	3,770.00	.00		
Total Hanford ARC:					3,770.00	.00		
Inskip, Stephen								
1370	Inskip, Stephen	WELLNESS P	Wellness Progam Reimbursement	11/02/2023	500.00	.00		
Total Inskip, Stephen:					500.00	.00		
Jefferson Security Systems								
1405	Jefferson Security Systems	S10335	Alarm Service Updates	10/31/2023	90.00	.00		
Total Jefferson Security Systems:					90.00	.00		
Kennedy Jenks Consulting, Inc.								
1440	Kennedy Jenks Consulting, Inc.	167212	STPURWE: Amendment 2 - Const	11/07/2023	13,909.83	.00		
Total Kennedy Jenks Consulting, Inc.:					13,909.83	.00		
Kenwood Energy								
1445	Kenwood Energy	LGVSD-2311	Solar PV System Upgrades Assist	11/01/2023	483.75	.00		
Total Kenwood Energy:					483.75	.00		
Marin Ace								
1560	Marin Ace	69383	Mini Lamp	10/26/2023	6.54	.00		
1560	Marin Ace	69545	No Parking Sign, Chain	11/02/2023	148.38	.00		
1560	Marin Ace	69568	Bulk Stock	11/03/2023	17.57	.00		
1560	Marin Ace	69645	Recptacle 125 Volt	11/07/2023	38.23	.00		
Total Marin Ace:					210.72	.00		
Marin Water								
1620	Marin Water	8/23 - 10/23/20	Water Service- Plant	10/26/2023	5,129.87	.00		
1620	Marin Water	8/23-10/23	Water Service- Redwood PS	10/26/2023	251.36	.00		
1620	Marin Water	8/23-10/23	Water Service- McInnis PS	10/26/2023	185.16	.00		
1620	Marin Water	8/23-10/23	Water Service- Meadow Dr. PS	10/26/2023	88.57	.00		
1620	Marin Water	8/23-10/23	Water Service- Descanso Way PS	10/26/2023	79.54	.00		
1620	Marin Water	8/23-10/23	Water Service- Hawthorne PS	10/26/2023	112.94	.00		
Total Marin Water:					5,847.44	.00		
McMaster-Carr								
1640	McMaster-Carr	17058028	Ultra Corrosion Port On-Off Valve	11/03/2023	1,763.26	.00		
Total McMaster-Carr:					1,763.26	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Murray, Craig								
1710	Murray, Craig	HEALTH REIM	Health Reimbursement	11/01/2023	125.00	.00		
	Total Murray, Craig:				125.00	.00		
North Valley Labor Compliance Services								
1795	North Valley Labor Compliance Se	005235	Lower Miller Creek Revegetation	11/03/2023	150.00	.00		
	Total North Valley Labor Compliance Services:				150.00	.00		
PACE Supply								
1880	PACE Supply	049045426	Headworks Parts	11/07/2023	144.50	.00		
	Total PACE Supply:				144.50	.00		
Platt Electric Supply								
1995	Platt Electric Supply	5Z08675	Bulk Electrical Supplies	10/30/2023	514.23	.00		
	Total Platt Electric Supply:				514.23	.00		
Rathlin Properties LLC								
2075	Rathlin Properties LLC	DEC RENT	Monthly Rent	11/06/2023	9,574.00	.00		
	Total Rathlin Properties LLC:				9,574.00	.00		
Retiree Augusto								
2120	Retiree Augusto	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	148.68	.00		
	Total Retiree Augusto:				148.68	.00		
Retiree Burgess								
2125	Retiree Burgess	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	132.25	.00		
	Total Retiree Burgess:				132.25	.00		
Retiree Cummins								
2130	Retiree Cummins	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	132.25	.00		
	Total Retiree Cummins:				132.25	.00		
Retiree Cutri								
2135	Retiree Cutri	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	448.36	.00		
	Total Retiree Cutri:				448.36	.00		
Retiree Emanuel								
2140	Retiree Emanuel	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	269.02	.00		
	Total Retiree Emanuel:				269.02	.00		
Retiree Gately								
2145	Retiree Gately	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	269.02	.00		
	Total Retiree Gately:				269.02	.00		
Retiree Guion								
2150	Retiree Guion	RETIREE HEA	Retiree Health Reimbursement	11/01/2023	269.02	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Retiree Williams:					732.00	.00		
Robards, Gary								
2235	Robards, Gary	NOV HEALTH	Health Reimbursement	11/06/2023	200.00	.00		
Total Robards, Gary:					200.00	.00		
Satcom Global								
2310	Satcom Global	AI11230212	Satelite Phone Service	11/01/2023	57.50	.00		
2310	Satcom Global	AI11230212	Satelite Phone Service	11/01/2023	57.50	.00		
2310	Satcom Global	AI11230212	Satelite Phone Service	11/01/2023	57.50	.00		
Total Satcom Global:					172.50	.00		
Shamrock Building Mtls, LLC								
2355	Shamrock Building Mtls, LLC	2310-272104	Misc Supplies	10/12/2023	409.73	.00		
Total Shamrock Building Mtls, LLC:					409.73	.00		
SiteOne Landscape Supply								
2370	SiteOne Landscape Supply	135697417-00	Reducer Bushing Socket	10/25/2023	432.00	.00		
Total SiteOne Landscape Supply:					432.00	.00		
Towne Communications, Inc.								
2565	Towne Communications, Inc.	128774	Quarterly Charge for Warranty Agr	10/29/2023	176.60	.00		
Total Towne Communications, Inc.:					176.60	.00		
West Yost								
2775	West Yost	2055529	Grant funding, tracking and applic	09/30/2023	2,729.00	.00		
Total West Yost:					2,729.00	.00		
WEX Health, Inc.								
2780	WEX Health, Inc.	OCT 30TH	FSA Payment	11/07/2023	35.00	.00		
Total WEX Health, Inc.:					35.00	.00		
William Ray Consulting, LLC								
2870	William Ray Consulting, LLC	2023-53	Lab- Internal Assessment of TNI 2	11/01/2023	1,391.31	.00		
Total William Ray Consulting, LLC:					1,391.31	.00		
Yezman, Crystal								
2830	Yezman, Crystal	NOVEMBER H	Health Reimbursement	11/01/2023	200.00	.00		
Total Yezman, Crystal:					200.00	.00		
Grand Totals:					914,308.55	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Board Member: _____

General Manager: _____

Finance Manager: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Agenda Item 2C
Date November 16, 2023

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	5
Ron Ford	3
Craig Murray	6
Gary Robards	6
Crystal Yezman	<u>2</u>
Total	<u><u>22</u></u>

Meeting Date: 11/16/2023
Paydate: 11/17/2023



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MEGAN CLARK Month: OCTOBER 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10-5	REG.	X	
10-19	REG.	X	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10-17	NBWA CONF. COMM.	X	
10-17	FutureSense comm.		X
10-18	AWWA - EARMARKS + SRFs	X	
10-30	FutureSense	X	
TOTAL		3	

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

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

Megan Clark
 Director Signature

11-2-23
 Date

[Signature]
 Administrative Services Manager Approved

11/3/23
 Date

[Signature]
 Board Secretary Received

11/2/23
 Date



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Ron Ford Month: Oct. 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/05	Reg. Meeting	X	
10/19	Reg. Meeting	X	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/22	Fleet Management Ad/Hoc	X	
TOTAL		1	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	3
--	----------

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

Ronald Ford
Director Signature

Administrative Services Manager Approved

Board Secretary Received

10/31/23
Date

11/3/23
Date

10/30/23
Date



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MURRAY, Craig K. Month: October 2023

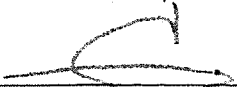
Board Members shall be compensated for up to the legal limit of six (6) meeting per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/5/23	Board Meeting	X	
10/11/23	Subcommittee Meeting - Development	X	
10/19/23	Board Meeting	X	
TOTAL		3/3	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/8,15/23	Merrydale Road/Las Gallinas Creek Headwater Litter & Debris Removal c/o City of San Rafael: 10/8 0.5 hrs; 10/15 1.0 hrs		XX
10/5/23	BCDC Sea Level Rise Working Group Meeting		X
10/10/23	EPA Office of Research and Development Webinar – Benefits of the Environment, Revitalization, and Environmental Cleanup		X
10/11/23	International Right of Way Association, San Francisco/Santa Rosa Chapter Luncheon – Mare Island Development; WETA Water Emergency Transit System and Tour		X
10/18-20/23	CALAFCo State Annual Conference	XX	X
10/26/23	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting	X	
TOTAL		3/9	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	6/12
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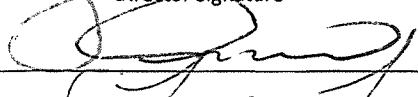
I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.



 Director Signature

October 31, 2023

 Date



11/3/23

 10/25/23



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: GARY ROBARDS Month: OCT 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/4/23	Gallinas Watershed		X
10/5/23	Board Meeting	X	
10/19/23	Board Meeting	X	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/12/23	AD HOC DEVELOP	X	
10/22 → 10/25	CSDA Special District Leadership Academy	XXX	
10/30/23	AD HOC FUTURE SENSE		X
TOTAL			

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

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

[Signature]
 Director Signature

10/30/23
 Date

[Signature]
 Administrative Services Manager Approved

11/3/23
 Date

[Signature]
 Board Secretary Received

10/31/23
 Date



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Crystal Yezman Month: October 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/5/23	Regular Board Mtg	X	
10/19/23	Regular Board Mtg	X	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
TOTAL			

Total Meetings for which I am Requesting Payment:
Max of six (6) per Health & Safety Code §4733 2

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

Director Signature

11/2/2023
Date

Administrative Services Manager Approved

11/3/23
Date

Board Secretary Received

11/2/2023
Date

AGENDA ITEM 2D
DATE November 16, 2023



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 10/31/23 Name: MURRAY, Craig K.

I would like to attend the The First Global Stocktake. Briefing Series: What Congress Needs to Know About COP28 (global efforts to address climate change)

Meeting of Environmental and Energy Study Institute (EESI)

To be held on the 27th day of November from 1100am

a.m. / p.m. to 27th day of November from to 12:30pm a.m. / p.m.

Location of meeting: Live Webcast - Washington, DC

Actual meeting date(s): Monday, November 27, 2023

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

Purpose of Meeting: Discussion on the global stocktake

Meeting relevance to District: Greenhouse gas emissions reductions & climate adaptation

YES NO

Request assistance from Board Secretary to register for Conference: No

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

Frequency of Meeting: 1x

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

Date submitted to Board
Secretary: 10/31/23

Board approval obtained on Date: _____

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

REVISED 05052022



Top-Rated Climate Nonprofit – 4-Star Charity

EESI

Environmental and Energy Study Institute

Ideas. Insights. Sustainable Solutions.

(/)

[\(/about/recognition\)](/about/recognition)

[About \(/about\)](/about)

[News \(/news\)](/news)

[Get Involved \(/get-involved\)](/get-involved)

[Subscribe \(/subscribe\)](/subscribe)

[Contact \(/contact\)](/contact)

[Climate Change \(/topics/climate-change\)](/topics/climate-change)

The First Global Stocktake

Briefing Series: What Congress Needs to Know About COP28

Monday, November 27

2:00 pm - 3:30 pm

Online Only @ eesi.org/livecast (<https://eesi.org/livecast>)

RSVP

A **live webcast** (<http://www.eesi.org/livecast>) will be streamed at www.eesi.org/livecast (<http://www.eesi.org/livecast>)

The **Environmental and Energy Study Institute (EESI)** invites you to join us for a briefing about the first global stocktake of efforts to address climate change. This stocktaking process, established by the Paris Agreement, aims to assess the world's collective progress towards the goal of keeping global average temperature rise well below 2°C (3.6°F). For more than a year, government representatives and non-governmental stakeholders from around the world have contributed to this process, which will inform a report that will be released ahead of the international climate

negotiations in Dubai (COP28). Panelists will discuss the implications of the global stocktake for greenhouse gas emissions reductions and climate adaptation in the United States and abroad and consider how it will inform discussions at COP28.

Speakers

Hannah Roeyer (<https://www.eesi.org/speakers/view/roeyer-hannah>)
Lead, independent Global Stocktake (iGST), Climateworks Foundation (<https://www.climateworks.org/>)

Anne Olhoff (<https://www.eesi.org/speakers/view/olhoff-anne>)
International Senior Advisor, CONCITO; Chief Scientific Editor of the Emissions Gap Report, U.N. Environment Programme

Nathan Hultman (<https://www.eesi.org/speakers/view/hultman-nate>)
Founder and Director, Center for Global Sustainability (<https://cgs.umd.edu/>); Professor, School of Public Policy, University of Maryland (<https://www.umgc.edu/>)

Jeffrey Qi (<https://www.eesi.org/speakers/view/qi-jeffrey>)
Policy Advisor I, International Institute for Sustainable Development (IISD) (<https://www.iisd.org/>)

More speakers to be announced.

The briefings in this series are:

Congress and International Climate Finance (<https://www.eesi.org/briefings/view/102623cop>)

What's on the Table for the Negotiations? (<https://www.eesi.org/briefings/view/110723cop>)

The First Global Stocktake (<https://www.eesi.org/briefings/view/112723cop>)

This event is free and open to the public. Please RSVP to expedite check-in.

Please click here (<http://www.eesi.org/subscribe>) to subscribe to our e-mail list for event notices or newsletters.


We will not sell, trade, or share your email address. You can unsubscribe at any time.
EESI privacy policy (<http://www.eesi.org/privacy-policy>).

Internet Explorer users: please note that IE's default security settings may prevent the RSVP form from appearing. Should that be the case, please try using a different browser. We apologize for the inconvenience.



Item Number 3
GM Review CP

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager 
(415) 526-1519 dmcdonald@lqvsd.org
Meeting Date: November 16, 2023
Re: Review of the Garbage and Refuse Rate Adjustment for 2024 and Set Public Hearing for Ordinance No.194.
Item Type: Consent Action X Information Other .
Standard Contract: Yes No (See attached) Not Applicable X .

STAFF RECOMMENDATION

Set a public hearing for December 7, 2023 to allow for discussion and input from the public concerning the proposed rate increase and associated Ordinance No. 194. District residents and commercial customers will be notified through publishing a notice of the public hearing in the Marin Independent Journal and posting on the District’s website.

BACKGROUND

This report details the 2024 rate adjustment proposal necessary for Marin Sanitary Service (“MSS”) to provide refuse, recycling and organics/compost hauling and processing for customers (“rate payers”) in the unincorporated areas of the Las Gallinas Valley Sanitary District (“District”). Rate payers include residential homeowners, apartment owners, commercial property owners, and other businesses and tenants. The proposed rate adjustment will increase rates by 6.45% over 2023 levels for all rate payers. It includes adjustments based on an agreed-upon rate setting methodology the District has with Marin Sanitary Service.

I. Franchise Agreement

The District has a franchise agreement with MSS for refuse collection and recycling services. The District entered into a Revised and Restated Exclusive Franchise Agreement to Collect, Transfer, Process, Market, and Dispose of Solid Waste, Recyclables, and Organic Materials (Agreement) on February 28, 2013. The original term of the Agreement was from February 28, 2013 through December 31, 2033. A provision for automatic annual extensions began at the end of calendar year 2014, allowing both parties to extend the agreement one calendar year unless 12 months written notice of either parties intent to terminate the annual extension was given. Both parties are satisfied with the agreement and no termination request has been made.

The first amendment to the Franchise Agreement in 2019 substantially streamlined and simplified the annual rate adjustment methodology, setting rates based on set revenues due to MSS, which are escalated annually based on one simple index: the Water, Sewer, and Trash Collection, U.S. city average, Bureau of Labor Statistics ID CUSROOOOSEHG (WST) index. The index has increased 5.71% over last year and averaged 3.85% over the last 10 years.



A second amendment to the Franchise Agreement, adopted on March 17, 2022, provides for the District to work with MSS to comply with the State of California’s SB 1383 Short-Lived Climate Pollutants Reduction Act, regulating organics waste reduction in the landfill as described in more detail below.

II. Environmental Initiatives and Goals

While the original purpose of refuse service had to do with public health and safety around sanitation, it is increasingly geared more toward making progress on waste reduction and climate change goals, which are also forms of public health and safety. The State of California has adopted several pieces of legislation mandating significant reductions of waste hauled to the landfill, recognizing the embedded environmental impacts and greenhouse gas emissions associated with them.

Compliance for AB 1826 was passed in October 2014 and set requirements for all businesses and multi-family complexes that meet certain criteria to arrange for organics recycling.

SB 1383 was passed in September 2016 and took effect January 1, 2022, setting even more stringent requirements for these customers to divert organic waste from the landfill. Taken together, these two mandates represent the most significant change to the laws affecting the industry since AB 939 was passed in 1989.

In summary, the overall industry is moving from “bringing garbage to the landfill” to “resource hauling” including transport to recyclers and re-users to find the next highest and best use with the landfill being the last option. MSS has been a leader in this movement, as they have invested in facilities and technologies to divert materials from the landfill, including the construction of the Marin Resource Recovery Center, Marin Recycling Center, and investments in the Food-2-Energy (F2E) program with Central Marin Sanitation Agency.

III. Marin Sanitary Services and Programs

MSS provides residential, commercial, and multi-family refuse services. In addition, MSS provides trash and recycling pick-up for the District’s facilities. MSS has a low-income rate assistance program for customers who meet the PG&E Care program eligibility requirements.

Residential service includes single-family units and three or fewer units in a single structure. The District’s residential customers receive weekly trash, recycling, and organics/compost collection services. Residential customers also receive twice yearly residential curbside collections of up to 14 additional bags/cans of yard waste, recycling, and/or garbage; and twice yearly residential on-call collection of up to two large items each time.

Commercial service includes all businesses and residential apartment buildings with four or more units. Commercial customers receive separate trash and recycling containers as well as cardboard pickup, and may choose from a variety of carts, bins, and commercial compactors. In addition, customers are offered the choice of two commercial organics diversion programs.



Customers with significant amounts of pre-consumer food waste may participate in the F2E program. Commercial customers with post-consumer food waste, food soiled papers, and yard waste may participate in the commercial composting program. All commercial services can be picked up from one to six times per week.

Multi-family buildings are classified as commercial customers since they are a business enterprise and operate differently than single family homes. They receive separate trash, recycling, and organics containers depending on the area available for can storage. MSS works with apartment managers and tenants to develop 'green teams' to increase recycling and composting at their complexes.

Organics recycling services began in 2022 to meet SB 1383 compliance. MSS also provides compliance monitoring and inspection services, contamination monitoring, outreach and education, and reporting functions on behalf of the District.

In addition, MSS does most of the outreach for the District in compliance with the State's Mandatory Commercial Recycling and Mandatory Composting laws (AB 341 and AB 1826), which place requirements on businesses to recycle and compost, and also requires the District to provide for annual monitoring and notifications to non-compliant businesses. MSS has also assisted with an illegal dumping abatement program by responding to calls of illegal dumping along the roadways within the unincorporated portions of the District boundaries. As staff receives complaints of illegal dumping, they notify MSS for collection. MSS remains responsive to staff requests to resolve the complaints.

Several jurisdictions in Marin that have contracts with MSS and utilize a similar rate setting methodology have joined together as a Franchisors' Group to share information and reduce costs: San Rafael, Larkspur, Ross, the Las Gallinas Valley Sanitary District, Fairfax, San Anselmo, and the County of Marin, including areas within the Ross Valley Sanitary District boundaries. Rate Year 2024 will be the fourth year that the Towns of Fairfax and San Anselmo are included in the rate setting application. The Franchisors' Group meets several times per year to oversee MSS's operations, to review MSS's rate proposals, and to supervise the work of the consultant conducting the rate review.

Proposed Rate Increase

Rate Review and Methodology

In accordance with the Agreement, MSS submitted an application for rate review, requesting an increase in service charges to be effective January 1, 2024 (Attachment A). The rate application was prepared in accordance with Exhibit B of the Agreement, using the Indexed Year Rate Revenue Requirement approach. The District retained R3 Consulting Group, Inc. ("R3") as an independent consultant on behalf of the Franchisors' group and the District, and R3 reviewed the rate application in accordance with the rate-setting methodology set forth in the Agreement. The rate review and proposed adjustments are contained in the R3 Report (Attachment B).

Each agencies' rate increase differs slightly from the overall rate increase as each agency is intrinsically different from one another; the type of services provided, the level of subscription, the ratio of residential to commercial and industrial customers, the terrain in which services are performed, disposal costs per capita, rate structures, and governmental fees.



While the District has the highest percentage increase within the Franchisors' Group, the District's comparable rates, as shown on the survey completed by R3, remain the lowest. The rate adjustments proposed for the seven agencies within the Marin Franchisors' Group are included in the MSS Combined Service Area Rate Application. The proposed Rate Adjustments are summarized and shown below in Table 1.

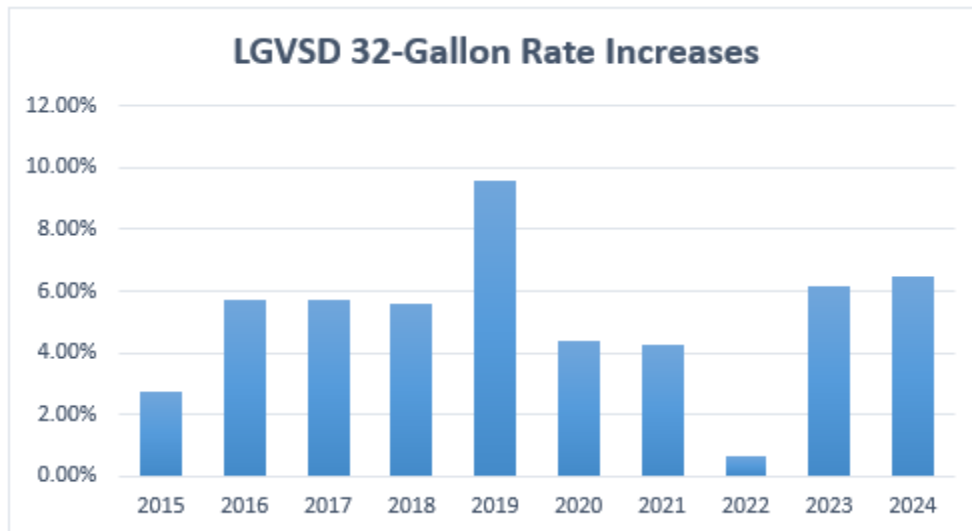
**Table 1
2024 Rate Increase By Agency**

Las Gallinas Valley Sanitary District	6.45%
Town of Ross	6.39%
County of Marin	6.33%
City of San Rafael	6.22%
Larkspur	5.96%
Town of San Anselmo	5.95%
Fairfax	4.68%

R3 conducted a survey of comparable rates within the MSS Franchisor's Group and other non-MSS agencies within Marin as part of the rate review. It summarizes the survey data for residential 32-gallon cart weekly service with curbside recycling and organics pickup. Las Gallinas Valley Sanitary District rates are the lowest among the MSS franchise agencies and below the average cost of \$55.18 for other non-MSS agencies.

Proposed Adjustment

The recommended District proposed rate increase is 6.45%. This is above the historical 10-year average of 5.12% but justified based on MSS revenue requirements for 2024. Over the past ten years rate adjustments in our District have ranged from 0.64% to 9.60%. Last year's adjustment was 6.17%.

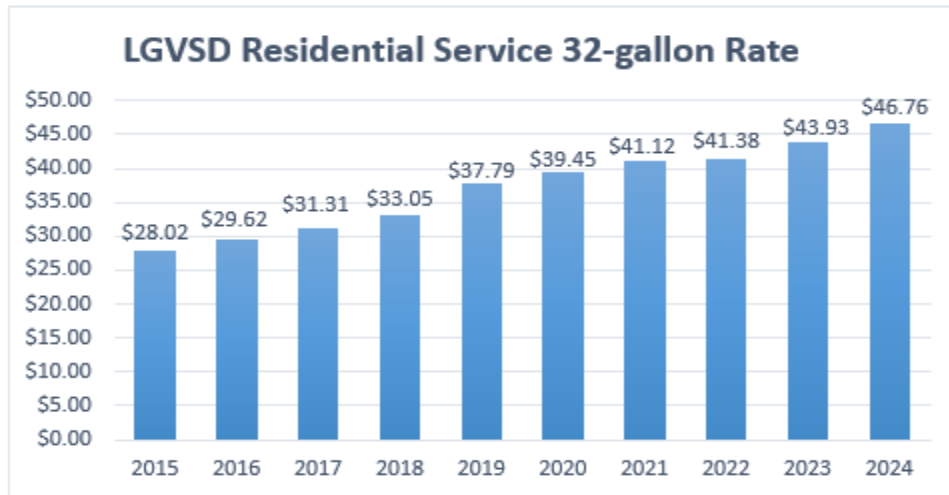




Rate Payer Categories and Comparisons

Based on the above recommendation, the cost for bundled services based on a 32-gallon residential landfill cart would be increased approximately \$2.83 per month, from \$43.93 to \$46.76. Residential bundles service includes 1 landfill (garbage) cart, 1 organics cart, and 1 recycling cart.

The cost of commercial service for a 3-yard landfill dumpster picked up once per week would be increased by approximately \$41.05 per month, from \$636.43 to \$677.48. Recycling is included in all accounts. Businesses with a vigorous recycling program can reduce their regular container size or pickup schedule resulting in lower rates.



As in previous years, staff is recommending that the rate adjustment be applied across the board to all residential, multi-family and commercial service accounts. Actual rates proposed for all services are provided along with draft ordinance (Attachment C).

PREVIOUS BOARD ACTION

Ordinance 190 – Refuse rates for 2023 adopted December 15, 2022.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The attachment to the Ordinance (marked Appendix B) contains the complete rate request. As shown, the 6.45% overall increase is applied to all customer types and service options. If approved, these rates are projected to satisfy the District’s contractual obligations to meet the MSS revenue requirement including franchise fees.

Attachments:

- Attachment A Marin Sanitary Service’s Combined 2024 Rate Application and Rate Sheet
- Attachment B Review of Marin Sanitary Service’s 2024 Rate Application by R3
- Attachment C Draft Ordinance Amending Chapter 1, An Ordinance Regulating Garbage, Rubbish, Waste Matter and Refuse, and the Collection, Removal and Disposal Thereof, of Title 4 of the District Code, including proposed Schedule of Rates.



August 31, 2023

Sent via e-mail

Mr. Cory Bytof
Sustainability Coordinator
City of San Rafael

Mr. Curtis Paxton
General Manager
Las Gallinas Valley Sanitary District

Ms. Kimberly Scheibly
Zero Waste Marin Executive Director
County of Marin

Ms. Heather Abrams
Town Manager
Town of Fairfax

Mr. Daniel Schwarz
City Manager
City of Larkspur

Mr. Dave Donery
Town Manager
Town of San Anselmo

Ms. Christa Johnson
Town Manager
Town of Ross

Mr. Garth Schultz
Principal
R3 Consulting Group

Subject: 2024 Combined Service Area Rate Application

Dear Ms. Scheibly, Abrams, Johnson, and Messrs. Bytof, Paxton, Schwarz, Donery, and Schultz

Attached is Marin Sanitary Service's (MSS) rate calculation for rates to be effective January 1, 2024, in our combined service area. The 2024 Rate Application has been prepared in accordance with Exhibit B, Collector's Rate Revenue Requirement and Rate Adjustment methodology. This methodology was ratified by the Marin Franchisors' Group (MFG) during the 2019 Rate Application process. The same methodology was adopted by the Town of Fairfax and the Town of San Anselmo in 2019, during the 2020 Rate Application process.

Overview

Exhibit B specifies that the 2024 Rate Application is to be prepared utilizing the Indexed Rate Revenue Requirement methodology. This means that a majority of MSS's operating costs are adjusted by the change in the Consumer Price Index for Water and Sewer and Trash Collection, US city average, (referred to as the WST index). Other operating costs such as Garbage Landfilling, Organics Processing, Recyclable Materials Processing, Zero Waste Marin Fees, and Other Agency Fees are adjusted based upon projections or other methods to arrive at 2024 expenses. These adjusted expenses, plus Franchise Fees and Collector Profit, are totaled for the 2024 Rate Revenue Requirement.

1050 Andersen Drive, San Rafael, CA 94901
P.O. Box 10067, San Rafael, CA 94912 ■ (415) 456-2601 ■ Fax (415) 456-7595
www.marinsanitary.com



The 2024 Rate Revenue Requirement is calculated individually for each jurisdiction to account for varying Franchises Fees and Other Agency Fees. The 2024 Rate Revenue Requirement is then divided by the 2023 Rate Revenue Requirement to arrive at the 2024 Rate Adjustment Factor for each jurisdiction.

The rate-setting process in an Indexed Rate Year is relatively straightforward and there are a limited number of supporting schedules. These schedules and related files will be provided to R3 Consulting Group, Inc. for their review. While the process this year was streamlined, there are three significant issues that led us to request additional rate increase amounts. These are discussed below.

SB1383-Short-Lived Climate Pollutants Reduction Act- Organics waste reduction in the landfill

AB 1826 was passed in October 2014 and set requirements for all businesses and multi-family complexes that meet certain criteria to arrange for organics recycling. SB 1383 was passed in September 2016 and expands upon the requirements of AB 1826. Taken together, these two mandates represent the most significant change to the laws affecting our industry since AB 939 was passed in 1989.

We have implemented the changes due to SB 1383 as directed in our franchise agreement amendments from last year. This includes the purchase of new processing equipment that will allow us to expand our Food2Energy program ensuring sufficient capacity for the increased organics we will be collecting. We have also expanded our organics routes including the creation of a new route in 2021. In 2022 we hired an additional outreach specialist to help with SB 1383 compliance for the residents, multi-family properties, and businesses in our service area.

This year, we do not anticipate any significant increases in cost to fulfill our obligations with SB 1383. However, it remains that the changes are incremental and will occur over the next several years, during which time our pool of operating costs subject to the WST indexing may not compensate for our cost increases related to these changes (in law).

Recyclable Materials Processing

As noted in our May 2023 update meeting, the recyclable materials market has softened from the highs of the past few years. This combined with lower curbside tonnage has resulted in an increase in the processing fee to \$1.4 million.

Annual Rate Revenue Reconciliation-2022

As noted in our May 2023 update meeting, our actual annual billings compared to the 2022 rate revenue requirement had a shortfall of \$533 thousand. This is a decrease from last year as we continue to see a recovery from the economic effects of the pandemic on the communities we serve.

Property Insurance

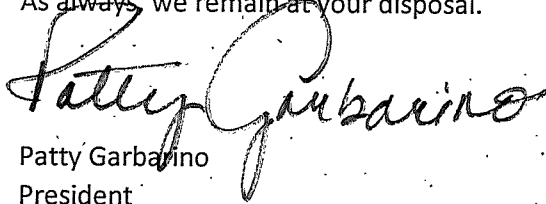
As noted in last year's Rate Application, our long-time property insurance carrier, Affiliated FM, non-renewed their entire book of Waste Hauling business throughout the country. This was due to some very large claims they had at waste facilities in other parts of the country. In addition, the wildfires in California over the last few years have put added pressure on the property insurance marketplace.

The end result is that the annual premium for our combined facilities increased from about \$80,000 to almost \$760,000. The extraordinary request we have included relates specifically to the increased tipping fee at MRRA, the company that processes the recyclables collected within our franchise agreements. We have explored the option of self-insurance and found that it is not available for property insurance.

Conclusion

We look forward to working closely with the R3 Consulting Group personnel during the review process and will supply them with all necessary financial documentation. Once the review is completed, we look forward to meeting with you to discuss the rate review report.

As always, we remain at your disposal.



Patty Garbarino
President

Cc: Jason Raleigh, Marin Sanitary Service
Justin Wilcock, Marin Sanitary Service
Dale McDonald, Las Gallinas Valley Sanitary District
Cristine Alilovich, City of San Rafael
Berenice Davidson, County of Marin
Casey Poldino, County of Marin
Sean Youra, Town of Fairfax

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

**COLLECTOR'S RATE REVENUE REQUIREMENT AND RATE ADJUSTMENT
INDEXED YEAR - RATE YEAR 2024**

	MSS Service Area Total	Marin Franchisor's Group Total	San Rafael	Larkspur	County	San Anselmo	LGVSD	Fairfax	Ross
Collector Operations	33,462,857	28,727,406	18,249,610	4,586,992	2,852,086	3,182,147	2,441,216	1,553,304	597,502
Garbage Landfilling and Organics Processing	5,738,948	4,684,469	2,975,895	747,983	465,079	664,079	398,080	390,400	97,432
Change in Law - AB 1826 Costs	(7,695)	(6,606)	(4,197)	(1,055)	(656)	(732)	(561)	(357)	(137)
Change in Law - SB 1383 Costs	410,854	352,546	223,017	57,535	38,324	38,798	26,521	19,510	7,148
Change in Scope - San Rafael Illegal Dumping Pilot	123,400	123,400	123,400						
Subtotal for Profit Calculation	39,728,363	33,881,214	21,567,725	5,391,456	3,354,833	3,884,291	2,865,255	1,962,857	701,945
Collector Profit (90.5% Operating Ratio)	4,170,381	3,556,592	2,264,015	565,954	352,165	407,743	300,773	206,046	73,685
Recyclable Materials Processing	1,402,781	1,180,290	749,801	188,460	117,180	144,253	100,299	78,239	24,549
Interest	722,474	653,297	415,019	104,314	64,860	44,456	55,516	24,721	13,588
Zero Waste Marin Fees	735,888	620,628	394,265	99,098	61,617	73,206	52,740	42,054	12,908
Franchise Fees	5,847,074	5,005,057	2,995,369	771,058	928,516	575,296	178,221	266,721	131,893
Other Agency Fees	2,476,169	2,314,669	1,480,601	568,400	265,668	84,000	-	77,500	-
Annual Rate Revenue Reconciliation	533,181	558,036	354,503	89,103	55,402	29,439	47,421	(54,294)	11,607
Extraordinary Item - Recycling Property Insurance	162,574	136,783	86,894	21,841	13,580	16,720	11,624	9,070	2,845
Total 2024 Rate Revenue Requirement	55,778,886	47,906,567	30,308,192	7,799,684	5,213,821	5,259,405	3,611,849	2,612,914	973,020
Total 2023 Rate Revenue Requirement	52,565,320	45,105,302	28,533,184	7,361,189	4,903,281	4,963,841	3,393,112	2,496,176	914,538
2024 Rate Revenue Adjustment	6.11%	6.21%	6.22%	5.96%	6.33%	5.95%	6.45%	4.68%	6.39%

FINAL REPORT

Las Gallinas Valley Sanitary District

Review of Marin Sanitary Services' 2024 Rate Application

submitted electronically: October 6, 2023

October 6, 2023

Dale McDonald
Administrative Services Manager
Las Gallinas Valley Sanitary District
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903
submitted via email: dmcdonald@lgvsd.org

SUBJECT: Final Report – Review of Marin Sanitary Service’s 2024 Rate Application

Dear Mr. McDonald,

R3 Consulting Group, Inc. (R3) is pleased to submit this report detailing the results of our review of Marin Sanitary Service’s (MSS’s) 2024 rate application for the Las Gallinas Valley Sanitary District (District).

This review was conducted pursuant to R3’s engagement with the seven agencies (Agencies) served by MSS, including the City of San Rafael, City of Larkspur, County of Marin, Las Gallinas Valley Sanitary District, Town of Ross, Town of Fairfax, and the Town of San Anselmo.

This report summarizes results from our review of MSS’s 2024 indexed rate application per the streamlined rate setting methodology established in 2019. The methodology is described in the amended Exhibit B to the Franchise Agreement that the District holds with MSS.

* * * * *

We appreciate the opportunity to be of service to the District. Should you have any questions regarding this report or need any additional information, please do not hesitate to reach out directly.

Sincerely,



Jim Howison | *Sr. Managing Consultant*
R3 Consulting Group, Inc.
925.768.7244 | jhowison@r3cgi.com

FINDINGS

Executive Summary

On August 31, 2023, MSS submitted its application for an increase to its solid waste rates, to be effective January 1, 2024. This is an indexed year rate adjustment, which primarily projects compensation due to MSS based on the applicable water-sewer-trash CPI Index (WST). Based on our review of the rate application, R3 concurs with MSS’s calculated 2024 rate revenue requirement of \$3,611,849, which is \$218,738 higher than the 2023 rate revenue requirement of \$3,393,112. The corresponding adjustment to the District’s solid waste rates for 2024 is 6.45%, based on January 1, 2024 effective date.

Table 1: 2024 Rate Adjustment Summary

	2023	2024	Dollar Change	Percentage Change	Adjustment to Rates
Collector Operations	2,324,968	2,441,216	116,248	5.00%	3.43%
Garbage Landfilling and Organics Processing	373,248	398,080	24,832	6.65%	0.73%
State Compliance Database Subscription	1,123	(561)	(1,684)	-150.00%	-0.05%
SB 1383 Compliance	25,102	26,521	1,418	5.65%	0.04%
Profit Calculation	285,991	300,773	14,782	5.17%	0.44%
Recyclable Materials Processing	25,337	100,299	74,962	295.86%	2.21%
Interest	52,873	55,516	2,643	5.00%	0.08%
Zero Waste Marin Fees	50,753	52,740	1,987	3.92%	0.06%
Franchise Fees	165,553	178,221	12,668	7.65%	0.37%
Annual Rate Revenue Reconciliation	82,044	47,421	(34,623)	-42.20%	-1.02%
Recycling Property Insurance	9,055	11,624	2,569	28.37%	0.08%
SB 1383 Negotiations and Implementation Support	(2,935)	0	2,935	-100.00%	0.09%
Total Annual Rate Revenue Requirement	3,393,112	3,611,849	218,738	6.45%	6.45%

2024 Rate Adjustment Details

Collector Operations

Collector Operations compensates MSS for labor, benefits, general and administrative, depreciation and lease, maintenance, fuel and oil. Per Exhibit B, compensation for Collector Operations is adjusted using the CPI index for Water and Sewer and Trash Collection. R3 used publicly available Bureau of Labor Statistics data to verify the calculated increase of 5.0% to Collector Operations. Per Exhibit B, the rate adjustment is subject to a 2.5% minimum and a 5% maximum rate cap for MSS's collection operations. The result is \$2,441,216 in Collector Operations for the District in 2024, which is an increase of \$116,248 compared to 2023.

Garbage and Organics Tipping Fees

Garbage Landfilling and Organics Processing tipping fee projections are calculated using actual tonnages collected from January 1 through June 30, 2023, which are then annualized to project total 2023 tonnages. Those tonnages are then multiplied by the projected 2024 tipping fees calculated in accordance with Exhibit B. This is based on the actual per ton tipping fees for each waste stream category, or if unavailable, projected tipping fees are calculated using the current year per ton tipping fees escalated by the change in WST— subject to a minimum increase of 2.5% and a maximum increase of 5.0%.

R3 reviewed MSS's projected 2024 tons and the 2024 per ton tipping fees for residential garbage, residential green waste/organics, commercial garbage, commercial mixed waste for processing, commercial food scraps, and MSS-served Agencies' waste delivered to MSS. Per Exhibit B, R3 confirmed that MSS materially correctly projected tons by category using annualized actual tons for the first six months of the current rate year and, as actual tipping fees are unavailable, applied the 5.0% WST adjustment to project 2024 per ton tip fees. The result is \$398,080 in Garbage and Organics Tipping fees for the District in 2024, which is an increase \$24,832 compared to 2023.

Database Subscription for Compliance with State Law

The rate setting methodology allows for the recovery of additional revenues associated with costs for changes in law and/or new State mandates. For increased operating expenses due to State Laws, including AB 1826 and SB 1383, MSS has included in its rate application a line item for a compliance database. Zero Waste Marin has assumed responsibility for the tracking and reporting of materials. MSS discontinued its subscription to Recyclist and received a refund. Compared to 2023 costs declined \$1,684. For 2024 the District's portion of that credit totals \$561.

Compliance with SB 1383

MSS is requesting continued revenue in association with SB 1383 with the goal of increasing compliance with the State of California's organics state mandate(s). The company will continue to provide compliance monitoring and inspection services, contamination monitoring, outreach and education, and reporting functions on behalf of the District. The total 2024 revenue recovery for these new SB 1383 compliance measures for MSS is \$26,521 for an increase of \$1,418 or 5.65%.

Profit Calculation

R3 reviewed the calculation of MSS's profit, which is a function of total allowable operating expenses (\$2,865,255 for the District) divided by the contractually set operating ratio of 90.5% and subtracting the same sum, rounded to the nearest dollar. MSS's actual profit achievement will vary depending on the company's real revenues and expenses; as such, profit is not guaranteed. The result is \$300,773 in Calculated Profit for the District in 2024, which is an increase of \$14,782 compared to 2023. The increase is due to increases in allowable operating expenses, which were described in the previous sections of this report.

Recyclable Materials Processing

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

The recyclable materials revenue amount is calculated based on 90% of the total revenue received by the Marin Recycling Center for recyclable materials, which is then divided by the number recyclable material tons processed at Marin Recycling Center. The calculation does not include income or tons from recyclable materials processed for third parties or agencies that were not customers of MSS or the Marin Recycling Center as of December 31, 2018. For Rate Year 2024, the resulting Net Recyclable Materials Processing Cost Per Ton is \$78.87, an increase of \$60.15 from the 2023 value of \$18.72. This increase is due to changes in the value of recyclable commodities sold by MSS. The result is \$100,299 in Recyclable Materials Processing costs for the District in 2024, which is an increase of \$74,962.

Interest

Interest is based on MSS's actual interest from its loan amortization schedules for actual and projected capital expenditures for services under the Agreement as of the last base year review in 2019. This is increased in the same manner as Collector Operations, as described above, via WST annually. The result is \$55,516 in interest for the District in 2024, which is an increase of \$2,643 compared to 2023.

Zero Waste Marin Fees

Zero Waste Marin Fees are set as a pass through as government fees and, per Exhibit B to the agreements, changes in such fees result in appropriate adjustments to rates to compensate MSS for increases or decreases in such fees. Zero Waste Marin fees included in the annual indexed rate applications for the MSS service area are set to be equal to the current Zero Waste Marin Fee assessments for the current fiscal year, with 100% of the MSS hauler fees passed through to the MSS Agencies, and with none of the MSS Transfer Station fees passed through to the MSS Agencies. The result is \$52,740 in Zero Waste Marin Fees for the District in 2024, which is an increase of \$1,987 compared to 2023.

Franchise Fees

Franchise Fees are calculated by multiplying the applicable franchise fee percentage by each agency served by MSS by the revenues projected for each that Rate Year. The District's Franchise Fee is 5% of gross revenues. The result is \$178,221 in Franchise Fees for the District in 2024. Franchise Fees fund the costs of compliance with State laws, management and administration of the District's Agreement with MSS, and compensate the District for the value of the property rights conveyed to MSS via the Agreement.

Annual Rate Revenue Reconciliation

The Rate Revenue Reconciliation item is to reconcile the projected rate revenue from the 2022 rate adjustment to the actual revenue collected through rates charged during the 2021 rate year. MSS experienced a surplus of \$47,421 in 2022 billed revenues in the District compared to the 2022 revenue requirement. That amount is therefore included in the 2024 rate application.

Recycling Property Insurance

Property insurance for recycling processing facilities have gone up across the country for circumstances outside of MSS's control. MSS has previously and separately briefed the Agencies on this item, and R3 is aware of the market circumstances surrounding it. R3 finds that this extraordinary item is supported and reasonable. The result is \$11,624 in Recycling Property Insurance for the District in 2024, which is an increase of \$2,569 compared to 2023.

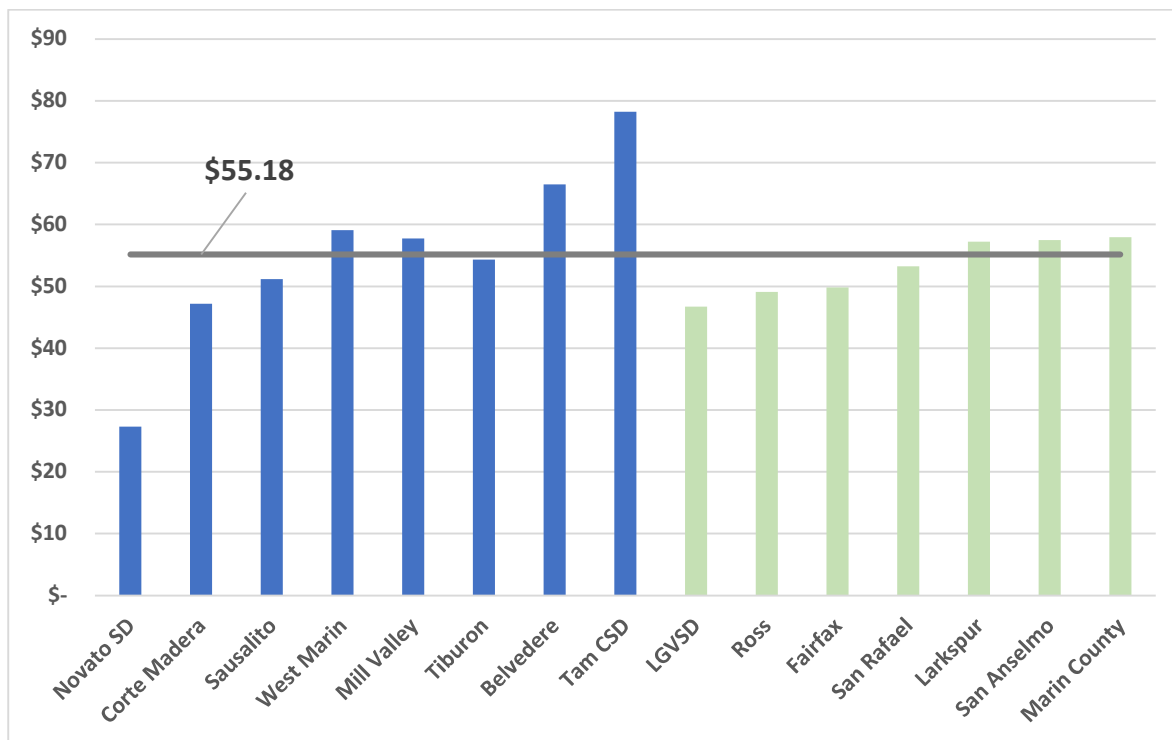
Funding for SB 1383 Contract Negotiations and Implementation

The MSS served Agencies have contracted with R3 to provide support for negotiation of an amendment to the MSS franchise agreements with the Agencies, effectuating the new services, terms and conditions for SB 1383 compliance. That contract also includes a contingency for support to the Agencies in implementing SB 1383 in 2022. R3's expenses for that work were budgeted at \$44,380 but then determined that services were not needed. For 2023 Las Gallinas Valley Sanitary District received a credit of \$2,935 for its portion.

Survey of Comparable Rates

Figure 1 illustrates R3's survey of solid waste rates as of October 2023 for agencies located throughout Marin County. These survey results are presented as an indication of the reasonableness of the resulting rates for 2024. For comparison purposes, agencies serviced by MSS are designated in green and represent the proposed pricing for 32-gallon cart, including the current rate increase. Other, non-MSS service agencies are designated in blue and are current pricing, though price increases are expected for 2024 as well. The average cost for the 30–35-gallon cart for non-MSS service agencies is represented by the grey line is \$55.18. The 32-gallon cart is projected to cost \$46.76 per month. The District's commercial rates for a 3-cubic yard bin serviced one time per week will be \$677.48 compared to \$636.43 the previous year.

Figure 1: Comparison of MSS's 2024 Rates to Other Marin County Agencies



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

ORDINANCE NO. 194

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

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

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

DRAFT

**LAS GALLINAS VALLEY SANITARY DISTRICT
EXHIBIT C - SCHEDULE OF RATES**

RESIDENTIAL REFUSE COLLECTION RATES			
		Rate increase:	6.45%
		Effective date:	01/01/2024
<i>Residential Service (Bundled service includes 1 landfill (garbage) cart, 1 organics cart, & 1 recycling split cart)</i>			
REOCCURRING CHARGES	Weekly Service Rates (Billed Quarterly)	Flat rate	
		Monthly Rate	Quarterly Rate
	20 gallon cart	\$39.76	\$119.28
	32 gallon cart	\$46.76	\$140.28
	64 gallon cart	\$93.52	\$280.56
	96 gallon cart	\$140.28	\$420.84
	Low income - 20 gal* cart	\$31.81	\$95.43
	Low income - 32 gal* cart	\$37.41	\$112.23
	Low income - 64 gal* cart	\$74.82	\$224.46
	Low income - 96 gal* cart	\$112.22	\$336.66
	Additional Organics Cart Rental (35 or 64 gallon cart)	\$2.76	\$8.28
	Additional Split Cart Rental (64 or 96 gallon cart)	\$2.76	\$8.28
	Additional Monthly Charges	Monthly Fee (per cart, each way)	Quarterly Fee
	Distance 0' - 50'	\$6.42	\$19.26
	Distance Over 50'	\$8.26	\$24.78

*Must meet PG&E CARE program eligibility requirements.

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

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

**LAS GALLINAS VALLEY SANITARY DISTRICT
EXHIBIT C - SCHEDULE OF RATES**

COMMERCIAL REFUSE MONTHLY COLLECTION RATES

Rate increase: 6.45%
Effective date: 01/01/2024

	Collections per Week						Additional One Time Empty/On Call
	1	2	3	4	5	6	
COMMERCIAL CARTS, BINS, ROLL-OFFS							
Garbage							
20 gallon cart*	\$40.66	\$81.32	\$121.98	\$162.64	\$203.30	\$243.96	\$9.38
32 gallon cart	\$47.83	\$95.66	\$143.49	\$191.32	\$239.15	\$286.98	\$11.04
64 gallon cart	\$95.66	\$191.32	\$286.98	\$382.64	\$478.30	\$573.96	\$22.08
96 gallon cart	\$143.49	\$286.98	\$430.47	\$573.96	\$717.45	\$860.94	\$33.11
1 yard bin	\$334.82	\$670.45	\$1,005.28	\$1,340.10	\$1,675.65	\$2,010.39	\$77.27
2 yard bin	\$506.15	\$977.30	\$1,448.09	\$1,918.81	\$2,389.97	\$2,860.72	\$116.80
3 yard bin	\$677.48	\$1,284.13	\$1,890.87	\$2,497.54	\$3,104.26	\$3,711.01	\$156.34
4 yard bin	\$894.50	\$1,753.53	\$2,612.75	\$3,471.70	\$4,330.76	\$5,190.09	\$206.42
5 yard bin	\$1,111.54	\$2,222.95	\$3,334.64	\$4,445.87	\$5,557.28	\$6,669.22	\$256.51
6 yard bin	\$1,287.20	\$2,439.87	\$3,592.66	\$4,745.32	\$5,898.12	\$7,050.91	\$297.05
10 yard roll-off	\$2,045.06	\$3,877.92	\$5,710.35	\$7,542.96	\$9,375.96	\$11,208.50	\$471.94
18 yard roll-off	\$3,356.19	\$6,288.99	\$9,221.69	\$12,154.55	\$15,087.57	\$18,020.28	\$774.51
20 yard roll-off	\$4,090.12	\$7,755.82	\$11,420.69	\$15,085.93	\$18,751.90	\$22,417.00	\$943.87
25 yard roll-off	\$5,112.67	\$9,694.80	\$14,275.86	\$18,857.42	\$23,439.89	\$28,021.26	\$1,179.85
Organics (F2E or Compost)							
32 gallon	\$22.59	\$45.18	\$67.77	\$90.36	\$112.95	\$135.54	\$5.21
64 gallon	\$45.18	\$90.36	\$135.54	\$180.72	\$225.90	\$271.08	\$10.43
1 yard	\$158.08	\$316.16	\$474.24	\$632.32	\$790.40	\$948.48	\$36.48
2 yard	\$316.16	\$632.32	\$948.48	\$1,264.64	\$1,580.80	\$1,896.96	\$72.96
3 yard	\$474.24	\$948.48	\$1,422.72	\$1,896.96	\$2,371.20	\$2,845.44	\$109.44
10 yard roll-off	\$1,431.54	\$2,863.08	\$4,294.62	\$5,726.16	\$7,157.70	\$8,589.24	\$330.36
18 yard roll-off	\$2,576.77	\$5,153.54	\$7,730.31	\$10,307.08	\$12,883.85	\$15,460.62	\$594.64
20 yard roll-off	\$2,863.08	\$5,726.16	\$8,589.24	\$11,452.32	\$14,315.40	\$17,178.48	\$660.71
25 yard roll-off	\$3,578.85	\$7,157.70	\$10,736.55	\$14,315.40	\$17,894.25	\$21,473.10	\$825.89
Garbage Compactors (Per empty)							
Roll-off Compactor Tipping fee per ton		\$162.30			Roll-off Compactor Hauling charge		\$329.67
Stationary FL (Per Compacted Yard)		\$137.48			Roll-off Compactor Special handling		Rates Vary
Other Charges	Service		Fee		Details		
	Lock		\$25.00		Monthly fee		
	Box rental		Fees Vary		Minimum Bimonthly fee		
	Minimum Load		ML		Monthly fee		
	Distance < 50ft		\$6.42		Monthly fee per cart, each way		
Distance > 50ft		\$8.24		Monthly fee per cart, each way			

* Customers must have a sufficient level of service for the volume of material generated. Requests for 20gal carts require assessment and approval of a Route Manager.

NOTE: All container types and sizes may not be available at all locations depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.
On Call rate only available with approval from Route Manager

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

*Boxes exceeding 300lbs/yard

**Fees vary by size up to \$1,200, not to exceed current replacement value.

**LAS GALLINAS VALLEY SANITARY DISTRICT
EXHIBIT C - SCHEDULE OF RATES**

MULTI-FAMILY DWELLING REFUSE MONTHLY COLLECTION RATES

Rate increase: 6.45%
Effective date: 01/01/2024

RECURRING CHARGES	MFD CARTS, BINS, ROLL-OFFS	Collections per Week						Additional One Time Empty/On Call	
	Garbage	1	2	3	4	5	6		
	20 gallon cart*	\$39.75	\$79.50	\$119.25	\$159.00	\$198.75	\$238.50	\$9.17	
	32 gallon cart	\$46.76	\$93.52	\$140.28	\$187.04	\$233.80	\$280.56	\$10.79	
	64 gallon cart	\$93.52	\$187.04	\$280.56	\$374.08	\$467.60	\$561.12	\$21.58	
	96 gallon cart	\$140.28	\$280.56	\$420.84	\$561.12	\$701.40	\$841.68	\$32.37	
	1 yard bin	\$309.24	\$535.75	\$762.19	\$988.70	\$1,215.20	\$1,441.74	\$71.36	
	2 yard bin	\$506.15	\$977.30	\$1,448.09	\$1,918.81	\$2,389.97	\$2,860.72	\$116.80	
	3 yard bin	\$677.48	\$1,284.13	\$1,890.87	\$2,497.54	\$3,104.19	\$3,710.84	\$156.34	
	4 yard bin	\$894.50	\$1,753.53	\$2,612.75	\$3,471.70	\$4,330.76	\$5,190.09	\$206.42	
	5 yard bin	\$1,111.54	\$2,222.95	\$3,334.64	\$4,445.87	\$5,557.28	\$6,669.22	\$256.51	
	6 yard bin	\$1,287.20	\$2,439.87	\$3,592.66	\$4,745.32	\$5,898.12	\$7,050.91	\$297.05	
	10 yard roll-off	\$2,045.06	\$3,877.92	\$5,710.35	\$7,542.96	\$9,375.96	\$11,208.50	\$471.94	
	18 yard roll-off	\$3,356.19	\$6,288.99	\$9,221.69	\$12,154.55	\$15,087.57	\$18,020.28	\$774.51	
	20 yard roll-off	\$4,090.12	\$7,755.82	\$11,420.69	\$15,085.93	\$18,751.90	\$22,417.00	\$943.87	
	25 yard roll-off	\$5,112.67	\$9,694.80	\$14,275.86	\$18,857.42	\$23,439.89	\$28,021.26	\$1,179.85	
	Organics	1	2	3	4	5	6	Additional One Time Empty/On Call	
	Additional Organics Cart Rental (35 gallon cart) after 4 TOTAL carts per cart per month	\$2.76	\$5.52	\$8.28	\$11.04	\$13.80	\$16.56	NA	
	Additional Organics Cart Rental (64 gallon cart) after 4 TOTAL carts per cart per month.	\$2.76	\$5.52	\$8.28	\$11.04	\$13.80	\$16.56	NA	
	1 yard	\$158.08	\$316.16	\$474.24	\$632.32	\$790.40	\$948.48	\$36.48	
	2 yard	\$316.16	\$632.32	\$948.48	\$1,264.64	\$1,580.80	\$1,896.96	\$72.96	
	3 yard	\$474.24	\$948.48	\$1,422.72	\$1,896.96	\$2,371.20	\$2,845.44	\$109.44	
	Garbage Compactors (Per empty)								
	Roll-off Compactor Tipping fee per ton		\$162.30			Roll-off Compactor Hauling charge		\$329.67	
	Stationary FL (Per Compacted Yard)		\$137.48			Roll-off Compactor Special handling		Rates Vary	
	Other Charges	Service		Fee	Details				
		Lock		\$25.00	Monthly fee				
		Box rental		Fees Vary	Minimum Bimonthly fee				
		Minimum Load ML		Fees Vary	Monthly fee				
		Distance < 50ft		\$6.42	Monthly fee per cart, each way				
	Distance > 50ft		\$8.24	Monthly fee per cart, each way					

NOTE: Minimum service level is 32 gallons per unit or equivalent volume. Decrease to 20 gallon per unit is subject to company review and approval.
NOTE: Up to four (4) Organics carts provided at no additional charge. Additional carts may be rented for a nominal monthly fee.
NOTE: All container types and sizes may not be available depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

On Call rate only available with approval from Route Manager

ONE TIME SERVICE FEES	MFD One Time Service Fees	Fee
		Return Fee - BIN
	Return Fee - CART -same day	\$10.00
	Return Fee - CART -off day	\$25.00
	Late Fee/Resume Service Fee	\$35.00
	Contamination (BIN) Per Yard	\$50.00
	Contamination (CART)	\$30.00
	Overload/Compaction (BIN)	\$60.00
	Overload/Compaction (CART)	\$25.00
	Additional Empty/Bag Garbage	\$15.00
	Extra Bag Yard Waste	\$10.00
	Additional Empty Garbage	Fees vary
	Steam Clean (BIN)	\$95.00
	Steam Clean (CART)	\$15.00
	Steam Clean (COMPACTOR/ROLL-OFF)	\$225.00
	Lock Set-up Admin Fee	\$25.00
	Lock Single Use Fee	\$5.00
	Lock Purchase Fee	\$20.00
	Lock Bar Bin Set-up Fee	\$75.00
	Overweight Charge Per Ton*	\$205.00
	20 Gal Cart Replacement Fee	\$55.00
	32 Gal Cart Replacement Fee	\$60.00
	64 Gal Cart Replacement Fee	\$65.00
	96 Gal Cart Replacement Fee	\$75.00
	64 Gal Split Cart Replacement Fee	\$90.00
	96 Gal Split Cart Replacement Fee	\$100.00
	Bin Repair/Replacement Fee**	Fees vary by size up to \$1,200

*Boxes exceeding 300lbs/yard

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

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

* * * * *

I hereby certify that the foregoing is full, true, and correct copy of the Ordinance duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on December 7, 2023, by the following vote of members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

Teresa Lerch, Board Secretary
Las Gallinas Valley Sanitary District

APPROVED:

Megan Clark, Vice President
Las Gallinas Valley Sanitary District

(seal)

11/16/2023

General Manager Report

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

Agenda Item 4.2Date November 16, 2023**DESIGN (Number of projects in design phase: 13)**

- Solar Photovoltaic System Upgrades
 - The design of the new solar PV system has been delayed due to geotechnical issues with bay mud. ForeFront will provide a revised schedule in a couple of weeks.
 - Staff, Kenwood Energy, and ForeFront are working with PG&E in obtaining monetary incentive in the amount of ~\$1.7M through the Self-Generation Incentive Program (SGIP).
 - ForeFront is working on 50% design submittal.

CONSTRUCTION (Number of projects in construction: 13)

- Biosolids Land Application
 - Staff prepared and submitted a final Pre-Application Report to the Regional Water Quality Control Board as a pre-requisite of land application.
 - Synagro (contractor) began biosolids land application on 10/5/23 and is on track to complete work by 10/31/23, as required in the Regional Water Quality Control Board permit.
 - Staff requested Synagro to remove more biosolids to provide additional space for future storage in the sludge lagoons.
 - EOA is assisting operations in evaluating an option to discharge centrate (byproduct of sludge dewatering) into the old Direct Land Disposal area near the sludge lagoons to minimize the impact on plant operations.
- Primary Clarifier #1 Rehabilitation
 - Executed contract in the amount of \$1,366,200 and held pre-construction meeting with Pacific Infrastructure (contractor).
 - Issued a Notice to Proceed and working with Pacific Infrastructure to order the clarifier mechanism from Ovivo and Pacific Wastewater Optimization.
- Secondary Effluent Line Modifications
 - Executed contract in the amount of \$1,022,391 and held pre-construction meeting with CATS4U (contractor).
 - Issued a Notice to Proceed and developed a sequence of construction with CATS4U based on field verification of as-built conditions.
- John Duckett Force Main Access Structures
 - Executed contract in the amount of \$ 399,733 with Corcus Construction (contractor).
- Digester MCC-2 Upgrade
 - Executed contract in the amount of \$1,018,000 and held pre-construction meeting with Blocka Construction (contractor).
 - Began RFI and submittal processes for electrical equipment and components with long lead-times.

REQUEST FOR PROPOSALS (Number of projects: 1)

- Multipurpose Lab Building Design
 - Prepared one addendum for the RFP issued on 8/28/23.
 - Received proposals from 9 architectural firms on 10/5/23.
 - Developing an evaluation matrix for selecting the top 5 architectural firms with wastewater and/or water laboratory design experience for final review by the ad hoc committee.

OTHER

- Infiltration & Inflow Program – Staff is developing a program that would allow developers to pay a proportionate share of wet weather flow mitigation by contributing towards an inflow and infiltration (I&I) reduction project in lieu of sewer upsizing and facilities upgrade outlined in the current ordinance.
- PG&E Incentive Program – Staff is calculating the costs for installation and procurement of the Bio-wheel system to obtain approximately \$19k of incentive from PG&E.
- County Building Permits – In response to a County inquiry, Staff requested the County to continue placing holds on final inspections only instead of holds on permit issuance and initial inspections.

Job No.	Project Name/Updates	% Complete
DESIGN PROJECTS		
11200-03	John Duckett Pump Station & Sewer Main Capacity and Storage <ul style="list-style-type: none"> Staff has reprioritized project scope based on new hydraulic modeling information from Hazen & Sawyer. Pump station pumping capacity appears adequate for peak wet weather flows. Top 2 priorities: pump station electrical upgrades and exposed gravity trunk sewer creek crossing. Staff to evaluate next steps. 	0%
11500-09	Miller Creek Rock Vane Repair <ul style="list-style-type: none"> WRA requested an additional budget in the amount of ~\$5k to continue the permitting effort. Received comments from the Regional Water Quality Control Board requesting corrective actions to address erosion and other deficiencies on the annual vegetation and geomorphic monitoring reports by WRA. WRA has completed the preliminary design of the rock vane repair. Staff to call for informal bids under UPCCAA; project estimate: \$100k. 	25%
20300-09	Smith Ranch Pump Station Electrical Upgrades <ul style="list-style-type: none"> Freyer & Laureta continues to update electrical design plan set per staff comments. Staff to call for bids based on available budget for FY 2023-24. 	55%
20600-04	Flow Equalization Basin <ul style="list-style-type: none"> On-hold pending evaluation of final treatment facility layout. Need to discuss rescoping of design services with Hazen to reprioritize tasks based on recent storms and new secondary treatment process performance. 	25% (On-hold)
21300-04	Pump Station Site Lighting Improvements <ul style="list-style-type: none"> Light fixture type and model shall meet Dark Sky Initiative specifications. Staff to call for bids based on available budget for FY 2023-24. 	55%
21350-01	Automatic Transfer Switches for Pump Stations <ul style="list-style-type: none"> Staff to call for bids based on available budget for FY 2023-24. 	55%
21600-01	Emergency Bypass Pumping Analysis & Emergency Response Plan <ul style="list-style-type: none"> Freyer & Laureta continues to prepare the draft emergency response plan. 	55%
21600-03	Venetia Harbor Paving <ul style="list-style-type: none"> Staff to finish the grading and paving plan based on topographic data and prepare informal bid set based on available budget for FY 2023-24. 	50%
21600-09	Plant Lighting Improvements <ul style="list-style-type: none"> Discussed with operations that the plant currently has adequate lighting such that additional area lighting is no longer required. 	100%
21600-11	Annual Plant Paving and Fencing at Various Locations <ul style="list-style-type: none"> Staff to redefine scope based on available budget for FY 2023-24. Top priority: new plant entrance gate and new paving for traffic loop. Staff to call for informal bids under UPCCAA. 	5%

Job No.	Project Name/Updates	% Complete
22500-03	Solar Photovoltaic System Upgrades <ul style="list-style-type: none"> The design of the new solar PV system has been delayed due to geotechnical issues with bay mud. ForeFront will provide a revised schedule in a couple of weeks. Staff, Kenwood Energy, and ForeFront are working with PG&E in obtaining monetary incentive in the amount of ~\$1.7M through the Self-Generation Incentive Program (SGIP). ForeFront is working on 50% design submittal. 	10%
24460-05	Marin Lagoon Pump Station Control Panel and ATS Improvements <ul style="list-style-type: none"> Awarded design contract to Freyer & Laureta. To replace the existing variable frequency drive with a prefabricated single or duplex control panels at Marin Lagoon Pump Stations. 	5%
TBD	Reclamation Pond Catwalks and Diversion Boxes <ul style="list-style-type: none"> Waiting for 3 new catwalks from Zappetini. Staff is developing new scope for replacement of critical gates and valves based on available budget for FY 2023-24. Staff has reached out for informal bids from several contractors. 	5%
CONSTRUCTION PROJECTS		
11500-09	Miller Creek Vegetation Maintenance <ul style="list-style-type: none"> On-going with Hanford ARC. 	17%
12300-05	Rafael Meadows Pump Station Standby Generator Installation <ul style="list-style-type: none"> Contractor completed all punchlist items. 	100%
12600-07 & 16650-02	Secondary Treatment Plant Upgrade & Recycled Water Expansion <ul style="list-style-type: none"> Target completion date: 10/27/2023. District staff working with special counsel on project closeout strategy. 	99%
12600-07	Combined Project - TWAS Enclosure/Sludge Basin and Reception Pad <ul style="list-style-type: none"> Apparent low bidder: CATS4U for ~\$2.85M. Award of contract pending budget reprioritization among Digester MCC-2 Upgrade, Primary Clarifier #1 Rehabilitation, Biosolids Land Application, and Battery Energy Storage System projects. 	Pending
12600-07	Secondary Effluent Line Modifications <ul style="list-style-type: none"> Executed contract in the amount of \$1,022,391 and held pre-construction meeting with CATS4U (contractor). Issued a Notice to Proceed and developed a sequence of construction with CATS4U based on field verification of as-built conditions. 	5%
20200-01	John Duckett Force Main Access Structures <ul style="list-style-type: none"> Executed contract in the amount of \$ 399,733 with Corcus Construction (contractor). 	5%
21300-03	Standby Generator System Installation for Adrian, McPhail, and Industrial Park PS <ul style="list-style-type: none"> Received BAAQMD permits for all three pump stations. Contractor has placed orders for all three gensets and awaiting delivery. Contractor has completed sitework, conduit installation, concrete foundation, and other preparatory work for genset installation. Construction will resume after genset delivery. 	82%

Job No.	Project Name/Updates	% Complete
21500-08	Biosolids Land Application <ul style="list-style-type: none"> Staff prepared and submitted a final Pre-Application Report to the Regional Water Quality Control Board as a pre-requisite of land application. Synagro (contractor) began biosolids land application on 10/5/23 and on track to complete work by 10/31/23, as required in the Regional Water Quality Control Board permit. Staff requested Synagro to remove more biosolids to provide additional space for future storage in the sludge lagoons. EOA is assisting operations in evaluating an option to discharge centrate (byproduct of sludge dewatering) into the old Direct Land Disposal area near the sludge lagoons. 	95%
21600-07	Digester MCC-2 Upgrade <ul style="list-style-type: none"> Executed contract in the amount of \$1,018,000 and held pre-construction meeting with Blocka Construction (contractor). Began RFI and submittal processes for electrical equipment and components with long lead-times. 	5%
21600-08	Grit Screw Conveyor Systems Replacement <ul style="list-style-type: none"> CATS4U completed the installation per plans and specifications. Investigating the difference in gear box sound. Pending completion of punch list items. 	98%
22600-01	Primary Clarifier #1 Rehabilitation <ul style="list-style-type: none"> Executed contract in the amount of \$1,366,200 and held pre-construction meeting with Pacific Infrastructure (contractor). Issued a Notice to Proceed and working with Pacific Infrastructure to order the clarifier mechanism from Ovivo and Pacific Wastewater Optimization. 	5%
23500-05	Center Pivot No.1 Replacement <ul style="list-style-type: none"> Issued Change Order #1 to Amerine Systems for power line filter. Pending completion of punchlist items before project closeout. 	98%
24125-01	On-Call Construction Contract (2023-2025) <ul style="list-style-type: none"> Executed contract with Piazza Construction, for \$200k. Task 1, Tamarack Dr Sewer Main Repair – Provided scope of work to Piazza. 	Continuous
REQUESTS FOR PROPOSALS		
24600-01	Multipurpose Lab Building Design <ul style="list-style-type: none"> Prepared one addendum for the RFP issued on 8/28/23. Received proposals from 9 architectural firms on 10/5/23. Developing an evaluation matrix for selecting the top 5 architectural firms with wastewater and/or water laboratory design experience for final review by the ad hoc committee. 	
CALL FOR BIDS		
None.		
OTHER PROJECTS		
20100-04	Integrated Wastewater Master Plan <ul style="list-style-type: none"> Conducted re-scoping internal meeting with all departments. Received final technical memo on collection system assessment. 	Phase 2: 85%

Job No.	Project Name/Updates	% Complete
	<ul style="list-style-type: none"> Awaiting Phase 2 technical memos, including condition assessment on treatment plant, disaster resilience, and asset management from Kennedy Jenks. 	
21500-08	Biosolids Program <ul style="list-style-type: none"> Continue to hold biweekly progress meetings with GHD. Continue to assist the Purdue research team with its soil and groundwater sampling efforts. 	Continuous
21500-08	Flood Protection Plan <ul style="list-style-type: none"> Submitted Flood Protection Plan prepared by ESA to the Regional Water Quality Control Board in compliance with the NOA. Awaiting comments from the Regional Water Quality Control Board. 	95%
22125-02	Standard Specifications and Drawings Update <ul style="list-style-type: none"> Staff is reviewing the Technical Memo on Design Standards for Similar Agencies prepared by Hazen & Sawyer. 	10%
23200-01	Collection System Hydraulic Model <ul style="list-style-type: none"> The hydraulic model is essentially complete. The model incorporated as-built record drawings, pump station data, water billings, flow monitoring data, and other field data. The model was run for various conditions with dry weather and USGS design storms. 	80%
24125-03	On-Call Engineering Contract (2023-2024) <ul style="list-style-type: none"> Executed two separate FY 2023-24 contracts with Hazen & Sawyer and Freyer & Laureta. Task 1 for Hazen & Sawyer: Review the draft Inflow & Infiltration Program. 	Continuous
24125-02	On-Call Inspection Contract (2023-2024) <ul style="list-style-type: none"> Executed FY 2023-24 contract with Bellecci & Associates for collection system, development, and other projects as necessary. 	Continuous
TBD	Sludge Lagoon Liner Replacement/Repair <ul style="list-style-type: none"> The repair of the sludge lagoon liner has been removed from the biosolids land application project due to project constraints. Staff is working on UPCCAA informal bid package to repair/replace the liner. 	50% (Design)
N/A	PG&E Incentive Program <ul style="list-style-type: none"> Staff is calculating the costs for installation and procurement of the Bio-wheel system to obtain approximately \$19k of incentive from PG&E. 	
N/A	Inflow & Infiltration Program <ul style="list-style-type: none"> Staff is developing a program that would allow developers to pay a proportionate share of wet weather flow mitigation by contributing towards an inflow and infiltration (I&I) reduction project in lieu of sewer upsizing and facilities upgrade outlined in the current ordinance. 	
N/A	General Small Projects <ul style="list-style-type: none"> 30-in Force Main Inlet Valve Investigation & Repair – in progress Non-Potable Water Hydrant Repair/Replacement – in progress Installation of New Drinking Fountain in Reclamation Area – completed 	

LAND DEVELOPMENT

245 Nova Albion Way

- Total of 100 living units.
 - Pending adoption of Inflow and Infiltration Program and discussion of next steps with the Development Ad Hoc Committee.
-

350 Merrydale Rd

- Construction of 45 townhouses/condominiums.
 - Issued Will Serve Letter.
-

Los Gamos Apartments

- Total of 192 apartment units.
 - Pending adoption of Inflow and Infiltration Program and discussion of next steps with the Development Ad Hoc Committee.
-

Northgate Redevelopment - 5800 Northgate Mall

- Redevelop Northgate Mall to include both retail and multi-family units.
Project Concept 2025: retail space plus 965 multi-family units
Project Concept 2040: retail space plus 1374 multi-family units
 - Pending adoption of Inflow and Infiltration Program and discussion of next steps with the Development Ad Hoc Committee.
-

WildCare Temporary Building - 251 North San Pedro Rd

- Construction of temporary portable trailers, small sheds, and animal caging for operation during construction of new facilities at its permanent location.
 - Reviewed project information and provided comments to WildCare.
 - Total addition of 19 Plumbing Fixture Units (PFUs).
-

Other Projects Reviewed by Staff (Will Serve Letters Issued):

- 1335 Las Raposas Rd – New ADU
-

Other Projects Reviewed by Staff (Will Serve Letters Not Required):

- 31 Washington Ave – Residential Interior Remodel and Addition
 - 850 Butternut Dr – Residential Interior Remodel
 - St Isabella School at 1 Trinity Wy – Replacement of Modular Classroom Buildings
 - Safeway at 950 Las Gallinas Ave – Tenant Improvements
-

Building Permit Lists

- Reviewed building permit lists from City of San Rafael: Issued 4 request for information letters.
 - Reviewed building permit lists from Marin County:
 - Placed 1 permit holds.
 - Released 3 permit holds.
 - In response to a County inquiry, Staff requested the County to continue placing holds on final inspections only instead of holds on permit issuance and initial inspections.
-

SEWER LATERAL VIDEO INSPECTION - COLLECTIONS DEPARTMENT

- Reviewed 31 sewer lateral inspection videos and issued Letters of Findings.
-

Agenda Item 4.3

Date November 16, 2023

SSO SPILL SUMMARY

- No Spills to Report

KEY MAINTENANCE PROJECTS - Annual Maintenance was completed on the following:

- Grit washer #1 & 2
- Grit separator cyclone #1 & 2 (includes full replacement of rubbers)
- Waste gas burner
- Primary digester mix pump
- Primary Clarifier 2/3 Scum pumps
- PC 2&3
- PC #1
- Pressure Release Valves, flame arrestors, & thermal shut off valves on both digesters.
- Grit chamber blower #1 & #2
- All Recycled Water distribution pumps
- All aeration recycle pumps
- All Primary pump station pumps
- Influent screen #2
- Routine Preventative Maintenance Work Orders – Treatment Plant/Pump Stations/Reclamation
- (400) Fleet Maintenance Inspections

Biowheel Repairs

- 30 Pin replacements
- 23 Link replacements
- 4 Barrel replacements
- 2 complete chain failures

SAFETY ISSUES AND TRAINING

- Heavy Equipment Training – Du-All
- Lockout/Tagout Refresher Training – Du-All
- Lead/Asbestos Awareness Training – Du-All
- Annual Fire Extinguisher Certification
- Hoist/Overhead Crane Annual Certification

OTHER

- Collection System – Pump Station Maintenance (Routine)
- Air Release Valve Maintenance (Quarterly)

REQUESTS FOR PROPOSALS

- None

PERFORMANCE METRICS

Collection System Cleaning and CCTV Inspection

- Flushed/Rodded = 126,849 feet; Percent of District = 23.0%.
- CCTV Inspected = 52,123 feet; Percent of District = 9.4%
- Manhole inspections performed = 676
- USA Ticket Work Orders = 513

CNG Fueling Stations

- Smith Ranch Fuel Station
 - 13 Fill-ups
 - Total Diesel Gallon Equivalent (DGE) = 306 DGE
 - Average MPG = 5.16 MPG/3-month miles driven = 1,580.8 or 24.3 miles/day

Pump Station Highlight – Descanso (3 – 30hp pumps)

Location: 807 Descanso Way

Parcel 180-074-38

Date Constructed: 1966

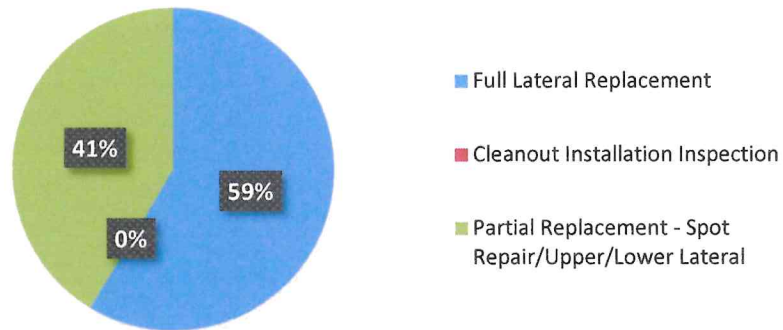
Expansions: 1982, 1993



Lateral Construction and Repair Inspections

- Applications received = 28
- Full Replacement Inspections Performed = 17 Full Replacements
- Cleanout Installation Inspections Performed = 0 Cleanout Installations
- Spot Repairs/Upper/Lower Replacements Performed = 6 partial replacements or spot repairs

Lateral Construction and Repair Inspections



Sewer Lateral Ordinance No. 180 - Number of Applications Processed

- Home Sale Applicants = 36 received
- Building Permit (\$30,000 valuation) Applicants = 9 received

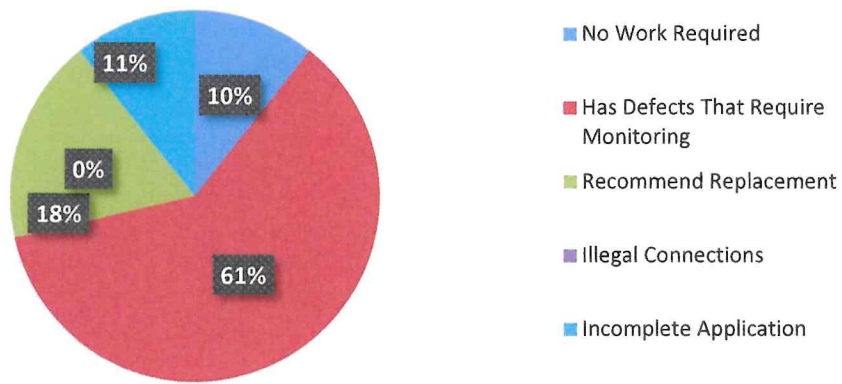
Applications - Home Sale vs Building Permit (Triggers)



Sewer Lateral Ordinance No. 180 - Letter of Findings

- Home Sale Letter of Findings Issued = 25; 5 - recommend replacement, 17 -have defects that require monitoring, 3 - no work or monitoring required, 3 – Incomplete Applications, 0 – Illegal connection

Letter of Findings Issued



Agenda Item 4.4
Date November 16, 2023



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601 1210
312.977.9700 fax: 312.977.4806

10/30/2023

Curtis Paxton
General Manager
Las Gallinas Valley Sanitary District, California

Dear Curtis:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2022 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services



Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lqvsd.org
Mtg. Date: November 16, 2023
Re: Draft Wet Weather Flow Mitigation for Land Development Projects Rev2
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No X (See attached) Not Applicable _____

STAFF RECOMMENDATION

For Board review. Attached to this report is the Agenda Summary Report on this subject from the last Board meeting.

BACKGROUND

District staff revised draft Resolution No. 2023-XXXX based on the following comments by the Board on November 2, 2023:

1. Senate Bill 9 (SB 9): A new clause is added regarding SB 9, otherwise known as the California Housing Opportunity and More Efficiency (HOME) Act, as a contributing factor to wet weather sewer flows by allowing homeowners in urban areas to create a duplex or subdivide an existing lot up to no more than four units on what is currently a single-family parcel.

2. Connection Fee and I&I Reduction Fee: A new clause is added to indicate that I&I Reduction Fee is separate from Connection Fee. Connection Fee, also known as Capacity Facilities Charge or “buy in” fee, is a onetime charge to new development connecting to the District’s sewer system. Additionally, per current ordinance, when a development has an impact that will require pipelines or pump stations to be expanded in terms of capacity, the cost of that expansion must be borne by the developers so that existing ratepayers do not pay for the cost of the additional capacity that otherwise would not be needed. This resolution would allow developers to contribute towards an I&I reduction project in lieu of pipeline expansion.

3. Location Map of I&I Projects: New maps and tables are included in Exhibit A to show location of potential I&I reduction projects relative to the site inventories and impacted trunk sewers or sewer mains and pump stations. It should be noted that:
 - a) Although the current version of the hydraulic model is useful in determining corresponding pipeline upgrades, District staff has yet to develop a comprehensive I&I reduction program for all impacted subbasins within the collection system, which are noted to be determined (“TBD”) in Exhibit A. An exemption to this is 245 Nova Albion, which has preliminary information provided by Hazen & Sawyer in Exhibit C.
 - b) The theoretical and realistic sites inventory for 3501 Civic Center Dr were inadvertently transposed in the initial draft and have been corrected.

- c) Staff anticipates expanding Hazen's scope of services to identify impacted subbasins.
 - d) District staff anticipates updating the exhibits as the I&I program progresses, and as the City and County update their corresponding housing elements for the future cycles.
4. Exhibit C: The sample calculation represents preliminary numbers Hazen and Sawyer prepared for the proposed 245 Nova Albion development. It is subject to change pending formal application for sewer allocation by the developer (Province Group, LLC/Newport Equities, LLC). It should be noted that:
 - a) Both the developer and its design engineer (BKF) have tentatively agreed with Hazen's preliminary calculations.
 - b) The Connection Fee will be adjusted at the time of issuance of a Will Serve Letter.
 - c) The I&I Reduction Fee will be determined based on the actual bid price, and the decision to proceed will be based on a bid tolerance percentage outlined in paragraph 3, Developer Options, of the resolution.
5. 245 Nova Albion: The Connection Fee assuming current rates is \$794,333 (97 units x \$8,189 per unit). The I/I reduction fee based on Hazen's preliminary calculation as shown in Exhibit C is \$225,937, or 28.4% of the Connection Fee.
6. Typical I&I Reduction Project: Exhibit C is expanded to include a sample methodology to illustrate how developer contribution may be calculated based on actual flow data gathered during flow monitoring.
 - a) The rehabilitation technology used in the sample calculation is Cured-in-Place Pipe (CIPP) lining, which involves inserting an epoxy-impregnated liner inside the existing pipe, then inflating with hot steam to cure and form a smooth interior surface, thereby restoring the pipeline to near-new and watertight condition.
 - b) The I&I rehabilitation project shall include manhole lining as well.
 - c) Other technologies such as pipe-bursting or slip-lining may be used on a case-by-case basis according to existing pipe condition.
7. Verification of City and County RHNA Site Inventories: In drafting the resolution and exhibits, District staff utilized the final versions of the 2023-2031 (6th Cycle) Housing Element adopted by the City Council and County Board of Supervisors respectively on May 15, 2023 and January 24, 2023.
 - a) Staff revised Exhibit A to show combined City and County RHNA site inventories (opportunity sites) within the collection system.
 - b) District staff will verify the correctness of the RHNA site inventories and continually update the information based on future cycles.
 - c) Exhibit B is revised to show actual pages of the housing elements to facilitate future updates by District staff of site inventories within the collection system.
8. Developer I&I Reduction Account: Developer contribution towards an I&I reduction project will be allocated into the appropriate year for Annual Sewer I&I Reduction Program shown in the 7-year CIP. This project has a budget allocation of \$500,000 for FY 2023-24 that can be utilized to initiate the program. This is in addition to the \$75,000 for flow monitoring necessary to calibrate the hydraulic model by identifying potential sources of I&I. Both



projects increase 3% annually until FY 2031-32. Staff may combine both projects with the annual Sewer Main Collection System Rehabilitation Program as appropriate.

PREVIOUS BOARD ACTION

1. On July 6, 2023, the District Board adopted Ordinance No. 193, Title 3, Chapter 2, An Ordinance Relating to Reimbursement for Public Sewer Main Extensions to include sewer capacity upgrades as a responsibility of the owner of the parcel or tract of land, and that the District reserves the right to perform the work and bill the owner for the cost by proportionality analysis through a reimbursement agreement.
2. On November 2, 2023, the District Board provided initial comments on the draft Wet Weather Flow Mitigation for Land Development Projects.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

RESOLUTION No. 2023-~~XXXXXXX~~

A RESOLUTION ADOPTING A POLICY ALLOWING INFLOW AND INFILTRATION REDUCTION PROJECT AS A WET WEATHER FLOW MITIGATION OPTION FOR NEW LAND DEVELOPMENT PROJECTS

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the 6th Cycle (2023-2031) Housing Element of the City of San Rafael General Plan 2040, as adopted on May 15, 2023, created additional sites for multifamily housing by allowing more housing in commercial areas at densities that would make affordable housing feasible, as shown in Exhibits A and B; and

WHEREAS, the 6th Cycle (2023-2031) Housing Element of the County of Marin Countywide Plan 2007, as amended and adopted on January 24, 2023, promoted the need for affordable units and housing types besides single family residential units, as shown in Exhibits A and B; and

WHEREAS, the California Health and Safety Code Section 65583(c)(7) require that cities and counties develop a plan that incentivizes and promotes the creation of Accessory Dwelling Units (ADUs) as part of the Housing Elements; and

WHEREAS, Senate Bill 9 (SB 9), otherwise known as the California Housing Opportunity and More Efficiency (HOME) Act, promotes strategic infill growth in urbanized areas or urban clusters that would make it possible for a homeowner to create a duplex or subdivide an existing lot up to no more than four units on what is currently a single-family parcel; and

WHEREAS, the number of proposed developments and ADUs outlined in both city and county housing elements, including new units as may be created under SB 9, would impact existing sanitary sewer mains, trunk lines, pump stations, and/or force mains within the District service area; and

WHEREAS, the District had essentially completed the recommended collection system improvements outlined in the 2008 Sewer System Management Plan (District de facto Master Plan) that preceded the latest state housing mandates; and

WHEREAS, the District completed a Collection System Hydraulic Model (CSHM) to evaluate potential system capacity deficiencies from new discharges to the collection system during wet weather events; and

WHEREAS, the CSHM identified portions of the existing collection system that have capacity deficiencies during wet weather flow conditions directly related to inflow and infiltration (I&I); and

WHEREAS, the CSHM recommends I&I reduction and/or pipeline capacity upsizing to address these capacity deficiencies during wet weather flow conditions; and

WHEREAS, the I&I reduction and/or pipeline capacity upsizing recommendations will be incorporated into the future District Integrated Wastewater Master Plan (IWMP) with a target planning period through 2040; and

WHEREAS, the development projects could request sewer service that were not anticipated or are larger than the growth projections in the two general plans and IWMP; and

WHEREAS, such a development project requesting sewer service could be located within the same subbasin or upstream of sewer mains, trunk lines, pump stations, and/or force mains that were identified as lacking sufficient wet weather capacity during the 10-year design storm in the CSHM; and

WHEREAS, it is possible to create adequate wet weather capacity in sewer mains, trunk lines, pump stations, and/or force mains by removing the ability for I&I to enter the collection system within the same subbasin or upstream of a development project by rehabilitating the sewer system; and

WHEREAS, the cost to create adequate wet weather capacity must be borne proportionately by the developers in addition to the Capacity Facilities Charge also known as Connection Fee, so that existing ratepayers do not pay for the cost of the additional capacity that otherwise would not be needed; and

WHEREAS, the Las Gallinas Valley Sanitary District Board of Directors, by this Resolution, desires to adopt a policy to provide direction to staff for future development projects that are beyond anticipated projections and are within the same subbasin or upstream of sewer mains, trunk lines, pump stations, and/or force mains that lack sufficient wet weather capacity.

NOW, THEREFORE, BE IT RESOLVED by the Las Gallinas Valley Sanitary District Board of Directors, hereby authorizes and directs the implementation of the following policy for future development projects that are beyond planning projections and are within the same subbasin or upstream of sewer mains, trunk lines, pump stations, and/or force mains with wet weather capacity deficiencies:

1. Circumstances under Which Staff May Consider an I&I Reduction Project:
 - a. The proposed development can be considered if they are located inside the District's boundary; and
 - b. The proposed development is upstream of sewer mains, trunk lines, pump stations, and/or force mains identified in the CSHM that lacks sufficient wet weather capacity.
2. Requirements for an I&I Reduction Project
 - a. An I&I reduction project must achieve a total peak wet weather flow rate reduction greater than the incremental increase from the proposed development for two primary reasons:
 - i. Depending on the location and type of I&I rehabilitation work, collection system flows from that location could be attenuated prior to reaching the portion of the sewer mains, trunk lines, pump stations, and/or force mains impacted by the incremental flow increase; and
 - ii. The rehabilitated and/or replaced portions of the existing sewer collection system will degrade over time, which can result in a future increase in I&I at those locations.

As such, the District requires a 2:1 mitigation ratio for an upstream I&I reduction project.

- b. An I&I reduction project must be located within the same subbasin or upstream of the sewer mains, trunk lines, pump stations, and/or force mains where flows are projected to be greater than capacity. The developer shall pay for the District to install flow monitors in the collection system immediately upstream of the impacted sewer mains, trunk lines, pump stations, and/or force mains during the wet weather seasons before and after the

I&I reduction project is constructed, including data interpretation and hydraulic model recalibration by a third-party consultant if necessary.

- c. An I&I reduction project shall completely rehabilitate the public sewer system between manholes. The public sewer system includes mains, public laterals, and manholes.

3. Developer Options

- a. The developer may contribute funds to a planned District capital project if the project meets the above requirements. The estimated developer contribution shall be calculated by multiplying the estimated total project cost by the development's estimated peak wet weather flow and dividing by the measured I&I reduction of the planned District capital project as shown in the sample calculation in Exhibit C.
 - i. If the developer contribution calculated based on the actual bid price is within 5% of the estimated developer contribution, the developer obligation on I&I reduction is deemed complete and the District may proceed with the project without further consultation.
 - ii. If the developer contribution calculated based on the actual bid price exceeds the estimated developer contribution by more than 5%:
 - 1) The District will meet and confer with the developer over the cost and each party will retain its right to re-evaluate its decision to proceed with the project.
 - 2) Upon project completion, the District will furnish the developer with detailed accounting of the actual cost including cost of any change orders.
 - 3) The District will reimburse any overages or collect additional funds based on the final I&I reduction project cost.
- b. If the District does not have a planned project, the Developer shall enter into an agreement with the District to fund all costs to design and construct an I&I reduction project. District staff will select and manage a design consultant who will prepare construction documents. The project will be bid in accordance with District procedures. Depending on the scale of the project, District staff or a consultant will manage and inspect the construction of the I&I reduction project.
- c. If the measured I&I reduction exceeds the amount required for the development project, the sewer mains, trunk lines, pump stations, and/or force mains will effectively have additional wet weather capacity to support other upstream development. The developer shall have the option to apply the excess capacity to another project that is upstream of the under-capacity sewer mains, trunk lines, pump stations, and/or force mains for a period of 10 years after the completion of the I&I reduction project. The developer is allowed to transfer the excess capacity to another developer's project as long as the sale of excess capacity is based solely on the proportional actual direct cost of the I&I project that created the capacity. The District must agree to the transfer in writing prior to the transfer, or the transfer will not be recognized by the District. The 10-year period shall not be extended if the capacity is transferred to another developer.

* * * * *

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 _____, by the following vote of the members thereof:

AYES, and in the favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

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

APPROVED:

(seal)

Megan Clark, Board President

DRAFT

Exhibit A

Prepared by: LGVSD Staff
Date: 11/8/2023

City of San Rafael				Sewer Facilities Upgrade					I&I Wet Weather Mitigation			
ID #	Address	Sites Inventory Within LGVSD		Trunk Line/ Sewer Main	T. S. Upgrade Cost (A)	Pump Station(s)	P.S Upgrade Cost (B)	Total Cost (A+B)	Sewer Service Area	I&I Reduction Cost	P.S Upgrade Cost	Total Cost
		Theoretical	Realistic									
E-5	145 & 155 N Redwood Dr	89	62	Smith Ranch	TBD	Smith Ranch	TBD	TBD	N-4	TBD	TBD	TBD
E-6	30 Smith Ranch Rd	62	50	Smith Ranch	TBD	Smith Ranch	TBD	TBD	N-4	TBD	TBD	TBD
A-1	Los Gamos Dr	247	192	Smith Ranch	TBD	Northgate Industrial, Smith Ranch	TBD	TBD	N-3	TBD	TBD	TBD
B-4	160 Mitchell Blvd	56	18	Smith Ranch	TBD	Smith Ranch	TBD	TBD	N-4	TBD	TBD	TBD
E-2	900 Las Gallinas Ave	21	17	Terra Linda	TBD		TBD	TBD	T-4	TBD	TBD	TBD
A-8	Northgate Walk	301	136	Lower Terra Linda	TBD	John Duckett	TBD	TBD	T-3	TBD	TBD	TBD
D-7	245 Nova Albion Wy	164	97	Terra Linda	\$4,000,000	John Duckett	N/A	\$4,000,000	T-4, T-5	\$2,237,000	N/A	\$2,237,000
				Freitas Siphon	\$1,000,000		N/A	\$1,000,000				
				Nova Albion	TBD		TBD	TBD				
B-3*	Northgate Mall	1,905	907	Northgate	TBD	John Duckett	TBD	TBD	T-3	TBD	TBD	TBD
E-10	401 Merrydale Rd	39	32	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-12	TBD	TBD	TBD
D-13	3501 Civic Center Dr	80	48	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-9, S-15	TBD	TBD	TBD
E-9	380 Merrydale Rd	78	62	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-10	TBD	TBD	TBD
A-7	350 Merrydale Rd	99	45	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-10	TBD	TBD	TBD
E-13**	3765 & 3769 Redwood Hwy	29	23	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-10	TBD	TBD	TBD
D-12	25 Golden Hinde Blvd	24	20	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-13	TBD	TBD	TBD
E-19	100 El Prado Ave	13	12	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-11	TBD	TBD	TBD
D-11	159 Merrydale Rd	19	16	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-10	TBD	TBD	TBD
D-10	50 Merrydale Rd	12	12	Mulligan	TBD	Mulligan, Civic Center	TBD	TBD	S-10	TBD	TBD	TBD
Total:		3,238	1,749									

Total RHNA needs within City Jurisdiction: 3,220

Percentage of Total City RHNA Needs Within LGVSD: **100.6%** **54.3%**

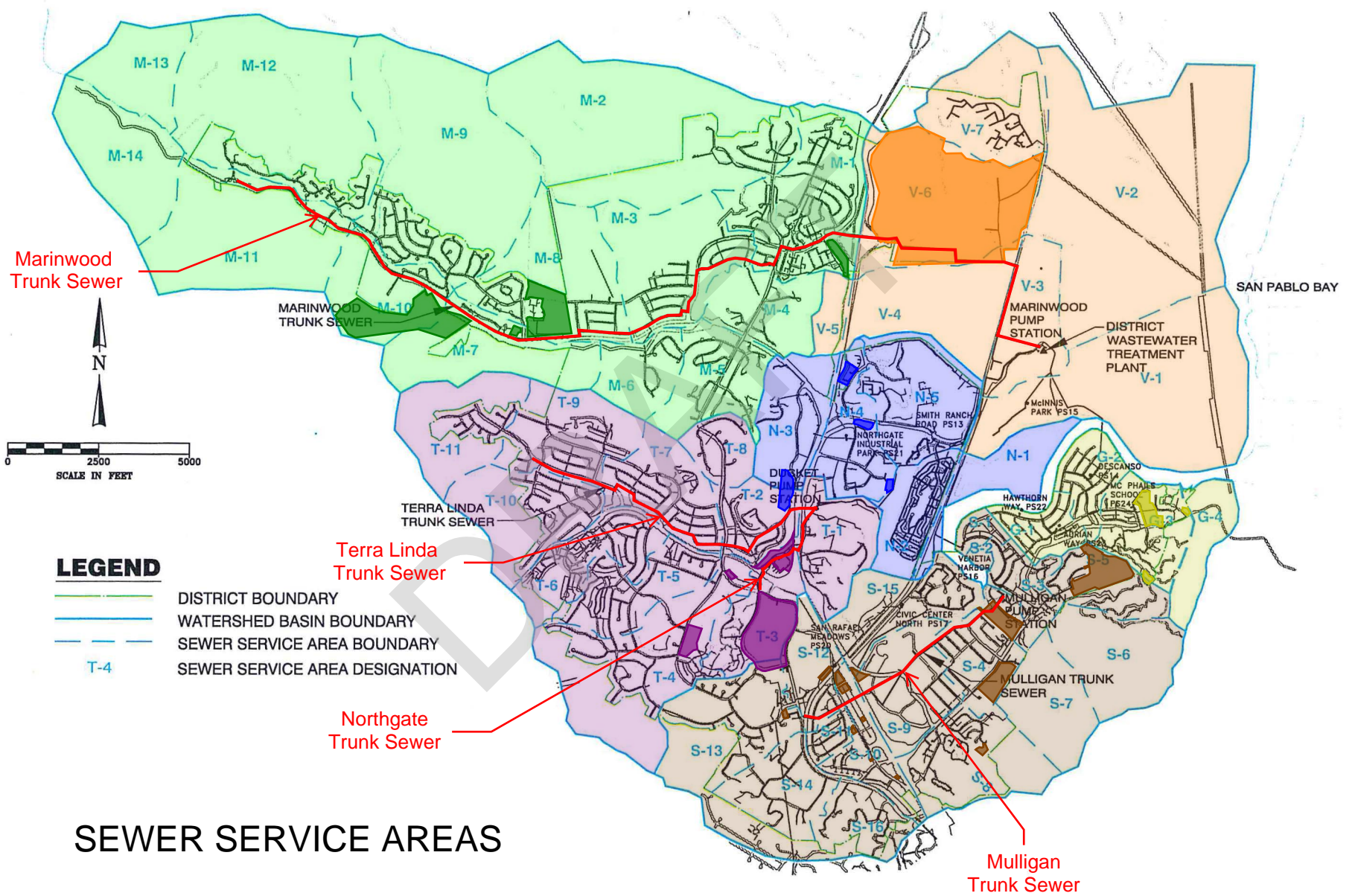
* - Project Concept 2025 (retail space plus 965 multi-family units) and Project Concept 2040 (retail space plus 1374 multi-family units) for Northgate Mall Redevelopment.

** - Incorrectly noted as E-14 on the San Rafael Housing Opportunity Sites Map.

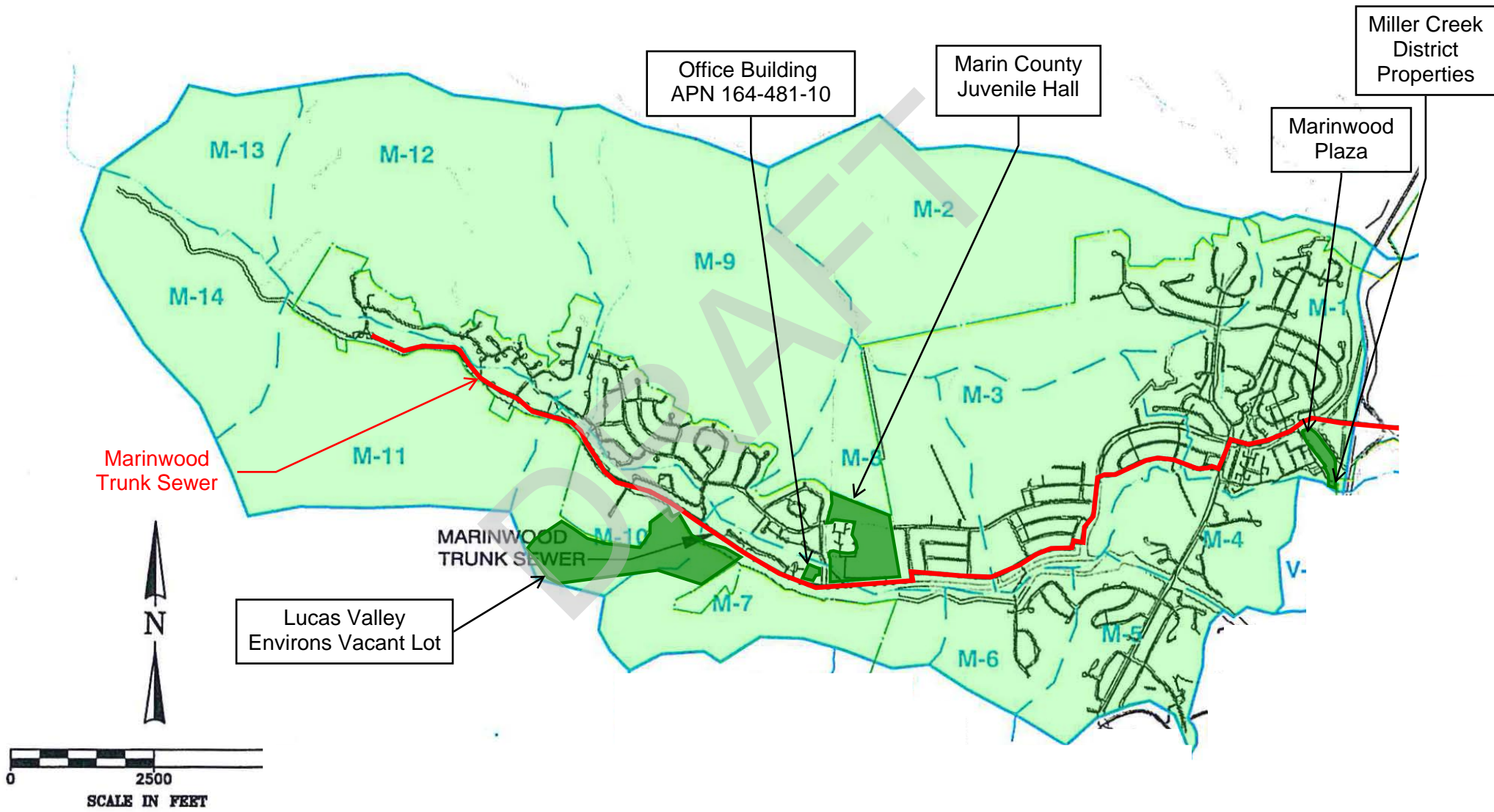
County of Marin			Sewer Facilities Upgrade					I&I Wet Weather Mitigation			
Community/Site Name	Sites Inventory Within LGVSD		Trunk Line(s)	T. S. Upgrade Cost	Pump Station(s)	P.S Upgrade Cost	Total Cost	Sewer Service Area	I&I Reduction Cost	P.S Upgrade Cost	Total Cost
	Per Site	Total									
Lucas Valley	138										
Office Building (APN 164-481-10)	58			TBD		TBD	TBD	M-7	TBD	TBD	TBD
Marin County Juvenile Hall	80			TBD		TBD	TBD	M-8	TBD	TBD	TBD
Lucas Valley Environs	26										
Lucas Valley Environs Vacant	26			TBD		TBD	TBD	M-10, M-7	TBD	TBD	TBD
Marinwood	135										
Marinwood Plaza	125			TBD		TBD	TBD	M-1	TBD	TBD	TBD
Miller Creek District Properties	10			TBD		TBD	TBD	M-1	TBD	TBD	TBD
Santa Venetia	181										
Church of Jesus Christ	35			TBD		TBD	TBD	S-4	TBD	TBD	TBD
Congregation Rodef Shalom	13			TBD		TBD	TBD	S-4	TBD	TBD	TBD
Bernard Osher Marin JCC	36			TBD		TBD	TBD	S-4	TBD	TBD	TBD
McPhail School	33			TBD		TBD	TBD	G-3	TBD	TBD	TBD
Old Gallinas Children's Center	50			TBD		TBD	TBD	S-4	TBD	TBD	TBD
Vacant Santa Venetia (APN 180-171-32)	2			TBD		TBD	TBD	G-3	TBD	TBD	TBD
Outnumbered2, LLC (APN 180-261-10)	4			TBD		TBD	TBD	S-5	TBD	TBD	TBD
Vacant Santa Venetia (APN 179-332-19)	3			TBD		TBD	TBD	S-8	TBD	TBD	TBD
Vacant Bayhills Dr (APN 180-333-01)	5			TBD		TBD	TBD	G-3	TBD	TBD	TBD
St Vincent's	680										
St. Vincent's School for Boys	680			TBD		TBD	TBD	V-6	TBD	TBD	TBD
Total:		1,160									

Total RHNA Needs Within County Jurisdiction: 3,569

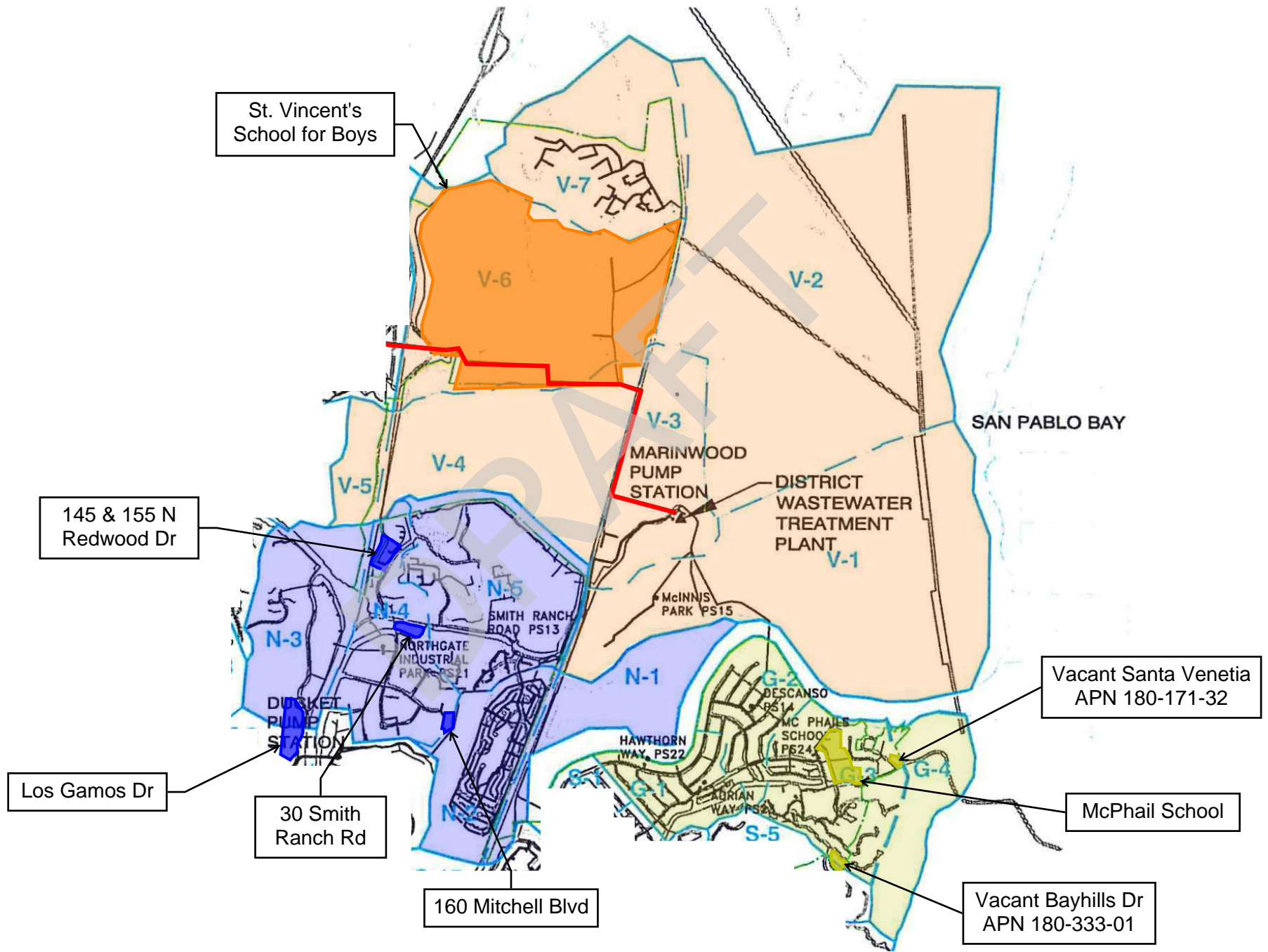
Percentage of Total County RHNA Needs Within LGVSD: **32.5%**



BASIN M FOR I&I REDUCTION



BASINS V, G, & N FOR I&I REDUCTION



BASINS T & S FOR I&I REDUCTION

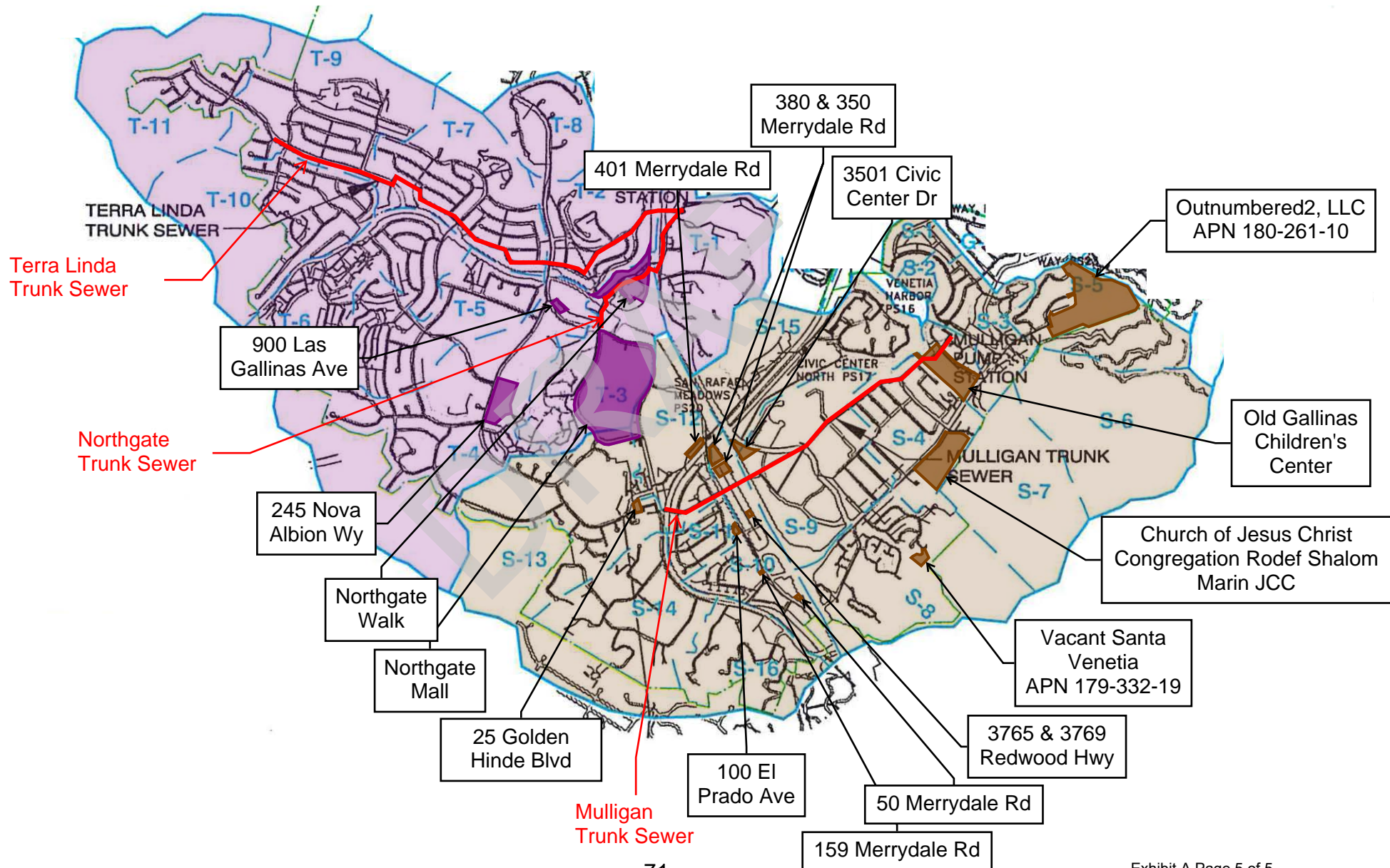


Exhibit B

Yellow Highlights - Sites inventory within LGVSD boundary.

Table C-4: Residential Sites Inventory by Community (FINAL ADJUSTMENTS to Unit Counts)

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
North Marin											
Blackpoint-Greenpoint											
Vacant Sites											
Vacant Blackpoint (Olive Ave)	143-110-31	55.1 (14.5)	300 Olive Ave, Blackpoint	SF3/ARP-2	4	No	0	0	58	58	Meets Criteria #2, 7 Existing Use - Vacant; Building-to-Land Value Ratio: 0.00
Underutilized Sites											
Greenpoint Nursery	153-190-24	15.4 (3.5)	275 Olive Ave, Blackpoint	AG1/ARP-60	15	No	0	0	53	53	Meets Criteria #2, 7 Existing Use - Wetlands/Vacant with nursery on corner; Building-to-Land Value Ratio: 0.00
Marinwood/Lucas Valley											
Commercial Center Mixed Use											
Marinwood Plaza	164-471-64	0.4	121 Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	16	0	0	16	Meets Criteria #4, 6, 7 Existing Use - Large format standalone commercial; GP Housing Overlay; Floor Area Ratio: 0.00; Building-to-Land Value Ratio: 0.00
	164-471-65	1.9	155 Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	10	10	0	20	Meets Criteria #4, 5 Existing Use - Grocery store, built 1959; GP Housing Overlay; Building-to-Land Value Ratio: 3.91
	164-471-69	1.1	175 Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	43	0	0	43	Meets Criteria #4, 5 Existing Use - Office park low, GP Housing Overlay; built 1962
	164-471-70	1.5	197 Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	46	0	0	46	Meets Criteria #4, 6, 7 Existing Use - Large format standalone commercial; GP Housing Overlay; Floor Area Ratio: 0.00; Building-to-Land Value Ratio: 1.54

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
Miller Creek District Properties (Marinwood Plaza adjacent)	164-471-71	0.2	Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	0	4	0	4	Meets Criteria #2, 4 Existing Use - Storage facility; GP Housing Overlay
	164-471-72	0.3	Marinwood Ave, Marinwood	GC/CP	30	4th & 5th	0	6	0	6	Meets Criteria #2, 4 Existing Use - Storage facility; GP Housing Overlay
Office Building (across from Juvenile Hall)	164-481-10	2.4	7 Mt Lassen Dr, Lucas Valley	GC/CP	25	No	58	0	0	58	Meets Criteria #4, 6, 7 Existing Use – Office Park, Low; Floor Area Ratio: 0.310; Building-to-Land Value Ratio: 1.45
Public Sites											
Marin County Juvenile Hall	164-640-01	33.0 (10.0)	2 Jeannette Prandi Way, Lucas Valley	PF/PF	30	No	80	0	0	80	Meets Criteria #2, 3 Existing Use - County juvenile hall facility, offices, and open field.
Other³ - North Marin											
Vacant Sites											
Buck Center Vacant Property	125-180-79	97.3 (24.3)	Redwood Hwy, North Novato	AG1/A60	1	No	0	0	0	0	Meets Criteria #2
	125-180-85	136.5 (12.2)	Redwood Hwy, North Novato	AG1/A60	20	No	0	0	249	249	Meets Criteria #2
Underutilized Sites											
Atherton Corridor	143-101-35	1.0	761 Atherton Ave, North Novato	SF3/A2-B4	20	No	0	4	0	4	Meets Criteria #4, 5, 7 Existing Use - Rural residential lot SF detached, built 1938; Building-to-Land Value Ratio - 0.52
Atherton Corridor	143-101-37	4.0	777 Atherton Ave, North Novato	SF3/A2-B4	20	No	30	8	0	38	Meets Criteria #4, 5, 7 Existing Use - Rural residential lot, SF detached; built 1932; Building-to-Land Value Ratio: 0.21
Atherton Corridor	143-101-20	4.8	791 Atherton Ave, North Novato	SF3/A2-B4	20	No	37	13	0	50	Meets Criteria #4, 6, 7 Existing Use - Rural residential lot, SF detached; built 1926; Building-to-Land Value Ratio: 0.54

³ Sites that did not fall within the boundaries of CDPs within unincorporated communities in North Marin (Black Point – Green Point or Marinwood- Lucas Valley) but are located in North Marin.

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
Religious Sites											
Olema Catholic Church	166-181-01	3.6	10189 State Route 1, Olema	C-NC/C-VCR	20	No	20	0	0	20	Meets Criteria #2 Existing Use - Religious center (Parking Lot only)
Underutilized Sites											
Olema Underutilized	166-202-01	1.0	10002 State Route 1, Olema	C-NC/C-VCR	10	No	0	10	0	10	Meets Criteria #4, 5, 7 Existing Use -Low intensity strip commercial, built 1881; Building-to-Land Value Ratio: 0.96
Olema Underutilized	166-213-01	0.5	9870 State Route 1, Olema	C-NC/C-VCR	10	No	0	0	5	5	Meets Criteria #4, 5, 7 Existing Use -Low intensity strip commercial, built 1900; Building-to-Land Value Ratio: 0.80
Olema Underutilized	166-213-02	1.0	9840 State Route 1, Olema	C-NC/C-VCR	10	No	0	10	0	10	Meets Criteria #4, 5, 7 Existing Use -Rural residential lot SF detached, built 1915; Building-to-Land Value Ratio: 0.29
Olema Underutilized	166-202-04	1.1	9950 Sir Francis Drake Blvd, Olema	C-NC/C-VCR	10	No	0	11	0	11	Meets Criteria #4, 5, 7 Existing Use -Low intensity strip commercial; built 1881; Building-to-Land Value Ratio: 0.96
Central Marin											
Santa Venetia/Los Ranchitos											
Religious Sites											
St. Vincent's School for Boys	155-011-29	20.2	St. Vincent Dr, Santa Venetia	PD/A2	20	4th & 5th	0	0	0	0	Meets Criteria #1, 2 Developer/Property Owner Interest Existing Use – Vacant/Agricultural
	155-011-28	74.0	St. Vincent Dr, Santa Venetia	PD/A2	20	4th & 5th	0	0	0	0	
	155-011-30	221.0 (34.0)	St. Vincent Dr, Santa Venetia	PD/A2	20	4th & 5th	440	0	240	680	

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
Church of Jesus Christ	180-272-03	5.4 (1.2)	220 N San Pedro Rd, Santa Venetia	SF5/A2-B2	30	No	35	0	0	35	Meets Criteria #2 Existing Use - Religious center (Parking Lot only)
Congregation Rodef Shalom Marin	180-281-34	2.9	170 N San Pedro Rd, Santa Venetia	SF5/A2-B2	20	No	0	13	0	13	Meets Criteria #2 Existing Use - Religious center (parking lot only)
School Sites											
Bernard Osher Marin Jewish Community Center	180-281-35	1.9	180 N San Pedro Rd, Santa Venetia	SF5/A2-B2	30	No	10	0	0	10	Meets Criteria #2 Existing Use – Religious center (Parking Lot only)
	180-281-21	2.5	200 N San Pedro Rd, Santa Venetia	SF5/A2-B2	30	No	13	0	0	13	Meets Criteria #2 Existing Use - Religious center (Parking Lot only)
	180-281-25	1.7	210 N San Pedro Rd, Santa Venetia	OC/AP	30	No	13	0	0	13	Meets Criteria #2 Existing Use - Religious center (Parking Lot only)
	180-281-34	2.9	170 N San Pedro Rd, Santa Venetia	SF5/A2-B2	30	No	0	13	0	13	Meets Criteria #2 Existing Use - Religious center (parking lot only)
McPhail School	180-151-18	4.3	1565 Vendola Dr, Santa Venetia	PF-SF6/PF-RSP-4.36	30	No	0	0	33	33	Meets Criteria #1 Property Owner Interest Existing Use - Closed School
	180-161-09	1.0	N San Pedro Rd, Santa Venetia	PF-SF6/PF-RSP-4.36	0	No	0	0	0	0	Existing Use - Closed school
	180-161-10	4.3	N San Pedro Rd, Santa Venetia	PF-SF6/PF-RSP-4.36	0	No	0	0	0	0	Existing Use - Closed school
Old Gallinas Children Center	180-123-01	7.7	251 N San Pedro Rd, Santa Venetia	PF-SF6/PF-RSP-4.36	30	No	50	0	0	50	Meets Criteria #2, 3 Existing Use - Closed school (with ball field to remain)
Vacant											
Vacant Santa Venetia	180-171-32	1.1	180-171-32 (N San Pedro Rd), Santa Venetia	SF5/A2-B2	2	No	0	0	2	2	Meets Criteria #2
Outnumbered2, LLC	180-261-10	27.9	Oxford Drive, Santa Venetia	SF5/A2-B2	4	No	0	0	4	4	Meets Criteria #1

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
Vacant Santa Venetia	179-332-19	1.0	179-332-19 (Edgehill Way), Santa Venetia	SF6/R1	3	No	0	0	3	3	Meets Criteria #2
Vacant Bayhills Drive	180-333-01	1.5	Bayhills Drive, Santa Venetia	PR/RMP-1	4	No	0	0	5	5	Meets Criteria #2
Kentfield/Greenbrae											
School Sites											
College of Marin Parking Lot	071-132-11	0.8	Sir Francis Drake Blvd, Kentfield	PF/PF	30	No	21	0	0	21	Meets Criteria #1, 2 Developer/Property Owner Interest Existing Use—Parking Lot; combined with College of Marin Commercial Frontage site below
	071-132-12	0.3		PF/PF	30	No	7	0	0	7	
College of Marin Parking Lot	074-092-11	0.2	139 Kent Ave, Kentfield	PF/PF	20	No	3	0	0	3	
	074-181-18	2.7		PF/PF	20	No	48	0	0	48	
	074-092-17	0.2		PF/PF	20	No	2	0	0	2	
Underutilized Sites											
College of Marin (Commercial Frontage)	074-031-56	0.2	937 Sir Francis Drake Blvd, Kentfield	NC/RMPC	30	No	0	10	0	10	Meets Criteria #4, 5, 7 Existing Use - Low intensity strip commercial, built 1943; Building-to-Land Value Ratio: 0.00
	074-031-58	0.1	941 Sir Francis Drake Blvd, Kentfield	NC/RMPC	30	No	0	5	0	5	Meets Criteria #4, 5, 7 Existing Use - Low intensity strip commercial, built 1954; Building-to-Land Value Ratio: 0.00
	074-031-60	0.1	939 Sir Francis Drake Blvd, Kentfield	NC/RMPC	30	No	0	10	0	10	Meets Criteria #4, 5, 7 Existing Use - Low intensity strip commercial, built 1951; Building-to-Land Value Ratio: 0.00
Kentfield Commercial Underutilized	074-031-54	0.1	923 Sir Francis Drake Blvd, Kentfield	NC/RMPC	30	No	0	4	0	4	Meets Criteria #4, 5 Existing Use - Low intensity strip commercial, built 1913

Board of Supervisor District, Strategy, and Site Name	APN	Acres (Developable)	Address	Existing GP/Zoning	Density Allowance (du/ac)	Used in Previous HE?	Housing Units by RHNA Income Categories				Criteria and Status
							Lower	Moderate	Above Moderate	Total	
San Quentin Adjacent Vacant Property	018-152-12	55.2	E Sir Francis Drake Blvd, San Quentin	PF/A2-B2	0	No	115	115	0	230	Meets Criteria #2 Existing Use - Non-urban civic, vacant
Vacant Sites											
Cal Park	018-086-17	0.2	Woodland Ave, California Park	MF2/RSP-4	30	4th	0	0	4	4	Meets Criteria #2 GP Housing Overlay
	018-086-18	0.7	Woodland Ave, California Park	MF2/RSP-4	30	4th	0	0	17	17	Meets Criteria #2 GP Housing Overlay
	018-075-28	0.9	Woodland Ave, California Park	MF2/RSP-4	30	4th	0	0	15	15	Meets Criteria #2 GP Housing Overlay
	018-074-16	1.9	Woodland Ave, California Park	MF2/RSP-4	30	No	25	0	0	25	Meets Criteria #2
	018-081-04	1.3	Auburn St, California Park	MF2/RSP-4	30	No	0	0	24	24	Meets Criteria #2
	018-083-01	0.1	Auburn St, California Park	MF2/RSP-4	30	No	0	0	1	1	Meets Criteria #2
	018-085-23	1.0	Auburn St, California Park	MF2/RSP-4	30	No	0	0	17	17	Meets Criteria #2
	018-083-09	0.4	Auburn St, California Park	MF2/RSP-4	30	No	0	0	2	2	Meets Criteria #2
	018-082-13	0.5	Auburn St, California Park	MF2/RSP-4	30	No	0	0	3	3	Meets Criteria #2
	018-084-12	01.2	Auburn St, California Park	MF2/RSP-4	30	No	0	0	2	2	Meets Criteria #2
Lucas Valley Environs Vacant	164-280-35	54.2 (1.7)	1501 Lucas Valley Road, Lucas Valley Environs	AG1/A60	15	No	0	0	26	26	Meets Criteria #2
Karuna	177-220-10	10.8	1 Sacramento Ave, Sleepy Hollow	MF2/RMP-1.0	1	No	0	0	10	10	Meets Criteria #2
Underutilized Sites											

HOUSING SITE SUMMARY TABLE (from City of San Rafael 2023-2031 Housing Element)

Site Category	Income Group			TOTAL
	Lower	Moderate	Above Moderate	
Development Pipeline	196	4	582	782
Proposed but not Entitled	114	134	927	1,175
Low/Medium Density Residentially Zoned	3	88	56	147
High Density Residentially Zoned	336	82	42	460
Mixed Use Sites Outside of Downtown	353	57	74	484
Downtown Mixed Use Sites	611	288	711	1,610
TOTAL	1,613	653	2,392	4,658
RHNA	1,349	521	1,350	3,220
<i>Surplus Capacity</i>	<i>264</i>	<i>132</i>	<i>1,042</i>	<i>1,438</i>
Buffer	20%	25%		

Figure 4-1, continued

Sheet 1: North San Rafael

Numbered shapes correspond to Housing Opportunity Sites. See Appendix B for full list.

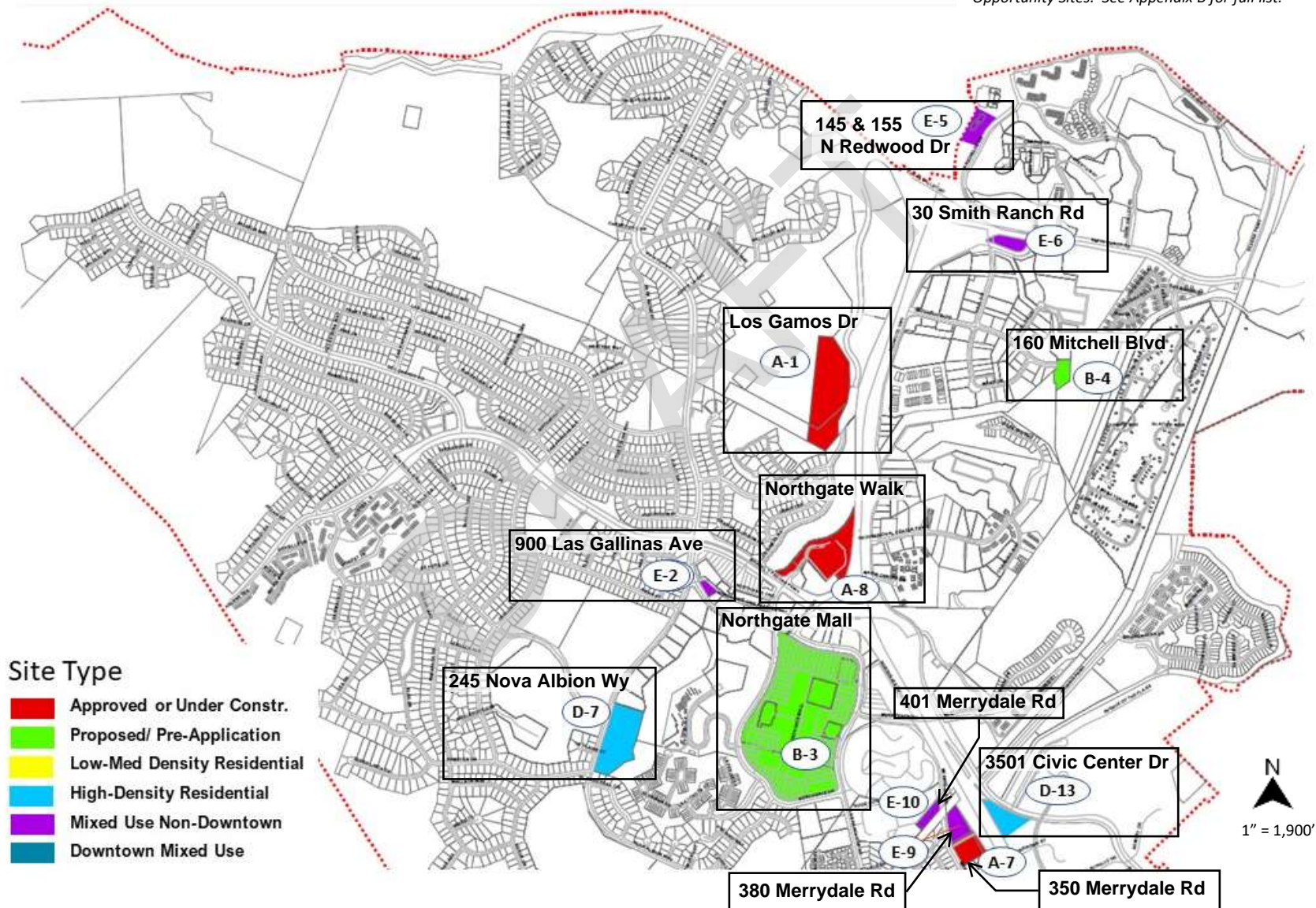


Figure 4-1, continued

Sheet 2: Mid San Rafael

Numbered shapes correspond to Housing Opportunity Sites. See Appendix B for full list.

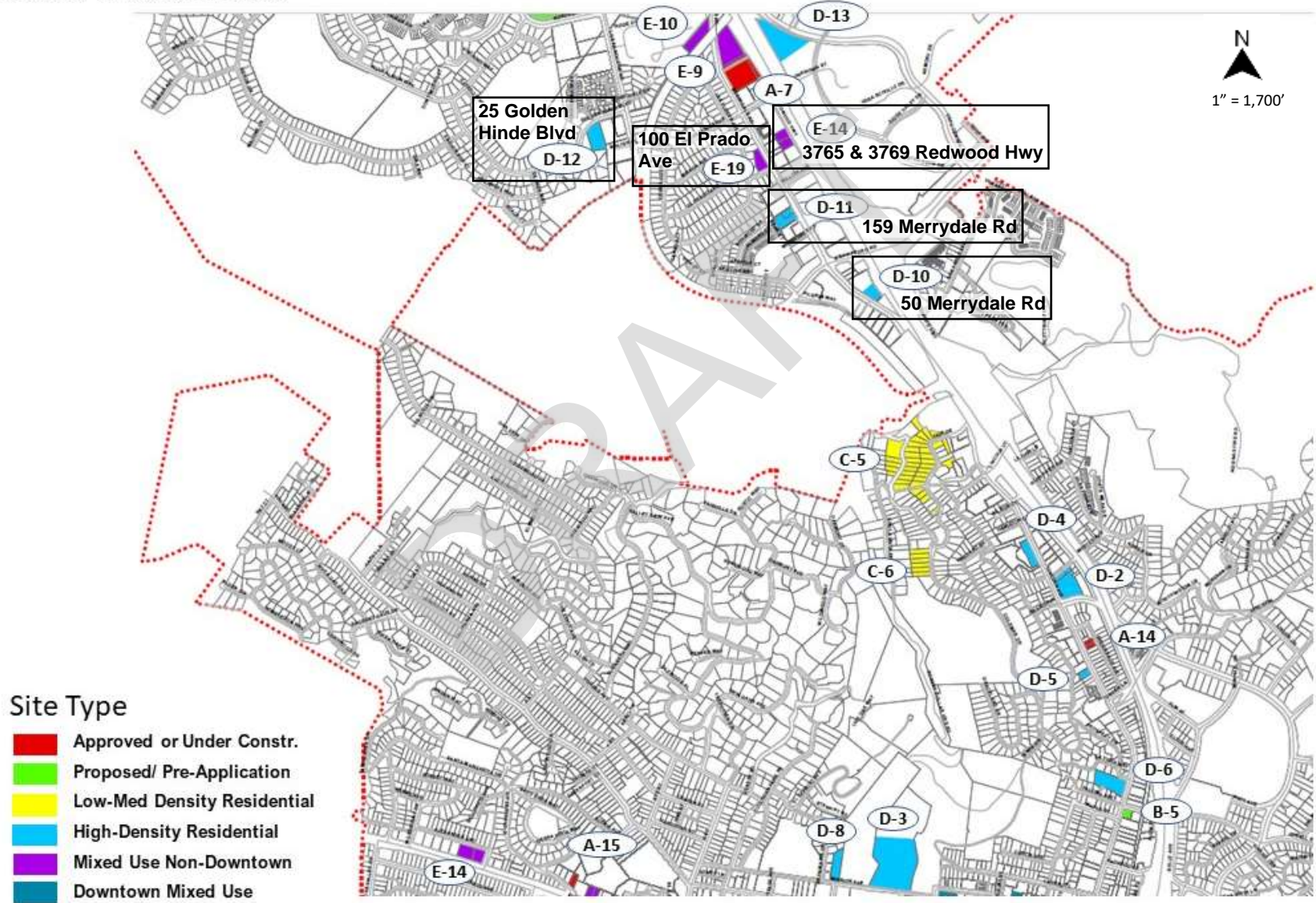


Exhibit C

Sample Calculation of Total Developer Contribution

A. SUMMARY:

1. Peak Wet Weather Flow from Development: 0.111 MGD
 - a. *(Based on Design Flow multiplied by a peaking factor outlined in*
 - b. *District Standards, to be prepared by the Developer and approved by the District.)*

2. Total Cost of I&I Reduction Project for Entire Upstream Areas: \$2,237,000
 - a. *(To be prepared by District Consultant.)*

3. Peak Wet Weather Flow for Entire Upstream Areas: 1.40 MGD
 - a. *(Basis of Total Cost of I&I Reduction Project based on flow*
 - b. *monitoring and Collection System Hydraulic Model.)*

4. Average Daily Dry Weather Flow for Entire Upstream Areas: 0.32 MGD
 - a. *(Dry weather baseline flow from flow monitoring and*
 - b. *Collection System Hydraulic Model.)*

5. Inflow and Infiltration (C minus D): 1.08 MGD

6. Developer Contribution:

$$\frac{0.111 \text{ MGD}}{1.08 \text{ MGD}} \times \$2,237,000 = 10.1\% \times \$2,237,000 = \$225,937$$

(The calculated Developer Contribution will be compared to the actual bid price. The District and Developer shall mutually agree to proceed based on a bid tolerance percentage outlined in the resolution.)

7. Other Fees Related to Calculation of Developer Contribution to be Paid by the Developer:
 - a. *Flow monitoring during the wet weather seasons before and after the I&I reduction project is constructed.*
 - b. *Flow monitoring data interpretation by a 3rd party Consultant.*
 - c. *Collection System Hydraulic Model recalibration by a 3rd party Consultant.*

B. METHODOLOGY:

(Notes: The information used in the following calculations, as well as the summary shown above, pertains to 245 Nova Albion. It is used for illustration purposes only.)

1. As shown in Figure 1 below, 245 Nova Albion (development) is located upstream of Meter 07 on a 15-inch pipeline. Meter 07 was deployed to collect flow data as part of ongoing collection system modeling by the District to calibrate the model. The flow monitoring period lasted from early March to early May 2023, during which seven wet weather events with intensity less than 1Y storm were identified.

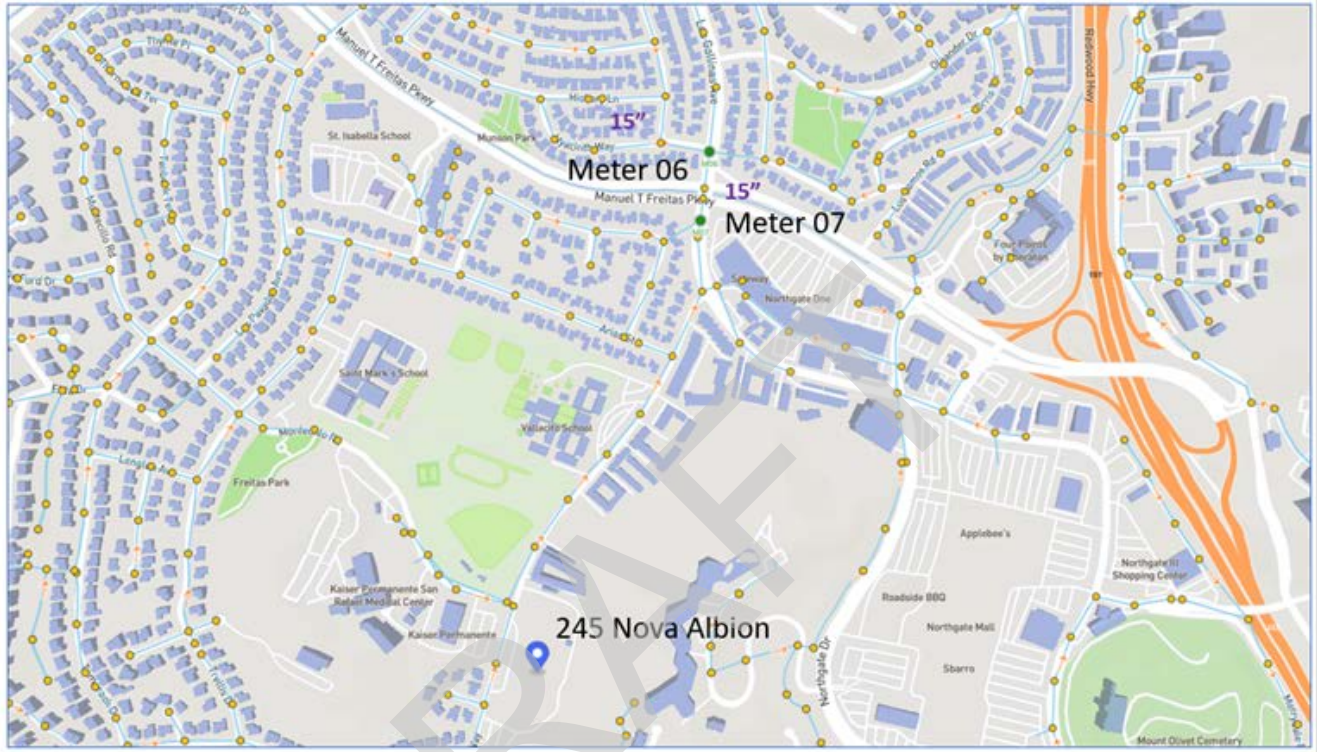


Figure 1: 245 Nova Albion Site with Downstream Flow Meter Locations:

2. The flow data collected at Meter 07 is presented in Figure 2 below. As labeled, the blue line is the level reading on an interval of 15 minutes.
 - i. In early March 2023, Meter 07 experienced two events of surcharging up to 62 inches that led to the bypassing of flow to the Northgate Trunk Sewer under rainfalls with intensity less than a 1-year storm.
 - ii. This would indicate that the existing 15-inch pipeline, as well as the downstream system, does not have sufficient capacity to support the existing customers in the service area.

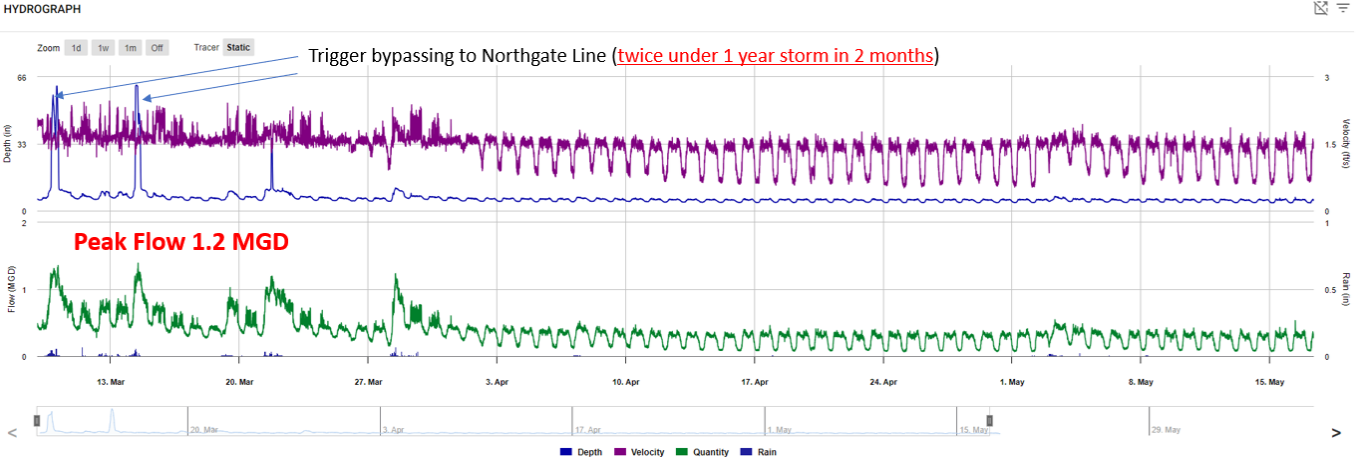


Figure 2 Hydrograph of Meter 07 Data from March to May 2023

3. The peak wet weather flow originated from the development based on the District's standard was estimated to be 0.111 MGD
4. The subbasins upstream of the development are shown in Figure 4 below.
5. The total cost of CIPP lining for the entire upstream service areas provided by Hazen and Sawyer, as illustrated in Table 1 and Table 2 below, is \$1,063,000 + \$1,174,000 = \$2,237,000.
6. Due to the inadequate capacity of the existing downstream infrastructure, if the development were to proceed as planned, the identifiable I&I at Meter 07 shall be at least reduced by the same amount as the peak wet weather flow rate of 0.111 MGD brought by this development project.
7. As such, the portion of total I/I rehabilitation cost shouldered by the developer is calculated as follows:

$$\frac{0.111 \text{ MGD}}{1.08 \text{ MGD}} \times \$2,237,000 = 10.1\% \times 2,237,000 = \$225,937$$

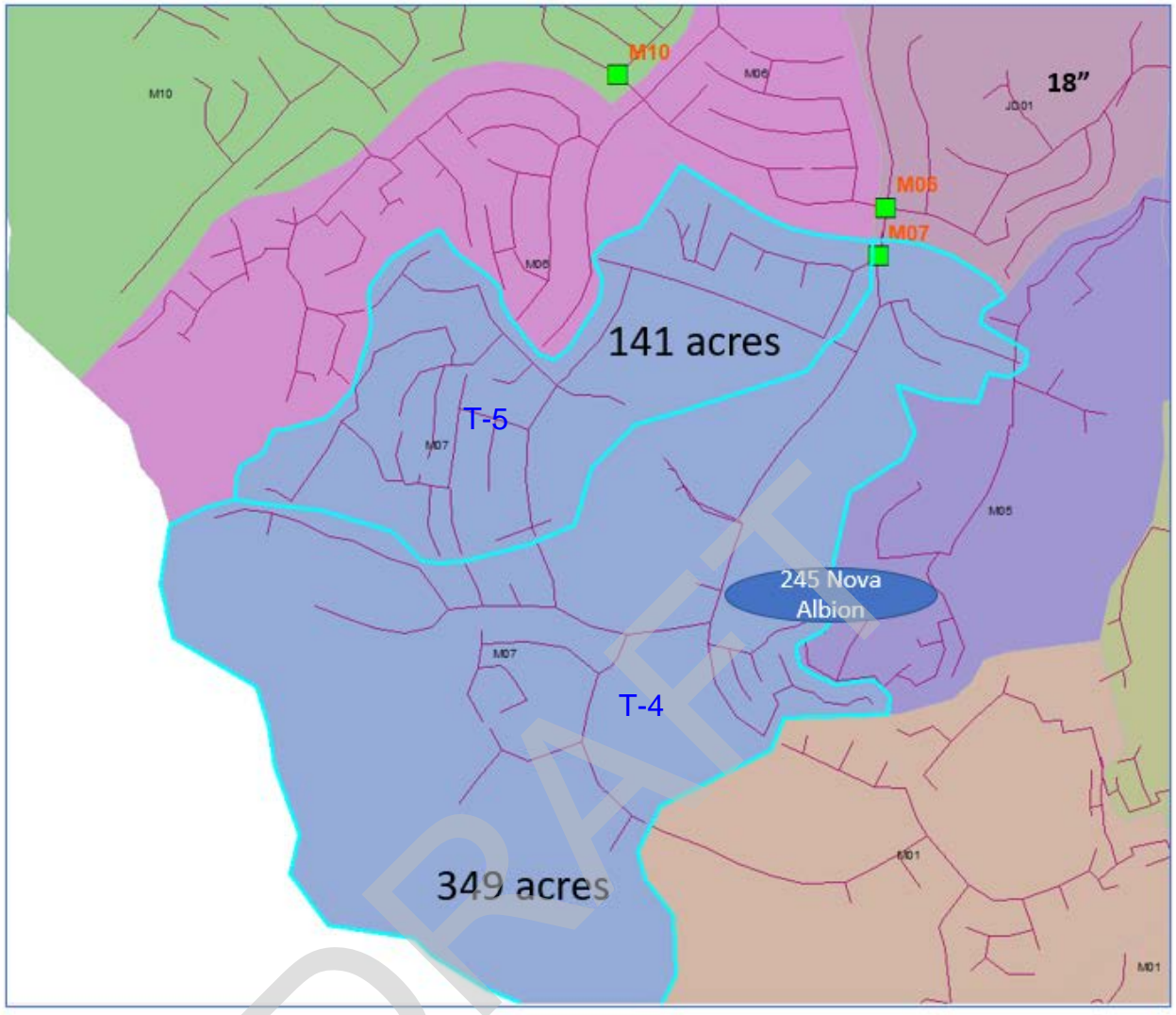


Figure 4 Wastewater Collection System upstream of Meter 07

Table 1 CIPP Lining Cost for Basin 2 (141 acres)

Diameter (in)	Sum of Cost (\$)	
6	\$264,204	
8	\$84,798	
102 MHs	\$714,000	
Total	\$1,063,000	

Table 2 CIPP Lining Cost for Basin 1 (349 acres)

Diameter (in)	Sum of Cost (\$)
6	\$280,062
8	\$84,816
10	\$28,404
12	\$17,892
15	\$7,230
108 MHs	\$756,000
Total	\$1,174,000



Item Number _____

GM Review _____

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
 (415) 526-1518; mcortez@lqvsd.org
Mtg. Date: November 2, 2023
Re: Draft Wet Weather Flow Mitigation for Land Development Projects
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No X (See attached) Not Applicable _____

STAFF RECOMMENDATION

For Board review.

BACKGROUND

The Housing Element for the planning period of 2023-2031 of the City of San Rafael General Plan 2040 and County of Marin Countywide Plan 2007 (amended 2023) indicate a Regional Housing Needs Allocation (RHNA) responsibility within the District jurisdiction as follows:

Jurisdiction	Sites Inventory Within LGVSD		Total RHNA Needs
	<i>Theoretical</i>	<i>Realistic</i>	
City of San Rafael	3,206 (99.6%)	1,781 (55.3%)	3,220
County of Marin	1,160 (32.5%)		3,569

In addition to RHNA requirements, the California Health and Safety Code requires that cities and counties develop a plan that incentivizes and promotes the creation of Accessory Dwelling Units (ADUs), which cumulatively add sanitary sewer flows.

In anticipation of increased sewer flows induced by new land development projects and ADUs, the District hired Hazen and Sawyer in July 2022 to develop a Collection System Hydraulic Model (CSHM) to evaluate capacity limitations during wet weather events. The objective is to better plan for Capital Improvement Projects that would ensure sufficient long-term capacity for current ratepayers, and at the same time assist the City and County in meeting their housing responsibilities by quantifying developer contribution of necessary collection system upgrades. As noted in the above table, **55.3% (realistic) to 99.6% (theoretical)** of the City and **32.5%** of the County total RHNA needs lie within LGVSD jurisdiction.

Another objective of the CSHM is to verify results of the improvements outlined in the 2008 Sewer System Management Plan. Since 2011, the District completed major sewer upgrades in Lucas Valley, St Vincent's, Lower Marinwood, Terra Linda, and other locations to address known system deficiencies while increasing capacity to accommodate land development projects in previous cycles of City and County housing elements, which have increased significantly in the last few years due to State mandates.



The CSHM is essentially complete. This enabled District staff to calculate flow contributions and determine appropriate developer upgrade responsibilities for major land development projects, such as 245 Nova Albion, Northgate Mall, and Los Gamos Apartments, all of which are under different stages of city permitting process and awaiting the issuance of a District Will Serve Letter subject to finalizing a developer agreement.

The attached draft resolution would allow developers to pay a proportionate share of wet weather flow mitigation by contributing towards an inflow and infiltration (I&I) reduction project in lieu of sewer upsizing and facilities upgrade outlined in the current ordinance. The methodology is identical to a process adopted by Napa Sanitary District to address wet weather deficiencies caused by new land development projects.

Attached with the draft resolution are the following:

1. Exhibit A – Sites Inventory from City of San Rafael 2023-2031 Housing Element
2. Exhibit B – Sites Inventory from County of Marin 2023-2031 Housing Element
3. Exhibit C – Sample Calculation of Developer Contribution

District staff discussed the details of Wet Weather Mitigation including the draft resolution with the Development Ad Hoc Committee on July 31 and October 12, 2023. After incorporating comments to be received at the November 2nd Board Meeting, staff will send the draft resolution to the County and City for their information. A final version of the resolution will be presented for Board adoption on November 16, 2023.

PREVIOUS BOARD ACTION

On July 6, 2023, the District Board adopted Ordinance No. 193, Title 3, Chapter 2, An Ordinance Relating to Reimbursement for Public Sewer Main Extensions to include sewer capacity upgrades as a responsibility of the owner of the parcel or tract of land, and that the District reserves the right to perform the work and bill the owner for the cost by proportionality analysis through a reimbursement agreement.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A



Item Number 6
GM Review CP

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager
(415) 526-1519 dmcdonald@lqvsd.org
Meeting Date: November 16, 2023
Re: Grant Management and Procurement Specialist Classification and Compensation

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

STAFF RECOMMENDATION

Board to approve the classification and establish the compensation salary pay schedule for the Grant Management and Procurement Specialist position as recommended by management.

BACKGROUND

In today's dynamic and resource-constrained environment, organizations, especially those with limited staff and shared responsibilities, often find themselves overwhelmed by the administrative burden associated with grant writing and purchasing procurement. To alleviate this strain and maximize efficiency, the need for a dedicated Grant Management and Procurement Specialist becomes crucial. This specialized role will not only relieve current staff of these time-consuming tasks, but also ensure a streamlined process, increased competitiveness in securing grants, and effective management of procurement procedures. Currently the District is dependent on outside consultants to identify grant funding. The Board approved funding for this Full-Time Equivalent (FTE) position on June 30, 2023 as part of the 2023-24 Budget.

The Grant Management and Procurement Specialist would be responsible for managing grant activities, overseeing the purchasing procurement process, and perform a variety of specialized and technical duties in support of the District's financial operations and funding acquisition goals.

CPS HR Consulting, the District's HR partner, was asked to develop a new classification for the Grant Management and Procurement Specialist position and provide comparable compensation data for this position. A copy of the classification is attached.

In reviewing nearby agencies, a dedicated grant management and procurement position was not found to exist. It has been District practice when an appropriate match is not identified for one classification, a "hybrid" approach is acceptable, one in which a review of functional duties and scope of responsibility from two or more classifications at a comparator agency can be used to develop the classification description and compensation scale.



When it is difficult to find agencies that are similar in size, a good balance of smaller and larger agencies can be used to conduct a market salary study. A review of comparator agency salary ranges for similar journey level positions that perform similar work as what has been identified for the Grant Management and Procurement Specialist was undertaken. Management recommends setting the salary pay schedule for the new classification as shown below:

Proposed Salary Pay Schedule

Represented Classification	Monthly Salary					
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Grant Management and Procurement Specialist	8,767	9,205	9,666	10,149	10,656	11,189

The new position would be a represented employee and receive the benefits outlined in the Memorandum of Understanding between the District and Operating Engineers Local 3. The Labor Management Committee met and accepted the physical demands included in the classification and proposed salary pay schedule.

Once approved, recruitment can begin. The Salary Pay Schedule will be updated to reflect the new position and be brought back to the Board for adoption by Resolution as a consent item prior to hiring.

PREVIOUS BOARD ACTION

On June 30, 2023 the Board approved funding for the new Grant Management and Procurement Specialist position and authorized the increase of one staff position with the adoption of the fiscal year 2023-2024 budget.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The adopted budget allocated \$108,000 in salary and \$46,000 in benefits for this position. The proposed salary pay schedule falls within budget. The salary expense for this new position over the remainder of the fiscal year is estimated to be between \$62,000 to \$68,000. If approved, it is anticipated the position will be filled in December or January with the actual salary dependent on applicant qualifications.

GRANT MANAGEMENT AND PROCUREMENT SPECIALIST

DEFINITION

Under general supervision of the Administrative Services Manager, performs a variety of specialized and technical duties in support of the District's finance, grant, purchasing, and procurement programs; assists the Administrative Services Manager in coordinating and implementing grant, purchasing and procurement projects; and performs related work as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Administrative Services Manager. Exercises no direct supervision of staff.

CLASS CHARACTERISTICS

Coordinates all grant processes, funded purchases, formal procurement, and fixed asset review activities on a District-wide basis. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgement to perform technical and programmatic work requiring the interpretation and application of policies, procedures and regulations and involving frequent contact with staff, vendors, and the public, as well as performing various research functions. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness and conformity to policy and requirements. This class is distinguished from the Administrative Services Manager in that the latter is responsible for planning, organizing, and coordinating all programs, projects, and activities of the Administration department.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

- Ensures compliance with grant regulations including Federal and State rules and regulations, grant specific requirements and Board policy, and that grants are implemented according to the operational and financial needs of the District.
- Serves as a liaison with departments to educate staff on policies and the proper rules and regulations for grants management and reporting.
- Seeks grant funding opportunities and completes grant applications.
- Attends meetings, workshops, webinars, and conferences, as necessary.

- Reviews grant contract solicitations and requisitions for potential procurement issues and recommends solutions in coordination with Administrative Services Manager.
- Provides technical assistance during the grant lifecycle.
- Works closely with Administrative Services Manager on coordinating purchasing-related and procurement activities.
- Prepares and coordinates paperwork for signature, drafting and editing sub-award agreements and contracts for review.
- Coordinates receipt of awards and contract documentation; and develops and prepares scheduled, operational, and statistical reports, studies, and analysis for management and regulatory agencies.
- Monitors and interprets applicable Federal and State grant laws, regulations, and policies, and stays abreast of related trends and best practices.
- Performs accounting preparation and administrative functions relative to maintaining compliance plan for each assigned grant.
- Monitors and updates the financial system fixed asset database to ensure that assets related to awarded grants are being captured in a timely manner and is complete prior to the District's financial year end to facilitate audit requirements.
- Prepares periodic reports as requested on assets acquired with grant funding.
- Coordinates fixed asset audits with the CMMS Technician to assure accurate financial fixed asset inventory.
- Ensures efficient and competitive procurement processes are in place and followed.
- Conducts research into new vendors to enhance the District's resource pool, stay current on new products, monitor market conditions and pricing, and provide recommendations.
- Prepares bids and specifications on administrative purchases and coordinates bid process.
- Serves as contact for departments on day-to-day administrative issues associated with credit cards such as assistance with declines, exception requests, procedural questions for the use of the credit card, and questions relating to the District's purchasing policy.
- Coordinates with the Administrative Financial Specialist to authorize the release of new and replacement credit cards as appropriate.
- May assist with reconciliation of credit card purchases; research and resolve discrepancies and unauthorized purchases with the Administrative Financial Specialist.
- May assist in maintaining the integrity of accounting and finance programs, including implementing and ensuring compliance with generally accepted accounting procedures.
- Composes, types, formats, and proofreads a wide variety of reports, letters, documents, and correspondence; checks drafts for punctuation, spelling and grammar; suggests corrections.
- Maintains, updates, and retrieves information from District record systems.
- Assists with a variety of administrative and customer support duties such as answering phones and greeting the public.
- Attends and participates in professional group meetings related to grant, purchasing, and procurement activities that may affect assigned areas of responsibility; recommends modifications to assigned programs and District policies, procedures, and ordinances.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.
- Must be able to meet work schedule and attendance standards.

QUALIFICATIONS

Knowledge of:

- Principles and practices of public sector grant management, purchasing, and procurement.
- Principles and practices of contract management and administration.
- Principles and practices of general accounting work involving the transactional processing of grants, purchasing, and procurement.
- Basic mathematical principles.
- Principles and practices of record keeping.
- Applicable federal, state and local laws, regulatory codes, ordinances, policies and procedures relevant to assigned area of responsibility.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Provide technical support to the District's grant, purchasing, and procurement programs.
- Accurately process and document transactions.
- Perform mathematical calculations quickly and accurately.
- Use initiative and sound judgment within established procedural guidelines.
- Perform accounting and financial support work accurately and in a timely manner.
- Review grant, procurement, and purchasing documents for completeness and accuracy.
- Review and maintain accurate financial records.
- Establish and maintain a variety of filing, record-keeping and tracking systems.
- Follow and apply written and oral instructions.
- Exercise tact and diplomacy in dealing with sensitive and confidential issues.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures and standards relevant to work performed.
- Prepare clear and concise reports, correspondence, and other written materials.
- Organize own work, set priorities and meet critical time deadlines.
- Effectively use computer systems, software applications and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree from an accredited college with major coursework in public administration, business administration, accounting, finance, or a related field and three (3) years related grant coordination, purchasing, or procurement experience or an equivalent combination of education, training and experience that provides the required knowledge skills and abilities.

Directly related experience may be substituted for the college requirement on the basis of one and one-half years of experience for one year of education to a maximum of four years.

Experience with state, local government, or special districts is preferred.

Licenses and Certifications:

- Possession of a Certified Grants Management Professional (C.G.M.P.), Certified Government Financial Manager (C.G.F.M.), or Certified Public Procurement Office (C.P.P.O) is desirable.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle to visit various District and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification, although standing and walking between work areas may be required. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 30 pounds.

ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to potentially hazardous physical substances.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law." Performance of job functions may involve extended workdays to attend Board meetings when directed by the General Manager or to meet project deadlines.



Agenda Summary Report

To: Board of Directors
From: Greg Pease, Collection System/Maintenance/Safety Manager
415.526.1513 gpease@lgvsd.org
Meeting Date: November 16, 2023
Re: Appropriate Additional Vehicle Equipment Reserve Funds for Combination Flusher Truck
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve the additional use of designated Vehicle Equipment Reserve Funds (VERF) in the amount of \$242,000 for the purchase of a Vactor Combination Flusher/Vacuum Truck to be added to the LGVSD Fleet in FY 2024-25.

BACKGROUND

The District’s Collection System Cleaning Fleet consists of three (3) Class 6 “Medium Duty” flusher trucks and one (1) Class 4 “Medium Duty” flusher truck. The Class 6 trucks are the District’s primary response vehicles in the event of a sewer system overflow. Of these three (3) trucks, two (2) are relatively new, model years 2017 and 2019. The last of the (3) is from model year 2006. Because of its age and the wear and tear on the vehicle, it has been relegated to a backup role since 2017. Since this time, we have added two (2) additional collection system operators to the Collections Department and therefore need to provide them with the proper equipment to perform their assigned duties.

In June 2023, the District approved the FY 2023-24 budget which included allocating \$332,476 for the purchase of a new Combination Flusher/Vacuum Truck. This budget was based on the District’s previous purchase of a Combination Flusher/Vacuum Truck in FY 2019-20. Due to increased demands, increased production costs and other inflation-related costs, the Sourcewell quote (attached) is significantly higher than the anticipated amount requested in the current budget. Delivery of the truck is anticipated in late 2024.

Sourcewell is a cooperative purchasing service authorized to establish competitively awarded cooperative purchasing contracts on behalf of itself and its participating agencies. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services.

PREVIOUS BOARD ACTION

On June 30, 2023, the Board approved Resolution 2023-2311 adopting the FY 2023-24 budget.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The VERF has \$548,742 in available funds that can be allocated to fund the additional \$242,000 needed for the truck purchase. The transfer of funds from VERF to the operating account will not occur until the truck is delivered and invoiced.





Presents a

Proposal Summary

Impact

Truck Mounted Single Engine Sewer
Cleaner

For

Las Gallinas Sanitary District





VACTOR

BASIC

MODEL

Vacuum System	Roots 616-15 Blower	Debris Body Capacity (cu.yd.)	3.00
Model Type	40.00	Water Capacity	500
Water Flow	Vactor	Water Pressure	2500
Chassis Source		Water Tank Material	Aluminum
Controls		Blower High Temp Shutdown	
Tounge Jack			

CHASSIS

MSFS300A-2024-CH	Vactor Supplied Chassis Single Axle 2025 Freightliner M2 106 300 HP Auto 26000 GVWR Air Brakes GHG
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STANDARD FEATURES

010CSTD	Curbside Toolbox w/ Nozzle Storage Rack
011CSTD	Aluminum Fenders
012CSTD	Mud Flaps
014CSTD	Electric / Hydraulic Proportional Boom Control
016CSTD	Color Coded Sealed Electrical System
019CSTD	Intuitouch Electronic Package
020CSTD	Double Acting Hoist Cylinder
025CASTD	Handgun Assembly
026CSTD	Ex-Ten Steel Cylindrical Debris Tank
030CSTD	Flexible Hose Guide
032CSTD	(2) Nozzles w/ Carbide Inserts
045CSTD	Suction Tube Storage
046CSTD	3/4" Nozzle Pipe
048CSTD	10' Leader Hose
1005CSTD	Stainless Steel Float Shut Off System
1016CSTD	Horizontal Microstrainer Prior to Blower
1024CSTD	Debris Body Vacuum Relief System
1041CSTD	Debris Body-Up Light and Alarm
2001CSTD	Low Water Alarm with Water Pump Flow Indicator
2022CSTD	Water Tank Sight Gauge



VECTOR

2023CSTD	Liquid Float Body Level Indicator
3015CSTD	Front Controlled Blower Drive
3019CSTD	Digital Water Pressure Gauge
4005CSTD	180 deg. 5ft Extendable Boom
4006CSTD	Joystick Boom Control
4010CSTD	Boom Hose Storage
4017CSTD	Boom Out of Position Light and Alarm
5002CSTD	40 GPM/2500 PSI Jet Rodder pump
5010CSTD	Rodder System Accumulator - Jack Hammer on/off Control w/ manual valve
5011CSTD	3" Y-Strainer at Water Pump
5012CSTD	Multi-Flow Water System
5014CSTD	1" Water Relief Valve
5015CSTD	Midship High Pressure Coupling
6000CSTD	500' x 3/4" Sewer Hose 2500 PSI Piranha
6005CSTD	Digital Hose Footage Counter
6017CSTD	Hydraulic Tank Shutoff Valves
6020CSTD	Rotating Hose Reel 3/4" x 500' Capacity 180 Deg. Rotation
7001CSTD	Tachometer / Chassis Engine w/ Hour Meter
7003CSTD	Water Pump Hour Meter
7004CSTD	PTO Hour Meter
7005CSTD	Hydraulic Oil Temp Alarm
7007CSTD	Tachometer / Blower w/ Hour Meter
8000CSTD	Circuit Breakers
8025CSTD	LED Lights Clearance Backup Stop Tail & Turn
9002CSTD	Tow Hooks Rear
9003CSTD	Electronic Back-Up Alarm
S390CSTD	6" Vacuum Pipe Package
S560CSTD	Emergency Flare Kit
S590CSTD	Fire Extinguisher 5 Lbs.

BOOM

4011C	Bellypack Wireless Controls including hose reel controls
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DEBRIS BODY

1003C	Body Washout
1014C	Centrifugal Separators (Cyclones)
1022C	Rear Door Splash Shield
1023C	Lube Manifold
1023CA	Lube Chart - Included
3021C	Digital Debris Body Level Indicator Tied to Vacuum Relief

REAR DOOR

1008CA	6" Rear Door Knife Valve w/Camloc 6:00 position
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HOSE REEL

6004CC	Pinch Roller
6014C	High Pressure Hose Reel
6019C	Rodder Pump Drain Valves
8030C	Hose Reel Wrapped for Delivery

WATER TANKS

3019C	Digital Water Level Indicator
5021CA	Hydro Excavation Kit - Includes Lances w/ Shield Nozzles Storage Tray and Vacuum Tube

MISCELLANEOUS

8024C	Amber Lights for Flashing Light Package
9023C	Safety Cone Storage Rack - Post Style

LIGHTING

8001CM	Rear Directional Control LED Arrowstick
8002CA	Wireless Waterproof Rechargeable Handheld LED Spot Light w/12V Charger



VACTOR

8004CF	Rear Mounted LED Beacon Light w/ Limb Guard
8004CG	Front Mounted LED Beacon Light w/ Limb Guard
8020CA	10 Light Package 10 Federal Signal Strobe Lights LED
8029CA	Worklights (2) Boom
8029CB	Worklights (2) Rear Door
8029CC	Worklights (2) Driver & Passenger Side LED
8029CD	Worklight Manhole
9021CA	Camera System Front Rear and Both Sides

TOOLBOX

9071CAL	Toolbox Behind Cab - 14w 36h x 88d - with Lighting
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VACTOR

ALL COST INCREASES FOR MAJOR COMPONENTS (ENGINES, TRANSMISSIONS, AXLES AND TIRES), ALL COSTS RESULTING FROM GOVERNMENT MANDATED REQUIREMENTS, AND ALL RAW MATERIAL SURCHARGES WILL BE PASSED THROUGH AND ADDED TO FACTORY INVOICES.

Customer Initials _____

Sourcewell price for Vactor Impact.....\$525,174.00
Tax @9.250 %.....\$48,578.60
Total Price FOB San Rafael, Ca.....\$573,742.60

Registration and training included

THE PROPERTY HEREIN IS GUARANTEED BY MANUFACTURER'S WARRANTY ONLY AND SELLER MAKES NO WARRANTY EXPRESSED OR IMPLIED, OF MERCHANTABILITY OR OTHERWISE, OR OF FITNESS FOR ANY PARTICULAR PURPOSE, THAT EXTENDS BEYOND THE ABOVE DESCRIPTION OF THE EQUIPMENT.

NOTE: Price is good for 60 days. Cost increases due to the addition of Government mandated safety or environmental devices incurred after the date of this proposal, will be charged to you at our cost. Proof of such costs, if any, will be documented.

TAXES: SALES TAX applicable at time of delivery will be shown on our invoice. FEDERAL EXCISE TAXES, if applicable, will require payment unless a properly executed Exemption Certificate is submitted.

DELIVERY: 12-14 months **TERMS:** Net 10 or Approved Lease

Let me know if you need any additional information. I can provide you with a bid spec if you need it. I would welcome the opportunity to set up a demo to show you guys just how easy it is to use our unit. If you have any questions, please give me a call at (707) 481-9849.

Sincerely,

Kelly McGrath

Kelly McGrath
Territory Account Manager



LIMITED WARRANTY

Limited Warranty. Each machine manufactured by VACTOR MANUFACTURING (or, "the Company") is warranted against defects in material and workmanship for a period of 12 months, provided the machine is used in a normal and reasonable manner and in accordance with all operating, maintenance and safety instructions. In addition, certain machines and components of certain machines have extended warranties as set forth below. If sold to an end user, the applicable warranty period commences from the date of delivery to the end user. If used for rental purposes, the applicable warranty period commences from the date the machine is first made available for rental by the Company or its representative. This limited warranty may be enforced by any subsequent transferee during the warranty period. This limited warranty is the sole and exclusive warranty given by the Company.

STANDARD EXTENDED WARRANTIES (Total Warranty Duration)

2100 Series, iMPACT and Ramjet	10 years against metal water tank leakage due to corrosion. Nonmetallic water tanks are covered for 5 years against any factory defect in material or workmanship.
2100 Series, iMPACT and Guzzler only	5 years against leakage of debris tank, centrifugal compressor or fan housing due to rust-through.
2100 Series, iMPACT and Ramjet	2 years - Vactor Rodder Pump
ALL Models starting with 21-09X-XXXXX and beyond	2 year- Electrical & Electronics (excludes Chassis components)

Exclusive Remedy. Should any warranted product fail during the warranty period, the Company will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or factory workmanship. Repairs or replacements are to be made at the selling Company's authorized dealer's or distributor's location or at other locations approved by the Company. In lieu of repair or replacement, the Company may elect, at its sole discretion, to refund the purchase price of any product deemed defective. The foregoing remedies shall be the sole and exclusive remedies of any party making a valid warranty claim.

This Limited Warranty shall not apply to (and the Company shall not be responsible for):

1. Major components or trade accessories that have a separate warranty from their original manufacturer, such as, but not limited to, trucks and truck chassis, engines, hydraulic pumps and motors, tires and batteries.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses and gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended, nor intended, or not in accordance with operating, maintenance or safety instructions provided by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

NOTE The use in the product of any part other than parts approved by the Company may invalidate this warranty. The Company reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make the Company liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

THIS WARRANTY SHALL BE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND TO THE EXTENT PERMITTED, CONFERRED BY STATUTE, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, OR A WARRANTY AGAINST FAILURE OF ITS ESSENTIAL PURPOSE, ALL OF WHICH ARE DISCLAIMED.

This warranty is in lieu of all other obligations or liabilities, contractual and otherwise, on the part of the Company. For the avoidance of doubt, the Company shall not be liable for any indirect, special, incidental or consequential damages, including, but not limited to, loss of use or lost profits. The Company makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of the Company in connection with the sale, servicing or repair of any machine manufactured by the Company. Any legal action based hereon must be commenced within eighteen (18) months of the event or facts giving rise to such action.

The Company reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.

GUZZLER

VACTOR MANUFACTURING
1621 S. Illinois Street
Streator, IL 61364

VACTOR

9-1-2021



Domestic Terms and Agreement

ORDERS: All orders are subject to acceptance by VactorManufacturing, Inc. or Guzzler Manufacturing, Inc. (hereafter referred to as Vactor). Orders for products not normally carried in stock or requiring special engineering or manufacturing is in every case subject to approval by Vactor's Management.

PRICES: All orders are subject to current prices in effect at the time of order acknowledgement. F.O.B. Point: Unless otherwise stated, all prices listed are F.O.B. factory. Vactor reserves the right to increase the order price set forth in this Proposal Summary at any time before delivery to Buyer to reflect any increase in Vactor's costs to manufacture or deliver the ordered product due to any factor beyond the reasonable control of Vactor. Vactor shall provide Buyer with prompt electronic notice of any such price increase. Buyer shall have five days from receipt of such notice to cancel its order, absent which Buyer shall be deemed to have consented to the price increase.

PAYMENT TERMS: The company's payment terms are due upon receipt, unless otherwise stated. However, until such time as Vactor receives full payment, Vactor shall maintain a purchase money security interest in the product.

CANCELLATION: Orders cannot be cancelled except upon terms that will compensate Vactor for any loss or damage sustained. Such loss will be a minimum of 10% of the purchase price.

SHIPMENT: All proposals are based on continuous and uninterrupted delivery of the order upon completion, unless specifications distinctly state otherwise. In the event that agreement is reached for Vactor to store completed items, they will be immediately invoiced to the customer and become due and payable. Storage shall be at the risk of the customer and Vactor shall be liable only for ordinary care of the property.

STORAGE CHARGES: Vactor shall charge the customer at current rates for handling and storing customer's property (e.g. truck chassis) held for more than thirty (30) days after notification of availability for shipment. All customer's property, or third party's property, that is stored by Vactor is at the customer's or other party's risk. Vactor is not liable for any loss or damage thereto caused by fire, water, corrosion, theft, negligence, or any caused beyond its reasonable control.

PERFORMANCE: Vactor shall not be liable for failure to complete the contract in accordance with its terms if failure is due to wars, strikes, fires, floods, accidents, delays in transportation or other causes beyond its reasonable control.

EXPERIMENTAL WORK: Work performed at customer's request such as sketches, drawings, design, testing, fabrication and materials shall be charged at current rates.

SKETCHES, ENGINEERING DRAWINGS, MODELS and all preparatory work created or furnished by Vactor, shall remain its exclusive property; and no use of same shall be made nor may ideas obtained therefrom be used except with the consent of and on terms acceptable to Vactor.

TAXES: Buyer's final cost shall include all applicable sales and use taxes, including all sales and use taxes attributable to any changes made to Buyer's initial order placed hereunder or to any changes to applicable sales and use tax laws. However, Vactor Manufacturing, Inc. shall be responsible for Federal Excise Tax(F.E.T.) unless it is separately stated on the invoice and added to the selling price. If F.E.T. is not separately stated on the invoice it has not been included in the price and Vactor will pay any F.E.T. due itself and bear the cost of the tax. Any refunds or adjustments to the F.E.T. in such cases belong to Vactor.



VACTOR

PRODUCT IMPROVEMENTS: Vactor reserves the right to change manufacturing specifications and procedure in accordance with its product improvement policy.

MOUNTING PRICES: Mounting prices assume normally factory installation on a truck chassis suitable for the unit purchased. Relocation of batteries, fuel tanks, mufflers, air tanks, etc. will be an additional charge, billed at the standard factory labor rate.

WARRANTY: Vactor warrants its products to be free from defects in material and workmanship for a period of 12 months, subject to the limitations and conditions set forth in its current published warranty. Other than those expressly stated herein. THERE ARE NOT OTHER WARRANTIES OF ANY KIND EXPRESS OR IMPLIED, AND SPECIFICALLY EXCLUDED BUT NOT BY WAY OF LIMITATION, ARE THE IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND MECHANABILITY.

IT IS UNDERSTOOD AND AGREED THE VACTOR'S LIABILITY WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY IN NEGLIGENCE OR OTHERWISE SHALL NOT EXCEED THE RETURN OF THE AMOUNT OF THE PURCHASE PRICE PAID BY THE PURCHASER AND UNDER NO CIRCUMSTANCES SHALL VACTOR BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES. THE PRICES STATED FOR THE EQUIPMENT IS A CONSIDERATION IN LIMITING VACTOR'S LIABILITY. NO ACTION REGARDLESS OF FORM, ARISING OUT OF THE TRANSACTION OF THE AGREEMENT MAY BE BROUGHT BY PURCHASER MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION HAS OCCURRED.

VACTOR'S MAXIMUM LIABILITY SHALL NOT EXCEED AND BUYER'S REMEDY IS LIMITED TO EITHER (I) REPAIR OR REPLACEMENT OF THE DEFECTIVE PART OF PRODUCT, OR AT VACTOR'S OPTION (II) RETURN OF THE PRODUCT AND REFUND OF THE PURCHASE PRICE AND SUCH REMEDY SHALL BE BUYER'S ENTIRE ANDEXCLUSIVE REMEDY.

CHOICE OF LAW: These Terms and Conditions shall be construed according to the laws of the State of Illinois. Failure at any time by Vactor to exercise any of its rights under this agreement shall not constitute a waiver thereof nor prejudice Vactor's right to enforce it thereafter.

COMPLETE AGREEMENT: These terms and conditions, contain the complete and final agreement between the parties hereto and no other agreement in any way modifying any of these terms and conditions will be binding on Vactor unless in writing and agreed to by an authorized representative of Vactor. All proposed terms included in Buyer's purchase order or other standard contracting documents are expressly rejected.

I agree with the above terms and conditions:



11/16/2023

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, 2023 Operations Control Center Ad Hoc Committee, 2023 GM Salary Negotiation Ad Hoc Committee, 2023 FutureSense Ad Hoc Committee, Other Reports

FORD

NBWRA, 2023 Operations Control Center Ad Hoc Committee, 2023 McInnis Marsh Ad Hoc Committee, 2023 Fleet Management Ad Hoc Committee, 2023 SF Bay Trail Ad Hoc Committee, Other Reports

MURRAY

Marin LAFCO, CASA Energy Committee, 2023 Biosolids Ad Hoc Committee, 2023 Development Ad Hoc Committee, 2023 SF Trail Ad Hoc Committee, Other Reports

ROBARDS

Gallinas Watershed Council/Miller Creek, 2023 Engineering Ad Hoc Committee re: STPURWE, 2023 McInnis Marsh Ad Hoc Committee, 2023 Development Ad Hoc Committee, 2023 FutureSense Ad Hoc Committee, Other Reports

YEZMAN

Flood Zone 7, CSRMA, Marin Special Districts Association, 2023 Ad Hoc Engineering Sub-Committee re: STPURWE, 2022 Biosolids Ad Hoc Committee, 2023 GM Salary Negotiation Ad Hoc Committee, Other Reports

Certificate of Attendance

1.0 Hour

U.S. EPA's Healthy and Resilient Communities Research Webinar Series

Benefits of the Environment, Revitalization, and Environmental Cleanup

October 10, 2023

craig murray

This certificate represents participation in the webinar named above. The participant named above attended the webinar and met the participation requirements to receive this certificate for one hour of attendance. Acceptance of certificates is contingent on organization requirements—EPA cannot guarantee acceptance.



Air Quality, Climate Change, & Energy (ACE) Workgroup

October 26, 2023

8:30 am – 10:30 am

Zoom Meeting ID & Passcode: See Meeting Invite

Call-In Details: See Meeting Invite

ITEM	LEAD
Welcome/Roll Call	Heidi Oriol (Chair), Greg Kester and Sarah Deslauriers (CASA)
Review/Approval of Agenda	All

PRIORITY ISSUES/ACTION ITEMS

	ITEM	LEAD	NOTES
1.	CARB Advanced Clean Vehicle Regulations (CASA Summary)	Sarah Greg Steve David	Final ACF Package approved Oct 1; CA Trucking Association suing CARB, Oct 16; Board to assign champion in Oct to collaborate w/ CASA on SB 1383 and maintaining uses of biomethane; CARB's Truck Regulations Implementation Group (TRIG) established – CASA selected as panelist on Rule Provisions Subgroup; CARB developed a fleet calculator ; CASA establishing task force
2.	SB 1383: Organic Waste CH₄ Reductions	Greg	Tracking County actions and Article 2 determinations (Lystek THP process deemed compliant, H-Cycle resubmitted application); Local Assistance Grant Program now open – applications due Nov 15
3.	CARB Low Carbon Fuel Standard	Greg Sarah	Staff to release 45-day draft proposed regulatory updates, Aug 16 workshop shared updated scenarios reflecting impacts of ACF and current supply of out-of-state biomethane, Board to vote early 2024 and updates to be effective early 2024
4.	NWL Climate Smart Strategy	Greg Sarah	Discussed role of biosolids in NWL strategy and modeling, submitted responses Sept 15 to questions on implementation of carbon sequestration targets per AB 1757 , draft targets released
5.	Environmental Justice Advisory Committee	Sarah	First meeting of newly appointed members held Aug 25 (recording); next regular meeting to be held Nov 9
6.	Criteria Pollutants & Toxics Emissions Reporting (CTR) & Hot Spots Program (EICG)	Sarah David	Wastewater sector reports BAU through 2028 (CARB informing air districts), met with CARB Oct 17, met with air districts to discuss process, draft RFQ for Program Manager, next Subgroup meeting Nov 15; EPA has proposed revisions to air emissions reporting rule , comments due Nov 17 – drafting comment letter
7.	Adaptation Update	Sarah	Tracking implementation of OPC Sea Level Rise Action Plan and Strategic Plan , OPC to address revisions to SLR Planning Guidance (inappropriateness of H++ scenario), continued tracking of Regional Water Board climate vulnerability/resilience plan permit requirements – proposed permit for Santa Cruz under review

STATE LEGISLATIVE & BUDGET UPDATE

	ITEM	LEAD	STATUS
1.	State Legislation	Jessica	2023 legislation, updated ACE bill list
2.	Governor's Budget	Jessica	2023-24 Governor's budget (June 27)

INFORMATIONAL ITEMS

	ITEM	LEAD	NOTES
1.	VT C-Sequestration Meta-Analysis	Sarah	Report expected 2023
2.	BACT: Emergency Diesel Engines	David Courtney	Large (>1000 hp) – BAAQMD, SMAQMD, SJVAPCD, SCAQMD adopt Tier 4; SCAQMD working to include source test provisions Small (>50) – SMAQMD adopts Tier 4
3.	SCAQMD Plans to Replace Existing Diesel Engines	David	CARB has expressed interest in replacing existing backup generators by 2037 and SCAQMD may start the process
4.	CARB Potential Amendments to Diesel Engine Off-Road Standards	Sarah Courtney	Tier 5 rulemaking (including CO ₂ standards), proposal expected in 2024, implementation to begin 2028 – next workshop: Oct 30-31

UPCOMING CONFERENCES/EVENTS

NAME	DATE/LOCATION
California Bioresources Alliance Symposium	November 28-29, Hybrid (Virtual/Sacramento Cal EPA Building)
CASA-CWEA Innovative Technology Seminars	November 29 (SFB-RWQCB office, Oakland) & 30 (Hyperion, LA)
CASA Winter Conference	January 24-26, Palm Springs

NEXT MEETING:

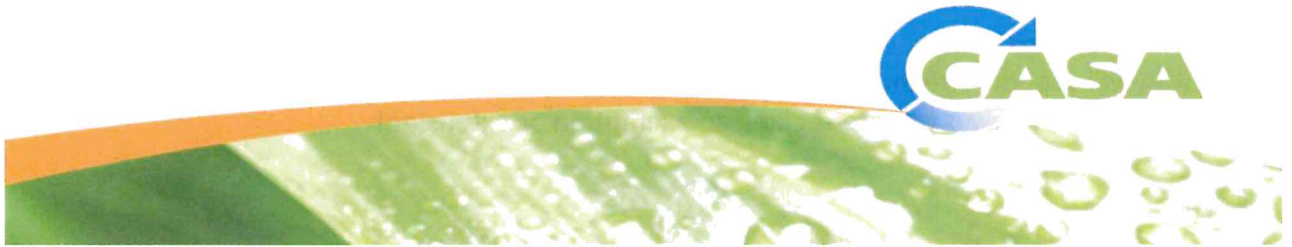
November 14th, 8:30-10:30 am, Virtual

December 19th, 8:30-10:30 am, Hybrid

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

October 26, 2023 (8:30-10:30)

Zoom Link (see Meeting Invite)



1

Priority Issues/
Action Items



2

1. CARB's Advanced Clean Fleet Regulations/Resolution

Applies to gross vehicle weight rating >8,500 lbs (medium- and heavy-duty)

State & Local Government Agency Fleets include cities, counties, special districts, State agencies

• **If NOT considered** a low population county, have >10 vehicles in fleet:

- January 1, 2024, 50% of vehicle purchases in each calendar year must be ZEVs
- January 1, 2027, 100% of vehicle purchases in each calendar year must be ZEVs

• **If considered** low population county or ≤10 vehicles in fleet:

- January 1, 2027, 100% of vehicle purchases in each calendar year must be ZEVs.

• Exemptions/extensions are available but confusing – CASA will support streamlining the application process.

Please let us know if you are seeking an exemption or extension!



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1. CARB's Advanced Clean Fleet Regulations/Resolution

High Priority & Federal Fleets Requirements

If you are a WWTP, you can opt your entire medium and heavy-duty fleet into this regulation:

- Timeline to transition entire medium- and heavy-duty fleet (opt in by Jan 1st, 2024, to avoid having to comply with the State & Local Government Agency Fleets Regulations)
- Allows biomethane fueled vehicles supporting SB 1383 facilities to opt into Milestone Group 3
- Does **NOT** provide for expansion of fleet trucks fueled by biomethane in support of SB 1383 beyond Jan 1st, 2024 (we have offered to demonstrate biogas-to-hydrogen technologies, but need a market for biomethane in the meantime, CARB's Resolution directed staff to work with us – the Chair to assign lead staff this year)

Percentage of fleet that must be ZEVs →	10%	25%	50%	75%	100%
Milestone Group 1: Box trucks, vans, buses w/ two axles, yard tractors, light-duty package delivery vehicles	2025	2028	2031	2033	2035 +
Milestone Group 2: Work trucks, day cab tractors, buses with three axles	2027	2030	2033	2036	2039 +
Milestone Group 3: Sleeper cab tractors and specialty vehicles	2030	2033	2036	2039	2042 +



4

1. CARB's Advanced Clean Fleet Regulations/Resolution

■ Actions as of today:

- CARB resubmitted regulations to Office of Administrative Law, approved October 1st
 - Holland & Knight LLC filed a lawsuit on behalf of the CA Trucking Association October 16th
 - Regulation preempted by CAA, 42 U.S.C. § 7401, et seq., and by F4A, 49 U.S.C. § 14501
 - In violation of dormant Commerce Clause (U.S. Const., Art. I, § 8, cl. 3), ACF violates due process clauses of the 5th and 14th Amendments to U.S. Constitution
- Truck Regulations Implementation Group (TRIG) meeting follow-up
 - Request for participation in subgroups on Outreach, Border Communities, Infrastructure Implementation, and Rule Provisions to meet quarterly – **Deslauriers assigned to Rule Provisions Subgroup and Rothbart assigned to Infrastructure Implementation Subgroup, next meeting expected in December!**
 - TRIG is separate from CASA's collaboration with State agencies to maintain uses of biogas and successful implementation of SB 1383 – **CARB to assign lead staff by October**
 - CASA to form smaller Task Force to respond to questions/needs

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1. CARB's Advanced Clean Fleet Regulations/Resolution

■ Actions as of today:

- CARB released fleet calculator for public use
- Related State (AB 1594) and national (H.R. 1435) legislation still moving
 - AB 1594 (signed!) - Authorize public agencies to purchase replacements for traditional utility specialized vehicles that are at the end of life when needed to maintain reliable service and respond to major foreseeable events
 - H.R. 1435 – Preserving Choice in Vehicle Purchases Act, An Act To amend the Clean Air Act to prevent the elimination of the sale of internal combustion engines

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2. SB 1383 Organic Waste Methane Emissions Reduction

- 40% methane reduction by 2030 (relative to 2013 levels) via Organic waste diversion from landfills
 - 50% by 2020 (relative to 2014 levels)
 - 75% by 2025 (relative to 2014 levels)
- CalRecycle outreach to overturn restrictive County ordinances allowing land application of biosolids
 - Preference toward Merced County's Ordinance (favors Class A)
 - Sutter County modifying their Ordinance
- Article 2 determinations:
 - H Cycle, theoretically produces low-carbon H using thermal conversion technology – resubmitted
 - Lystek Thermo-Chemical HP – CalRecycle determined technology is already compliant
- **Local Assistance Grant Program is open – applications due November 15th**
 - Provides funding to local jurisdictions to assist with implementation, including but not limited to:
 - Capacity Planning
 - Collection
 - Edible Food Recovery
 - Education and outreach (includes organic waste & edible food recovery)
 - Enforcement and Inspection
 - Program Evaluation/Gap Analysis
 - Procurement Requirements
 - Record Keeping



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3. CARB Low Carbon Fuel Standard (LCFS)

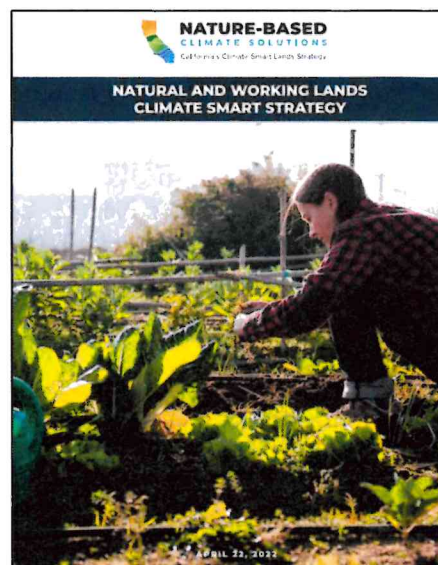
- Designed to reduce fossil fuel dependence (30% CI reduction by 2030) by...
 - Decreasing carbon intensity of transportation fuel pool
 - Providing an increasing range of low-carbon and renewable alternatives
- Workshops focused on potential changes, seeking **biogas-to-hydrogen** pathways
 - August 16th focused on the California Transportation Supply (CATS) modeling updates (no mention of wastewater biomethane) – CASA submitted comments Sept 6th
- Next Steps (CASA to engage at each step)
 - September 28th non-voting Board Public Hearing was held, some relevant rulemaking targets:
 - Support electric and hydrogen truck refueling
 - Incentivize more production of clean fuels needed in future, such as low-carbon hydrogen (biomethane as a H feedstock will remain important!)
 - Support methane emissions reductions and deploy biomethane for best uses across transportation and other sectors
 - 45-day language released (comment period), may allow for another 15-day comment period
 - Board to vote early 2024
 - Updates to be effective early 2024



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4. NWL Climate Smart Strategy

- Considers 8 Landscapes, modeling of GHGs
 - Forests, Shrublands and Chaparral, Developed Lands, Wetlands, Seagrasses and Seaweeds, Croplands, Grasslands, Sparsely Vegetated Lands
- Met with CNRA July 27th (2023) – remain supportive and discussed ability to comment on AB 1757 actions:
 - Requires explicit targets for natural carbon sequestration and nature-based climate solutions for 2030, 2038, 2045
 - C-sequestration, nature-based solutions = preservation, conservation, restoration, and sustainable land management
 - NWL Climate Smart Strategy update by Jan 1, 2025
- Meeting Oct 12th to discuss draft targets



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4. NWL Climate Smart Strategy informed by AB 1757 Target Setting for Carbon Sequestration

- Draft Targets were proposed for Deserts, Agricultural Lands, Wetlands and Blue Carbon, Grasslands, Forests, Shrublands, Developed Lands
- Agricultural Lands Draft Targets (no explicit mention of biosolids)
 1. Protect farmland and avoid conversion out of agriculture to maintain C stocks, enhance environmental benefits, and facilitate Just Transitions for communities in agricultural regions.
 2. Expand farm-edge diversification to support innovation and utilization of liminal spaces in farming systems, which all offer increases in landscape C storage and ecosystem services.
 3. Expand organic agriculture to 75% of farming operations and 40% of farming acres by 2045.
 4. Increase access to soil building practices, and continue Investment in integrated fertilizer, irrigation and soil fertility management practices to reduce N₂O emissions and build soil organic carbon.
 5. Elevate the need for enhanced social dialogue around Just Transitions in California agriculture. This priority crosses all Implementation targets identified for Agriculture.

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5. Environmental Justice Advisory Committee

- 2023/2024 Priorities:
 - LCFS
 - Cap-and-Trade Reg amendments
 - CARB’s role in Senate Bill 905, Carbon Capture Utilization and Sequestration Requirements
 - Natural and Working Lands
- Upcoming public meetings
 - November 9th

Member	Organization
Martha Dina Argüello	Physicians for Social Responsibility – LA
Juan Flores	Center on Race, Poverty & the Environment
Angel Garcia	Californians for Pesticide Reform
Dr. Catherine Garoupa	Central Valley Air Quality Coalition
Kevin Hamilton	Central California Asthma Collaborative
John Harriel Jr.	International Brotherhood of Electrical Workers
Thomas Helme	Valley Improvement Projects
Matt Holmes	California Environmental Justice Coalition
John Kevin Jefferson III	Urban Releaf
Mayor Rey León	The LEAP Institute
Luis Olmedo	Comité Civico del Valle
Jill Sherman-Warne	Native American Environmental Protection Coalition
Sharifa Taylor	Communities for a Better Environment

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6. Criteria Pollutants & Toxics Reporting and Air Toxics “Hot Spots” Program Updates – Statewide Two-Step Process

- AB 617 gives CARB authority to “harmonize” air monitoring, reporting, & emission reductions from stationary sources
- AB 2588 Hot Spots compound list is >1,700 compounds (from >500)
 - Unknown toxicity levels
 - Unknown emission factors
 - Many are not relevant to WWTPs
- Phased compliance allows WWTPs to:
 - Report business-as-usual through 2028 (reporting begins 2029 for 2028 data) but you must participate in a two-step process (individually or as a group)
 - Perform “two-step process” to determine relevant shortlist of compounds
 1. Scan air space of unit processes to determine detectable compounds
 2. Perform sampling and analysis to ultimately quantify emissions of detectable compounds (Mimic 1990 Pooled Emissions Estimation Program, PEEP, but broader in scope)

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6. Statewide Two-Step Process – Next steps

- **Meeting with CARB October 17th – agenda focused on:**
 - Schedule and Milestones
 - Letter stating two-step process is required for all POTWs whether as a group or alone
 - CARB staff prepared formal guidance document (under review by their legal team) – to be posted in October
 - Message to air districts stating POTWs can delay reporting new compounds while participating in two-step process
 - CARB updating online CTR FAQs to address all waste handling/treatment facilities
- **Coordinate meetings w/ air districts**
 - Have met with the “big 5” and CAPCOA separately, planning to convene meetings with CARB
- **CASA Member Outreach in October**
 - Email POTWs at large regarding Two-Step Process and participation in a group
 - Email regarding the Statewide POTW Group and benefits of participation
- **Administrative tasks**
 - Confirm governing structure (PEEP 1990 documents provided to CASA staff to upload to the website)
 - RFQ distribution
- **Preliminary actions led by Air Toxics Subgroup – next meeting November 15th**

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6. Air Toxics continued...EPA proposing updates to AERR

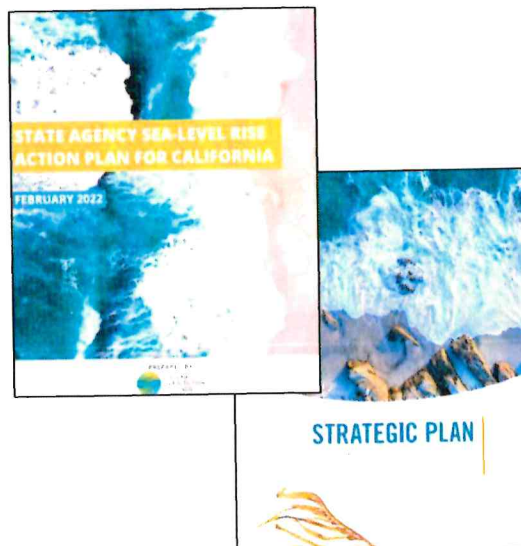
- **Proposed revisions to EPA air emissions reporting rule (AERR) to be considered:**
 - Proposed revisions published August 9th and public meeting was held August 30th
 - Comments on proposed revisions due November 17th (CASA comment letter to be distributed)
 - Adoption expected late 2023/early 2024
- **CASA comments on AERR revisions to address:**
 - **Alignment with CARB’s CTR/EICG (on when first reports are due to EPA under revised AERR)**
 - CARB plans to submit an application to EPA for optional State reporting, accepting responsibility to report on behalf of facility owners/operators
 - CARB providing proof that CA’s regulations (specifically, CTR and EICG) meet AERR provisions
 - **Compounds and applicability (relative to AERR)**
 - CARB believes there is no specific requirement regarding source testing in the proposed revisions, and the requirements in their EICG (two-step process to produce best available science) fulfill statute

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7. Adaptation: OPC

- Tracking Strategic Plan ('20-'25), Sea Level Rise Action Plan (FY 22–25), and 30x30
- Aug 15th meeting discussed updates to sea level rise guidance
 - Last update in 2018, updates every 5 years
 - H++ (extreme) scenario is not plausible and to no longer be assessed
 - IPCC 6th Assessment Report
 - NOAA 2022 Sea Level Rise Technical Report
 - **Draft revisions to sea level rise guidance to be released in fall 2023, 30-day comment period**
 - OPC plans to hear / adopt updated guidance during February 29th public meeting
 - Next Meeting: December 12th

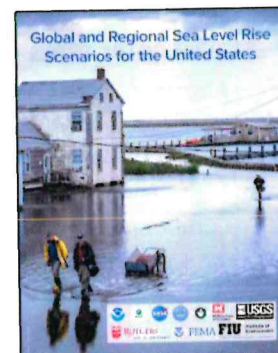
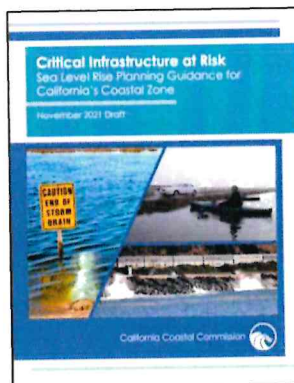


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7. Adaptation: CA Coastal Commission Sea Level Rise

- **Once OPC Sea Level Rise Guidance is updated, CCC Guidance to be updated**
- Critical Infrastructure at Risk: SLR Planning Guidance scenarios referenced in permits – CASA reached out to authors to discuss NOAA’s recommendation to not consider the H++ (extreme) scenario

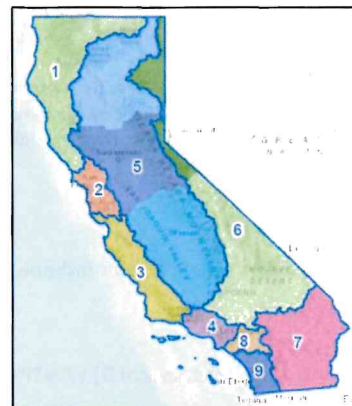
As a result of improved understanding of the timing of possible large future contributions from ice-sheet loss, the “Extreme” (H++) scenario from the 2017 report (2.5 m global mean SLR by 2100) is now viewed as less plausible and has been removed.



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7. CA Adaptation: Approaches to Resilience across Regional Water Boards

- NPDES/WDR permit renewals requiring climate change vulnerability assessments, action plans, resilience plans, disaster preparedness plans, some GHG emissions inventorying, etc...of varying scopes depending on the Regional Water Board
- Please be aware of your region's approach and let us know of any new developments
- Region 3 Draft Permit: Santa Cruz
- State Water Board Climate Change Website – Tracking Water Board Actions



17

State Legislation Update

(Subgroup provides input to State Leg Committee)

18



Assembly Bills in Review

Watch
Spot
Support
Oppose
Disapprove

- AB 43 (Holden D) GHG emissions: building materials: embodied C trading system
- AB 45 (Arambula) Blue carbon demonstration project
- AB 241 (Reyes D) Vehicular air pollution: Clean Transportation Program: vehicle reg/ID plate service fees: smog abatement fee: extension.
- AB 678 (Alvarez D) Biomethane procurement targets or goals: core transport agents – Signed!
- AB 1216 (Muratsuchi D) WWTPs: monitoring of air pollutants – Signed!
- AB 1548 (Hart D) GHG Reduction Fund: grant program: recycling infrastructure projects
- AB 1550 (Bennett D) Green hydrogen (failed 6/1 deadline, oppose unless amended in 2024) – to engage in 2024!
- AB 1594 (Garcia D) Medium- and heavy-duty ZEV: public agency utilities – Signed!
- AB 1628 (McKinnor D) Microfiber Filtration (amended) – Vetoed!

19



Senate Bills in Review

Watch
Spot
Support
Oppose
Disapprove

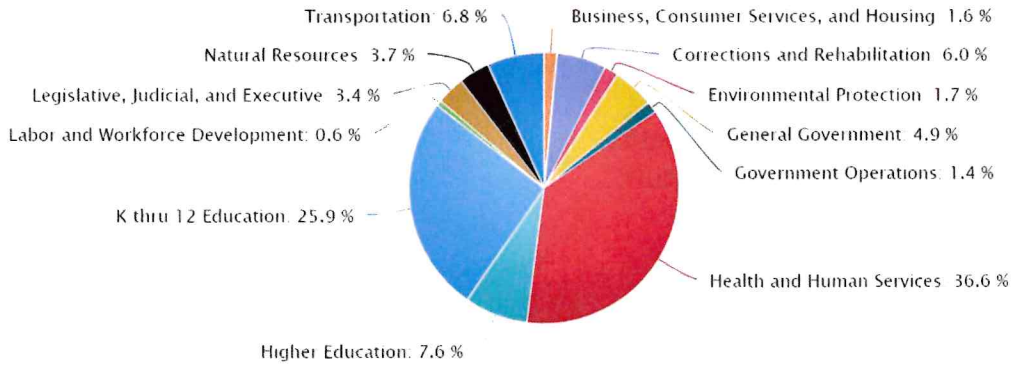
- SB 493 (Min D) Air pollution: alternative vehicles and electric and hydrogen infrastructure

20



Governor's Budget

Total State Funds Total \$311 Billion



21

Informational Items



22

1. Carbon Sequestration Meta-Analysis

Systematic Reviews & Data Extraction

- Virginia Tech to understand C-sequestration potential from land-applied biosolids
- Review of published and unpublished data
- Promote biosolids research, identify gaps, and inform/harmonize future collection methods

Status of Report Summarizing Findings

- **Report release still expected in 2023**
- Expecting high level overview and evidence of c-sequestration via biosolids land application

23



2. BACT, Large Emergency Diesel Engines $\geq 1,000$ bhp

▪ Air District Activities

- Bay Area AQMD – effective January 1, 2020
 - **Considering Tier 4 as T-BACT for standby diesel engines – looking for source test data to support determination, anticipated by end of 2023**
- Sacramento Metro AQMD – effective June 4, 2021
 - **Determined Tier 4 is BACT for engines >50 hp**
- San Joaquin Valley APCD – effective April 29, 2022
- South Coast AQMD – approved September 2, 2022
 - BACT scientific review committee and public review process underway
 - Compliant engines are tested by their manufacturers, Clean Water SoCal would like to see testing requirements for compliant engines matching that for certified engines to avoid unnecessary testing requirements onsite
 - NOTE: SCAQMD advises operators not to use backup generators when the power is NOT out (for example, during the September 2022 heat wave)

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3. SCAQMD Plans to Replace Existing Diesel Engines

- CARB has expressed interest in replacing existing backup generators by 2037
- SCAQMD has discussed incentivizing (\$) the demonstration of new technology
- SCAQMD discussing requiring replacements soon!

25



4. Potential Amendments to Diesel Engine Off-Road Emission Standards

- “Tier 5 Rulemaking”
 - Reduce NO_x (up to 90%) and PM (up to 75%) compared to Tier 4 standards
 - Stringent exhaust standards for all power categories, including those that do not utilize exhaust aftertreatment (i.e., DPFs and SCR_s)
 - First-time CO₂ standards
- Proposal to Board expected by 2024
- Implementation to begin in 2028
- CARB has funded research projects to assess feasibility of lower NO_x, PM, and CO₂ emission standards, as well as representative useful-life periods
- Next Workshop: Oct 30-31

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Upcoming Conferences/Events

- **CA Bioresources Alliance Symposium**
November 28-29, Hybrid – Virtual / Sacramento CalEPA Building
- **CASA-CWEA Innovative Technology Seminars**
November 29 (SFB RWQCB Office, Oakland)
November 30 (Hyperion, LA)
- **CASA Winter Conference**
January 24-26, Palm Springs

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Upcoming Meeting(s)

- November 14th (virtual)
- December 19th (hybrid)



Thank you!

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BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: _____ Name: _____

I would like to attend the _____ Meeting
of _____

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

Location of meeting: _____

Actual meeting date(s): _____

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

Purpose of Meeting: _____

Meeting relevance to District: _____

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

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Date submitted to Board Secretary: _____

Board approval obtained on Date: _____

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

11/16/2023

BOARD AGENDA ITEM REQUESTS

Agenda Item 9B

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

LOCAL SUPPLIERS

Agenda Item 10
Date November 16, 2023

Water diversion has Marin support

Hydropower plant purchase backed

BY ADRIAN RODRIGUEZ

ARODRIGUEZ@MARINIJ.COM

Marin water agencies are backing a proposal from a coalition of organizations in Sonoma and Mendocino counties to buy portions of a PG&E hydropower plant to enable water diversion.

The boards representing the Marin Municipal Water District and the North Marin Water District agreed this month to submit a letter to federal and state legislators supporting the proposal to transfer ownership of the plant.

The proposal centers around the Potter Valley Project, a 110-year-old hydropower plant in Mendocino County. Water diverted by the plant feeds into the Russian River watershed, which is a key part of Marin's water portfolio.

Sonoma Water, the Mendocino County Inland Water and Power Commission and the Round Valley Indian Tribes want to buy parts of the plant and create a new entity that would continue the Russian River water diversions. Electricity production is not part of the plan.

"I think this was an extremely clever plan that was put together," said Jed Smith, a member of the Marin Municipal Water District board. "It's complex and been a long time in the running, so I want to lock arms with Sonoma and some of their other contractors and constituents and see how we can help."

The MMWD board gave its approval Wednesday.

The move comes after Pacific Gas and Electric Co. announced it will include the proposal in its initial draft surrender application and decommissioning plan next month.

Paul Moreno, a spokesperson for the utility, said it "has made a non-binding acceptance in concept" of the plan. Moreno said the draft plan will be available for public review in November.

PG&E announced its intention to surrender and decommission the power facility in 2019, prompting questions about whether water diversions to the Russian River would continue. Last year, the utility announced it was moving forward with the plan.

Under the coalition's proposal, called the "New Eel-Russian Facility," a new entity would upgrade parts of the diversion tunnel and facilities and make improvements for fish passage at the hydropower site. PG&E proposes to remove one of the two dams at the plant, known as Cape Horn Dam.

The Marin Municipal Water District and the North Marin Water District purchase Russian River water through Sonoma Water. The Russian River provides about 75% of the greater Novato area's water supply and about 25% of the water supply for central and southern Marin.

Sonoma Water has two main reservoirs, Lake Sonoma and the smaller Lake Mendocino. Diversions from the Potter Valley Project flow into Lake Mendocino.

Sonoma Water is also required to make dam water releases for the environment from Lake Mendocino as part of its state water rights. If the diversions from the hydropower plant end, more water might need to be released from Lake Sonoma, thus making water supply less reliable for its contractors, including Marin's water agencies.

Sonoma Water officials said estimates show that Lake Mendocino would experience water shortages in eight out of 10 years, and run dry five out of 10 years, if diversions end. It's estimated that would directly affect the drinking water supply for approximately 97,000 people, and the supply for some 600,000 would be less reliable.

"The loss of Potter Valley as a diversion for the Russian River would be fairly disruptive to a number of people who live on the upper Russian River," Paul Sellier, MMWD's water resources manager, told the board Wednesday. "And the reliability of water for even us from Sonoma may be affected as well."

The Federal Energy Regulatory Commission would ultimately decide whether to approve PG&E's application. The proposal envisions the application and the transfer proposal being submitted to the commission before the end of January 2025.

Tony Williams, general manager of the North Marin Water District, said the board voted 5-0 at its Oct. 17 meeting to support the plan.

"NMWD supports this proposal because we recognize the continued diversion of water from the PVP (Potter Valley Project) into the Russian River watershed supports overall Russian River water supply reliability and fisheries," Williams said in an email.

"The diversion of water from the PVP provides benefits, particularly during dry periods, by providing water volume to supplement releases from Lake Sonoma thereby preserving storage in that reservoir," he said.

EDITORIAL

MMWD action comes with an investment cost

Just over 11 months ago, voters in the Marin Municipal Water District voted to overhaul its elected board of directors.

They elected three new directors, replacing a board member who decided to retire and rejecting two other veterans who were seeking re-election.

The results largely reflected MMWD customers' frustration over the close call they faced in 2020 when a prolonged drought left the district facing the peril of running out of water.

MMWD customers had done a good job of conserving water, but without rain — or other sources — the district's leaders warned the district could run dry.

For years leading up to that crisis, the district had adopted a strategy of conservation as the way to build resilience into its supply.

Compared to other Bay Area water agencies, MMWD is unique in that it gets most of its supply — 75% — from its rain-fed reservoirs.

A much-debated plan to build a costly desalination plant along the San Pablo Bay shoreline had been shelved.

Everything seemed to be OK as long as it rained, filling the district's seven reservoirs and Lake Sonoma and keeping local gardens watered.

But despite urging and then ordering customers to conserve, a chain of historically dry years was still draining MMWD's supply.

Voters in the November 2022 election took it out on the water board, turning the task of increasing MMWD's supply to a five-member board with three new directors — Ranjiv Khush, Matthew Samson and Jed Smith.

The need to take action is showing up on customers' water bills, reflecting a hefty increase.

That increase is an investment, not only in increasing MMWD's supply and capacity, but repairing pipes that have long needed it.

The board is considering a \$5.2 million project involving pumping water from Phoenix Lake to one of its other Mount Tamalpais reservoirs, Bon Tempe, to bolster its supply.

The district is also working with other North Bay water agencies to explore the potential of building a groundwater desal plan along the Petaluma River.

Another project in its water supply roadmap is to bring enough electrical supply to Soulajule Reservoir to enable it to be more efficiently tapped.

Currently, Soulajule — built in 1980 after the 1976-77 drought — is only used as a last resort because of the need to install temporary pumps and the cost of that work.

It has been more than 40 years since the district expanded its reservoir system.

The 2020 crisis served as a call that it's time to act.

Back-to-back rainy years have bought time for MMWD. While they rescued MMWD from the peril it faced just a few years ago, it also bought the district some time to reconsider its long-term strategy and take action.

Taking action is going to take investment.

The new board is taking on the challenge of resolving a longstanding need, turning numerous studies and engineering blueprints into supply-creating action.

MMWD voters told the old board that they don't want to be caught short again. They have shown they are willing to conserve, but they also expect the district's leadership to focus on avoiding the crisis we faced and averted in 2020.

Nobody likes to pay more, but the other side of the "bargain" is the water board keeping its promise that it is increasing its supply and capacity to better withstand the next rounds of drought we will surely face.

EDITORIAL

Marin ADU plan meets state mandate

State housing officials are cracking down on counties and cities whose rules regarding second units clash with state law. Marin is among those counties.

A clear message from the state has put the county on a path of relaxing its regulations regarding accessory dwelling units and lot splits in neighborhood zoning for single-family housing.

The statewide housing shortage has led the Legislature to pass laws aimed at encouraging the development of accessory dwelling units — once popularly known as in-law or granny units.

It wasn't that long ago that Marin municipalities frowned on lot splits and were reluctant, at the very least, about second units. Neighbors' complaints about parking, traffic and preserving their single-family neighborhoods usually won out in those debates.

Sacramento has rewritten those rules, giving a crystal-clear green light to the construction of second units.

For many towns around the county, second units are a big part of their strategies for meeting state housing quotas.

State law also streamlines the planning process, paving their path to building permits.

County planning commissioners and the Board of Supervisors have tried to thread the needle, opening the door a lot wider for adding second units, but also imposing restrictions aimed at limiting development in high fire hazard areas. Supervisors also relaxed local restrictions only for units 800 square feet or smaller.

Those are too restrictive for Sacramento.

Are ADUs that have been approved in recent years helping provide more affordable housing? There are doubts.

County Planning Manager Jeremy Tejirian recently told planning commissioners that he's "skeptical" that's been the result. He said that many ADUs became excuses for homeowners adding space to their homes rather than creating housing for others.

State ADU rules do allow tighter restrictions for property owners who intend to build units for vacation rentals, but the approval of those units may be originally based on them being long-term rentals or for relatives.

Planning laws coming down from Sacramento are aimed at building housing and, unfortunately, not just affordable housing. Among the commendable goals of the quotas is preventing segregation and concentrations of poverty.

Marin's countywide quota — 14,405 new housing units by 2031 — is staggering: more than a 12% increase in the number of housing units across our county.

It's been decades since Marin has seen that level and pace of housing development. With so much wide-open acreage reserved for agriculture and open space, little is truly available for new residential development.

The unraveling of local zoning restrictions and the limiting of local political influence in planning decisions are supposed to help fuel approvals and construction.

The state's message to Marin regarding ADUs is an example of this seismic change.

Whether the relaxed rules regarding ADUs really make a difference in creating new housing — hopefully affordable — around Marin is debatable. The potential is there, but what is the reality?

What's not debatable are the edicts being handed down by Sacramento, which is beating the drum to which local planning and decisions have to march.

Teresa Lerch

From: WaterReuse California <info@watereuse.org>
Sent: Monday, November 6, 2023 12:54 PM
To: Teresa Lerch
Subject: WaterReuse California 2023 Awards - Meet the Winners!

[Meet the 2023 Winners](#)

[View in your browser](#)



2023 WATEREUSE CALIFORNIA CONFERENCE
INDIAN WELLS, CA • NOV. 5-7



WaterReuse California Awards for Excellence

At today's WaterReuse California Awards Luncheon, we recognized eleven exemplary communities, programs, and leaders for advancing the practice of water reuse in 2023. The winners exhibit the creativity, vision, and expertise that will carry us into a new era of water reuse:

- Recycled Water Agency of the Year – Small:
Las Gallinas Valley Sanitary District
- Recycled Water Agency of the Year – Medium:
City of Santa Monica
- Recycled Water Agency of the Year – Large:
Orange County Water District & Orange County Sanitation District
- Recycled Water Outreach/Education Program of the Year:
Water Replenishment District – Albert Robles Center
- Recycled Water Customer of the Year:
Valley-Wide Recreation and Park District
- Recycled Water Customer of the Year
Shone Farm
- Recycled Water Staff Person of the Year
Melanie Mow Schumacher
- Recycled Water Advocate of the Year
Rupam Soni

- Bahman Sheikh Award for Vision in Water Reuse
The Harvest Water Team
- WateReuse California Distinguished Service Awards:
John Robinson, John Robinson Consulting Inc.
Dawn Taffler, Kennedy Jenks

[Learn More about the Winners](#)

For more information about WateReuse California, please contact:

- Jennifer West, Managing Director
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Alexandria, VA 22314
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WATER REUSE CALIFORNIA AWARDS

CALIFORNIA AWARDS FOR EXCELLENCE 2023

RECYCLED WATER AGENCY OF THE YEAR - SMALL

LAS GALLINAS VALLEY SANITARY DISTRICT

The Las Gallinas Valley Sanitary District is proud to play an important part in conserving the local supply of fresh drinking water in Marin County by producing high-quality, tertiary-treated recycled water for non-potable uses from the district's wastewater treatment facility. In 2021 the district completed a plant upgrade that quadrupled its recycled water production capacity to over 5 million gallons of recycled water per day. In an example of exceptional cooperation between neighboring agencies, the expanded facility is providing this recycled water to the North Marin Water District and the Marin Municipal Water District (Marin Water), which then sell it for use in landscape irrigation, car washes, cooling towers, commercial laundries, toilet flushing, and other non-potable uses.

RECYCLED WATER AGENCY OF THE YEAR – MEDIUM

CITY OF SANTA MONICA

As part of Santa Monica's overarching goal to achieve carbon neutrality by 2050 and become climate resilient, the city completed the Sustainable Water Infrastructure Project (SWIP), a first of its kind potable reuse project. SWIP consists of three elements: a 1.5 million gallon storm-water harvesting tank, a 1 million gallon per day advanced water treatment facility, and upgrades to an existing urban runoff recycling facility. The city collaborated with the California State Water Resources Control Board's Division of Drinking Water and the Regional Water Quality Control Board to implement technology innovations and advance regulatory frameworks to expand reuse opportunities for the project. The SWIP is able to produce up to 1,650 acre-feet per year of purified water, accounting for roughly 10 percent of the city's total water supply portfolio.

WATER REUSE CALIFORNIA AWARDS

RECYCLED WATER AGENCY OF THE YEAR – LARGE

ORANGE COUNTY WATER DISTRICT & ORANGE COUNTY SANITATION DISTRICT

Two public agencies, the Orange County Water District (OCWD) and the Orange County Sanitation District (OC San), had the vision and foresight to do what was once unthinkable—purify wastewater into high-quality drinking water. Since 2008, the Groundwater Replenishment System (GWRS), already the world’s largest indirect potable reuse facility, has produced more than 400 billion gallons of water. It now has another impressive notch in its belt: recycling 100% of OC San’s reclaimable wastewater flows, which produces up to 130 million gallons of drinking water a day, serving nearly one million people in north and central Orange County.

RECYCLED WATER OUTREACH/EDUCATION PROGRAM OF THE YEAR

WATER REPLENISHMENT DISTRICT – ALBERT ROBLES CENTER

The Albert Robles Center (ARC) provides an opportunity for visitors of all ages and backgrounds to experience a state-of-the-art water purification facility with a focus on water education and environmental stewardship. The Water Replenishment District’s ARC Education and Outreach Program allows district staff to reach many targeted audiences. The goal is to increase people’s water literacy while encouraging water conservation through behavior changes. WRD is able to host thousands of people onsite or virtually at ARC each year. Each person who visits ARC will walk away with an inspiring tale about sustainable water resources in our region.

RECYCLED WATER CUSTOMER OF THE YEAR

VALLEY-WIDE RECREATION AND PARK DISTRICT

Valley-Wide Recreation and Park District has been a valued partner in expanding recycled water use in the community through its proactive investments and partnerships with Eastern Municipal Water District. It has more than doubled its recycled water use sites in the past decade and saves its ratepayers more than \$1 million annually through its commitment to recycled water and resource management.



RECYCLED WATER CUSTOMER OF THE YEAR

SHONE FARM

Shone Farm is an outdoor learning laboratory for the Santa Rosa Junior College's Agriculture and Natural Resources Department, located about an hour north of San Francisco. The farm provides students with hands-on experience that cannot be duplicated in the classroom. Over the years, Shone Farm has grown and expanded their recycled water use to 173 acres of pasture, vineyards, orchards, and gardens. In this unique program, students see agriculture thrive while being irrigated with recycled water. The acceptance, value, and support for recycled water use grows exponentially as students grow through the program, put their experience to practical use, and advance on to careers in the field.

RECYCLED WATER STAFF PERSON OF THE YEAR

MELANIE MOW SCHUMACHER

Special Projects-Communications Manager/Assistant General Manager,
Soquel Creek Water District

Melanie has played a key role in transforming Soquel Creek Water District from "just" a water provider into a recycled water purification, groundwater replenishment, and water delivery leader. Melanie has guided the district through the Pure Water Soquel project through partnering, planning, environmental study, funding, design, and now construction. She is also a founding member of the WateReuse California Communications Collaborative Group and has participated in dozens of water reuse conferences, panels, and webinars to share her expertise and knowledge with other communities considering water reuse.

WATEREUSE CALIFORNIA AWARDS

RECYCLED WATER ADVOCATE OF THE YEAR

RUPAM SONI

Community Relations Team Manager, Metropolitan Water District of Southern California

Rupam Soni is successfully advancing public understanding, acceptance, and trust of potable reuse within California. Over the past 22 years, working for the Los Angeles County Sanitation Districts and now for the Metropolitan Water District of Southern California, she has focused her efforts on building the public's knowledge of wastewater and water resources. With these two regional agencies partnering on Pure Water Southern California, it was natural for her to lead the outreach, advocating for potable reuse on local, regional, and state levels. She brings her professionalism and deep personal belief that potable reuse needs to have a larger role in California's water future. Her skill in explaining the potable reuse treatment process and the value of this water supply wins support time after time.

BAHMAN SHEIKH AWARD FOR VISION IN WATER REUSE

THE HARVEST WATER TEAM

The Harvest Water Team is composed of a diverse and innovative group of scientists, engineers, and policy experts collaboratively implementing one of the largest recycled water programs in California. Harvest Water will deliver up to 50,000 acre-feet per year of recycled water to more than 100 farmers and ranchers managing over 16,000 acres. By delivering recycled water in lieu of groundwater pumping, Harvest Water will increase groundwater storage and raise groundwater levels up to 30 feet, contributing towards a more sustainable groundwater basin. In partnership with environmental, water, and farming stakeholders, the Harvest Water Team has also developed an ecological program aimed at providing benefits such as Sandhill crane habitat, vernal complex conservation, improved flows for Chinook salmon migration, and wetland and riparian forest enhancements.

WATEREUSE CALIFORNIA DISTINGUISHED SERVICE AWARD

JOHN ROBINSON

John Robinson Consulting Inc.

Since 2015 John Robinson has served as the Chair of Sponsorships and Exhibitors for the Annual WRCA Conference. In this time, he has helped raise \$1.7 million for the California state section – each year exceeding all fundraising goals set by the Board. These funds have supported the conference and made it possible for the state section to greatly increase its water recycling advocacy, education and overall presence in the state. John also served as Chapter representative to the California Board of Trustees for many years. WRCA thanks him for his incredible dedication and support of the California state section.

WATEREUSE CALIFORNIA DISTINGUISHED SERVICE AWARD

DAWN TAFFLER

Kennedy Jenks

Since 2009, Dawn Taffler has invested countless hours working to advance and enhance WRCA chapters, the Annual Conferences, and most recently WRCA fiscal tracking. Dawn began as Program Co-Chair for the Northern California Chapter and was then elected Chapter President from 2013-14. Next, she was elected to the WRCA Board of Trustees and served as Annual Conference Chair for five years—volunteering her time to improve the conference content and increase participation. Most recently she was elected WRCA Board Treasurer. WRCA thanks Dawn for her dedication, boundless energy, and creativity that have all greatly benefited the California state section.

