



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

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

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

BOARD MEETING AGENDA

June 3, 2021

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, June 3, 2021 meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, June 2, 2021. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

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

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

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

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/84329242318>

OR

By teleconference at: +16699009128 Meeting ID: 843 2924 2318

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

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

Estimated
Time

OPEN SESSION:

3:30 PM

1. PUBLIC COMMENT

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

3:35 PM

2. CONSENT CALENDAR:

- These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board. A.
- A. Approve the Board Minutes for May 10th and May 20, 2021
 - B. Approve the Warrant List for June 3, 2021
 - C. Approve Murray webinar attendance Harmful Algal Blooms and Algal Toxins on May 25, 2021
 - D. Approve Murray webinar attendance How Data Analytics is Transforming Waste Collections and Recovery May 26, 2021
 - E. Approve Thatcher Contract Proposal for Furnishing Liquid Ferric Chloride during the twelve-month period of July 1, 2021 to June 30, 2022.
 - F. Approve Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.
 - G. Approve Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.
 - H. Approve Addendum of Agreement with Operational Technical Services to continue providing independent On-Call Wastewater Operators to the District
 - I. Approve Application of Allocation of Capacity for APN 175-250-14, 496 Las Gallinas Ave, The Habit Burger Grill
 - J. Approve Resolution 2021-2215 – Authorizing Execution of a Quitclaim Deed from PGE

Possible expenditure of funds: Yes, Item B-H.

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

3:45 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. General Manager Report – Verbal
- 2. World Environment Day – June 5th and World Oceans Day – June 8th - Verbal
- 3. District Correspondence - Written
- 4. COVID-19 Vaccinations - District Counsel Report - Verbal
- 5. Update on Excess Education Revenue Augmentation Funds (ERAF) – Written
- 6. Operations Control Center Site 5 Presentation by DHA

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- 5:15 PM** **4. 2020-2025 STRATEGIC PLAN**
Board and staff to review updated 2020-2025 Strategic Plan.
- 5:30 PM** **5. EMPLOYEE CLIMATE REPORT REQUEST FOR PROPOSALS**
Board to discuss issuing a Request for Proposals for an Employee Climate Report.
- 5:45 PM** **6. MISCELLANEOUS FEE SCHEDULE**
Board to consider amending the Miscellaneous Fee Schedule and approving Resolution 2021-2216.
- 6:00 PM** **7. BOARD NORMS SUMMARY DOCUMENT**
Board and staff review the Board Norms Summary Document.
- 6:15 PM** **8. 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.
- 6:20 PM** **9. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
 2. ELIAS
 - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
 3. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee, 2021 Legal Services Ad Hoc Committee, Marin Special Districts Association, Other Reports – Offshore Wind Webinar
 4. SCHRIEBMAN
 - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
 5. YEZMAN
 - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee, Other Reports
- 6:30 PM** **10. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
 - C. Pending Board Agenda Item Requests
 - i. INFORMATION - Pump Station Vegetation and Safety Report
 - ii. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions
-

- iii. INFORMATION – Marsh Pond Long Term Vegetation Management Response Comments
- iv. ACTION – Employee Exit Interviews
- v. ACTION – Parliamentary meeting Procedure

6:35 PM 11. MISCELLANEOUS INDUSTRY ARTICLES

6:40 PM 12. ADJOURNMENT

FUTURE BOARD MEETING DATES: JUNE 10TH, JUNE 17TH AND JULY 1, 2021

AGENDA APPROVED:	Crystal J. Yezman, Board President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before May 31, 2021 at 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held June 3, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

May 27, 2021



Teresa L. Lerch
District Secretary

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

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

MEETING MINUTES OF MAY 10, 2021

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON MAY 10, 2021 AT 3:05 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, CALIFORNIA.

BOARD MEMBERS PRESENT: M. Clark, R. Elias, C. Murray, J Schriebman (arrived at 3:10 pm) and C. Yezman

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Mike Prinz, General Manager; Teresa Lerch, District Secretary; Dale McDonald, District Treasurer, Mel Liebmann, Plant Manager

OTHERS PRESENT: Pat Richardson, District Counsel; Gregory Ramirez, IEDA

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

1. **PUBLIC COMMENT:** None

2. **BUDGET UPDATE FOR THE FISCAL YEAR 2021-22**
Board received an update on the budget. Discussion ensued.

3. **APPROVE THE ADDITION OF ONE PLANT OPERATOR III**
Board discussed the addition of one Plant Operator III full time position.

ACTION:

Board approved (M/S Clark/Schriebman 5-0-0-0) the addition of one Plant Operator III full time position.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

4. **CLOSED SESSION:**

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON MAY 10, 2021, AT 4:01 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:01 pm.

CONFERENCE WITH LABOR NEGOTIATOR – Agency designated representative : Gregory Ramirez, IEDA; Employee organization: IUOE Local 3: pursuant to Government Code Section 54957.6

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on March 10, 2021 at 4:54 pm.

REPORT ON CLOSED SESSION: President Yezman reported that Labor Negotiator Gregory Ramirez was given direction.

5. ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) the adjournment of the meeting at 4:56 PM.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for May 20, 2021 3:30 PM at the District Office.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Megan Clark, Board Vice-President

SEAL

MEETING MINUTES OF MAY 20, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON MAY 20, 2021 AT 3:32 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: M. Clark (arrived 3:35 pm) R. Elias, C. Murray (arrived 3:33 pm) J. Schriebman and C. Yezman

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Mike Prinz, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Irene Huang District Assistant Engineer; Mel Liebmann, Plant Manager; Greg Pease, Collections/Safety Manager;

OTHERS PRESENT: Pat Richardson, District Counsel; Ray Goebel, EOA;

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

1. PUBLIC COMMENT: None

2. CONSENT CALENDAR:

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

- A. Approve the Board Minutes for May 6, 2021
- B. Approve the Warrant List for May 20, 2021
- C. Approve Board Compensation for April, 2021
- D. Approve Contract Amendment for Archiving Services to Nute Engineering
- E. Approve EOA Contract Amendment for FY 2020-21
- F. Approve Resolution 2021-2213 for APN 165-220-12 and APN 165-22-13 Authorizing Execution of a Quitclaim Deed Kaiser 1650 and 1655 Los Gamos Drive
- G. Approve Resolution 2021-2214 - adding Maintenance Supervisor position and updating titles for existing positions - Adopting the Pay Scales Effective June 1, 2021 pursuant to the California code of Regulations, Subchapter 1, Employees Retirement system Regulations section 570.5

Items E, F and G were discussed.

ACTION:

Board approved (M/S Yezman/Murray 5-0-0-0) the Consent Calendar items A through E.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

Item F was tabled by the Board and will be brought back to a future Board Meeting.

ACTION:

Board did not approve (M/S Murray/Yezman 2-3-0-0) consent calendar item G.

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

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. Department Reports – McDonald, Pease, Huang and Liebmann reported.
2. ArcSine Engineering FY& 2020-21 Contract Amendment for Increased Scope of Work – Prinz reported.

4. PROPOSED FISCAL YEAR 2021/22 BUDGET

Board and staff reviewed the proposed Fiscal Year 2021/22 Budget. Discussion ensued. Budget to be presented at public hearing on June 17, 2021.

5. APPROVE AWARD OF CONTRACT FOR SHOCK AND ARC FLASH HAZARD ANALYSIS

Board reviewed the Award of Contract to P2S Inc. for Shock and Arc Flash Hazard Analysis. Discussion ensued.

ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) awarding a contract to P2S Inc for Shock and Arc Flash Hazard Analysis in the amount of \$129,968.

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

6. REGULATORY COMPLIANCE SERVICE CONTRACT AWARD FOR JULY 1, 2021 TO JUNE 30, 2022

Board, staff and Ray Goebel from EOA discussed the Regulatory Compliance Service Contract Award.

ACTION:

Board approved (M/S Clark/Schriebman 5-0-0-0) awarding a contract to EOA, INC. to provide regulatory compliance consulting services from July 1, 2021 to June 30, 2022 in the amount of \$168,100.

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

7. PUBLIC COMMENT - None

8. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –no report
- b. 2021 Operations Control Center Ad Hoc Committee – no report
- c. Other Reports–Legislative Days – verbal report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—no report
- c. Ad Hoc 2021 GM Evaluation Committee – no report
- d. 2021 Operations Control Center Ad Hoc Committee – no report

e. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– no report
- c. Ad Hoc 2021 GM Evaluation Committee – no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. Marin County Special Districts Association – no report
- f. Other Reports – no report

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report
- d. Other Reports- LAFCO Shared Services Webinar – written report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA– no report
- c. Ad Hoc Engineering Committee– no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. Other Reports–no report

8. BOARD REQUESTS:

- A. Board Meeting Attendance Requests--none
- B. Board Agenda Item Requests- none

Board Secretary Lerch advised the Board of the upcoming Board Meeting Dates:

June 3, 2021 Regular Meeting 3:30 PM

June 10, 2021 Special Meeting 3:30 PM

June 17, 2021 Regular Meeting 3:30 PM

9. VARIOUS INDUSTRY RELATED ARTICLES – no discussion.

10. ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Clark 5-0-0-0) the adjournment of the meeting at 6:41 p.m.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for June 3, 2021 by Zoom Electronic meeting.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Megan Clark, Board Vice-President

Las Gallinas Valley Sanitation District
Warrant List 6/03/2021 DRAFT

Date June 3, 2021

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	6/3/2021	EFT1	ADP Payroll	147,317.64		147,317.64	Paydate & Processing Charges - 5/21/2021
2	6/3/2021	N/A	Able Tire & Brake	96.87		96.87	Loose Wheel on Transporter Trailer
3	6/3/2021	N/A	Aramark Uniform Service	187.28		187.28	Uniform Laundry Service - Week of 5/10
4	6/3/2021	N/A	AT&T	3,404.34		3,404.34	Pump Stations 5/7 - 6/6
5	6/3/2021	EFT	Bank of Marin	47,335.64		47,335.64	June Loan Payment - Recycled Water Loan
6	6/3/2021	N/A	Bay Area Clean Water Agencies	1,157.43		1,157.43	BACC Participation Fee
7	6/3/2021	EFT	CalPERS 457 Plan	6,298.00		6,298.00	EE's Contribution to Deferred Comp. Paydate 5/21
8	6/3/2021	EFT	CalPERS Health	35,472.46		35,472.46	CalPERS Health- Active & Employer Retiree Share -June
9	6/3/2021	EFT	CalPERS Retirement	20,508.23		20,508.23	EE & ER Payment to Retirement- Paydate 5/21
10	6/3/2021	ACH	Central Marin Sanitation Agency	2,280.48		2,280.48	FOG Control
11	6/3/2021	N/A	Cintas Corporation	125.34		125.34	Safewasher Service & Filter Replacement - June
12	6/3/2021	N/A	Comet Building Maintenance	1,830.73		1,830.73	Janitorial Services for 300 Smith Ranch - May
13	6/3/2021	EFT	Direct Dental	126.40		126.40	Employee Dental Payment
14	6/3/2021	EFT	Discovery Benefits	29.34		29.34	FSA Payment
15	6/3/2021	ACH	Du-All Safety	9,456.00		9,456.00	LGVSD Safety Compliance- March & April
16	6/3/2021	ACH	Edelstein, Daniel	6,219.00		6,219.00	Canada Goose Project & Bio Reporting for NPDES Permit - April & May
17	6/3/2021	N/A	Freyer & Laureta, Inc.	9,564.50		9,564.50	Misc. Upgrade Projects
18	6/3/2021	ACH	Grainger	523.20		523.20	Disposable Gloves, Line Marking Paint, Tubextube
19	6/3/2021	N/A	Hazen and Sawyer	1,900.00		1,900.00	Flow Equalization System Design Contract
20	6/3/2021	N/A	Jackson's Hardware	290.03		290.03	Misc. Supplies
21	6/3/2021	N/A	JDB Systems	14,303.05		14,303.05	Captains Cove PS Upgrades- Repair of 2 Pumps, SCADA Interface & Troubleshooting
22	6/3/2021	ACH	KennedyJenks Consulting	80,810.14		80,810.14	Integrated Wastewater Master Plan, Descanso Force Main Alignment Analysis - McInnis Marsh Restoration
23	6/3/2021	N/A	Liebert Cassidy Whitmore	3,147.05		3,147.05	Professional Legal Services
24	6/3/2021	N/A	Marin Ace	38.79		38.79	Misc. Supplies
25	6/3/2021	ACH	Marin Independent Journal	91.44		91.44	Public Notice- Ferric Chloride Bid in March
26	6/3/2021	N/A	North Bay Petroleum	2,413.94		2,413.94	Fuel and Oil Drum Delivery
27	6/3/2021	ACH	Nute Engineering	16,812.07		16,812.07	Archive Development - Includes Scanning of Project Files
28	6/3/2021	N/A	Operating Engineers	487.36		487.36	Union Dues- 5/21 Paydate

**Las Gallinas Valley Sanitation District
Warrant List 6/03/2021 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for Items
29	6/3/2021	ACH	Orion Protection Services	318.50		318.50	Nightly Patrol 300 Smith Ranch- June
30	6/3/2021	EFT	Pacific Crest Group	1,200.00		1,200.00	HR Consulting Services
31	6/3/2021	N/A	Pacific Crest Group	2,310.00		2,310.00	HR Consulting Services- Additional Services Requested
32	6/3/2021	N/A	R3 Consulting Group	2,331.25		2,331.25	AB 1826 Technical Assistance Support
33	6/3/2021	ACH	Regional Government Services	3,636.25		3,636.25	HR Services for April- Financial, On-Call and Organizational Development
34	6/3/2021	N/A	SMART	4,270.38		4,270.38	License Fee & Utility Agreement for 2019
35	6/3/2021	N/A	Spiess, Robert	2,272.50		2,272.50	Tax Roll Billings and Inquires Help
36	6/3/2021	N/A	TPx Communications	672.25		672.25	Phone Services - April
37	6/3/2021	N/A	United Site Services	496.83		496.83	Porta Potties for Construction Workers and Water Stopages
38	6/3/2021	ACH	Univar USA	3,441.95		3,441.95	Delivery of Sodium Hypochlorite
39	6/3/2021	EFT	Vision Service Plan	396.15		396.15	EE's Vision Plan- June
40	6/3/2021	ACH	WECO Industries	1,212.72		1,212.72	Swivel Reel
41	6/3/2021	N/A	Woodland Center Auto Supply	1,334.00		1,334.00	Batteries for Trucks
42	6/3/2021	N/A	WRA, Inc.	452.08		452.08	Miller Creek 5- year Monitoring and Reporting Service
43	6/3/2021	N/A	Zappetini, Inc.	10,000.00		10,000.00	Reclamation Replaced/Repair Catwalks
44	6/3/2021	N/A	Zee Medical Supply	259.15		259.15	First Aid Kit Refills

Do not change any formulas below this line.

TOTAL \$ 446,830.76 \$ - \$ 446,830.76

EFT1	EFT1 = Payroll (Amount Required)	147,317.64	147,317.64	<table border="1"> <tr><td>Approval:</td></tr> <tr><td>Finance</td></tr> <tr><td>GM</td></tr> <tr><td>Board</td></tr> </table>	Approval:	Finance	GM	Board
Approval:								
Finance								
GM								
Board								
EFT2	EFT2 = Bank of Marin loan payments	0.00	0.00					
PC	Petty Cash Checking	0.00	0.00					
>1	Checks (Operating Account)	0.00	0.00					
N/A	Checks - Not issued	63,345.15	63,345.15					
EFT	EFT = Vendor initiated "pulls" from LGVSD	111,366.22	111,366.22					
ACH	ACH = LGVSD initiated "push" to Vendor	124,801.75	124,801.75					
	Total	\$ 446,830.76	\$ 446,830.76					

Difference:

STPURWE Costs 0.00

AGENDA ITEM 2C
DATE June 3, 2021



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 5/14/2021 Name: MURRAY, CRAIG K.

I would like to attend the EPA Meeting
of HARMFUL ALGAL BLOOMS + ALGAL TOXINS

To be held on the 25TH day of MAY from 1:00 a.m. / p.m. to
25TH day of MAY from 3:30 a.m. / p.m.

Location of meeting: WEBINAR

Actual meeting date(s): 5/25/2021

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

Purpose of Meeting: CYANOBACTERIA RESEARCH + REGULATIONS
UPDATE

Other meeting attendees: NONE

Meeting relevance to District: PUBLIC HEALTH + OPERATIONS

Frequency of Meeting: 1X

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

Date submitted to Board Secretary: 5/14/2021

Board approval obtained on Date: _____

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



Harmful Algal Blooms and Algal Toxins

A certificate of
attendance will
be offered for
this webinar

Tuesday, May 25 from 2:00 to 3:00 pm ET

**Optional Q&A session
From 3:00 to 3:30 pm ET**

1. How Cyanobacteria Work: Converting Sunlight Into Usable Energy

Presented by Anna Boegehold, EPA's Office of Research and Development

Cyanobacteria are widely known for their toxin producing and bloom-forming capabilities. Although cyanobacterial blooms can be a threat to public and ecosystem health, they are also globally important producers of oxygen. This presentation will give a detailed introduction of photosynthesis in cyanobacteria. It will also explore how the photosynthetic processes differ between cyanobacteria and plants and will provide some explanation as to why cyanobacteria seem to thrive in conditions that would hinder the growth of green algae.

2. Cyanotoxins in Oregon: Transitioning to Mandatory Monitoring for Susceptible Sources

Presented by Kari Sallis, Oregon Health Authority

In 2018, when a large system detected cyanotoxins above the EPA health advisory level in treated water, Oregon moved from a voluntary cyanotoxin sampling program to mandatory monitoring. This presentation will cover how Oregon transitioned from the voluntary program to mandatory monitoring for cyanotoxins at susceptible sources and will discuss what the regulations require and statewide results, issues encountered, and what resources have been created to assist public water systems. Attendees will learn about the risk of cyanotoxins and what system operators can do to minimize this risk.

Registration: attendee.gotowebinar.com/register/2962630095724658448

Who should attend?

State primacy agencies, Tribes, community planners, technical assistance providers, academia, and water systems interested in issues facing community water systems and solutions to help solve them.

Looking for more webinars?

This webinar is part of EPA's Monthly Small Drinking Water Systems Webinar Series. A drinking water focused webinar will typically be held every month.
epa.gov/water-research/small-drinking-water-systems-webinar-series



Craig Murray

From: WebcastInfo@cadmusgroup.com
Sent: Thursday, May 13, 2021 9:27 AM
To: Craig Murray
Subject: EPA's Small Water System Webinar Series

Registration is now open for EPA's Small Drinking Water Systems Webinar on Harmful Algal Blooms and Algal Toxins. This webinar will be held on Tuesday, May 25th from 2:00-3:00pm ET, with an optional Q&A session from 3:00-3:30pm ET.

To register, please click the following link: <https://attendee.gotowebinar.com/register/2962630095724658448>. After registering for the webinar, you should receive an automatic reply with a link to test your computer's compatibility with the webinar software. Please note that for this webinar, attendees can only listen with computer audio and will not be able to call into the webinar using a phone line. This change has been made to allow more people to attend the webinar.

A webinar will be given each month to discuss challenges and treatment solutions for small drinking water and wastewater systems.

About the Presenters



Anna Boegehold, Ph.D., EPA's Office of Research and Development

Anna is a research scientist working with EPA's Office of Research and Development, Center for Environmental Solutions and Emergency Response/ Water Infrastructure Division under contract through Oak Ridge Associated Universities. She began with EPA in November 2019 and has been working on projects to evaluate cyanotoxin removal through drinking water treatment and investigating *in-vitro* biomarkers of infectious Legionella strains. Anna is broadly interested in aquatic contaminants and ecotoxicology and holds a Ph.D. in biology from Wayne State University where she studied the relationship between cyanobacteria and invasive mussels.



Presented by Kari Salis, P.E., Oregon Health Authority

Kari is the Technical Services Manager with Oregon Health Authority's Drinking Water Program, where she has worked for 26 years. She has been the Technical Services Manager for the last 11 years and, in her previous role, she worked as a regional engineer for 15 years. Prior to joining the Oregon Health Authority, Kari worked with rural water systems during her service with the Peace Corps in Nepal.



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AGENDA ITEM 20
DATE Jun 3, 2021



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 5/14/2021 Name: MURRAY, CRAIG K.

I would like to attend the BUSCH SYSTEMS Meeting
of HOW DATA ANALYTICS IS TRANSFORMING WASTE COLLECTIONS + RECOVERY

To be held on the 26TH day of MAY from 12 a.m. / p.m. to
26TH day of MAY from 130 a.m. / p.m.

Location of meeting: WEBINAR

Actual meeting date(s): 5/26/2021

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

Purpose of Meeting: WASTE + RECYCLING INDUSTRY DATA ANALYTICS

Other meeting attendees: NONE

Meeting relevance to District: WASTE, RECYCLING, ENERGY MGT.

Frequency of Meeting: 1X

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

Date submitted to Board Secretary: 5/14/2021

Board approval obtained on Date: _____

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

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**How Data Analytics
is Transforming
Waste Collections and Recovery**

MAY 26
12:00 P.M. - 1:30 P.M. CST

Presented by Busch Systems
in partnership with Sensored.

((SENSORED)) | **BUSCH SYSTEMS**

FREE WEBINAR!

How Data Analytics is Transforming Waste Collections and Recovery

Wednesday, May 26th at 12:00 PM - 1:30 PM EST.

REGISTER HERE

Analytics have transformed fields as diverse as policing and energy management, but the waste and recycling industry has been slow to follow suit. The challenges to tracking and using accurate data contribute to systematic inefficiencies, difficulties benchmarking performance, and a lack of transparency around costs.

This situation has started to change in the last decade as new technologies



BUSCH Systems
SYSTEMS re

((SENSONEO))

panel of industry experts discussing how

waste collections and increase material recovery.

MEET THE PANELISTS

Hosted By.



Alec Cooley

Senior Advisor

Busch Systems

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Mike Baxter

Director of Strategy

Busch Systems

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Ric Hobby

Senior Advisor

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Anthony Genovese
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Shantanu Pai
Assistant Sustainability Researcher,
Illinois Sustainable Technology Centre
Interim Zero Waste Coordinator,
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Craig Murray

Subject: GoToWebinar - How Data Analytics is Transforming Waste Collections and Recovery
Location: GoToWebinar - See conference call information below

Start: Wed 5/26/2021 9:00 AM
End: Wed 5/26/2021 10:30 AM

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: nicoleb@buschsystems.com

1. Click and join at the specified time and date:

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Even as analytics have transformed fields as diverse as policing and energy management, the waste and recycling industry has been slow to follow suit. The challenges to tracking and using accurate data contribute to systematic inefficiencies, difficulties benchmarking performance and a lack of transparency around costs. This situation has started to change in the last decade as new technologies have begun shedding light on how waste material moves from the point of generation to the point of disposal or recovery. This webinar will feature a panel of industry experts discussing how analytics can be used to improve waste collections and increase material recovery. Panelists: Alec Cooley Senior Advisor, Busch Systems <https://www.linkedin.com/in/alec-cooley-261504b/>, Mike Baxter Director of Strategy, Busch Systems <https://www.linkedin.com/in/mikebaxter24/>, Ric Hobby Senior Advisor, Sensoneo <https://www.linkedin.com/in/ric-hobby-9b876812/>, Tony Genovese Chief Technology Officer, Sensoneo <https://www.linkedin.com/in/apgeno/>, Shantanu Pai Assistant Sustainability Researcher, Illinois Sustainable Technology Centre Interim Zero Waste Coordinator, University of Illinois at Urbana-Champaign <https://www.linkedin.com/in/shantanupai/>



Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
 From: Mel Liebmann, Plant Manager mliebmann@lgvsd.org 415-526-1526
 Mtg. Date: June 3, 2021
 Re: Thatcher Contract Proposal for Furnishing Liquid Ferric Chloride during the twelve-month period of July 1, 2021 to June 30, 2022.
 Item Type: Consent Action Information Other
 Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve Thatcher Company of California Contract Proposal for Furnishing Liquid Ferric Chloride during the twelve-month period July 1, 2021 to June 30, 2022.

BACKGROUND

As a member agency of The Bay Area Chemical Consortium (BACC), District staff received all documents and correspondence relating to the solicitation of bids to furnish Ferric Chloride for the twelve-month period of July 1, 2021 to June 30, 2022 from the BACC administrating agency, Dublin San Ramon Services District (DSRSD). Ferric Chloride has two uses at the treatment plant: chemically enhanced primary treatment (CEPT) and for the reduction of sulfides in the anaerobic digestion process.

CEPT as a treatment strategy during high flows, improves solids capture in the primary clarifiers. This improves the performance of all downstream processes and in turn increases the plant's ability to remain in compliance with the Wastewater Treatment Plant NPDES permit requirements. A small amount of ferric chloride is also injected into the solids pumped to the anaerobic digesters all year long. The resulting chemical reaction with sulfide ion in the sludge reduces the formation of hydrogen sulfide gas which would have to be removed by the filtration system in the biogas conditioning skid. Without ferric chloride addition, the system's hydrogen sulfide filtration media would need to be changed with greater frequency. Maintaining low sulfide levels in flared digester gas is also a BAAQMD permit requirement.

This is the first year that LGVSD has participated in BACC bidding for ferric chloride chemical. Review of the DSRSD documents revealed that Thatcher Company of California, Inc. was the lowest responsive bid for the Marin-Sonoma-Napa region. Pencco, Inc. and Kemira Water Solutions, Inc. bids were found to be responsive but not the lowest priced for the Marin-Sonoma-Napa region.

BACC 2021
Bid Tabulation

Bidder	Unit Price Per Dry Ton
Thatcher Company of California, Inc.	\$731.00
Kemira Water Solutions, Inc.	\$785.85
Pencco, Inc.	\$950.00



A copy of the Notice of Intent to Award Contract in Response to BACC Bid No. 6-2021 for Supply and Delivery of Ferric Chloride addressed to Thatcher Company of California was received from DSRSD on May 5, 2021. DSRSD advised BACC member agencies in the Marin/Sonoma/Napa region to contact Thatcher Company of California, Inc. to arrange for purchasing Ferric Chloride for period July 1, 2021 to June 30, 2022.

The District benefits from being a BACC member agency by leveraging the buying power of multiple agencies to receive the best pricing for bulk chemicals. There is also an additional benefit of reduced staff time that is dedicated to bid process administration. This allows staff the ability to focus on the many current and future projects that the District is in the process of undertaking.

PREVIOUS BOARD ACTION

None.

ENVIRONMENTAL REVIEW

NA

FISCAL IMPACT

The draft FY-21-22 budgeted amount for Miscellaneous Chemicals is \$67,000 with \$20,000 apportioned from this budget item for estimated annual Ferric Chloride usage.



Agenda Summary Report

To: Mike Prinz, General Manager *MPZ*
From: Mel Liebmann, Plant Manager mliebmann@lqvsd.org 415-526-1526
Mtg. Date: June 3, 2021
Re: Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period July 1, 2021 to June 30, 2022.

BACKGROUND

As a member agency of The Bay Area Chemical Consortium (BACC), District staff received all documents and correspondence relating to the solicitation of bids to furnish sodium bisulfite for the twelve-month period of July 1, 2021 to June 30, 2022 from the BACC administrating agency, Dublin San Ramon Services District (DSRSD). Sodium bisulfite is used for de-chlorination of plant effluent disinfected with sodium hypochlorite to remain in compliance with the Wastewater Treatment Plant NPDES permit requirements.

The DSRSD received bids from two vendors, Univar USA Inc. and Chemurgic. The BACC bid review document revealed that Univar USA Inc. was the lowest responsive bid and the Chemurgic bid was found to be responsive but not the lowest.

BACC 2021 Bid Tabulation

Bidder	Unit Price Per Gallon
Univar USA Inc.	\$1.30
Chemurgic	\$1.95

BACC 2019-20 (Bid Pricing was maintained at 2019 amount due to the COVID-19 Pandemic) 2019 Bid Tabulation

Bidder	Unit Price Per Gallon
Univar USA Inc.	\$1.163
Chemurgic	\$1.380



A copy of the Notice of Intent to Award Contract in Response to BACC Bid No. 11-2021 for Supply and Delivery of 25% Sodium Bisulfite addressed to Univar USA Inc. was received from The Dublin San Ramon Services District (DSRSD) on May 6, 21. DSRSD advised BACC member agencies in the Marin/Sonoma/Napa region to contact Univar USA Inc. to arrange for purchasing sodium bisulfite (25%) for period July 1, 2021 to June 30, 2022.

The District benefits from being a BACC member agency by leveraging the buying power of multiple agencies to receive the best pricing for bulk chemicals. There is also an additional benefit of reduced staff time that is dedicated to bid process administration. This allows staff the ability to focus on the many current and future projects that the District is in the process of undertaking.

PREVIOUS BOARD ACTION

Board approved a 12-month contract extension, with FY-2019-20 pricing, for Univar Solutions to furnish liquid sodium bisulfite (25% concentration) & liquid sodium hypochlorite (12.5% Concentration) beginning July 1, 2020 and ending June 30, 2021.

ENVIRONMENTAL REVIEW

NA

FISCAL IMPACT

The draft FY-21-22 budgeted amount for sodium bisulfite is \$60,900



Agenda Summary Report

To: Mike Prinz, General Manager *MPZ*
From: Mel Liebmann, Plant Manager mliebmann@lqvsd.org 415-526-1526
Mtg. Date: June 3, 2021
Re: Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period July 1, 2021 to June 30, 2022.

BACKGROUND

As a member agency of The Bay Area Chemical Consortium (BACC), District staff received all documents and correspondence relating to the solicitation of bids to furnish sodium hypochlorite for the twelve-month period of July 1, 2021 to June 30, 2022 from the BACC administrating agency, Dublin San Ramon Services District (DSRSD). Sodium Hypochlorite is used for disinfection to remain in compliance with the Wastewater Treatment Plant NPDES and recycled water permit requirements.

In 2015, BACC members voted to approve the ability for vendors to submit bids for sodium hypochlorite by geographic region. LGVSD is a member agency located in the Marin-Sonoma-Napa region. DSRSD received bids from two vendors, Univar USA Inc. and Olin Corporation. The BACC bid review document revealed that Univar USA Inc. was the lowest responsive bid for the Marin-Sonoma-Napa region. Olin Chlor Corp.'s bid was responsive but not the lowest priced for the Marin-Sonoma-Napa region.

BACC 2021 Bid Tabulation

Bidder	Unit Price Per Gallon
Univar USA Inc.	\$0.77
Olin Chlor Corp.	\$0.78

BACC 2019-20 (Bid pricing was maintained at 2019 levels in 2020 due to the COVID-19 pandemic) 2019 Bid Tabulation

Bidder	Unit Price Per Gallon
Univar USA Inc.	\$0.70010
Olin Chlor Corp.	\$0.75900



A copy of the Notice of Intent to Award Contract in Response to BACC Bid No. 13-2021 for Supply and Delivery of 12.5% Sodium Hypochlorite addressed to Univar USA Inc. was received from DSRSD on May 5, 2021. DSRSD advised BACC member agencies in the Marin/Sonoma/Napa region to contact Univar USA Inc. to arrange for purchasing sodium hypochlorite (12.5%) for period July 1, 2021 to June 30, 2022.

The District benefits from being a BACC member agency by leveraging the buying power of multiple agencies to receive the best pricing for bulk chemicals. There is also an additional benefit of reduced staff time that is dedicated to bid process administration. This allows staff the ability to focus on the many current and future projects that the District is in the process of undertaking.

PREVIOUS BOARD ACTION

Board approved a 12-month contract extension, with FY-2019-20 pricing, for Univar Solutions to furnish liquid sodium bisulfite (25% concentration) & liquid sodium hypochlorite (12.5% Concentration) beginning July 1, 2020 and ending June 30, 2021.

ENVIRONMENTAL REVIEW

NA

FISCAL IMPACT

The draft FY-21-22 budgeted amount for sodium bisulfite is \$89,300



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Dale McDonald, Administrative Services Manager *m*
 (415) 526-1519 dmcDonald@lqvsd.org
Meeting Date: June 3, 2021
Re: Addendum of agreement with Operational Technical Services to continue providing Independent On-Call Wastewater Operators to the District.
Item Type: Consent X Action _____ Information _____ Other _____
Standard Contract: Yes X No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Board to approve extension of agreement with Operational Technical Services, LLC. in the amount of \$120,000 to provide On-Call Wastewater Operators, as needed, thru June 30, 2022, for a total amount of contracted services not to exceed \$180,000.

BACKGROUND

The District has an agreement with Operational Technical Services, LLC. (OTS), dated August 5, 2020, to provide temporary wastewater operators to fill in for vacancies and to have operators immediately available to provide coverage for any COVID-19 related staffing interruptions. The current agreement is set to expire on June 30, 2021. The initial agreement was for \$45,000 and it was later increased by an additional \$15,000, bringing the current authorization to \$60,000. OTS has been invaluable to the District during recruitment of open positions and during the startup of the new processes related to the Secondary Treatment Plant Upgrade Recycled Water Expansion (STPURWE) project. Management is very satisfied with the services provided by OTS.

Under the direction of the Chief Plant Operator and Plant Operations Supervisor, the OTS Operator(s) can perform operational/maintenance/repair duties related to the District's wastewater treatment plant, reclamation area disposal system, and recycled water facility. Under the Maintenance Supervisor they can perform operational/maintenance/repair duties if needed. Current shortage of staff at the plant has resulted in operators being required to be available for standby duty more frequently. Overtime and stress levels have also increased. Having an OTS operator available (for shift and standby duties) who is familiar with the District can help relieve these burdens on existing staff. Outside perspective from OTS operators are also beneficial to the District.

During the emergency COVID-19 declaration, and more recently due to vacancies at the plant, staff has postponed vacations that would have otherwise been taken. It is expected that vacation requests will increase as pandemic restrictions are lifted and vacant positions are filled. Having an OTS operator available will lessen the impact these extra vacation leaves will have on plant operations.

The STPURWE project requires that new systems and processes be learned by operations staff. Management and existing staff face challenges to perform both their day-to-day duties while at



the same time training on the new systems. It will take time to learn, document, and implement operational changes at the plant. Having an OTS operator available during the STPURWE project will assist in a smooth transition.

For the above reasons management believes it is prudent to extend the contract agreement with OTS. If the extension is not approved, temporary on-call services will end.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The total scope of services provided by OTS shall not exceed \$180,000. The current authorization of \$60,000 has been expended. It is estimated \$20,000 will be required for services through fiscal year 2020-21. The budget line item for temporary services for fiscal year 2021-22 will be increased to \$100,000 if the extension to the agreement is approved.



Item Number 2 I

Agenda Summary Report

To: Mike Prinz, General Manager *MSP*
From: Michael P. Cortez, PE, District Engineer *mpc*
 (415) 526-1518; mcortez@lgvsd.org
Meeting Date: June 3, 2021
Re: Application of Allocation of Capacity for APN 175-250-14, 496 Las Gallinas Ave
 The Habit Burger Grill
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve the issuance of a Will Serve Letter to The Habit Burger Grill located at 496 Las Gallinas Ave.

BACKGROUND

The project consists of renovating a section of the Northgate III Shopping Center into a restaurant, The Habit Burger Grill. The Central Marin Sanitation Agency (CMSA) has reviewed and approved the grease interceptor for industrial pre-treatment compliance requirements. District staff has reviewed the plans and based on the information provided, a Will Serve Letter has been drafted and a connection fee of \$18,183 has been assessed for the addition of 57 plumbing fixture units (PFUs).

Potential Access Issues to Impacted Sewer Facilities: None, no sewer lateral work is proposed.

Additional Flow Contribution: (The District Ordinance refers one Equivalent Dwelling Unit (EDU) as a Single-Family Dwelling Unit that includes up to 20 PFUs. Assuming 200 gallons per day (gpd) per EDU, the flow contribution per PFU is approximately 10 gpd.)

The estimated additional flow from the proposed project is approximately 570 gpd. It should have negligible impact to downstream sewer facilities. Staff is tracking additional flows from proposed residential and commercial developments and will be evaluating the combined effects as part of the master planning currently in progress with Kennedy Jenks.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A



FISCAL IMPACT

Connection fee revenue of \$18,183.



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

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

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

Date: June 3, 2021
 Property Owner: Merlone Geier Partners
 Property Owner Address: 425 California Street, 10th Floor
 San Francisco, CA 94104
 Applicant: Matt Clark
 Project Name: The Habit Burger Grill
 Project Address: 496 Las Gallinas Ave
 San Rafael, CA 94903
 Project APN: APN 175-250-14

Re: Will-Serve Letter

You have requested a **Will-Serve Letter** from the Las Gallinas Valley Sanitary District (“LGVSD”) at the June 3, 2021 Board Meeting.

Subject to the terms and conditions in this letter, LGVSD will serve the project with additional 57 Plumbing Fixture Units (PFU). This letter may be used to submit to another local agency to satisfy a condition for either tentative subdivision map approval or any other permit approval.

The standard terms and conditions of approval are as follows:

Initial	Item	Condition of Approval
	1	You pay for the facility capacity fee (new connection fee) in accordance with LGVSD ordinances and policies. Please note payment date obligation and amount obligation.
	2	You agree to abide by all conditions of approval of the Board of Directors.
	3	This Will Serve approval terminates three (3) years from the Board meeting date unless all building permits have been issued for the project.
	4	After the lateral inspection is completed and the connection verified, the property will be added to the sewer user charge and will receive a charge for this service.
	5	Prior to the connection of any sewer lateral, you must contact the District for the appropriate lateral inspection permit. A lateral tie in inspection is required before any lateral can be backfilled.
	6	Applicant shall reimburse the District for all plan review, field verification before and after construction, and inspection fees accrued associated with this project.

A complete summary of the project specific conditions of approval is included in the Board Meeting minutes.

The Connection Fee approved by the Board is as follows:

Connection Fee for 57 PFU at \$319/PFU:	\$ 18,183.00
Application Fee:	\$ 500.00 (paid)
Engineering Review and Inspection Fees:	<u>\$ 0.00</u>
Total Fee:	\$ 18,683.00
Outstanding Balance:	\$ 18,183.00

The proposed PFU shall be subjected to field verification upon project completion. The connection fee may be adjusted for actual number of additional plumbing fixture units.

The District ordinance provides for payment of the Connection Fee over a two-year period according to the following:

1. 10% of the Connection Fee is due within thirty days of Board approval of final plans and specifications;
2. 40% of the Connection Fee is due within one year, June 3, 2022; or upon the date of building permit issuance, whichever occurs first;
3. 50% of the Connection Fee is due within two years, June 3, 2023; or upon the date of building permit issuance, whichever occurs first;

Please remit **\$18,183** and make the check payable to Las Gallinas Valley Sanitary District. Please note if payment schedule as above is not followed, you risk losing your allocation.

By issuing this **Will-Serve Letter**, LGVSD is not incurring any liability of any nature, including but not limited to mandate, damages or injunctive relief. LGVSD is making no representation to the applicant nor waiving any rights it has under any applicable State or Federal law. In the event there is any court imposed moratorium on LGVSD, a connection to the District system may not occur. In the event any government agency imposes a moratorium on LGVSD, a connection to the District system may not occur. In the event there is not sufficient capacity, a connection to the District system may not occur.

If connection has not been made within three years, the allocation will be terminated without prejudice. Upon request, you will receive a refund of 90% of the above fees and you will be able to re-apply for an allocation at the fee rate then prevailing. Please sign and date the original of this letter and return it to the District office within 10 days. The copy is for your records.

Sincerely,

Mike Prinz, General Manager

AGREED:

Project Applicant

Date: _____

Cc: Michael P. Cortez, District Engineer
Dale McDonald, Administrative Services Manager



Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
From: Michael P. Cortez, PE, District Engineer *Myers*
 (415) 526-1518; mcortez@lqvsd.org
Meeting Date: June 3, 2021
Re: Resolution No. 2021-2215 for APN 155-121-20, -27, & -29
 Authorizing Execution of a Quitclaim Deed from PG&E
Item Type: Consent *MJP* Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve Quitclaim Deed for an existing utility easement that is no longer in use by Pacific Gas and Electric Company (PG&E).

BACKGROUND

The undergrounding and realignment of overhead PG&E power during the construction of the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) project required the quitclaiming of the original, now unused PG&E easement within the treatment plant. The attached resolution covers the Quitclaim Deed by PG&E for the abandoned easement.

PREVIOUS BOARD ACTION

1. Board approved General Manager Authority to enter into an Agreement with PG&E for construction of Phase 1 Power Line Realignment Project on December 13, 2018.
2. Board authorized the General Manager to execute a contract change order to Myers & Sons Construction for the PG&E Phase 2 Power Realignment on February 20, 2020 for the STPURWE project.
3. Board approved a grant of an easement to Pacific Gas and Electric Company (PG&E) for Phase 2 PG&E Power Relocation on November 5, 2020.
4. Board approved a grant of an easement to Pacific Gas and Electric Company (PG&E) for Phase 1 PG&E Power Relocation on February 4, 2021.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

RESOLUTION No. 2021-2215

**A RESOLUTION AUTHORIZING EXECUTION OF A
QUITCLAIM DEED APN 155-121-20, 155-121-27 & 155-121-29**

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the Las Gallinas Valley Sanitary District ("District") owns real property located at 300 Smith Ranch Road, San Rafael, California, known as APN 155-121-27, 155-121-27 & 155-121-29, on which it operates a wastewater treatment plant; and;

WHEREAS, the Board of Directors of said District has the authority to accept Easement Quitclaim Deed LD# 2402-06-10117, PM# 31495348 ("Easement") pursuant to Health and Safety Code § 6487, and

WHEREAS, PG&E has agreed to relinquish and quitclaim to the District the original easement as identified in the deed dated June 23, 1987, and recorded as Document No. 87-52834, Marin County Records, and

IT IS HEREBY RESOLVED, by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, hereby accepts the attached Quitclaim Deed, as more specifically described in the "EASEMENT QUITCLAIM DEED" (including Exhibit "A" attached thereto), a copy of which is attached hereto, which is incorporated by this reference, from Pacific Gas & Electric Company for property located on Smith Ranch Road also known as Assessor Parcel Numbers 155-121-20, 155-121-27 & 155-121-29.

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 June 3, 2021, by the following vote of the members thereof:

AYES, and in favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

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

APPROVED:

(seal)

Crystal J. Yezman, Board President
Las Gallinas Valley Sanitary District

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by Quit Claim Deed dated May 5, 2021, from Pacific Gas & Electric Company, a California corporation, to Las Gallinas Valley Sanitary District, a California special district created pursuant to Health & Safety Code Sec. 6400 et seq., organized and existing under and by virtue of the laws of the State of California, is hereby accepted by the undersigned officer on _____, 2021, on behalf of the Las Gallinas Valley Sanitary District pursuant to authority conferred by Resolution No. 2021-2215 of the Sanitary Board of the Las Gallinas Valley Sanitary District adopted on June 3, 2021.

LAS GALLINAS VALLEY SANITARY DISTRICT

Print & Sign name

Title: _____

Approved as to Form:

District Legal Counsel

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177


Location: City Uninc SAN RAFAEL

Recording Fee \$ 75 (SB2) + 26 = 101

Document Transfer Tax \$ 0

- This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
- Computed on Full Value of Property Conveyed, or
- Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
- Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)


Signature of declarant or agent determining tax

LD# 2402-06-10117

EASEMENT QUITCLAIM DEED

PM# 31495348

PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, hereinafter called PG&E, hereby quitclaims to LAS GALLINAS VALLEY SANITARY DISTRICT, a public corporation, the real property, situate in the City of San Rafael, County of Marin, State of California, described as follows:

(APN 155-121-20, -27, -29)

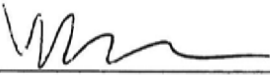
The easement and rights granted to PG&E by Las Gallinas Valley Sanitary District in the deed dated June 23, 1987, and recorded as Document No. 87 52834, Marin County Records.

The approximate location of said easement to be quitclaim is shown upon Exhibit "A" attached hereto and made a part hereof to be used for references purposes only.

The real property hereby quitclaimed is no longer necessary or useful to PG&E in the performance by it of its duties to the public.

Dated MAY 5, 2021.

PACIFIC GAS AND ELECTRIC COMPANY,
a California corporation,

By 
Mark Swallow, PLS
Supervisor
Land Surveying and Engineering Support
North Coast

Notary Certificate Attached

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma)

On 05/05/2021, before me, Timothy J Taylor Notary Public,
Insert name
personally appeared Mark Swallow

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]

Signature of Notary Public

(Seal)

CAPACITY CLAIMED BY SIGNER

- Individual(s) signing for oneself/themselves
- Corporate Officer(s) of the above named corporation(s)
- Trustee(s) of the above named Trust(s)
- Partner(s) of the above named Partnership(s)
- Attorney(s)-in-Fact of the above named Principal(s)
- Other _____

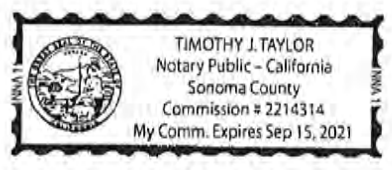
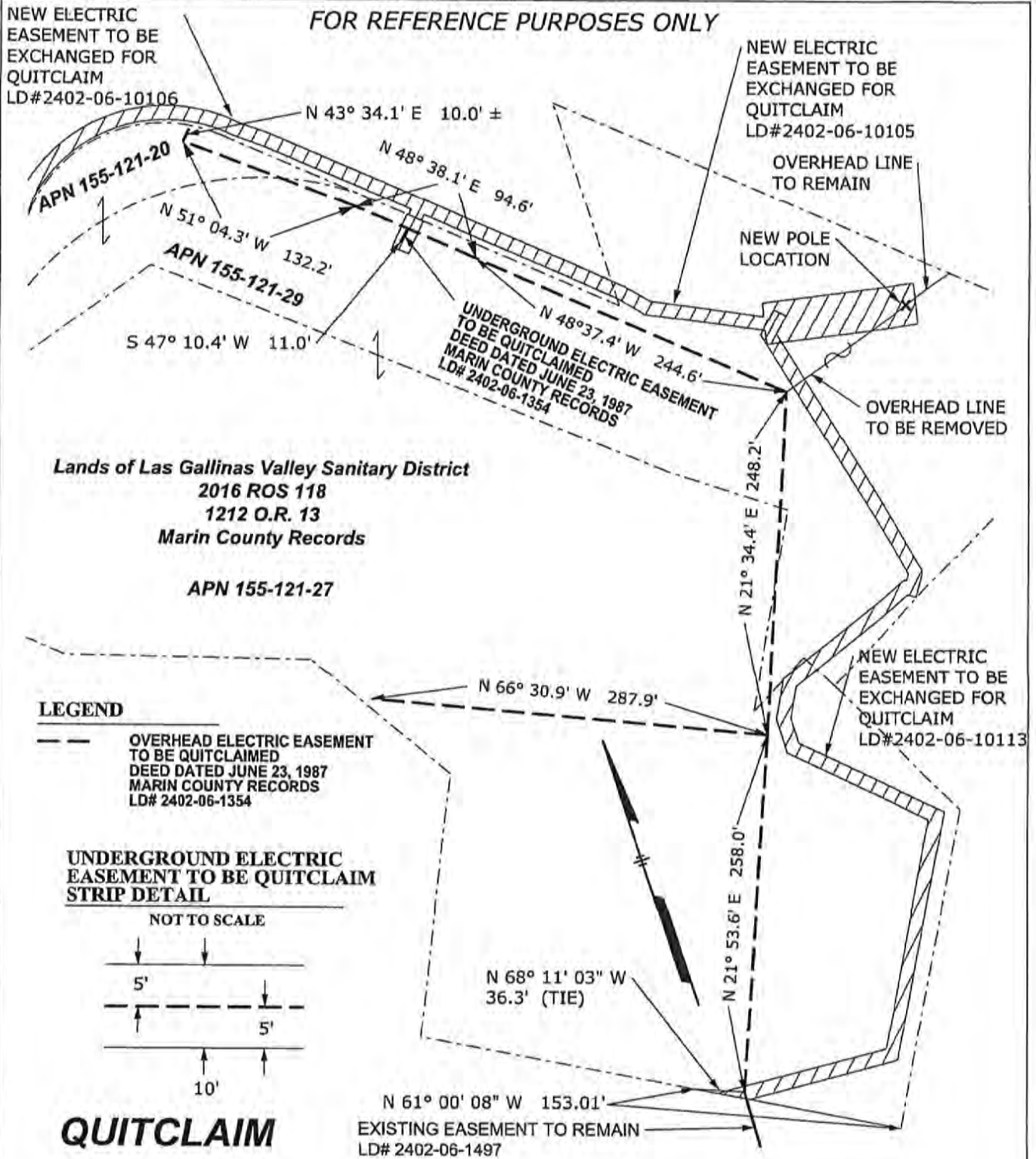


EXHIBIT "A"

FOR REFERENCE PURPOSES ONLY



UNLESS OTHERWISE SHOWN ALL COURSES
EXTEND TO OR ALONG BOUNDARIES OR LINES

RANCHO SAN PEDRO, SANTA MARGARITA Y LAS GALLINAS

Applicant: 300 SMITH RANCH ROAD, SAN RAFAEL - ELEC. QUITCLAIM				SCALE N/A	DATE 02/05/21
SECTION (SE/NW/15)	TOWNSHIP (2N)	RANGE (6W)	MERIDIAN (MDM)	COUNTY OF: MARIN	CITY OF: SAN RAFAEL
PLAT MAP: SS3301, RR33		2016 ROS 118		F.B.:	DR.BY: CWJ6 CH.BY: DAK8
REFERENCES: LD 2402-06-1354		PG&E		NORTH COAST DIVISION	31495348 AUTHORIZ
				31495348 DRAWING NO.	

Attach to LD: 2402-06-10117
Area, Region or Location: 7
Land Service Office: Santa Rosa
Line of Business: Electric Distribution (43)
Business Doc Type: Easements
MTRSQ: (24.02.06.15.42), Rancho San Pedro Santa Margarita Y Las Gallinas
FERC License Number: N/A
PG&E Drawing Number: 31495348
Plat No.: RR33, SS3301
LD of Affected Documents: 2402-06-1354
LD of Cross Referenced Documents: 2402-06-1497
Type of interest: Quitclaims from PGE (11Q)
SBE Parcel: N/A
% Being Quitclaimed: 100
Order or PM: 31495348
JCN: N/A
County: Marin
Utility Notice Number: N/A
851 Approval Application No: N/A ;Decision: N/A
Prepared By: CWJ6
Checked By: DAK8DK
Reviewed By: P1A8
Approved By: MOSY
Revised by:

6/3/2021

General Manager Report

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

6/3/2021

**World Environment Day June 5th and
World Oceans Day June 8th**

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



c/o ALLIANT INSURANCE SERVICES, INC.
100 Pine Street, 11th Floor, San Francisco, CA 94111-5101

Insurance License No.: 0C36861
Tel: 415.403.1400 Fax: 415.874.4813

OFFICERS:

Craig Murray, *President*
805.684.7214
Sandeep Karkal, *Vice President*
415.892.1694

PAST PRESIDENTS:

Greg Baatrup
2018-2020
Paul Bushee
2014-2018

**** MEMORANDUM ****

May 17, 2021

RE: CSRMA Property Insurance Renewal Update and Proposed Pooled Layer

Dear CSRMA Property Insurance Program Members:

An overarching issue for this year's renewal is the current state of the insurance marketplace. In short, we are in a *very hard* market, with widespread rate increases and challenges in obtaining certain types of coverage. The driving force behind the state of the market is claims experience, and for property, California has faced an unprecedented increase in wildfire losses and increasing exposures at risk of loss. This historically challenging property insurance market has created an environment for buyers of increased cost, heightened scrutiny on underwriting data and pressure on deductible levels. At this juncture, we are expecting an average increase in cost to members of 50%.

While price increases are never good news, we wanted to bring your attention to a related matter, and that is in regard to deductibles. CSRMA's Property Program has historically been a fully insured program with members choosing individual deductibles as low \$5,000. All but one member currently have deductibles of less than \$100,000. Due to increased potential for losses, underwriters on our current program are requiring that effective 7/1/21 the minimum deductible allowable will be \$100,000 and higher for some individual members with unique characteristics. The Program Administrators and the Executive Board understand this is a change in coverage that will not work well for the entire membership. Therefore, we are working on alternatives to address this issue.

First, we have been diligently marketing coverage on your behalf seeking alternatives to the current placement. To date, all other carriers have either provided indications that are not competitive, cannot offer limits anywhere near the current levels, have significantly higher minimum deductibles, or declined to offer coverage outright.

This situation have led the Program Administrators and Executive Board to explore the creation of a Pooled Layer for the Property Program in order to retain all losses that fall within \$100,000, thereby enabling members to maintain their current deductibles. The creation of a Pooled Layer also means that Program members would pay a 'pool deposit' to self-fund for all losses in this new Pooled Layer and to cover expenses such as loss adjustment fees and actuarial funding analysis; similar in concept to CSRMA's Pooled Liability and Workers' Compensation Programs. We suspect that this approach will not only be the most cost effective in the long-term, but will also grant greater control to CSRMA over the operation of the Program itself.

We are continuing to work with the Executive Board on options, and will be presenting these to the Board of Directors at the June 24th meeting.

If you have any questions, please feel free to call.

6/3/2021

COVID-19 Vaccinations – District Counsel Report

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

Agenda Summary Report

To: Mike Prinz, General Manager *MDD*
From: Dale McDonald, Administrative Services Manager *M*
(415) 526-1519 dmcDonald@lqvsd.org
Meeting Date: June 3, 2021
Re: Update on excess Educational Revenue Augmentation Funds (ERAF)
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

Board to receive State of California Legislative Analyst's Office report on excess ERAF.

BACKGROUND

The Las Gallinas Valley Sanitary District receives excess Educational Revenue Augmentation Funds ("ERAF") from the County of Marin. The District received \$442,204 in excess ERAF in fiscal year 2019-20 and is projected to receive \$439,054 in fiscal year 2020-21, representing 1.8% of the total District revenue in fiscal year 2020-21. The County of Marin has advised the District to expect \$451,000 in excess ERAF in fiscal year 2021-22. The Board asked staff for information on the ERAF allocation formula.

The Legislative Analyst's Office (LAO) for the State published a report on March 6, 2020 titled "Excess ERAF: A Review of the Calculations Affecting School Funding" which gives a through overview of ERAF and how excess ERAF is allocated to non-education agencies.

Of note, Marin County was the first county to report that it had more than enough funding in ERAF to offset all of the General Funds its schools would receive from the state. Since that time, and as reported for 2018-19 period, the list of counties with excess ERAF has grown to five counties; Marin, San Mateo, San Francisco, Santa Clara, and Napa. Per the report, high levels of property tax revenue increase the total amount of funding shifted into ERAF and, by extension, the likelihood of having excess ERAF. Property tax revenue in the greater Bay Area continues its rise in correlation with increases in property values.

While there does not appear to be an immediate threat of losing excess ERAF funding the LAO report does indicate the state may be looking at shifting control to the state to better represent the state and schools' interest.

The LAO included recommendations to the state Legislature on page 12 of their report. An education omnibus budget trailer bill, Senate Bill No. 98, was approved by the Governor on June 29, 2020 and required the State Controller's Office (SCO) to issue, on or before December 31, 2020, guidance to counties for implementation of allocating ERAF revenues. Per the bill, commencing with the 2019-20 fiscal year, if a county auditor-controller fails to allocate ERAF revenues in accordance with the guidance provided by the Controller, the bill authorizes the



Controller to request a writ of mandate to require the county auditor-controller to immediately perform this duty. Staff was unable to find ERAF guidance on the SCO website and does not know whether or not this has been completed or communicated to the Marin County Auditor-Controller.

Absent additional intervention by the state, staff does not see a reduction in excess ERAF funding in the near future. If there is any loss of excess ERAF funding it would require the District to make up the difference, either through increased sewer service charge revenue or by making cuts to expenditures. Las Gallinas Valley Sanitary District does not depend on ERAF funding as much as other general fund special districts such as recreation and parks.

Management will continue to monitor listserv legislative notices, such as those issued by the California Special Districts Association (CSDA) and California Association of Sanitation Agencies (CASA), for any pending legislation regarding ERAF funding. Staff does not propose any action at this time.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

Excess ERAF:
**A Review of the Calculations
Affecting School Funding**



Executive Summary

Hundreds of Millions of Dollars in Property Tax Revenue at Issue. This report focuses on a state law enacted in the 1990s that shifts some of the property tax revenue in certain counties from schools and community colleges to other local agencies. For historical reasons, the shifted revenue is known as “excess ERAF.” (The acronym refers to the local accounts—known as Educational Revenue Augmentation Funds—that facilitate the shift.) We recently found that some counties are calculating excess ERAF in ways that seem contrary to state law and shift too much property tax revenue from schools to other agencies. We have three specific concerns related to the calculation of excess ERAF that together affect more than \$350 million in annual property tax revenue. Earlier this year, the Newsom administration began to address one of these concerns. In this report, we recommend the Legislature direct the administration to enforce state law on our other two concerns. We also recommend improving oversight to prevent similar issues from arising in the future.

Background

Property Tax Revenue Shared Among Local Agencies. The State Constitution requires the proceeds of the property tax to be allocated among the local agencies in the county where the revenue is collected. Recipients of property tax revenue include cities, counties, special districts, K-12 schools, and community colleges. The county auditor is responsible for allocating property tax revenue to these entities according to state law.

Property Tax Changes Can Affect School Funding and the State Budget. Proposition 98 (1988) establishes a minimum funding requirement for schools and community colleges commonly known as the minimum guarantee. The guarantee encompasses state General Fund and local property tax revenue. A set of formulas in the State Constitution determines the guarantee each year. In certain years, the formulas provide that any changes to the amount of property tax revenue received by schools and community colleges have a dollar-for-dollar effect on the size of the guarantee. In other years, property tax changes affect the amount of General Fund the state must allocate to meet the guarantee.

ERAF Accounts Created in the Early 1990s. In the early 1990s, the Legislature permanently redirected a significant portion of the property tax revenue from cities, counties, and special districts to schools and community colleges. The redirected revenue is deposited into a countywide account known as ERAF. Revenue from ERAF is allocated to schools and community colleges to offset the funding these entities otherwise would receive from the state General Fund.

Excess ERAF Allocated to Noneducation Agencies. In a few counties, ERAF revenue is more than enough to offset all of the General Fund allocated to schools and community colleges. In the mid-1990s, the Legislature enacted a law shifting the portion of ERAF not needed for schools and community colleges to other agencies in the county. The revenue shifted through this process is known as excess ERAF. As of 2018-19, five counties have excess ERAF—Marin, Napa, San Francisco, San Mateo, and Santa Clara.

Findings and Concerns

Three Specific Concerns. We recently reviewed the calculation of excess ERAF in the five counties and identified three specific concerns. Our first concern is that counties are excluding charter schools from certain calculations related to excess ERAF. Our second concern relates to

the way counties are accounting for the school share of property tax revenue formerly allocated to redevelopment agencies. (The state dissolved these agencies in 2011-12.) Our third concern pertains to a provision of law known as minimum state aid. In each case, we believe counties are calculating excess ERAF in ways that are contrary to state law and shift too much property tax revenue from schools to other local agencies. All three concerns together affect more than \$350 million in annual property tax revenue.

Concerns Affect Funding for the School System Overall. One potential misconception about our concerns is that they affect the budgets of individual schools within the five counties. As we discuss in this report, each concern affects the state's entire school system. For example, to the extent counties incorrectly exclude charter schools, less funding is available for school districts, charter schools, and community colleges throughout the state.

Two Broader Concerns. First, we are concerned the current process for calculating excess ERAF provides an insufficient role for the state. We think the lack of state involvement is one reason the law has been implemented in ways the Legislature did not intend. Second, we are concerned that the state has a fragmented system for collecting ERAF data from the counties. This fragmentation makes the calculations difficult to monitor.

Administration's Recent Actions

Administration Recently Began to Address Our First Concern. In February, the administration informed the five counties that it expects them to adjust their calculations to address the concern about charter schools. Our current understanding is that the counties have not yet provided a formal response to the administration. The administration also recently became aware of our other concerns related to redevelopment revenue and minimum state aid, but has not taken formal action on these issues.

Recommendations

Direct the Administration to Enforce State Law on All Three Issues. We credit the administration for its initial actions regarding our concern about charter schools. We would, however, recommend the Legislature direct the administration to enforce state law on our other specific concerns, including the treatment of redevelopment revenue and minimum state aid.

Monitor Potential Changes in School Funding. The Governor's budget assumes the state resolves the concern about charter schools. If this issue were not resolved, however, school property tax estimates would be overstated by about \$180 million per year relative to the Governor's budget. On the other hand, if the administration successfully resolves the other two concerns, school property tax estimates would increase by about \$170 million per year relative to the Governor's budget. Under the Governor's estimates of the Proposition 98 minimum guarantee, any changes in property tax revenue would affect the size of the guarantee—and by extension, the amount of funding available for K-14 programs.

Improve State Oversight Moving Forward. We recommend the Legislature task the California Department of Education or the Department of Finance with developing standardized procedures that all counties would use for the calculation of excess ERAF. We also recommend making one agency responsible for collecting the data necessary to verify these calculations. These improvements would make the calculations easier to monitor, promote greater consistency across the counties, and reduce the likelihood that any future changes to ERAF are implemented in ways the Legislature does not expect.

INTRODUCTION

Since the mid-1990s, a state law has shifted some of the property tax revenue in certain counties from schools and community colleges to other local agencies. For historical reasons, the shifted revenue is known as “excess ERAF.” (The acronym refers to the local accounts—known as Educational Revenue Augmentation Funds—that facilitate the shift.)

We recently learned that a few counties have made changes to the way they calculate excess ERAF. The changes would increase the amount of property tax revenue shifted from schools to other local agencies by hundreds of millions of dollars per

year. Under the constitutional formulas governing education funding, the changes would mean less revenue is available for school and community college programs in the 2020-21 budget.

This report provides our assessment of the counties’ changes. It also reviews two other issues affecting the calculation of excess ERAF. The first section provides historical context and explains the relevant laws and formulas. The second section describes our findings and concerns. The third section reviews the recent actions taken by the Newsom administration. The final section contains our recommendations to the Legislature.

BACKGROUND

This section provides background on property taxes in California and explains how they affect school funding. It then explains the purpose of the local accounts (pronounced “E-RAF”) and the concept of excess ERAF. It ends by providing background on two related issues.

Property Tax Basics

Many Local Agencies Receive Property Tax Revenue. Property owners in California pay a tax of at least 1 percent on the assessed value of their properties. The State Constitution requires the proceeds of the property tax to be allocated for local agencies in the county where the revenue is collected. Recipients of property tax revenue include cities, counties, special districts, K-12 schools, and community colleges. The county auditor is responsible for allocating property tax revenue to these entities according to state law. The exact share of property tax revenue for each entity varies across the state, largely for historical reasons. On a statewide basis, schools and community colleges receive about 40 percent of all property tax revenue and other local agencies receive about 60 percent (**Figure 1**, see next page).

Property Taxes and School Funding

Proposition 98 Establishes Minimum Funding Level for Schools and Community Colleges.

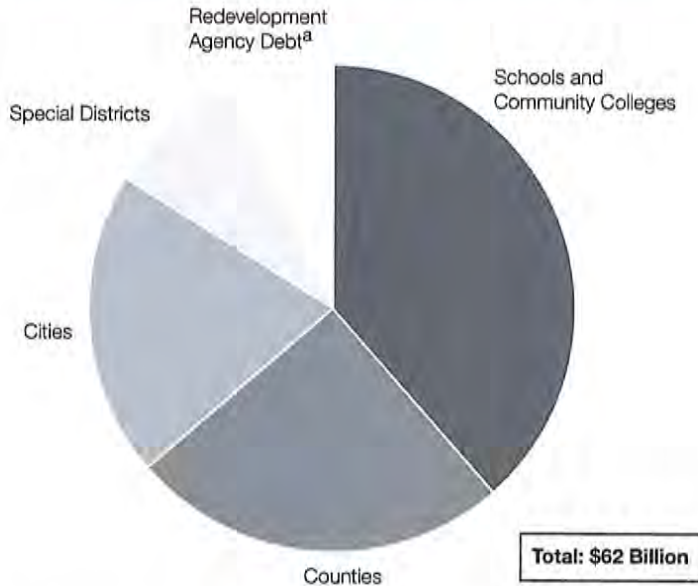
Proposition 98 (1988) establishes a minimum annual funding requirement for schools and community colleges, commonly known as the minimum guarantee. The guarantee encompasses state General Fund and local property tax revenue. The state determines the guarantee by calculating and comparing three main formulas, or “tests” (**Figure 2**, see next page). These tests depend upon various inputs, such as General Fund revenue and changes in student attendance. Depending on these inputs, one of the tests becomes operative and sets the minimum guarantee for that year.

Interaction Between Property Tax Revenue and the Proposition 98 Guarantee.

The amount of property tax revenue received by schools and community colleges affects the Proposition 98 calculations. The effects vary, however, depending on which of the three tests is operative. In Test 1 years, the minimum guarantee equals a fixed percentage of state General Fund revenue, plus whatever amount of property tax revenue schools and community colleges receive that year. In Test 1 years, increases or decreases in property tax revenue have a dollar-for-dollar

Figure 1

Schools Receive Largest Share of Property Taxes
2018-19



^a Redevelopment agencies were dissolved in 2012. Successor agencies continue to use property tax revenue to pay former agencies' debt and obligations.

effect on school funding. When one of the other tests is operative, changes in property tax revenue do not affect the minimum guarantee or overall school funding. Instead, they affect the amount of General Fund the state must allocate to meet the guarantee.

State Law Allocates Funding to Districts Through Formulas.

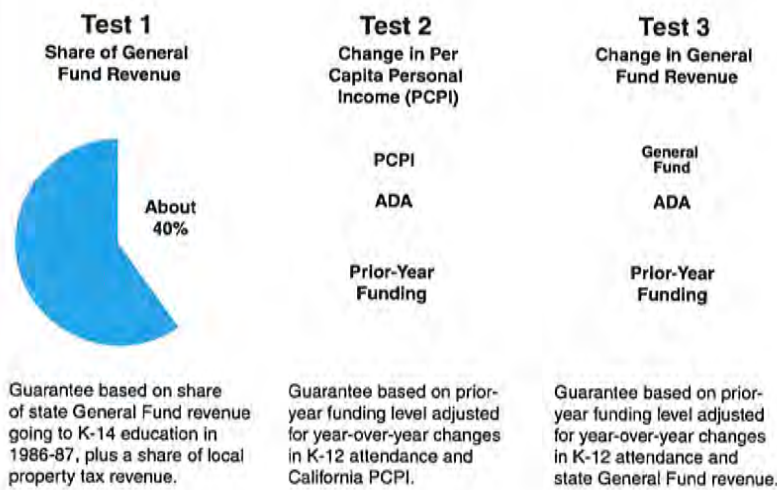
Whereas Proposition 98 establishes a total minimum funding level, the Legislature decides how to allocate this funding. For schools, the Legislature allocates most funding through the Local Control Funding Formula (LCFF). This formula establishes a funding target for each school district based primarily on the number of students attending the district and the share of those students who are low income or English learners. For community colleges, the Legislature allocates most funding through apportionments. The apportionment formula establishes a target for each college district based on its enrollment (as measured by full-time-equivalent students), share of students who are low income, and performance on certain measures of student outcomes.

Districts Funded With Property Tax Revenue and State General Fund.

The state counts the property tax revenue a school or community college district receives toward its funding target. The state then provides General Fund to make up the remaining difference. For the average district, property tax revenue covers the first 40 percent of

Figure 2

Three Proposition 98 Tests



ADA = average daily attendance.

its target and state General Fund covers the remaining 60 percent. The exact share varies widely across the state. For approximately 10 percent of school and community college districts, property tax revenues exceed their target. For historical reasons, these districts are known as “basic aid” districts. State law allows these districts to spend the additional revenue on their local education priorities.

Property Tax Shifts and Excess ERAF

ERAF Accounts Established in Early 1990s.

During the early 1990s, the state experienced an economic recession and budget shortfalls. To help balance the budget, the state permanently redirected almost one-fifth of statewide property tax revenue from cities, counties, and special districts to schools and community colleges. The redirected property tax revenue is deposited into an account in the county treasury known as ERAF. Initially, the operation of these accounts was relatively straightforward—all of the property tax revenue was distributed to schools and colleges within the county to offset revenue they would otherwise receive from the state General Fund. By increasing property tax revenue to schools, the ERAF shifts reduced the amount of General Fund needed to meet the Proposition 98 guarantee. Basic aid districts did not receive any allocations from ERAF because they received no General Fund revenue the state could offset.

Local Agencies in Certain Counties Receive Excess ERAF. In 1994-95, Marin County reported a new development—it had more than enough funding in ERAF to offset all of the General Fund its schools would receive from the state. At the time, the law did not specify how ERAF revenue above the amount needed for schools should be used. In response, the Legislature specified that some of the funds would be used for special education programs and the remainder would be allocated to other agencies in the county, including the county government, cities, and special districts. The ERAF funds allocated to noneducation agencies through this process are known as excess ERAF. An agency's share of excess ERAF is proportional to the share of its property tax revenue originally shifted into ERAF. The agencies receiving excess

ERAF may use it for any local purpose. **Figure 3** (see next page) illustrates how a county calculates excess ERAF.

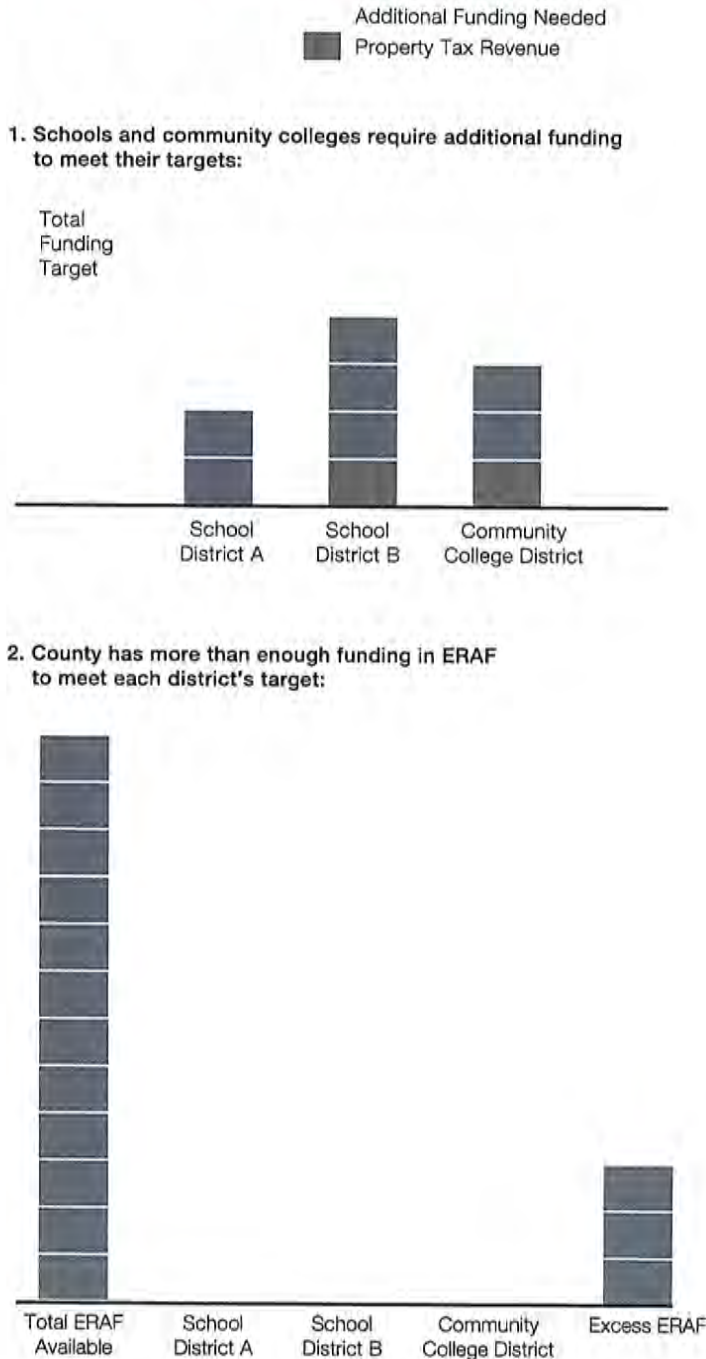
State Made Another Change to ERAF in 2004-05. In 2004-05, the state began directing county auditors to use funding in ERAF to reimburse cities and counties for a reduction in their Vehicle License Fee (VLF) revenue. (The VLF is a tax on vehicle ownership and a longstanding source of revenue for cities and counties. The state began reducing the VLF rate in the late 1990s.) This shift is known as the VLF swap. Although the VLF swap reduced the amount of property tax revenue in ERAF available to fund schools, state law specified that the shift would not affect the calculation of excess ERAF.

Current ERAF Allocation Process. **Figure 4** (see page 7) shows how the various parts of the ERAF allocation process fit together. After shifting property taxes into ERAF, the county auditor compares the amount in ERAF with the amount of state General Fund that schools and community colleges would need to fund their targets. If the amount in ERAF is larger, the auditor allocates the difference to local agencies as excess ERAF. (If the amount is smaller, the auditor skips this step.) Next, the auditor subtracts funding from ERAF to reimburse cities and counties for the VLF swap. Finally, the auditor distributes the funds remaining in ERAF to schools and community colleges. The specific distribution of ERAF among the school districts in the county is determined by the county superintendent of schools.

Charter Schools Receive Property Tax Revenue Indirectly. Charter schools educate K-12 students under locally developed agreements (or “charters”) that describe their educational goals and programs. Most charter schools are approved and monitored by the school districts in which they are located. The first charter schools opened in 1992-93. Since that time, the Legislature has taken steps to integrate charter schools into the K-12 funding system. For example, state law deems charter schools to be school districts for the purposes of allocating LCFF funding and meeting the Proposition 98 guarantee. Unlike school districts, however, charter schools do not receive an automatic allocation of property tax revenue.

Figure 3

How a County Calculates Excess ERAF



ERAF = Educational Revenue Augmentation Fund.

Instead, the law requires school districts to share their property tax revenue—including ERAF—by making payments in-lieu of taxes to their charter schools. Generally, each charter school receives a share of the property tax revenue that is proportional to its share of students in the school district. The state then backfills the school district for the reductions to its property tax revenue. (Somewhat different rules apply for charter schools in basic aid school districts.)

Recent Trends in Excess ERAF

Five Counties Currently Report Excess ERAF. Until the mid-2000s, Marin was the only county with excess ERAF. Since that time, four other counties in the Bay Area have joined Marin—San Mateo, San Francisco, Santa Clara, and Napa. San Francisco, the most recent addition, began reporting excess ERAF in 2016-17. As Figure 5 (see page 8) shows, all of these counties have very high levels of property tax revenue relative to their overall populations. High levels of property tax revenue increase the total amount of funding shifted into ERAF and, by extension, the likelihood of having excess ERAF.

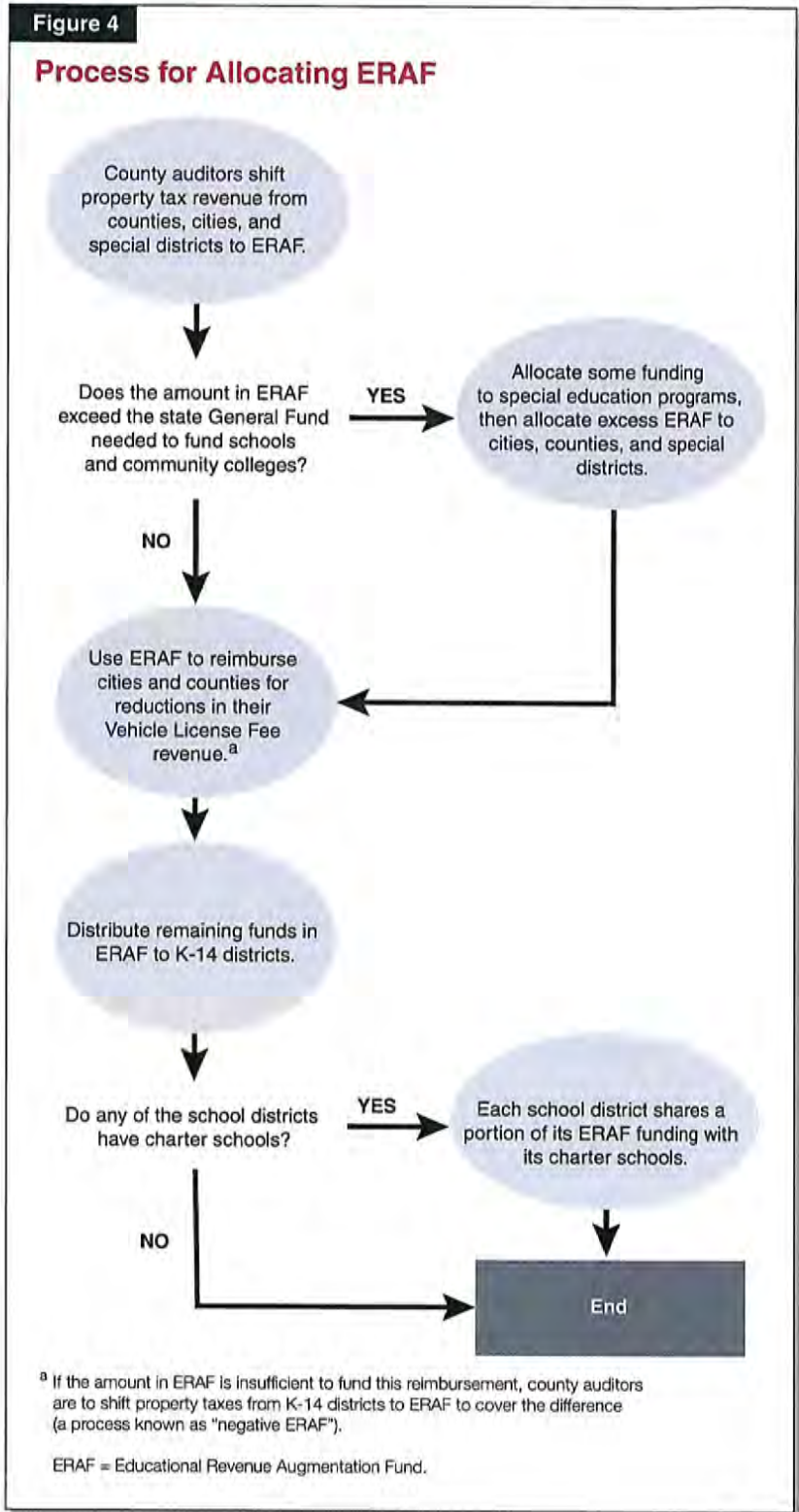
Excess ERAF Has Grown Rapidly in Recent Years.

Figure 6 (see page 9) shows how the amount of excess ERAF reported by counties has changed over time. In 2006-07, counties reported excess ERAF totaling about \$100 million—equating to about 1.5 percent of all property tax revenue allocated from ERAF

accounts statewide. Over the next decade, excess ERAF grew steadily. Within the past three years, however, growth in excess ERAF has accelerated. Preliminary reports show excess ERAF totaling \$820 million in 2018-19—equating to about 8 percent of all funding allocated from ERAF statewide. Several factors explain this large uptick. Most notably, San Francisco became an excess ERAF county beginning in 2016-17. In 2017-18, growth in property tax revenue among Bay Area counties was particularly strong relative to the increase in school funding that year. County decisions about the calculation of excess ERAF have also played an important role, as discussed later in this report.

**Redevelopment
Dissolution**

Dissolution of Redevelopment Increased Property Tax Revenue for Schools and Other Local Agencies. Prior to 2011-12, the state had more than 400 redevelopment agencies engaged in various redevelopment projects around the state. Redevelopment agencies financed their activities using a portion of the property tax revenue collected in their jurisdictions. The 2011-12 budget package dissolved redevelopment agencies effective February 2012. Under the dissolution process, property tax revenue formerly allocated to these agencies is used first to pay off redevelopment debts and obligations. The remaining revenue is distributed to schools,

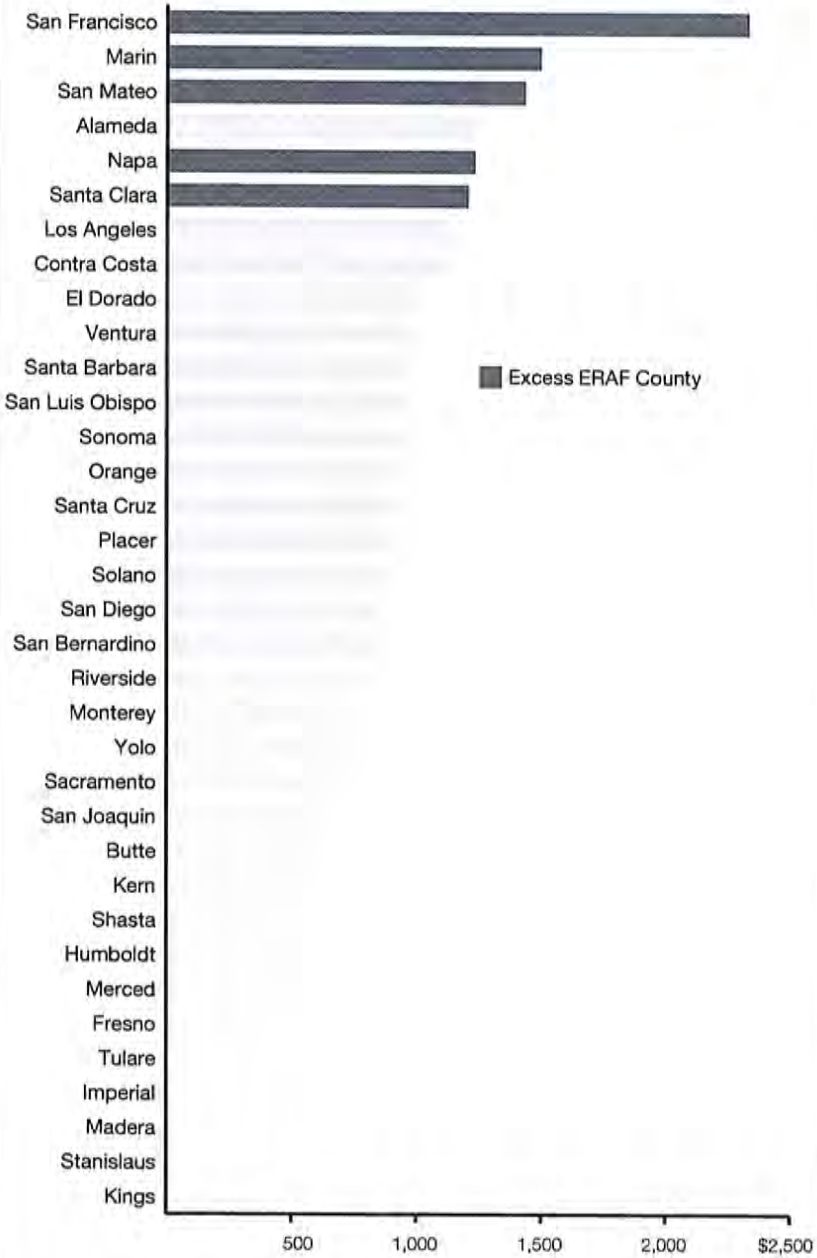


community colleges, and other local agencies. Each agency's share of this revenue generally is proportional to its share of all other property tax

revenue. As former redevelopment debts and obligations are retired, these distributions will grow over time.

Figure 5

Excess ERAF Occurs in High Property Wealth Counties
Total City, County, and Special District Property Taxes Per Resident Without Counting Excess ERAF



ERAF = Educational Revenue Augmentation Fund.

State Law Specified That Dissolution Would Not Increase Excess ERAF.

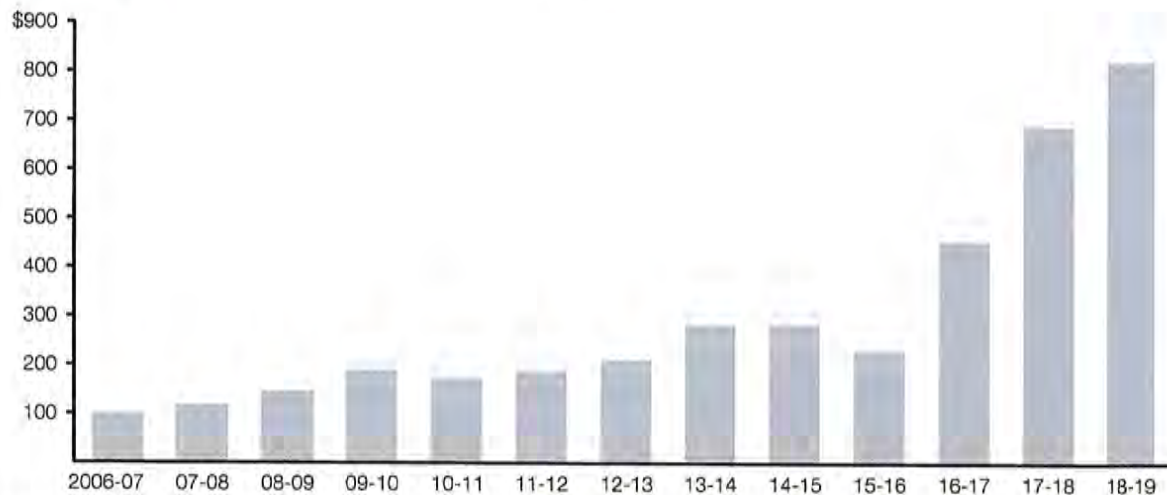
By increasing school property tax revenue, the dissolution of redevelopment also reduced the amount of General Fund needed to fund schools. For counties with excess ERAF, these changes presented a complication. Specifically, the redevelopment revenue allocated to schools in these counties would have *reduced* the funding schools could receive from ERAF and *increased* excess ERAF. As a result, schools would have not experienced an overall increase in their property tax revenue. To prevent this unintended outcome, the Legislature passed Chapter 26 of 2012 (AB 1484, Committee on Budget). This legislation instructed county auditors not to increase excess ERAF as a result of any revenue attributable to the dissolution of redevelopment. (The funding that remains in ERAF as a result of this law is available to pay for the VLF swap and fund schools.)

Minimum State Aid

School Districts Receive a Minimum Level of State Funding.

Certain provisions of the California Constitution and state law guarantee all school districts a minimum level of funding from the state General Fund. Generally, this minimum equals the amount of state funding each district received in 2012-13 (the year prior to the creation of LCFF) or \$120 per

Figure 6

Excess ERAF Has Increased Notably in Recent Years^a*(In Millions)*

^a Reflects most recent data reported by counties. Excludes amounts allocated for special education programs.

ERAF = Educational Revenue Augmentation Fund.

student, whichever is higher. For most school districts, this “minimum state aid” counts toward meeting their LCFF targets. (Basic aid districts are an exception, as they receive minimum state aid on top of their targets.)

Minimum State Aid Increases Excess ERAF.

When counties are calculating excess ERAF, they determine how much General Fund revenue allocated to schools could be replaced with property tax revenue. Minimum state aid, however,

represents General Fund revenue a school district will receive regardless of its property tax revenue. The law is implemented such that the portion of each district’s target covered by minimum state aid cannot be replaced with ERAF. In other words, minimum state aid reduces the amount of ERAF that can be allocated to the schools within a county. Reducing the amount of ERAF allocated to schools, in turn, results in more excess ERAF being allocated to other agencies.

FINDINGS AND CONCERNS

This section explains three specific concerns we identified in our review of the calculation of excess ERAF. It also explains two broader concerns we have about the oversight of these calculations.

We Recently Reviewed Excess ERAF Calculations in the Five Counties. For our review, we examined county calculations, spoke with local officials, and reviewed relevant state law. We identified three specific concerns regarding the calculation of excess ERAF, which are summarized

in **Figure 7** (see next page). The first relates to the treatment of charter schools, the second to the dissolution of redevelopment, and the third to the calculation of minimum state aid. In each case, our concern is that certain counties are calculating excess ERAF in ways that shift too much property tax revenue from schools to other local agencies. Apart from the three specific issues, we have two broader concerns that we describe at the end of this section.

Concerns Affect Funding for the School System Overall. One potential misconception about our findings is that they affect the budgets of individual schools within the five counties. In fact, each issue affects the state's entire school system. To the extent a county allocates too little ERAF to schools, the state provides more General Fund. Depending upon which test is operative for calculating the Proposition 98 guarantee, the cost of this backfill results in (1) less overall funding for school and community college programs (when Test 1 applies), or (2) higher General Fund costs for the state (when another tests applies).

Three Specific Concerns

Counties Are Increasing Excess ERAF by Excluding Charter Schools... The amount of excess ERAF in a county depends upon the difference between the amount of (1) ERAF revenue available and (2) General Fund revenue that schools within the county are eligible to receive. We recently learned that two counties have been excluding charter schools from this second amount for the past few years. That is, these counties are treating charter schools as though they receive no General Fund revenue that could be replaced with ERAF. By reducing the ERAF allocated for schools, this practice increases excess ERAF. We also learned that other excess ERAF counties—which previously included charter schools—began excluding them in their most recent calculations. Across all five counties, we estimate the exclusion of charter schools would shift roughly \$180 million per year

in property tax revenue from schools to other local agencies.

...Even Though State Law Includes Charter Schools. State law specifically allocates ERAF and other property tax revenue to charter schools through their school districts. This property tax revenue offsets the General Fund revenue charter schools otherwise would receive from the state. The counties' approach, however, would involve calculating excess ERAF as though these parts of the allocation process did not exist. The overall effect would be to reduce the amount of ERAF revenue available for allocation to the school districts in the county. (Charter schools would experience the reduction indirectly, in the form of smaller payments in-lieu of taxes.) This approach also runs counter to various state laws declaring charter schools to be school districts for funding purposes such as LCFF.

Redevelopment Revenues Are Increasing Excess ERAF. Though state law provides that redevelopment revenue allocated to schools should not increase excess ERAF, we found that the five counties are not implementing this provision. Instead, redevelopment revenues are displacing property tax revenue that schools otherwise would receive from ERAF. This means that revenues intended to benefit schools are instead benefitting cities, counties, and special districts through additional excess ERAF. We estimate this practice is shifting roughly \$170 million per year from schools to other local agencies.

Figure 7

Three Specific Concerns About Excess ERAF Calculations

Issue	Concern	Revenue Shifted From Schools to Other Agencies ^a	Amount Shifted Over Three-Year Budget Period ^a
Treatment of charter schools	Counties excluding charter schools from calculation of excess ERAF.	\$180 million	\$540 million
Implementation of redevelopment dissolution	Counties allowing redevelopment revenue to increase excess ERAF.	\$170 million	\$510 million
Calculation of minimum state aid	At least one county overcounting minimum state aid, which increases excess ERAF.	\$2 million	\$6 million

^a Reflects estimates based on available data and our understanding of counties' current practices. ERAF = Educational Revenue Augmentation Fund.

At Least One County Is Increasing Excess ERAF by Over Counting Minimum State Aid.

A third, much smaller concern relates to the calculation of minimum state aid. We found that at least one county is assuming its school districts receive more minimum state aid than the law actually provides. This assumption reduces the amount of ERAF that can be allocated to schools. Excess ERAF, in turn, increases by a corresponding amount. We estimate this practice is shifting at least \$2 million per year from schools to other local agencies. (Technically, this issue stems from the assumption that school districts receive both \$120 per student in state funding and the amount received in 2012-13, whereas the law specifies that the minimum level be based on one of these amounts.)

Two Broader Concerns

State and Schools' Interests Not Sufficiently Represented. Although each of our specific concerns is rooted in a different part of law, taken together we think they illustrate a broader concern. Each year, the property tax produces a finite amount of revenue for the agencies within each county. The state and schools share an interest in maximizing the revenue allocated for schools, as this revenue results in either more overall school funding or lower state General Fund costs.

Conversely, other local agencies share an interest in maximizing their share of the property tax revenue. This trade-off provides an incentive for counties to implement the law in ways that increase their share of the property tax revenue, particularly when so many different steps are involved in the calculation. We think the lack of state involvement in the ERAF allocation process is one reason the law is being implemented in ways the Legislature did not intend.

State Has Difficulty Monitoring the Calculation of Excess ERAF. Two main issues limit the state's ability to monitor the calculation of excess ERAF. First, the implementation of the law varies from county to county. Each county uses its own procedures to calculate excess ERAF. The five counties, for example, implemented the decision to exclude charter schools differently. Second, the state has not assigned responsibility for collecting ERAF data to any single agency. Instead, this responsibility is spread across multiple agencies including the State Controller's Office (SCO), California Department of Education (CDE), and the Department of Finance (DOF). For example, the SCO collects information on the total amount of property tax revenue shifted into ERAF, but CDE collects information on excess ERAF. Due to these two issues, the state has difficulty monitoring the calculations, identifying errors or inconsistencies, and projecting how the amount of excess ERAF might change in the future.

ADMINISTRATION'S RECENT ACTIONS

This section explains the Governor's recent actions related to excess ERAF and the assumptions embedded in the administration's property tax estimates.

Administration Recently Began to Address Concern About Charter Schools. The administration indicates it is concerned about the exclusion of charter schools from the calculation of excess ERAF. In February, the administration informed the five counties that it expects them to revise their calculations to include charter schools. We understand that as of this writing, the counties have not formally responded to the administration. The administration also recently became aware

of our concerns related to the treatment of redevelopment revenue and minimum state aid, but has not taken any formal action on these issues.

Property Tax Estimates Assume Charter Schools Are Included. The Governor's budget estimates that total property tax revenue for schools and community colleges will be \$23.9 billion in 2018-19, \$25.2 billion in 2019-20, and \$26.5 billion in 2020-21. These estimates assume all counties include charter schools for each year of the period. Regarding our other concerns, the budget assumes no changes to the way counties currently account for redevelopment revenue or minimum state aid.

Changes to Property Tax Revenue Would Affect Overall School Funding. The Governor's budget projects that Test 1 is the operative test for calculating the Proposition 98 guarantee each year of the period. As a result, any changes to

property tax revenue would increase or decrease the minimum guarantee—and the funding available for schools and community colleges—on a dollar-for-dollar basis.

RECOMMENDATIONS

This section explains how we suggest the Legislature respond to our specific concerns and the steps we recommend to prevent similar concerns from arising in the future.

Direct the Administration to Enforce State Law on All Three Issues. We credit the administration for its initial actions to ensure charter schools are included the calculation of excess ERAF. We would, however, recommend the Legislature direct the administration to enforce the law on all of our concerns, including the treatment of redevelopment revenue and minimum state aid. All three issues involve the calculation of excess ERAF in ways that seem contrary to state law and shift too much property tax revenue to noneducation agencies.

Monitor Potential Changes in School Funding. Taken together, our three specific concerns affect the allocation of approximately \$350 million in property tax revenue per year. Over the 2018-19 through 2020-21 period, the amount is more than \$1 billion. The Governor's budget assumes the state is able to address the charter school issue, which accounts for about half of this amount. If the administration successfully resolves the other two issues, annual property tax revenue for schools—and the Proposition 98 guarantee—would be around \$170 million higher than the estimates in the Governor's budget (about half a billion dollars over the three years). Due to the potential swings in funding, we advise the Legislature to monitor the state's progress on these issues.

Improve State Oversight Moving Forward. We recommend the Legislature address our two broader concerns by improving state oversight. Specifically, we recommend the following:

- **Develop Clear, Consistent Procedures.** We recommend the Legislature task CDE or DOF with developing standardized procedures that all counties would use for the calculation of excess ERAF. We envision these procedures including instructions and a template to ensure compliance with all of the applicable state laws. We think the Legislature could ask each agency to explain what resources it would need for this task, then choose the most cost-effective option.
- **Improve Data Collection.** We recommend the Legislature task CDE with collecting all of the relevant data necessary to verify the calculation of excess ERAF. Having one agency collect the data in a consistent manner would allow the state to ensure counties are following the new instructions. Given that CDE already collects certain property tax data, we think the cost of collecting the additional information would be modest.

By improving oversight, these changes would help ensure that the interests of the state and schools are better represented in the ERAF allocation process. They also would make the calculation of excess ERAF easier to monitor and promote greater consistency across the counties. Finally, our recommendations would reduce the likelihood that future changes to school funding or property tax laws affect the allocation of ERAF in ways the Legislature does not expect. If the Legislature were to adopt these recommendations as part of the June budget package, we think they could be implemented during the 2020-21 fiscal year.

CONCLUSION

Excess ERAF Is Likely to Remain a Significant Issue. Over the past several years, excess ERAF has come to affect five counties and hundreds of millions of dollars in property tax revenue each year. As property values continue to rise, this shift is likely to affect an even larger share of the property tax revenue in those counties —

and potentially additional counties. These trends highlight the importance of understanding the calculation of excess ERAF and ensuring effective state oversight. They also suggest that excess ERAF is likely to be an important factor affecting the budget picture for schools and other local agencies for many years to come.

LAO PUBLICATIONS

This report was prepared by Kenneth Kappahn, and reviewed by Brian Uhler and Anthony Simbol. The Legislative Analyst's Office (LAO) is a nonpartisan office that provides fiscal and policy information and advice to the Legislature.

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Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
 From: Michael P. Cortez, PE, District Engineer *mpc*
 (415) 526-1518; mcortez@lqvsd.org
 Meeting Date: June 3, 2021
 Re: Operations Control Center Site 5 Presentation by DHA
 Item Type: Consent _____ Action _____ Information X Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

None. For information only.

BACKGROUND

The Administration Building Site Evaluation report prepared by MWA Architects has concluded that Site 5 and Site 8 are the two most viable sites for a new Operations Control Center. Site 5 represents the "hillside" option while Site 8 is the "existing admin building" option. Site 5 was recommended by Danadjieva Hansen Architects (DHA) through an RFP process authorized by the Board in 2016. MWA ranked Site 8 highest during their evaluation.

On March 4, 2021, MWA Architects presented conceptual elevation views for Site 8. The purpose of presenting the conceptual elevation was to bring Site 8 to a similar level of conceptual elevation detail that had been presented to the Board for Site 5 in the past. Some members of the Board and staff are new and have not seen the previous DHA presentation. Per District Board direction, staff has invited DHA to present conceptual elevation views of the Operations Control Center located at Site 5 and additional information relative to DHA's prior work on the project. Below are conceptual elevations to be discussed by DHA at the meeting.

PREVIOUS BOARD ACTION

- 1) The Board awarded a contract with DHA for the architectural design of the Operations Control Center on October 13, 2016.
- 2) The Board awarded a contract to MWA Architects for the Administration Building Site Evaluation project on December 5, 2019, and Amendment 1 on May 21, 2020. Amendment 2 was awarded on November 19, 2020 for conceptual building elevation development for the existing administration building site.

ENVIRONMENTAL REVIEW

Future environmental review will be done as needed for the selected future administration building site.

FISCAL IMPACT

N/A

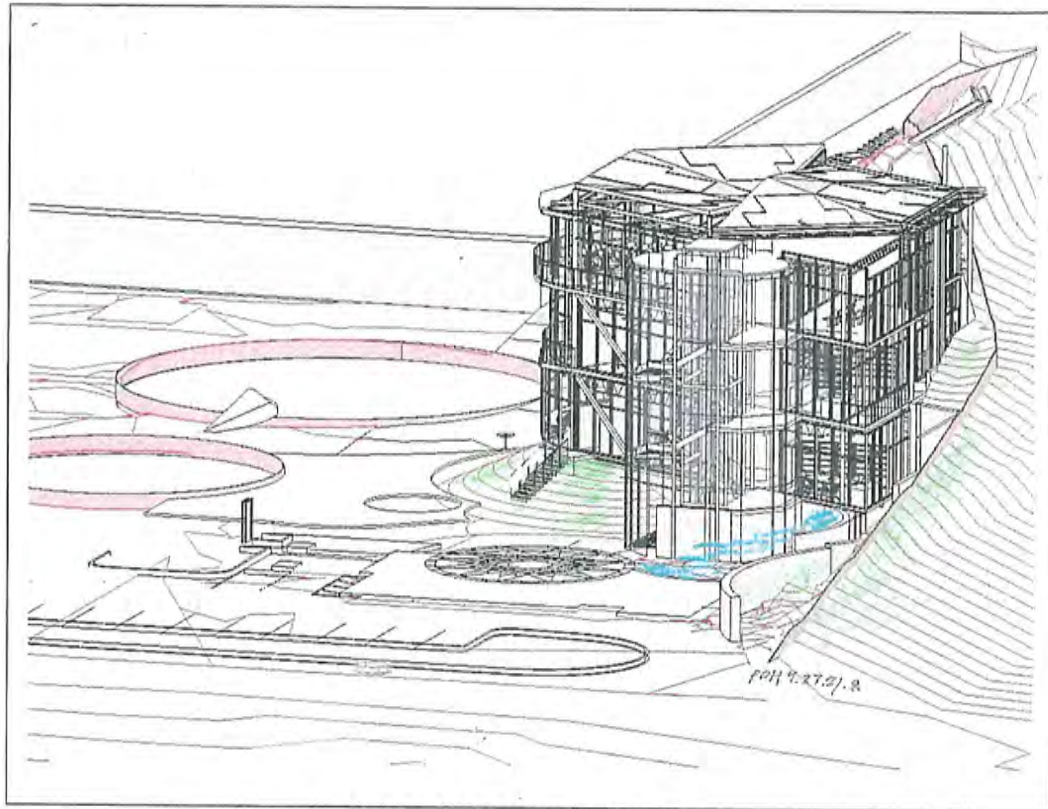


Figure 1. Northwest Elevation

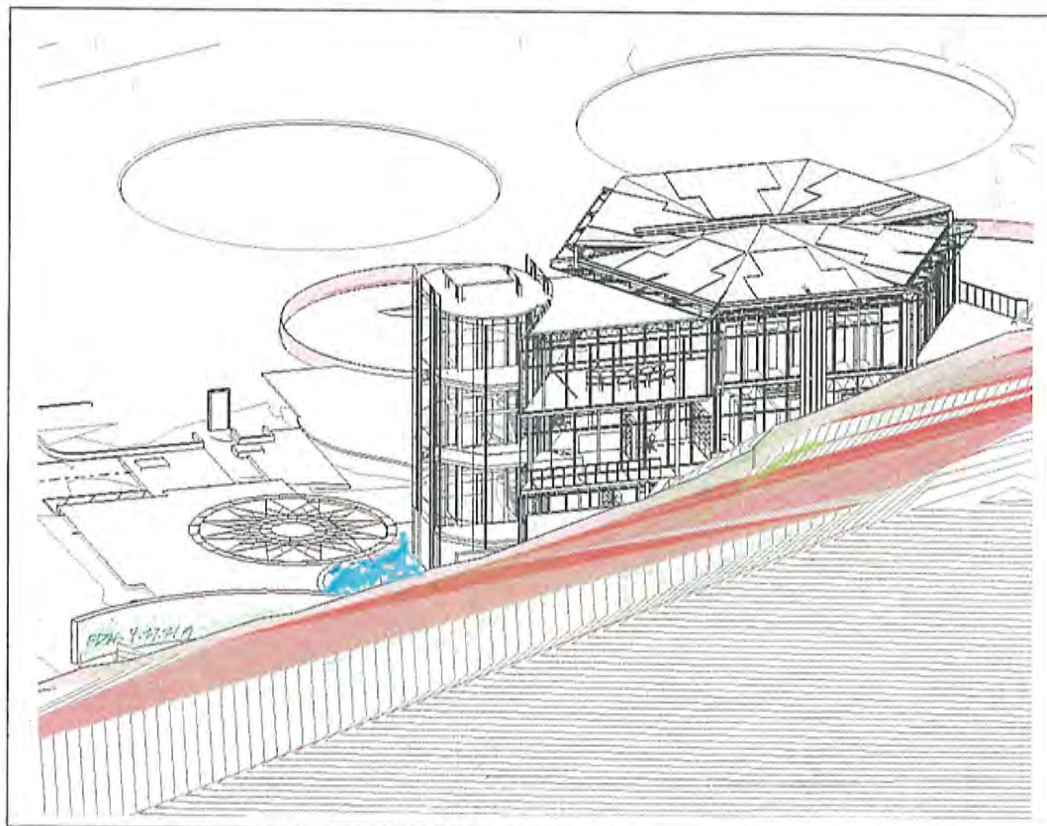


Figure 2. Southwest Elevation

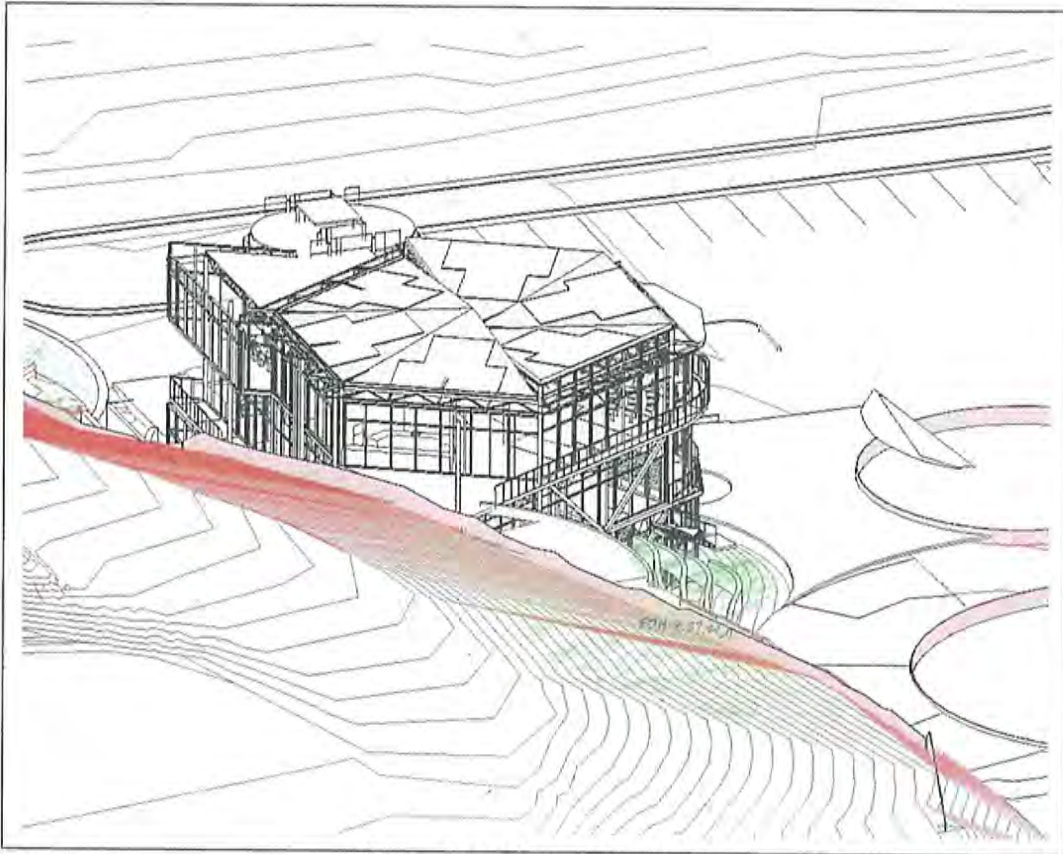


Figure 3. Southeast Elevation

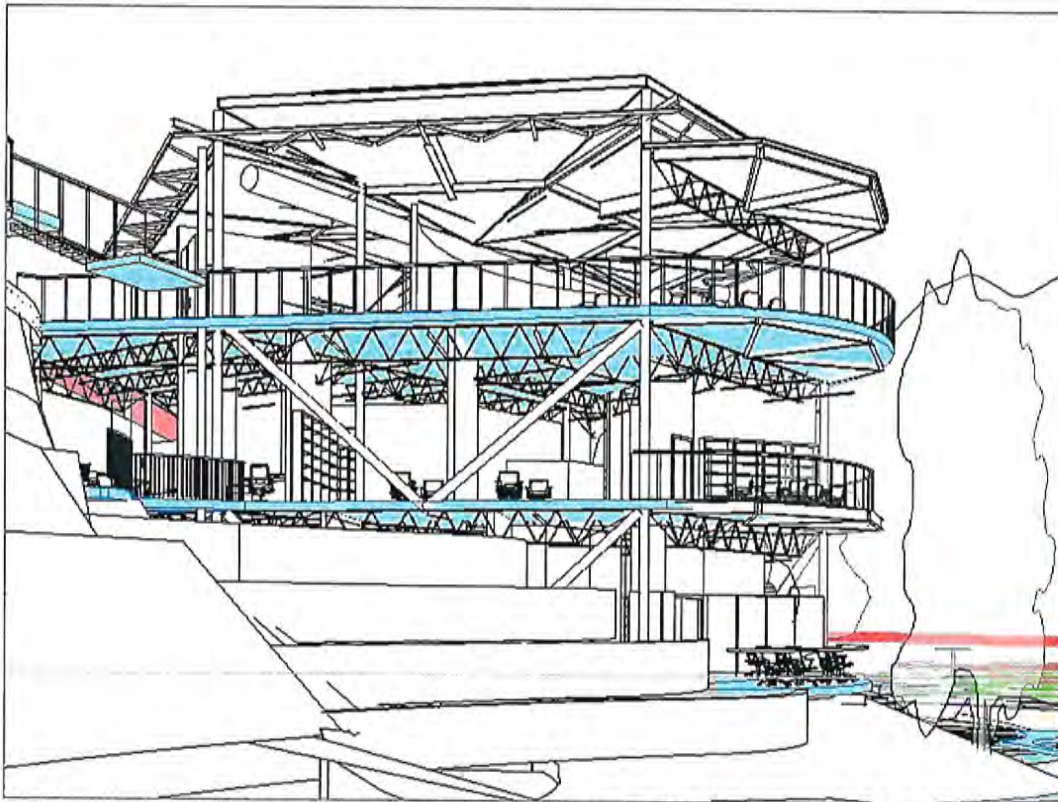


Figure 4. Perspective view at ground level inside the treatment plant.



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
 From: Dale McDonald, Administrative Services Manager *DM*
 (415) 526-1519 dmcDonald@lqvsd.org
 Meeting Date: June 3, 2021
 Re: 2020-2025 Strategic Plan
 Item Type: Consent Action Information Other
 Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to consider adoption of the draft 2020-2025 Strategic Plan and provide direction to staff.

BACKGROUND

The Board established new strategic initiatives in 2019 and subsequently approved, through the FY 20/21 budget approval and General Manager Performance Review processes, both the 2020 and 2021 tactical goals. The current District Strategic Initiatives are:

1. Improve Operational Efficiency
2. Establish Beneficial Use of Biosolids
3. Improve Operational Resilience
4. Conduct Organizational Review
5. Develop Asset Management System
6. Improve Facility Use, Access and Planning

The Board has made significant strides in defining the District's current strategic initiatives, which Staff have been actively pursuing since 2019. The District's Strategic Plan document has not been updated until recently, primarily due to workload impacts associated with the coronavirus pandemic, and the extended vacancy of the Administrative Services Manager Position through the summer of 2020. Staff have worked with Chris Sliz of Regional Governmental Services (RGS) to develop the attached, draft Strategic Plan, which is intended to exist for at least the 2020-2025 strategic planning period, with intermittent strategy updates during this timeframe as needed. Strategic initiatives are intended to be overarching objectives which are incrementally attained through pursuit of the associated tactical goals. By their very nature, tactical goals are shorter lived than strategic initiatives and, therefore, are intended to be defined annually during the 5 year planning period.

The current draft strategic plan has been streamlined substantially and includes explicit clarification regarding the concepts of strategic initiatives, tactical goals, and the District's vision statement. It now includes a new section titled 'Commitments to the Community,' which had previously been referenced as the District's vision statement. To clarify, a vision statement, by definition, is a time dependent statement intended to embody the District's vision for the current planning period, in contrast to the more general and essentially permanent quality of the District's previous vision statement. Due to the inherent time dependency of a vision statement, it should



be a unifying statement of the collective essence of the current group of strategic initiatives. Chris Sliz worked with Executive Management to develop the following proposed 2020-2025 vision statement with the intent to capture the collective intent of the current strategic initiatives:

“Strengthen the District utilizing practical operations and staffing standards that focus on efficiency, optimization of resources, resilience, and organizational health.”

PREVIOUS BOARD ACTION

The Board conducted Strategic Planning Workshops on May 21, June 27, and August 28, 2019, held budget workshops on April 17, and April 27, 2020. The Board also discussed 2020 and 2021 tactical goals when it conducted General Manager performance evaluations in May and December, 2020. On April 1, 2021, the Board received the draft 2020-2025 Strategic Plan and provided input to staff.

ENVIRONMENTAL REVIEW

Certain tactical goals may require environmental review prior to completion, however many are purely administrative in nature and will not require review. Considering this, approval of the strategic planning document itself does not require environmental review.

FISCAL IMPACT

There are no direct fiscal impacts of a strategic plan approval, however numerous tactical goals associated with the strategic initiatives cannot be attained without budgetary allocations, some of which are potentially substantive. Such allocations would be subject to budget approval and, frequently, award of contracts to consultants and vendors.



2020-2025 Strategic Plan

MarchMay, 2021



**Come take a wastewater treatment plant tour
or visit our wildlife water reclamation area.**

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DRAFT

DIRECTORY OF OFFICIALS

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Judy Schriebman, Director

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Michael Cortez, P.E., District Engineer
Mel Liebmann, Plant Manager
Dale McDonald, Administrative Services Manager
Greg Pease, Collection System/Safety Manager

CONSULTANT

Chris Sliz, Regional Government Services (RGS)



INTRODUCTION

A Strategic Plan is a top level planning document for an organization to set clear direction over all strategic and tactical aspects of its mission. Upon adoption, it serves as a framework for decision making over a five-year period.

This Strategic Plan (Plan) update incorporates an assessment of the present state of Las Gallinas Valley Sanitary District (District) operations. Its development required gathering and analyzing information; goal setting; and making decisions for the future. The Plan seeks to strengthen and build upon opportunities while addressing areas of concern.

DEFINITIONS

1. **Mission Statement:** A declaration of the organization's purpose and ultimately why the organization exists. Ideally, all activities of the District should be in support of the Mission Statement.
2. **Vision Statement:** A time-dependent statement that articulates how the District intends to change and grow over the term of the Plan.
3. **Commitments to the Community:** Commitments that reflect what we value when faced with options and alternatives for our future. We use these as decision filters each time we make decisions as a District.
4. **Strategic Initiatives:** Broad areas of emphasis that are anticipated to last as long (or longer than) the strategic planning period, subject to Board review.
5. **Tactical Goals:** Specific activities or targets that address changes the District is pursuing. These are updated annually. Day-to-day actions and projects that are routinely part of District operations are not included in the Strategic Plan.

The Board is responsible for establishing the strategic direction for the organization by identifying key strategic initiatives.

PLAN DEVELOPMENT AND ON-GOING PLANNING PROCESS

The Board conducted Strategic Planning Workshops, facilitated by RGS, on May 21, June 27, and August 28, 2019, and held budget workshops on April 17, and April 27, 2020, during which tactical goals were discussed. The Board also discussed 2020 and 2021

tactical goals when it conducted General Manager performance evaluations in May and December, 2020. The General Manager meets with District Managers periodically throughout the year to delegate, develop, and track status of all tactical goals. The 2020-2025 Plan was developed with support from RGS.

A key part of an enduring Strategic Planning process is to conduct a periodic/annual review and update of the Plan. These reviews allow for maintenance of the Plan so that it reflects the actual progress, current operational conditions and needs of the District. As a result, this Strategic Plan focuses on specific District goals rather than day-to-day operations.

The Board is responsible for establishing the strategic direction for the organization by identifying key strategic initiatives. District staff is responsible for the operational implementation of the tactical goals that will lead to the fulfillment of the strategic initiatives.

MISSION STATEMENT, VISION STATEMENT, COMMUNITY COMMITMENTS

Our Mission

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

Our 2020-2025 Vision (PROPOSED)

Strengthen the District utilizing practical operations and staffing models-standards that focus on efficiency, optimization of resources, resilience, and organizational health.

Our Commitments to the Community (Previously referenced as 'Vision Statement')

Recognizing that sanitation and wastewater treatment is vital to protecting the public health, the District will:

- manage our treatment and collection systems in a planned and sustainable way to reduce impact on natural resources;
- strive for zero spills;
- meet or exceed regulatory requirements for treatment (effluent, emissions and biosolids);
- strive toward beneficial recycling of wastewater, biosolids and other resources using safe and effective processes and systems to achieve our zero waste vision;
- collaborate with neighboring agencies to achieve efficiencies for the public;

- cooperate with stakeholders to leverage opportunities for protecting the bay and regional water resources;
- maintain a safe, high quality workplace to promote a sustainable, motivated, long-term and cohesive workforce;
- increase public education, participation, acceptance and understanding of what we do;
- responsibly manage the refuse franchise;
- consider climate change, sea level rise and flooding when developing and designing new-projects;
- provide high quality customer service; *(moved from past "Core Values" statement)* and
- use public funds responsibly *(Moved from past "Core Values" statement)*

STRATEGIC INITIATIVES

Strategic Initiatives represent the vital areas of the District's operation, planning, and management over the next five years. Strategic Initiatives are defined by the Board of Directors and set overall areas of focus for the current strategic planning period, 2020-2025.

The 2020-2025 Strategic Initiatives are, in prioritized order:

1. Improve Operational Efficiency

The District consumes a wide range of material, supplies, staff time, and energy as a result of normal operations. Developing a greater understanding of the use patterns and quantities of each will allow the District to operate more efficiently, ~~effectively getting the same job done with less cost.~~

2. Establish Beneficial Use of Biosolids

Biosolids are a residual material normally generated through the wastewater treatment and solids digestion process. Biosolids generated by the District are not currently utilized for a beneficial purpose, however District biosolids are a resource that can be used to support agriculture in the District's reclamation area and/or utilized in a compost operation.

3. Improve Operational Resilience

All utility systems encounter changes that affect continuity of operations, whether they are related to infrastructure failures, disasters, operational emergencies, or material

supply problems. The District can improve operational resilience by anticipating changes and preparing for them in advance.

4. Conduct Organizational Review

The organization of the District has undergone changes over the past several years for a variety of reasons and it will likely continue to change just as most organizations do. Understanding how the organization is changing and what administrative responses are appropriate is necessary in order to keep the District Team operating at its best.

5. Develop Asset Management System

The District's operational systems are comprised of interwoven webs of assets – infrastructure components and equipment - that must interact, be tracked, operated and maintained in a coordinated way to ensure efficient and reliable operations. Developing and maintaining an asset management system is necessary to achieve an optimum level of coordination for minimizing costs and maximizing value. ~~—and optimization of the total cost of asset ownership and ratepayer value is the result.~~

6. Improve Facility Use, Access and Planning

The District owns and operates numerous facilities at various locations throughout the District. ~~Some~~ Some of ~~which these~~ may not be used to their fullest potential due to long range planning challenges and deferred access improvements. Improvements are being pursued on some of the facilities owned by the District. In some situations, access improvements require coordination with other agencies and/or property owners.

TACTICAL GOAL STATUS

Because of the many ongoing challenges presented by COVID, many of the tactical goals listed below could be deferred or modified if necessary.

The tactical goals, and their status, are not individually prioritized. Future year tactical goals will be established and added to the Strategic Plan annually.

Strategic Initiative One: Improve Operational Efficiency

Tactical Goals 2019-2020	Status
1. Expand recycled water facility and continue construction of secondary process infrastructure	In Process
2. Initiate Large Integrated energy Audit (LIA) through PG&E	Completed
3. Issue RFP for Financial System Upgrade and start implementation – goal is to develop FY 21-22 budget on new platform	Moved to FY 20-21, in progress
4. Issue RFP for on-call engineering contract	Completed
5. Start training of collections/maintenance staff regarding operations and maintenance of pump stations under WWTP operations staff responsibility	Completed

Tactical Goals 2021	Status
1. Issue RFP for Financial Systems Upgrade and start implementation. Goal to develop 21-22 budget on new platform	In progress Completed
2. Pursue <u>the use of work plans as a performance management tool development throughwith</u> OE3	Pending
3. Determine-Define most needed-measurement criteria most needed to determine operational effectiveness -metrics	Pending
4. Train managers and staff on use of new financial system	Pending
5. Obtain direction from Kennedy Jenks regarding optimal electrical power monitoring locations at plant	Pending
6. Invite bids for next on call construction contract	Pending
7. Report to Board regarding LIA findings to-date	Pending
8. Initiate Irrigation Equipment Evaluation	Pending
9. Establish housekeeping zones at plant	Complete
10. Document easement/facility condition review process	Pending
11. Propose streamlined performance evaluation form	Pending
12. Administrative clean up: a. Improved billing SOPs b. Streamline warrant list processing/Board review c. Improve bank account organization/management	In progress

d. Review RGS Evaluation of Finance Management, Operations and internal controls and prioritize recommended changes	
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Strategic Initiative Two: Establish Beneficial Use of Biosolids

Tactical Goals 2019-2020	Status
1. Determine LGVSD capacity for class B land application of biosolids in the reclamation area	Complete
2. Review and finalize Reclamation Biosolids Land Application Capacity Report	Complete
3. Augment consultant contract to start to investigate compost facility feasibility	In Process

Tactical Goals 2021	Status
1. Complete compost feasibility report	Pending
2. Initiate land application permit process	Complete
3. Establish MOU/LOI with Marin County Sanitary Districts	Pending
4. Conduct dewatering cost/benefit analysis	Pending
5. Conduct compost market survey	Pending
6. Establish plan for compost pilot project if feasible	Pending
7. Issue RFP for exclusive right to negotiate with potential 3 rd party biosolids land application operators	Pending
8. Establish exclusive right to negotiate and target operational agreement execution for 2022	Pending
9. Develop District ag land plan utilizing biosolids	Pending 2022-2023

Strategic Initiative Three: Improve Operational Resilience

Tactical Goals 2019-2020	Status
1. Replenish hand tool inventory	Complete
2. Establish tool management system	Complete
3. Investigate partnering with CMSA and NSD for safety program management	Complete
4. Investigate participation in CALWARN	Complete
5. Investigate buying vs. renting generators for pump stations without them	Complete
6. Review and propose enhanced weekend staffing plans	Complete
7. Implement fire detection for Plant admin building	Complete
8. Hire HR Services Consultant	Complete

Tactical Goals 2021	Status
1. Hire consultant to develop ongoing ICS training program	In progress
2. Obtain satellite phone system and establish training	In progress
3. Establish maintenance division within Collections	In progress
4. Establish Environmental Compliance department	In progress
5. Conduct official lighting study	Pending
6. Improve facility lighting at known areas of deficiency	In progress
7. Determine ways to improve internet access to 300 Smith Ranch Road	Pending
8. Contract with firm to conduct cyber security assessment of all District networks	Pending
9. Upgrade fencing and gates at various facilities with focus on pump stations	Pending
10. Evaluate which one-time opportunities from the Business Risk and Vulnerability (BRVA) should be pursued, which should be pursued independently, and which should be tied to the LIA	In progress
11. Review reserve policy and propose modifications as appropriate	In progress
12. Clarify/consolidate O/M contingency accounts	In progress
13. Clarify/consolidate CIP contingency accounts	In progress
14. Investigate development of staff wellness program	Pending
15. Update emergency response plan, incorporating communicable disease response plan	Pending
16. Investigate partnering with Marin County Parks regarding recreational component of reclamation operations	Pending
17. Create Environmentally Sustainable Operations, Maintenance and Materials Policy	Pending
18. Finish Flow Equalization Basin Design	Pending
19. Establish DOC process/roles	Pending

20. Conduct first DOC Drill	Pending
21. Procure next round of vehicle replacements	Pending
22. Evaluate reclamation safety issues	In progress
23. Evaluate viability of RNG system – on site and off site fueling	In progress
24. Evaluate and establish Mulligan <u>PS-Pump Station</u> winter setpoints (if appropriate)	Done
25. Review and update COVID-19 <u>CPP/SSPP</u> as needed	Done

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Strategic Initiative Four: Conduct Organizational Review

Tactical Goals 2019-2020	Status
1. Complete core functions (Organizational Analysis) study	Continued
2. Hold Organizational Analysis study workshop	COVID Delay
3. Review/revise Board policies as requested by Board	Continued

Tactical Goals 2021	Status
1. Finalize Strategic Plan Document	In-Process
2. Conduct biannual Board retreats – December and July	COVID Delay
3. Complete classification and compensation study	Done
4. Develop job descriptions and set salaries for new positions	Done In progress
5. Implement personnel policy revisions	In progress
6. Establish new labor and management contracts	In progress
7. Review COVID SSPP and revise as needed.	In progress
8-7. Evaluate electrical safety training augmentation needs	In progress

DRAFT

Strategic Initiative Five: Develop Asset Management System

Tactical Goals 2019-2020	Status
1. Develop 5+ year CIP budget template	In Process
2. Continue development of Master Plan	In Process
3. Establish Fleet Replacement Fund (FRF)	In Process
4. Confirm asset management software platform prior to potential expansion of CityWorks	Complete
5. Initiate creation of an LGVSD Design Document Archive	Complete

Tactical Goals 2021	Status
1. Develop 5+ year CIP budget template	Continue
2. Continue development of Master Plan Phase II	Continue
3. Evaluate the need for asset management related training for staff	Pending
4. Review Fleet Replacement Fund calculations and adjust as needed.	Pending
5. Hire consultant to assist with CityWorks implementation	Task 1 of 4: complete
6. Start migration of Antero data into CityWorks	Pending
7. Load secondary treatment asset data into CityWorks	Pending
8. Evaluate CityWorks module procurement budget needs	Pending
9. Conduct CityWorks training for all operational staff and select additional staff	Pending
10. Start establishing CityWorks work order process	Pending

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Strategic Initiative Six: Improve Facility Use, Access and Planning

Tactical Goals 2019-2020	Status
1. Discuss Smith Ranch Road safety concerns with City of San Rafael	Done
2. Complete administrative building site evaluation study	Done
3. Initiate discussions for property acquisition if required	Done
4. Repair reclamation storage building roof	Done
5. Complete flow equalization basin siting analysis	In progress
6. Modify existing administrative building <ul style="list-style-type: none"> a. Augment locker room Square footage b. Relocate Operator Control Room c. Relocate Collections meeting area d. Rehabilitate older locker room area 	Complete Complete Complete Pending

Tactical Goals 2021	Status
1. Establish conceptual elevation views for admin building at existing admin building site for comparison with prior work	Complete
2. Finalize admin building site selection	Pending
3. Issue RFP for Admin Building Design and establish contract with design consultant	Pending
4. Initiate Admin Building Design	Pending
5. Modify existing administrative building: rehabilitate older locker room area	Pending
6. Establish material storage area in reclamation area	In progress
7. Assess needs for increasing protected mobile equipment and materials storage areas	Pending
8. Pursue satellite staging area in collection system	Pending
9. Improve functionality of existing plant shop area	In progress
10. Expand and surface reclamation storage building perimeter area and upgrade fencing	In progress
11. Identify and remedy missing, unhistorized data – primarily for pump stations	Pending
12. Identify and map all known, inaccessible forcemain and ARV locations.	Pending

Other Objectives

2021	Status
1. Support wastewater operations' start up and operational familiarization with the Biowheel process.	In progress
2. Initiate commercial and multi-family lateral inspection process and ordinance revision	Pending
3. Complete 2-year rate study and Proposition 218 notice. a. Preview MMWD 2020 water use data for input into rate study	In progress Complete
4. Conduct FY20 audit and Comprehensive Annual Financial Report and present to Board	Pending Complete
5. Investigate potential partnering with St. Vincent's regarding recycled water supply and biosolids disposal	complete In progress Complete
<u>6. Report to Board on potential partnering with St. Vincent's.</u>	Pending
<u>6.7. Establish Maintenance Division Budget</u>	In progress
<u>7.8. Establish Environmental Compliance Division Budget</u>	In progress Pending
<u>8.9. Work with R3/MSS regarding <u>Senate Bill</u> 1383 Ordinance</u>	Pending

DRAFT

GLOSSARY OF TERMS AND ACRONYMS

The following list of abbreviations and acronyms used in this document are defined below.

<u>ACRONYM</u>	<u>FULL NAME</u>	<u>DEFINITION</u>
<u>CALWARN</u>	<u>California Water/Wastewater Agency Network</u>	<u>A network that supports and promotes statewide emergency preparedness, disaster response and mutual assistance processes for water and wastewater utilities</u>
<u>ARV</u>	<u>Air Release Valves</u>	<u>Used to resolve air entrapment issues</u>
<u>CIP</u>	<u>Capital Improvement Plan</u>	<u>A short-range plan, usually four to ten years, which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan.</u>
<u>CMSA</u>	<u>Central Marin Sanitation Agency</u>	<u>A water resource recovery facility in Marin County</u>
<u>CPP</u>	<u>COVID-19 Prevention Program</u>	<u>A program designed to control exposures to the SARS-CoV-2 virus that may occur in the workplace.</u>
<u>CSRMA</u>	<u>California Sanitation Risk Management Association</u>	<u>A joint powers authority which provides broad coverage and risk management services to its members who are primarily local government agencies that provide water and wastewater services.</u>
<u>DOC</u>	<u>Dissolved Organic Carbon</u>	<u>A measurement of the amount of organic matter in water that can be passed through a filter</u>
<u>I&I</u>	<u>Infiltration and Inflow</u>	<u>Infiltration is groundwater entering sanitary sewers through defective pipe joints and broken pipes. Inflow is water entering sanitary sewers from inappropriate connections such as roof drains, cellar drains, and yard drains.</u>
<u>ICS</u>	<u>Incident Command System</u>	<u>A standardized approach to emergency control, command and response providing a common hierarchy that allows multiple agencies to work together</u>
<u>LAFCO</u>	<u>Local Area Formation Commission</u>	<u>Political subdivisions of the State of California and provide regional growth management services in overseeing the formation and development of local governmental agencies in all 58 counties</u>
<u>LIA</u>	<u>Large Integrated Audit</u>	<u>Service available to large PG&E customers with goal to reduce energy costs and consumption, and/or Greenhouse Gas [GHG] reduction.</u>
<u>MGD</u>	<u>Million Gallons per Day</u>	<u>Measurement unit used for calculating volume of wastewater treated at the plant.</u>
<u>MMWD</u>	<u>Marin Municipal Water District</u>	<u>Water agency for Marin County serving areas south of Ignacio.</u>

<u>ACRONYM</u>	<u>FULL NAME</u>	<u>DEFINITION</u>
<u>MOU</u>	<u>Memorandum of Understanding</u>	<u>An agreement between two or more parties outlined in a formal document.</u>
<u>MSS</u>	<u>Marin Sanitary Service</u>	<u>A company providing recycle, compost, and garbage services to areas in Marin county.</u>
<u>NBWRA</u>	<u>North Bay Water Reuse Authority</u>	<u>A coordinated regional group of water and sanitation agencies in Sonoma, Marin, and Napa Counties to offset portable water demand by promoting water reuse for agriculture, urban, and environmental uses.</u>
<u>NMWD</u>	<u>North Marin Water District</u>	<u>Water agency for Marin County serving areas north of Ignacio and some coastal communities.</u>
<u>NSD</u>	<u>Napa Sanitation District</u>	<u>An agency that provides wastewater treatment and disposal services.</u>
<u>O/M O&M</u>	<u>Operations and Maintenance</u>	<u>The functions, duties and labor associated with the daily operations and normal repairs, replacement of parts and structural components, and other activities needed to preserve an asset so that it continues to provide acceptable services and achieves its expected life.</u>
<u>OE3</u>	<u>Operating Engineers Local 3</u>	<u>The Union representing District employees.</u>
<u>R3</u>	<u>R3 Consulting Group</u>	<u>Company that assists municipal clients with identifying challenges, evaluating alternatives, and implementing cost-effective, environmentally-sound, and community-friendly solid waste solutions.</u>
<u>RFP</u>	<u>Request for Proposals</u>	<u>A public announcement requesting bids for contractors to provide a service or goods</u>
<u>RNG</u>	<u>Renewable Natural Gas</u>	<u>Biodegradable fuel created from natural materials such as food, manure, and plant/animal waste</u>
<u>SCADA</u>	<u>Supervisory Control and Data Acquisition Systems</u>	<u>A type of industrial control system. Industrial control systems are computer-controlled systems that monitor and control industrial processes that exist in the physical world</u>
<u>SOP</u>	<u>Standard Operating Procedures</u>	<u>A set of written guidelines or instructions for the completion of a routine task, designed to increase performance, improve efficiency, and ensure quality through systemic homogenization.</u>
<u>SSMP</u>	<u>Sewer System Management Plan</u>	<u>A report that documents a program to properly operate and maintain a sanitary sewer system.</u>
<u>SSPP</u>	<u>Site--Specific Protection Plan</u>	<u>A plan designed per worksite to educate and train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them.</u>

DRAFT



Agenda Summary Report

To: Mike Prinz, General Manager *MP*

From: Dale McDonald, Administrative Services Manager *DM*
 (415) 526-1519 dmcdonald@lqvsd.org

Meeting Date: June 3, 2021

Re: Employee Climate Report Request for Proposals

Item Type: Consent Action Information Other

Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

The Board should give staff direction regarding:

1. Proceed with continued climate survey or interim assessment with FutureSense; or
2. Issuance of competitive Request-For-Proposal (RFP) for follow-up employee climate study; or
3. Delay a follow-up employee climate report.

BACKGROUND

The Board retained FutureSense in 2017 to evaluate the organizational climate of the District and to understand working conditions experienced by District staff. FutureSense conducted an extensive survey of staff on a variety of topics in order to determine organizational themes and areas on which to focus in order to improve the culture of the District. An interim assessment was completed in 2018.

To support the progress of the District fostering a positive and collaborative culture, in October of 2019, the District engaged with FutureSense to continue the study, focusing on evolving organizational culture. The assessment of culture, communication, leadership dynamics and overall cultural perception was included in the report that was presented to the Board on January 9, 2020. An amended report was completed in January 2020. Recommendations based on the findings were discussed by the ad hoc Human Resources Subcommittee.

The Board previously indicated that an Employee Climate Report should be conducted on a regular basis, potentially every 12-24 months for the foreseeable future, in order to verify trends, determine organizational health norms, and make adjustments as needed. The COVID-19 impact may make near term results difficult to compare to previous results.

Staff recommends issuing a Request-for-Proposal (RFP) to conduct the next employee climate survey report; however, the Board may wish to defer action until background COVID-19 impacts have subsided. The questions the Board could consider are 1) whether there are benefits to conducting another full employee climate survey now and/or whether an interim assessment survey would be of value, 2) what firm should conduct the work, or 3) would it be prudent to delay the follow-up study.



PREVIOUS BOARD ACTION

On January 9, 2020, the Board created an ad hoc Subcommittee regarding FutureSense's 2019 work. By July 16, 2020, the Board dissolved this ad hoc committee after having considered its original purpose fulfilled.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Approximately \$24,500 based on the last study full study completed by FutureSense.

As an alternative to the full study, an interim electronic survey assessment without interviews is estimated to cost \$4,500.



Agenda Summary Report

To: Mike Prinz, General Manager *MDP*
From: Dale McDonald, Administrative Services Manager *DM*
 (415) 526-1519 dmcDonald@lgvSD.org
Meeting Date: June 3, 2021
Re: Consider amending the Miscellaneous Fee Schedule of the Las Gallinas Valley Sanitary District
Item Type: Consent _____ Action X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Board to adopt Resolution No. 2021-2216 amending the Miscellaneous Fee Schedule of the District.

BACKGROUND

The Ordinance Code of the District requires a periodic review and update of the Capital Facilities Charge (CFC) to maintain parity of the CFC in current dollar value. The adjustment, if any, is to be based on the Engineering News Record (ENR) of San Francisco City Index for the month of July of the prior year.

The ENR Index for San Francisco as of July 2019 is 12,354. The ENR Index for San Francisco as of July 2020 is 12,908. The CFC and the connection fee per additional plumbing fixture unit (PFU) needs to be adjusted in the same proportion as the change in the ENR Index which is +4.5%.

- CFC will be adjusted from \$6,380 to \$6,666.
- Connection Fee per additional PFU when the addition or alteration causes the existing structure to exceed twenty (20) PFUs will be adjusted from \$319 to \$333.

Staff has added application fees and pump service charge fee, previously adopted by Ordinance, to the Connection Fee section of the Miscellaneous Fee Schedule. The amended Miscellaneous Fee Schedule will be effective July 1, 2021 upon adoption of resolution.

PREVIOUS BOARD ACTION

Ordinance No. 183, adopted on July 2, 2020, revised Title 2, Chapter 1 to allow the CFC and PFU to be reviewed and adjusted annually.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Capacity Fee Revenue Increase: \$286 for CFCs and \$14 for PFUs.

RESOLUTION No. 2021-2216

**A RESOLUTION AMMENDING THE MISCELLANEOUS FEE SCHEDULE
OF THE
LAS GALLINAS VALLEY SANITARY DISTRICT**

WHEREAS, Title 2, Chapter 1 of the Ordinance Code of the Las Gallinas Valley Sanitary District regulates permits and fixing fees for the installation and connection of sanitary sewers; and

WHEREAS, Section 902 of Title 2, Chapter 1 allows for application of permit for an allocation of new sewer capacity, a fee of Five Hundred Dollars (\$500.00) shall be paid to the District; and

WHEREAS, Section 902 of Title 2, Chapter 1 allows for application of permit for additional sewer capacity a fee of Two Hundred Fifty Dollars (\$250.00) shall be paid to the District; and

WHEREAS, Section 907(A) of Title 2, Chapter 1 requires applicants desiring connection to the wastewater facilities of the District to pay a Capital Facilities Charge ("CFC") per Equivalent Sewer Unit ("E.S.U.") to the District prior to connection as shown in the Miscellaneous Fee Schedule; and

WHEREAS, Section 907(D)(5) of Title 2, Chapter 1 requires the CFC and additional plumbing fixture unit ("PFU") connection fees to be reviewed periodically to maintain parity of the CFC and PFU in current-dollar values, with adjustments, if necessary, based on the Engineering News Record ("ENR") San Francisco City Index for the Month of July of the prior year; and

WHEREAS, the ENR cost index for July 2020 shows a 4.5% increase over July 2019, resulting in the need to adjust the CFC from \$6,380 to \$6,666 per ESU and the need to adjust the PFU from \$319 to \$333; and

WHEREAS, the Miscellaneous Fee Schedule is required to be published annually by the District; and

WHEREAS, the Board of Directors finds that the proposed "Miscellaneous Fee Schedule" is reasonably related to the cost of providing the services rendered by District staff.

NOW, THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District herein approves the Miscellaneous Fee schedule, attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED that the effective date of the Miscellaneous Fee schedule is July 1, 2021.

* * * * *

I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a meeting thereof held on the 3rd day of June 2021, by the following vote of the members thereof:

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

Crystal J. Yezman, Board President
Las Gallinas Valley Sanitary District

Attest:

(seal)

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



LGVSD.org
101 Lucas Valley Road
San Rafael, CA 94903
(415) 472-1734

DRAFT

MISCELLANEOUS FEE SCHEDULE
(Effective 7/1/2021)

CONNECTON FEES:

Application Fee for New Sewer Capacity	\$ 500
Application Fee for Additional Sewer Capacity	\$ 250
Capital Facilities Charge (CFC)	\$6.666 per ESU
Additional Plumbing Fixture Units (PFU)	\$ 333 each
Pump Service Charge Fee	50% surcharge of CFC

Reference Ordinance 183 (Title 2, Chapter 1) Approved: 7/2/2020

Reference Resolution 2021-2216, Miscellaneous Fee Schedule: Approved _____

SEWER LATERAL INSPECTION FEES:

Standard Review (10 business day turnaround)	\$250
Expedited Review (5 business day turnaround)	\$500

*Reference Ordinance 180 (Title 2, Chapter 9): Approved: 11/21/2019
Fee effective: 12/6/2019*

Reference Resolution 2020-2183, Miscellaneous Fee Schedule: Approved 3/19/2020

METHOD OF PAYMENT:

Personal/Business check, cashier's check or money order. If the bank for any reason does not honor payment tendered, the full amount plus a ten percent penalty must be paid by a cashier's check to the District immediately.

Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Teri Lerch, Board Secretary *TL*
(415) 526-1510 terch@lgvsd.org
Meeting Date: June 3, 2021
Re: Board Norms Summary Document
Item Type: Consent _____ Action X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

Staff recommends that the Board review and approve the attached Board Norms. Staff further recommends that Board members and staff use the Board Norms Summary Document as a guide regarding procedural details, issues and public meeting practices.

BACKGROUND

The Board has regularly expressed interest in improving board meeting efficiency and shortening meeting durations, which are very likely to be realized through procedural enhancements that will flow from a discussion and memorialization of Board Norms.

PREVIOUS BOARD ACTION

On January 29, 2021, the Board and staff participated in a workshop to formally acknowledge Board Meeting expectations and procedures in the future. Topics discussed included:

- Purpose and Function of Board Meetings
- Board Meeting Process
 - Development and approval of Agendas
 - Board Member Responsibilities
 - Interaction with the Public
 - Meeting Protocols Using Robert's Rules of Order
- District Counsel Role
- General Manager Role
- Brown Act Compliance

Staff subsequently worked with the Board President to memorialize the January 29th workshop via the attached Board Norms Document.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

LGVSD Board Norms

1. Board members will review meeting packages in entirety prior to the Board Meeting.
2. Whenever possible, Board Members will seek answers to questions about agenda items prior to Board meetings by contacting either the Staff Report Author or the General Manager.
3. Board members are encouraged to greet the general public in attendance at any given meeting without acknowledging individual attendees.
4. The Board President will exercise responsibility for managing the pace of Board meetings and ensure discussions pertain only to the agenda item at hand.
5. Board members will hold comments and questions until the end of any given presentation, whether delivered by staff or consultants, in order to avoid disrupting the presentation.
6. The Board President will recognize and call on board members to speak.
7. Board Members are encouraged to present all of their questions/viewpoints when called upon before another member is subsequently called upon.
8. Items of interest that come up during discussion but that are not on the agenda may, upon formal request, be brought forward on a future agenda, and will not be discussed without being properly agendized.
9. Agenda items may be tabled or continued to a future meeting if meeting duration or need for additional information warrants doing so.
10. Board Member reports will be prepared in advance and delivered as efficiently as possible in order to avoid extending the duration of any given meeting.
11. The Board President may provide brief factual information in response to public comments, however dialogue with members of the public during the public comment period is to be avoided.

AGENDA ITEM 8

6/3/2021

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.

6/3/2021

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports

ELIAS

NBWRA , Ad Hoc Engineering Sub-Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Subcommittee, 2021 Operations Control Center Ad Hoc Committee, Other Reports

MURRAY

Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Subcommittee, 2021 Legal Services Ad Hoc Committee, Marin Special Districts Association, Other Reports – Offshore Wind Webinar

SCHRIEBMAN

Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force, NBWA Tech Advisory Committee, Other Reports

YEZMAN

Flood Zone 7, CSRMA, Ad Hoc Engineering Sub-Committee re: STPURWE, 2021 Legal Services Ad Hoc Committee, Other Reports

CERTIFICATE OF ATTENDANCE FOR CALIFORNIA MCLE

Top Portion of Form to be Completed By the MCLE Provider

Provider Name: Nossaman LLP
Provider Number: 1806
Title of Activity: Charting a Course for Offshore Wind Energy in California
Date(s) of Activity: May 06, 2021 - May 06, 2021
Time of Activity: 11:00 AM - 12:30 PM
Location of Activity (City/State): Webinar

This Activity Qualifies For: Participatory Self-Study

Total California MCLE Credit Hours for the above activity: 1.50, including the following subfield credits:

- Legal Ethics: 0.00
- Recognition and Elimination of Bias: 0.00
- Competence Issues: 0.00

Bottom Portion of Form to be Completed By the Attorney After Participation in the Above-Referenced Activity

By signing below, I certify that I participated in all, or some*, of the activity described above and am therefore entitled to the following MCLE credit hours:

Total California MCLE Credit Hours: 1.50, including the following subfield credits:

- Legal Ethics: 0.00
- Recognition and Elimination of Bias: 0.00
- Competence Issues: 0.00

(You may not claim credit for subfields unless the provider is granting credit in those areas above.)

Print Your Name (clearly): Craig Murray
Your California State Bar Number: _____
Signature: _____

*partial participation hours must be pro-rated

CA Lands Commission
CA Coastal Commission
Dept of Fish and Wildlife
Redwood Coast Energy Authority
Stakeholder Engagement

US: Now in USA only 42 MW Rhode Island, Norfolk VA; 16 Federal Leases currently 9GW theoretical capacity. Focus to now all on East Coast.

Biden Admin: Offshore Wind: key appointments. Target 30 GW by 2030 (enough to power 10M homes)



Offshore Wind: The Biden Administration

- Key appointments
 - BOEM Director: Amanda Lefton
 - Secretary of Commerce: Gina Raimondo
 - Secretary of Energy: Jennifer Granholm
- Key actions:
 - Target: 30 GW by 2030
 - Vineyard Wind EIS/ROD
 - NY Bight: lease auction in 2021/22
 - DEISs: South Fork, Ocean Wind, Revolution Wind
 - Site characterization

Want turbines at least 12 miles out to minimize view impact. Floating turbines . BOEM announced leases for CA. Tight to offer lease auction in CA this year. AB 525 Assemblymember Chu: CA Energy Commission req. to advance wind energy and in fed waters, state and interested tribes for streamlined permitting of facilities and transmission. Pilot projects at Vanderberg AFB in State Waters.

Offshore Wind: California



<https://www.boem.gov/renewable-energy/regulatory-framework-and-guidelines>

- Challenge: Depth
- Federal call areas identified
 - Central Coast/North Coast
 - Proposed Sale Notice in 2021/22?
 - <https://www.boem.gov/california>

- AB 525
- Proposals in State waters

Jennifer Luchesi: CA State Lands Commission (Lt Gov, State Controller and Director of Finance). 2 Offshore lease proposals. Vessels 300 gross tons and above manage for species effects.

California State Lands Commission Jurisdictional Map



SLC: California's Sovereign Lands



Wikimedia Commons



www.populationgrowth.org

The Commission's jurisdiction over sovereign lands is rooted in the **Public Trust Doctrine**. Tide and submerged lands and the beds of lakes, streams, and other navigable waterways are held in trust by the State of California for the benefit of the people of California.

- 4 million acres
- 120 rivers and sloughs
- 40 lakes
- Thousands of miles of non-coastal shorelines
- **1100 miles of coastline**
- **3 nautical miles offshore**

School Lands

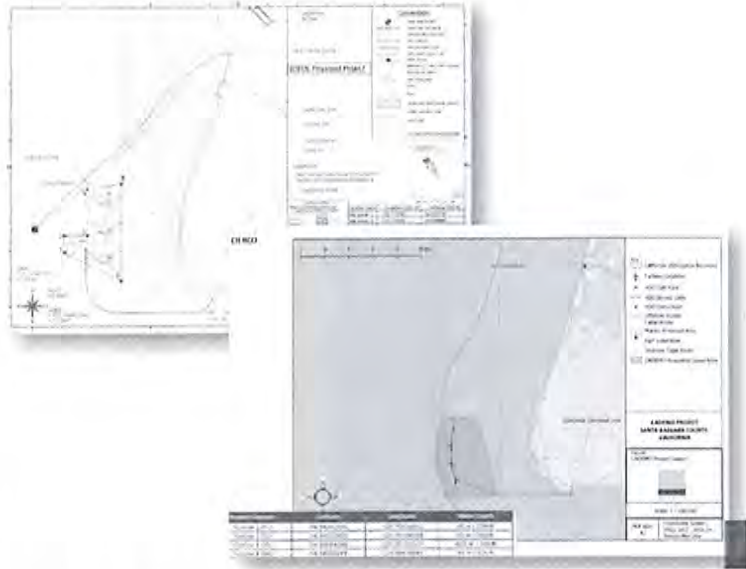


CA: Common Law Public Trust Lands, granted when CA became a State.

1853: Section 16 and 36 of each for school lands. 790k acres mineral rights, earlier CA sold most of school lands, \$7.3M to CA Sters teacher retirement system.

SLC: State Offshore Wind Applications

- **Two** offshore wind energy projects offshore Vandenberg Airforce Base (VAFB)
- Applications received Summer 2019
- Each project proposes up to **four floating wind turbines** moored to the seafloor
- Potential to generate a total of 40-60 MW of energy
- <https://www.slc.ca.gov/renewable-energy/offshore-wind-applications/>

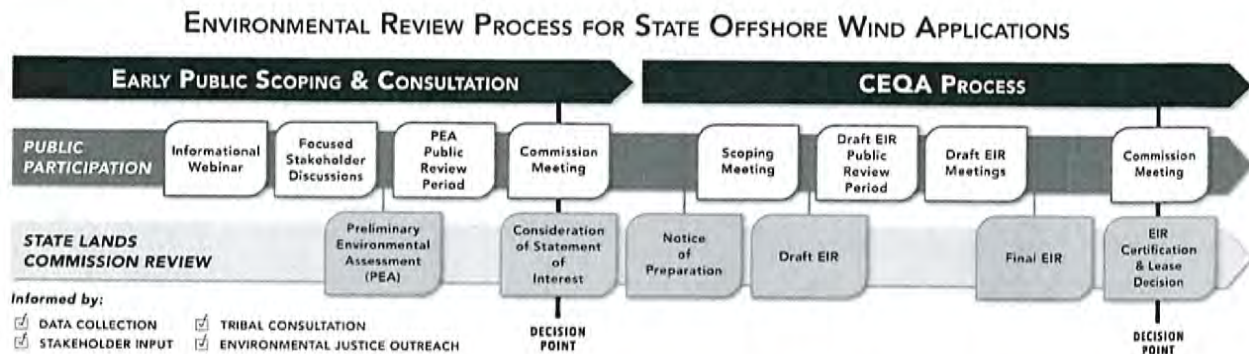


Two demonstration areas. Each up to 4 floating turbines (10-15MW each).

SLC: State Offshore Wind Applications

- **Staff Preliminary Review and Stakeholder Engagement Plan:**
 - Goals: **TRANSPARENCY + STAKEHOLDER FEEDBACK**
 - Need for **early public consultation & robust engagement**
 - Preliminary Environmental Assessment (PEA)
 - Pre-CEQA qualitative assessment – what are the issues people care about? What information and data do people have to share?
 - Initial identification of data sources to be used and environmental impacts to be evaluated in EIR process.
 - Provide additional information for Commission consideration whether and how to proceed to retaining consultant for full CEQA process.

SLC: State Offshore Wind Applications



Late May published for a 60 day comment period.



SLC: Role in BOEM-CA Intergovernmental Renewable Energy Task Force

- **Established in October 2016** to initiate coordinated planning efforts for CA Coast
- **Call Areas** focused in Humboldt and Central Coast, and are for **commercial facilities**
- Facilities in **federal waters**, but cables/conduits go through **State waters** to land for distribution
- BOEM lead for **NEPA** (lease for facility), CSLC lead for **CEQA** (lease for transmission infrastructure)
- Under CEQA, CSLC must evaluate **"whole of the action"** including aspects of development under other agencies' jurisdiction (e.g., Coastal Comm., CPUC, etc.)
 - **Interagency coordination** is important!



SLC role similar to BOEM role in Federal and Lead Agency in CEQA process. One Env. application for both projects. www.slc.ca.gov (fishing, coastal energy and recreation). Jennifer Lucchesi

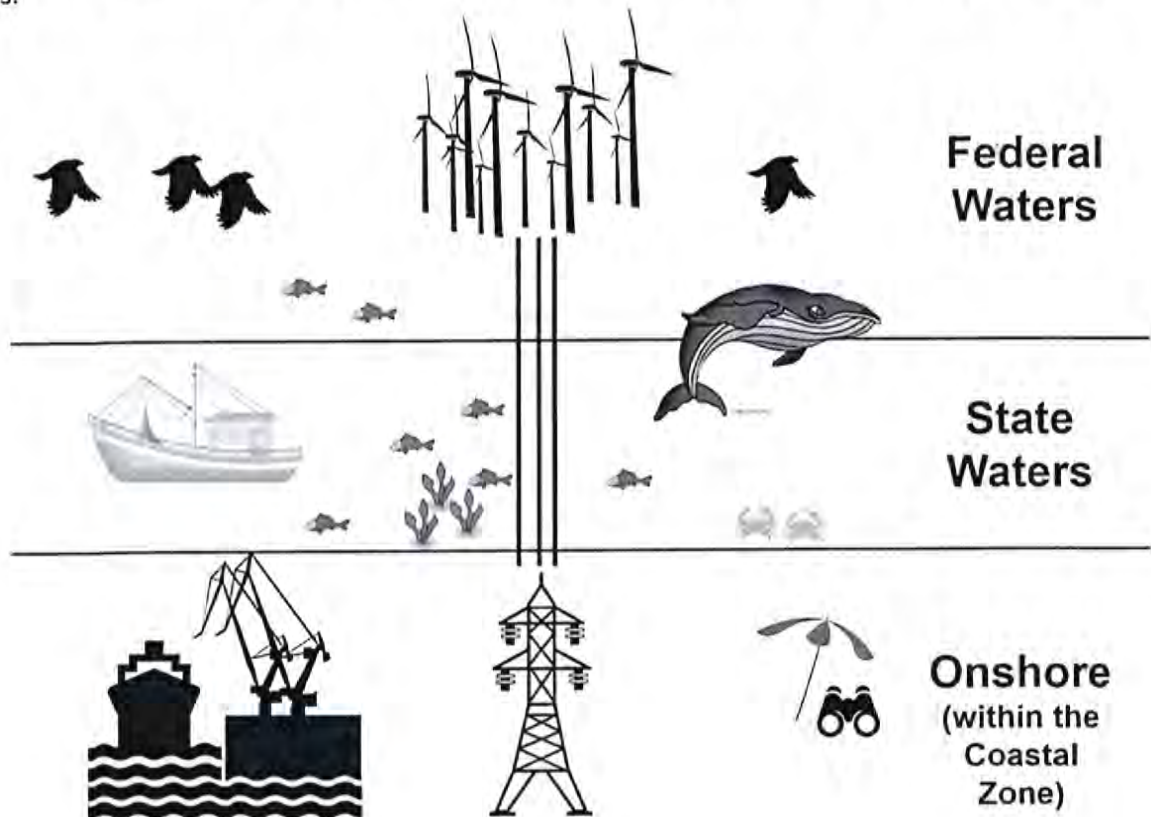
CA Coastal Commission Kate Huckelbridge. Offshore Renewable Energy

Wind Energy in CA Nossaman Panel Notes 5 6 21

The California Coastal Act

- Approved by the Legislature in 1976
- Chapter 3 policies are the enforceable policies against which projects are reviewed
- Key Coastal Act Issues applicable to offshore energy projects
 - Marine species and habitat, water quality
 - Public access and recreation
 - Tribal & Cultural Resources
 - Fishing – Commercial and Recreational
 - Navigation and Hazards
 - Coastal Public Views
 - Are there alternatives and mitigation measures to make the proposed project less environmentally damaging?

Marine Species, Habitat, fishing, navigation, protect coastal views and ID mitigation measures to make sure selected is least env. damaging. Possible projects require work in Ports. Fed, state and onshore waters.



CCC Authority: Federal Waters

- Federal Consistency Review
 - Coastal Zone Management Act = Federal + State Partnership
 - Gives state the ability to review federal projects or federally permitted projects
- **Effect, not location**, determines whether the Commission has authority
 - Consistency review is needed if the project generates spillover effects in the Coastal Zone
- Standard of Review: Chapter 3 policies of Coastal Act
 - For more information: <http://www.coastal.ca.gov/fedcd/fedcndx.html>

Impt. Federal consistency review is effect not location if it has review. Resources spill over in the Coastal Zone. ie fish in fed and state waters and spillover effect and therefore coastal commission review (Fed Consistency Review).

CCC Authority: Federal Waters

- BOEM is federal lead agency
- BOEM process – 4 phases
 1. Planning and Analysis
 - Intergovernmental Task Force
 - Call for Information and Nominations (issued 10/18/18)
 - ➔ • Area Identification
 2. Leasing
 3. Site Assessment
 4. Construction and Operation
- Two opportunities for **Federal Consistency** Review
 - Leasing
 - Construction and Operations Plan

Two of 4 phases (1. Prior to leasing; 2. Prior to construction and operations plan) . marine surveys, construction of Met. Towers.

Consistency Determination prior to leasing

- Scope
 - Activities in federal waters once a lease is granted prior to approval of a specific project (i.e., marine surveys and other data collection activities)
 - Siting-level analysis of effects on coastal resources
 - Synthesize existing information and analysis
 - Collaboration and coordination with other resource agencies
- Format: public hearing in front of the Coastal Commission
- Timing

Coastal Commission Waiting on BOEM when to start NEPA process CDP, Chapter 3 of the Coastal Act.

CCC Authority: Onshore & Ports

- Dependent on Location
- If a local gov't has a Certified Local Coastal Program (LCP): 2 options
 1. Local gov't issues CDP for onshore components
 - CDP appealable to the CCC
 - Standard of Review: LCP policies
 2. Applicant and local gov't agree to a consolidated permit
 - CCC does joint CDP for project components in state waters and onshore
 - Standard of Review: Chapter 3 policies of CA with LCP policies as guidance
- Within Ports, the Commission regulates development through CDPs or Port Master Plans

Christopher Potter, CA Dept Fish and Wildlife CDFW Role in Offshore Platform Decommissioning. State now does not have an official position on offshore wind.



Department Mission Statement

- The Mission of the Department of Fish and Wildlife is to manage California's diverse fish, wildlife, and plant resources, and the habitats upon which they depend, for their ecological values and for their use and enjoyment by the public.

Dept is Trustee Agency to CEQA, CDFW Role and Responsibility: (responsible Agency must actively participates in the CEQA process; responsible agency must rely on role of lead agency; prepares findings; issues incidental take permit (decide whether to issue a "IDP"). Suction, explosions.. impact on fish. Marine Life Management Act (MLMA); CA Endangered Species Act (CESA) – at risk of extinction, endangered, threatened or candidate species; Fisheries Management for both state and federal fishers.

Development Side. Matthew Marshall, North Coast, Redwood Energy, Blue Lake, Map show dark blue best for wind

Humboldt County, CA

- Rural – pop. 135,000
- World-class offshore wind resource



RCEA and Our Goals

- Local government joint powers agency
- Community Choice Aggregator for the county
- Goal to support energy-related local economic development
- **Electricity supply target: maximize the use of local renewable energy**

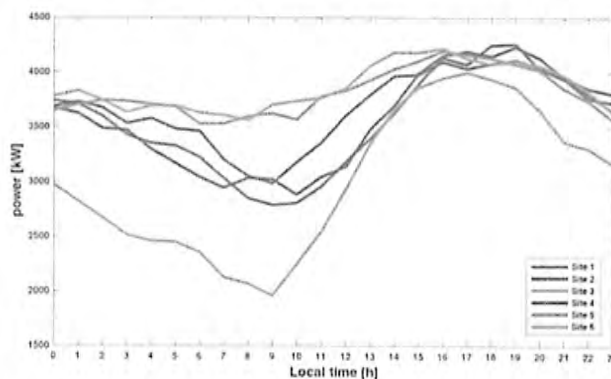


CCA: buy and provide electricity to customers in county, digital renderings of offshore wind on Humboldt bay large deep water port underutilized. Tremendous amount of idle land. Low income, fairly disadv. Community. Max. local renewable energy.



Offshore wind is an essential part of the clean energy mix to realize California's carbon-free future

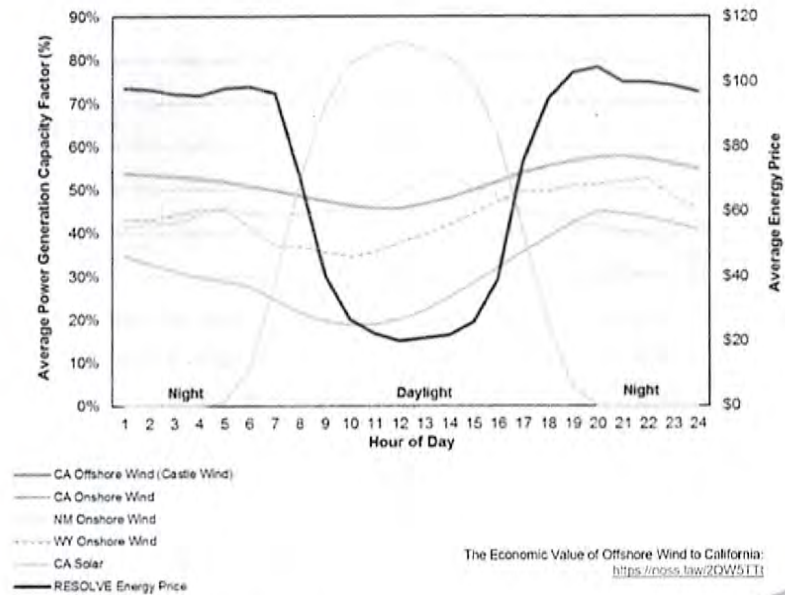
- High Capacity-factor wind can serve California's peak, improving air quality and reducing GHG emissions
- All sites show a tendency to peak between 5 p.m. and 7 p.m.



Fed. Study look at wind from OR to so cal. Capacity for wind is very high. Green line morro bay and orange and light blue is north coast potential. Peak is eveing hours want to see.



Offshore Wind in the Clean Energy Mix



Even worst of offshore wind exceeds onshore wind sources.

Community-Driven Development

- RFQ for development partners
- Public-private partnership project
- Upfront stakeholder engagement
- 2018 BOEM unsolicited lease request based on community input (and with community support)



2017/18 issued request for resource partners realized didn't have resources to pull off this development and give community seat at table early and often. 5 intl. offshore developers from Europe. Before BOEM had call area in the northwest. Stakeholders: local gov, tribes, commercial fishing, env. ngos, labor, energy industry, econ, development and the general community for the unsolicited lease

Redwood Coast Offshore Wind

- 120-150 MW project
- ~25 miles from Eureka
- Consortium between RCEA, Ocean Winds, Aker Offshore Wind, and Principle Power
- Unsolicited lease request absorbed into BOEM's Humboldt Call Area



AKER
OFFSHORE
WIND

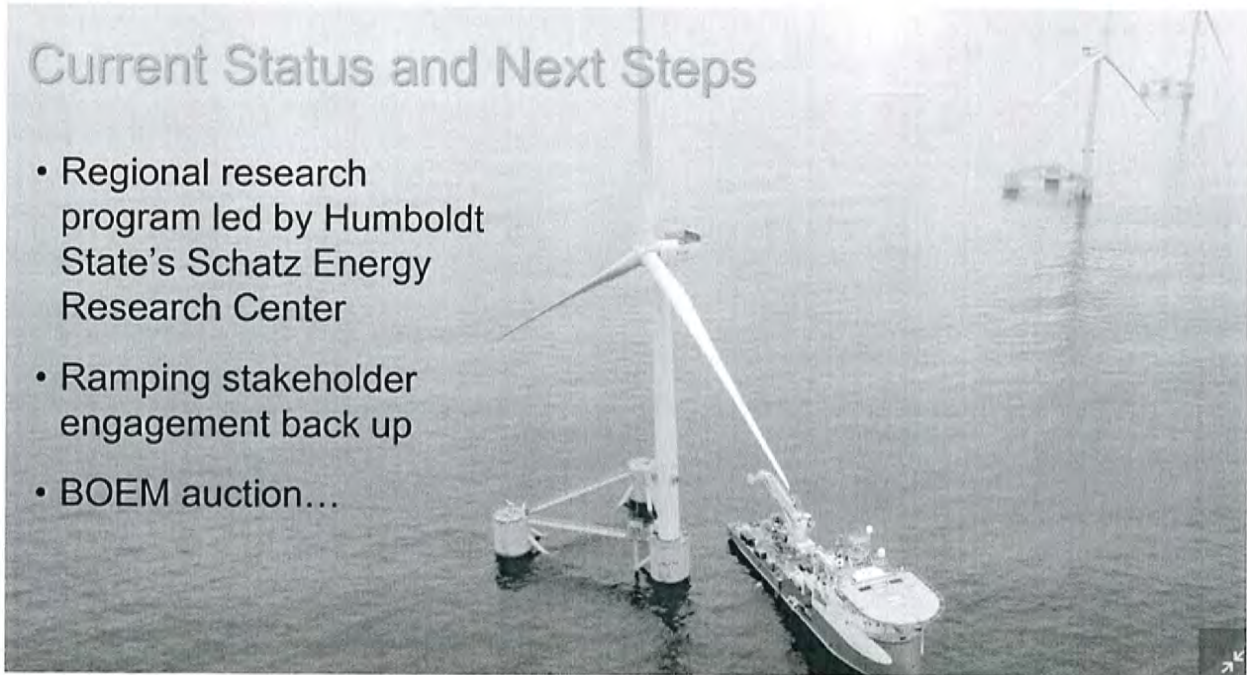


request.

Green : 25 miles off coast, absorbed into BOEM. Holding pattern since 2018, looking to BOEM next 12 months.

Current Status and Next Steps

- Regional research program led by Humboldt State's Schatz Energy Research Center
- Ramping stakeholder engagement back up
- BOEM auction...



Bonnie Neely, Nossaman, former Humboldt Co. Supervisor.

Local Government and Community Support

- The process must be open and transparent
- Decision makers must look at benefits to the community as well as concerns
- Project Benefits could include:
 1. Supporting clean energy projects/addressing climate change
 2. Upgrading infrastructure
 3. Creation of local jobs and a sustainable economy
 4. Minimal visual impacts
 5. Reduce reliance on imports and natural gas

Project Concerns Could Include:

1. Environmental Impacts – offshore and onshore
2. Impacts to Coastal communities
3. Impacts to fishing fleet: cable concerns, crowding, vessel traffic/safety concerns
4. Impacts to Tribal Communities – religious, cultural, view sheds and impacts to tribal resources
5. Impacts to marine mammals
6. Impacts to birds

California Coastal Commission Process:

- Work closely with the Coastal staff from the very beginning of the local government process; joint meetings with both agencies is the best approach
- Insure your project will meet the standard of review under the Coastal Act
- Identify challenges in the Local Coastal Plan and the Coastal Act
 - Agree with Coastal staff re what they are and how you are going to resolve them

Local govt. pass resolution allowing Coastal Commission be lead agency.

Stakeholder Engagement

- Identify stakeholders early in the process – identify what makes them happy, what makes them nervous
- Explore a “Community Benefit Agreement” to mitigate for impacts
- Hold roundtable discussions with Labor Unions
- Meet with local environmental group leaders
- Engage fishing fleet representatives and organizations
- Engage tribes



CBA: Set up fund to pay community and apply for funds such as schools, community groups. Funding recipients: Ice plants on waterfront to help fishers, building coastal trail to Canada, convert 1 dairy to organic, others follow. Eg Bonnie worked with SCE on San Onofre decommissioning and had a public panel w/public servants, elected, unions, school board members 14-18 people. Provided great updates from well informed leaders to provide info as educators.

Key Takeaways

- Need to address energy from a global perspective, “think globally, act locally”
- Design projects that comply with environmental laws
- Encourage local participation from all communities and stakeholder groups

Questions?



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Q/A:

Community Hearings. How siting hearings align with BOEM on lease areas. Kate: coastal commission format of hearings diff. than boem. Interaction allowed directly with commissioners. Jennifer: SLC is in middle of BOEM and Coastal commission, SLC lead agency and go thru and all decisions made in proper notice and public allowed to also addresses commissioners directly. New effort for west coast and should SLC be lead for federal process. Valuable for info sharing and understanding issues with local, tribal govts.

How decide who jurisdiction? Line to fed and state waters is 3 miles. 2014 Fed. Supreme Court decided and now fixed. Direct or grant (such as local govt recv. grant) to area. Look at f&w, state energy commission and decide who is best suited. Potter: DFW involved esp. with a Port development.

Public review. All through mtgs. How do agencies take to make a decision. SLC: new public engagement process bec. Of 2 applications in state waters esp. off of Vandenberg AFB. Do this before developing a CEQA doc. , virtual workshop based on info from applications and also public speak at commission meetings. About 300 + verbal, written comments on applications. Kate: Coastal Commission: written or public testimony during hearing. Contemplating do workshop with Commission before federal consistency determination comes in , maybe later this year and hear from the public. Comments cataloged and back to commissioners. ? Incidental Take: Chris: Fish and Game Commission is the public venue that is attached to the Dept. Jennifer: Timing is impt., if whether can do joint document and details of joint analysis. BOEM and SLC and BOEM and Coastal Commission on Federal Consistency Review. 1. BOEM provides consistency review in with CA Coastal Act; 2. Project Specific is called Consistency Certification and provided by project applicant and own review under the CA Coastal Act. Jennifer: SLC establishes a joint review panel with fed, locals to help streamline the review and enhances collaboration and have productive conversations.

Who has final decision on offshore wind project? Kate: there is an order of approval to be developed and there is not a single entity. Pretty comfortable with and familiar with series of approvals of agencies. Matthew: approval but also have to have the investment. How does CA wind fit in the energy market. We don't do State carve outs we want this much amount of power from solar and this much power from wind. 100-150MW by Matthew is of transmission constraints in Humboldt. How to improve transmission in state waters, in/out of coastal zone. Matthew : we scaled and feel appropriate and never to have offshore turbine to have 100s of them. Lets start with 10 turbines to review impacts to fisheries and others. V going across the Rubicon and say gosh didn't see these impacts. Think mechanisms at state level KISO grid level finance through that structure but hard for one developer but examples with solar and so much potential and need more than one developer. Not where solar was and probably take more to get to that level of investment. Kate: Transmission huge component, Humboldt State started to look at, lot more research to do and alternatives to move that power out of the north coast.

What is being done to address unknown of env. impacts? Kate: Clear so much research to be done. Species, transmission but also clear not know all answers before start to construct projects and also critical once in water to monitor and look at impacts. North coast smaller scale and see what impacts weren't considering. Chris: Bureau of Ocean Energy Mgt. have studies on but not perfectly align with BOEM leasing process. Matthew: what we feel is appropriate scale, all models wrong but some are useful.

###



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: _____ Name: _____

I would like to attend the _____ Meeting
of _____

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

Location of meeting: _____

Actual meeting date(s): _____

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

Purpose of Meeting: _____

Other meeting attendees: _____

Meeting relevance to District: _____

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Date submitted to Board Secretary: _____

Board approval obtained on Date: _____

Board packets are uploaded 7 days before the Board Meeting. Please submit your request to the Board Secretary, no later than 2:00 p.m. on the second or fourth Tuesday of the month.

6/3/2021

BOARD AGENDA ITEM REQUESTS

Agenda Item 10B

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

Teresa Lerch

From: Mark Millan <millan@datainstincts.com>
Sent: Wednesday, May 19, 2021 1:31 PM
To: Undisclosed Recipients
Subject: The Future of Water Is Recycled Sewage, And We'll All Be Drinking It - Bloomberg 5/19/21

The Future of Water Is Recycled Sewage, And We'll All Be Drinking It

Faced with another historic dry spell, California has overcome its squeamishness about "toilet-to-tap." So should we all. Amanda Little, Bloomberg 5/19/21

More than a few dystopian fantasies depict a future in which humanity's water supply derives from recycled human waste. As Frank Herbert imagined it in his 1965 novel "Dune" — now a much-anticipated fall 2021 blockbuster — the humans inhabiting a dessicated, rainless planet must wear "stillsuits" — a rubbery second skin that captures sweat, urine and feces and recycles them into drinking water.

Today, elements of this vision are becoming a reality. While no climate models predict a future without rain on Earth, all show severe disturbances in hydrology: increasingly excessive rain and flooding in some regions, and intensifying drought in others. California has now become a leading example of the latter. Suffering through a prolonged dry period, utilities are increasingly relying on sewage to generate the state's water needs.

Known in industry parlance as "recycled wastewater" and in lay terms as "toilet to tap," this water source understandably triggers a gag reflex in some consumers — but it shouldn't. Recycled wastewater is quickly becoming the single most important element of a drought-proof water supply in the climate-change era, and it happens to be as pure and delicious as anything you might buy bottled from the Swiss Alps.

In fact, some southern Californians already have been drinking recycled wastewater for years, thanks to a pilot project in Orange County. And the \$5.1 billion drought-response package Governor Gavin Newsom announced last week focuses heavily on making this sustainable source more widely available. But this shouldn't remain just another California experiment. The federal government should prioritize infrastructure spending on wastewater recycling facilities, as should the growing number of water-insecure states nationwide, including Texas, which now is also experiencing severe drought, and Florida.

There's no state in our union that faces more economic peril from an unstable water supply than California — and the repercussions will affect all of us. Roughly 80% of the water developed for agricultural and urban use flows to California farms, which in turn grow more than half of all the fruits, nuts and vegetables produced in the U.S. The dairy cows that graze in California pastures produce 20% of the national milk supply. In 2014, during the last severe drought, the state racked up more than \$2 billion in agricultural losses alone.

California farmers have long faced water insecurity — John Steinbeck wrote in his 1952 novel *East of Eden* that dry years were inevitable in central California and "put a terror on the valley" — but the stresses are now increasingly severe. In the next thirty years, the severity of widespread summer drought is projected to almost triple. Southern California depends entirely on Northern California and the increasingly strained Colorado River to hydrate its lands and 24 million inhabitants. There's no question that the region needs new water sources to remain habitable.

One option that's been explored is desalination, a filtration method that strips salt from ocean water. In 2015 a \$1.5 billion desalination plant was built in Carlsbad, California, that now supplies 10% of San Diego's water. Since then, many more desalination plants have been sited on the southern and central Californian coast. Yet recycling wastewater is

much cheaper: desalinated water costs about \$3,000 per acre-foot, while recycled wastewater costs \$1,800 per acre-foot.

Both types of water are treated mechanically, pumped through a multi-step filtration process that culminates with reverse-osmosis membranes that pull out impurities — including not just visible particles, but viruses, pathogens, hormone-disrupting chemicals and salt. The most difficult impurity to remove is, in fact, salt (which isn't suspended in water, but dissolved). Sewage is easier and cheaper to filter than ocean brine simply because it has far lower salinity and therefore requires less energy to pump through the membranes. It's also more universally available; not every farm or city is located next to an ocean, but everybody has sewage.

In 2008, Orange County Water District opened a \$490 million toilet-to-tap facility (which they prefer to call showers-to-flowers) next to the county's sewage plant and began to shift the paradigm. It pumped 70 million gallons of recycled sewage water into the underground reservoirs that supply Orange County's taps. The plant has been so successful that production was expanded to 100 million gallons a day in 2018, making it the world's largest recycled wastewater plant; another expansion to 130 gallons a day was recently announced . Orange County is soon to be outdone by Los Angeles County, which has proposed a 150-gallon a day facility that could come online as soon as 2023.

Singapore and Israel, among other countries with limited freshwater resources, have been recycling their wastewater for decades while the U.S. resisted. Twenty years ago, Los Angeles County spent millions on a recycled wastewater plant only to shut it down within weeks of its opening after an outcry from residents who objected to the idea of drinking their own sewage. Similar objections have scuttled efforts to build recycled wastewater plants in San Diego.

I get it: Even amid the desperation of drought, consuming your own waste is nobody's first choice. Paul Rozin, a social psychologist at the University of Pennsylvania who's researched consumer response to toilet-to-tap programs told me that "accepting recycled wastewater is kind of like being asked to wear Hitler's sweater. No matter how many times you clean the sweater, you just can't take the Hitler out of it."

Here's what's changed: The realities of climate change, and even Herbert's dystopia, are increasingly upon us. The technology has gotten better, too, producing an excellent product. I've drunk the water flowing out of both of the Carlsbad and Orange County plants, water that hours earlier had been ocean brine and sewage. Both tasted crystal clean without a trace of their origins. No water expert I've interviewed questions that the single biggest source of new water supply going forward will be recycled wastewater. Our state and federal lawmakers are now obligated to prepare and adapt our infrastructure to this new reality.

Link: <https://www.bloomberg.com/opinion/articles/2021-05-19/toilet-waste-to-tap-water-welcome-to-the-future-of-recycled-sewage>

News Update



You received this email because your address has been entered into a distribution list of individuals who are interested in updates regarding recycled water

Water hookup ban possible

MARIN MUNICIPAL

Temporary halt to fight drought could jolt future housing plans

By Will Houston

whouston@marinij.com

The Marin Municipal Water District might temporarily ban new service hookups for the first time in nearly three decades in response to historic drought conditions.

Such a ban could impact future development in the much of the county, potentially for several years, and at a time when the state is pressing for steppedup housing production.

The district board signaled its support for the move this week, but also wants to give developers the option of paying a fee to fund local water conservation projects and programs.

“It’s going to have real-world effects,” director Larry Bragman said of the possible ban at the board meeting on Tuesday. “It’s going to inconvenience people.



Old tree stumps and logs are at the edge of Nicasio Reservoir. A suspension of water service hookups is being considered.

ALAN DEP — MARIN INDEPENDENT JOURNAL

It’s going to ripple out into our economy. I know none of us are taking it less than very seriously but it’s a serious decision.”

The proposal is expected to go before the board for consideration at its meeting on June 1. Ben Horenstein, the district’s general manager, said he plans to contact local planning departments in the coming days to gain feedback, especially on a ban’s potential impact on projects working their way through the permitting process.

The water district, which serves about 191,000 customers in central and southern Marin, received only 20 inches of rain fell this past winter, the secondlowest on record and less than half of normal rainfall. The lowest rainfall occurred in 1924, when only 18 inches fell.

The last 16 months have been the driest ever in the district’s 143 years of rainfall records. Local reservoirs

4

don’t meet their housing targets, known formally as regional housing needs allocation, according to Lai. Local governments that don’t meet their housing targets can also be punished by receiving less state funding.

Lai hopes the state will consider the impacts of the drought before it approves the new targets later this year.

“I think given the extended drought that we’re in and the uncertainty in the future of whether there is the ability to serve new homes, I’m hoping the Legislature takes note of this and may consider special legislation that would give cities and counties a bit more breathing space or grace period, if you will,” Lai said.

Some near-term projects that might come before the district include the 28-residence Talus Preserve project near San Rafael, the 45-residence Merrydale Townhomes project in San Rafael and the 67 seniors’



are below half full.

(2)

The district has imposed mandatory water use restrictions, such as limiting outdoor sprinkler use to two days per week, to prevent supplies from drying out. Water officials hope to have at least 30,000 acrefeet of water in the district's seven reservoirs by Dec. 1, which equates to about a year's worth of supply under normal use.

The district has enacted a service connection ban twice before during major droughts. The first ban lasted from April 1973 to November 1978 and the second lasted from February 1989 to March 1993. Both were met with legal challenges but were ultimately upheld by the courts.

There are many questions to be answered on the potential escalation in the county's drought response. The district must define what the ban would apply to, whether new meter connections or new water mains. Also undecided is what projects would be exempted from the ban, such as pipeline extensions and fire hydrants, and when the ban would take effect.

One potential model is the service connection ban in Novato approved by the North Marin Water District last month. The district, which serves about 61,000 people in Novato, will ban new and enlarged service connections after July 1.

The prohibition includes exemptions for projects in which the applicants agree not to use or install potable water-irrigated landscaping until after the ban is lifted; connections approved by the district before July 1; connections of fire hydrants; and connections of property previously supplied with well water that ran dry.

The smaller Bolinas Community Public Utilities District, which serves about 1,600 people, has had a moratorium on new connections in place since 1977 because of longstanding water shortages.

The board aims to take a hybrid approach by allowing developers to bypass the ban by paying a conservation fee. However, this fee could take months to put into effect, staff said, as it will require a potential nine- to 12-month study to determine what projects the fee would fund, what the fee amount would be and how it will be implemented.

Another question is how long a service hookup ban could impact future housing projects and the ability for the county to meet state-mandated targets on new

(5)

residences linked to the BioMarin development in San Rafael, according to Michael Ban, district engineering director.

Some ratepayers criticized the district staff for not including other large projects, such as the proposed 1,356 apartments at Northgate mall in Terra Linda. Another speaker called for banning connections to in-law units, also known as accessory dwelling units.

"We are aware of some of the other projects that are out there but there are significant approvals that need to happen by planning agencies before they ever come to us," Ban said at the meeting.

As to how long such a connection ban could last, past case law gives the district discretion in determining what is essential water use and what curtailments are necessary during water shortage emergencies, said MMWD counsel Molly MacLean.

"I don't know of any specific statute or case that says how long a moratorium on new connections must last or may last," MacLean said. "I think it really falls to the determination under the water code as to when the water supply is refurbished."

However, the district is not allowed to sit by until the next significant rainfall and must make efforts to augment its water supply during the shortage, MacLean said. Again, the district has discretion over what those efforts are, she said.

When the water shortage ends will be a "judgment call" by the district, but is a decision driven by when water supplies are restored based on either new sources or more rainfall, MacLean said.

Michael Kiparsky, director of the Wheeler Water Institute at the University of California at Berkeley, said while restricting new service connections reduces water demand in urban areas, there is a question of how much water would be saved as compared to other methods to reduce water consumption.

More innovative solutions to address water supply will also need to be considered by California water districts in the coming years, including ramping up wastewater recycling, stormwater capture and groundwater storage, among others, he said. Some of these methods are set to be studied as part of an upcoming review by regional water agencies.

"Droughts are only going to become more frequent and more severe given climate change," Kiparsky said.



(3)

developments. Marin might soon be required to produce close to 15,000 new residences between 2023-2031 under the direction of the Association of Bay Area Governments.

Tom Lai, director of the Marin County Community Development Agency, said the duration of a water connection ban could determine whether the county would continue issuing new building permits.

The county and many planning agencies don't issue building permits for new construction until developers acquire permission from water suppliers that the project will be served, Lai said. While there is flexibility in this, such as allowing some construction to proceed, Lai said there is the potential that a multiyear drought could lead to housing and buildings sitting unoccupied for years if a water hookup ban is put into effect.

"We may want to hold the line early on because we don't want those impacts to the neighborhoods to occur," Lai said.

New state housing laws and upcoming targets for new developments also complicate the issue. Legislation such as Senate Bill 35 can allow certain housing developments to proceed without discretionary review if communities

(6)

"And so pretty much every water district in California is or should be scrambling to try and think about how to manage their urban water cycle, not just supplies, so as to be able to maximize how water is managed and available not only for human uses but also for environmental benefits.

"Doing this is going to require innovation and probably some risk-taking," Kiparsky said.



A hiker stops to look over a pipe exposed in a drought-stricken section of Alpine Lake in Fairfax. A suspension of water service hookups is being considered.

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