



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

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

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

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

BOARD MEETING AGENDA

September 21, 2023

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

Estimated Time

CLOSED SESSION:

- 4:30 PM** **A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to Government Code Section 54957.

OPEN SESSION:

- 5:00 PM** **1. PUBLIC COMMENT**
This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.
- 5:05 PM** **2. CONSENT CALENDAR**
These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
- A. Approve the Board Minutes for September 7, 2023
 - B. Approve the Warrant List for September 21, 2023
 - C. Approve Board Compensation for August 2023
 - D. Approve Clark request to attend the WateReuse California Conference November 5-8 in Indian Wells, CA
 - E. Approve Yezman request to attend the WateReuse California Conference November 5-8 in Indian Wells, CA

- F. Approve Yezman request to attend the State Water Resources Control Board Public Hearing on Proposed DPR Regulations September 7, 2023
- G. Approve Yezman request to attend the River Otter Ecology Project Soil the Bay meeting on October 28, 2023
- H. Approve Annual Reimbursement Report for Board Members and Staff
- I. Approve Request by Board member, Craig Murray, to remotely attend the Regular Meeting of the Board scheduled for October 19, 2023, due to "Just Cause" pursuant to Gov. Code Sec 54953 (f)(2)(A) (i).

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

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

5:15 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. General Manager's Report – verbal
- 2. Administration Department Report – written
- 3. Quarterly Treasurer's & Financial Reports as of June 30, 2023 – written
- 4. Annual Review of Investment Policy F-70 – written

6:00 PM

4. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee, 2023 Operations Control Center Ad Hoc Committee, Other Reports

2. FORD

- a. NBWRA, 2023 Operations Control Center Ad Hoc Committee, 2023 McInnis Marsh Ad Hoc Committee, 2023 Fleet Management Ad Hoc Committee, 2023 GM Evaluation Ad Hoc Committee, 2023 SF Bay Trail Ad Hoc Committee, Other Reports

3. MURRAY

- a. Marin LAFCO, 2023 Biosolids Ad Hoc Committee, CASA Energy Committee, 2023 Development Ad Hoc Committee, 2023 SF Bay Trail Ad Hoc Committee, Other Reports

4. ROBARDS

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

5. YEZMAN

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

- 6:15 PM **5. BOARD REQUESTS:**
 - A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal

- 6:20 PM **6. VARIOUS INDUSTRY RELATED ARTICLES**

- 6:25 PM **7. ADJOURNMENT**

FUTURE BOARD MEETINGS OCTOBER 5 AND OCTOBER 19, 2023

AGENDA APPROVED:	Megan Clark, President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, Board Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before September 18, 2023 4:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held on September 21, 2023, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: September 18, 2023



 Teresa L. Lerch
 Board Secretary

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

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

AGENDA ITEM A

9/21/2023

CLOSED SESSION

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

AGENDA ITEM 1

9/21/2023

PUBLIC COMMENT

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

MEETING MINUTES OF SEPTEMBER 7, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON SEPTEMBER 7, 2023 AT 4:30 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Gary Robards and Crystal Yezman.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer.

OTHERS PRESENT: Patrick Richardson, District Counsel;

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

PUBLIC COMMENT: None.

CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON SEPTEMBER 7, 2023, AT 4:31 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:31 pm.

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

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on September 7 at 5:02 pm.

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Gary Robards, Crystal Yezman.

STAFF PRESENT: Curtis Paxton, General Manager, Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Greg Pease, Collections/Safety/Maintenance Manager; Mel Liebmann, Plant Manager

OTHERS PRESENT: Patrick Richardson, District Counsel; Laurette Rogers, Point Blue Conservation Science (STRAW project)

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Clark reported that the Board approved and authorized staff to send a Notice of Rejection of Claim letter by the District in regard to a claim made by Claimant: Cari McCormick; Reference – Civil Rights Department (CRD) No. 202306-20925508.

1. CONSENT CALENDAR:

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

- A. Approve the Board Minutes for August 17, 2023
- B. Approve the Warrant List for September 7, 2023
- C. Approve Award of Contract for Primary Clarifier #1 Rehabilitation Project
- D. Approve Award of Contract for On-Call Contract for Construction Projects (2023-2025)
- E. Approve Application of Allocation of Capacity for APN 179-041-27 350 Merrydale Road
- F. Approve Resolution 2023-2317 Project Approval and Notice of Exemption Solar Photovoltaic System Upgrades

Items D,E and F were pulled for discussion.

ACTION:

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

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

2. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported.
- 2. Collections Department Report – Pease reported.
- 3. Operations Department Report – Liebmann reported.
- 4. Engineering Department Report – Cortez reported.
- 5. Report on Point Blue Conservation Science's STRAW Program 2022-2023 – McDonald reported. Laurette Rogers from Point Blue Conservation Science answered questions from the Board.

These two Information Items – Administration Department Report and Quarterly Treasurer's & Financial Reports were postponed until the next Board meeting.

3. REQUEST FOR DONATION FROM POINT BLUE CONSERVATION SCIENCE FOR THE STUDENTS AND TEACHERS RESTORING A WATERSHED (STRAW) PROGRAM

Laurette Rogers from Point Blue Conservation Science gave a presentation and requested a donation of up to \$9,000 to educate students and perform habitat restoration to the Miller Creek watershed as part of their Students and Teachers Restoring a Watershed (STRAW) program. Discussion ensued.

ACTION:

Board approved (M/S Murray/Ford (5-0-0-0) a donation of \$9,000. to Point Blue Conservation Science to educate students and perform habitat restoration to the Miller Creek watershed as part of their Students and Teachers Restoring a Watershed (STRAW) program.

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

ABSTAIN: None.

4. MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE LAS GALLINAS VALLEY SANITARY DISTRICT (LGVSD) AND THE OPERATING ENGINEERS LOCAL THREE (OE3)

Board reviewed the Memorandum of Understanding between Las Gallinas Valley Sanitary District and the Operating Engineers Local Three (OE3). Discussion ensued.

ACTION:

Board approved (M/S Ford/Murray (5-0-0-0) the Memorandum of Understanding (MOU) between the Las Gallinas Valley Sanitary District (LGVSD) and the Operating Engineers Local Three (OE3) with slight modifications suggested by the Board.

AYES: Clark, Ford, Murray, Roberts and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

5. EMPLOYMENT AGREEMENTS FOR MANAGEMENT AND UNREPRESENTED EMPLOYEE

Board reviewed the Employment Agreements for the Administrative Services Manager, Collections/Safety/Maintenance Manager, District Engineer, Plant Manager and Administrative/Financial Technician. Discussion ensued.

ACTION:

Board approved (M/S Yezman/Robards (5-0-0-0) the Employment Agreements for the Administrative Services Manager, Collections/Safety/Maintenance Manager, District Engineer, Plant Manager and Administrative/Financial Technician.

AYES: Clark, Ford, Murray, Roberts and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. RESOLUTION 2023-2316 ADOPTING THE SALARY PAY SCALES EFFECTIVE JULY 1, 2023

Board reviewed Resolution 2023-2416 Adopting the Salary Pay Scales effective July 1, 2023.

ACTION:

Board approved (M/S Ford/Robards 5-0-0-0) Resolution 2023-2316 Adopting the Salary Pay Scales effective July 1, 2023.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. LAS GALLINAS VALLEY SANITARY DISTRICT RESPONSE TO THE GRAND JURY REPORT

Board and staff reviewed the Las Gallinas Valley Sanitary District's response to the Marin County Civil Grand Jury report "Build More ADU's – An RX to Increase Marin's Housing Supply".

ACTION:

Board approved (M/S Murray/Robards (5-0-0-0) District staff to proceed with the LGVSD response to the Marin County Civil Grand Jury report.

AYES: Clark, Ford, Murray, Roberts and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

8. BOARD REPORTS

1. CLARK
 - a. NBWA Board Committee – no report
 - b. 2023 Operations Control Center Ad Hoc Committee – verbal report
 - c. Other Reports– none
2. FORD
 - a. NBWRA – no report
 - b. 2023 Operations Control Center Ad Hoc Committee – no report
 - c. 2023 GM Evaluation Ad Hoc Committee – no report
 - d. 2023 McInnis Marsh Ad Hoc Committee – no report
 - e. 2023 Fleet Management Ad Hoc Committee – no report
 - f. 2023 SF Bay Trail Ad Hoc Committee – verbal report
 - g. Other Reports – none
3. MURRAY
 - a. Marin LAFCO – no report
 - b. CASA Energy Committee –no report
 - c. 2023 Biosolids Ad Hoc Committee – no report
 - d. 2023 Development Ad Hoc Committee – no report
 - e. 2023 SF Bay Trail Ad Hoc Committee – verbal report
 - f. Other Reports – none
4. ROBARDS
 - a. Gallinas Watershed Council/Miller Creek – verbal report
 - b. 2023 STPURWE Engineering Ad Hoc Committee – no report
 - c. 2023 McInnis Marsh Ad Hoc Committee – no report
 - d. 2023 Development Ad Hoc Committee – no report
 - e. 2023 GM Evaluation Ad Hoc Committee –verbal report
 - f. Other Reports – none
5. YEZMAN
 - a. Flood Zone 7– no report
 - b. CSRMA – no report
 - c. Marin Special District Association – no report
 - d. 2023 STPURWE Engineering Ad Hoc Committee – no report.
 - e. 2023 Biosolids Ad Hoc Committee – no report
 - f. Other Reports– none

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Yezman requested to attend the River Otter Ecology Project Soil the Bay meeting on October 28, 2023.
- B. Board Agenda Item Requests – a GM Evaluation closed session will be added to the next Board meeting.

10. MISCELLANEOUS DISTRICT CORRESPONDENCE

Discussion ensued.

11. ADJOURNMENT:

ACTION:

The board approved (M/S Ford/Robards 5-0-0-0) the adjournment of the meeting at 7:21 pm.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for September 21, 2023 at 4:30 pm at the District office.

ATTEST:

Teresa Lerch, Board Secretary

APPROVED:

Craig K. Murray, Vice-President

Report Criteria:
 Detail report.
 Invoices with totals above \$0.00 included.
 Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A and P Moving Inc								
105	A and P Moving Inc	4064177	Document Storage-	08/31/2023	96.80	.00		
	Total A and P Moving Inc:				96.80	.00		
ADP, Inc								
140	ADP, Inc	641941039	Payroll processing fees	09/08/2023	69.05	.00		
140	ADP, Inc	641941283	Payroll processing fees	09/08/2023	2,017.60	.00		
	Total ADP, Inc:				2,086.65	.00		
Allied Fluid Products								
180	Allied Fluid Products	INV50663	200# Hose	09/11/2023	1,239.48	.00		
	Total Allied Fluid Products:				1,239.48	.00		
Aramark Uniform Service								
250	Aramark Uniform Service	5080290132	Laundry Service week ending 8/2	08/29/2023	187.86	.00		
250	Aramark Uniform Service	5080290132	Laundry Service week ending 8/2	08/29/2023	187.86	.00		
250	Aramark Uniform Service	5080294167	Laundry Service week ending 9/4/	09/05/2023	141.46	.00		
250	Aramark Uniform Service	5080294167	Laundry Service week ending 9/4/	09/05/2023	141.47	.00		
250	Aramark Uniform Service	5080298168	Uniform Services Week ending 9/	09/12/2023	175.37	.00		
250	Aramark Uniform Service	5080298168	Laundry Service week ending 9/1	09/12/2023	175.37	.00		
	Total Aramark Uniform Service:				1,009.39	.00		
Bank of Marin								
295	Bank of Marin	SEPT 2023	Recycled Water Loan Payment	09/08/2023	7,481.58	.00		
295	Bank of Marin	SEPT 2023	Recycled Water Loan Payment	09/08/2023	20,241.87	.00		
	Total Bank of Marin:				27,723.45	.00		
Bellecci & Associates, Inc.								
355	Bellecci & Associates, Inc.	210068.00-000	Talus Reserve Pass through paym	09/12/2023	7,224.00	.00		
355	Bellecci & Associates, Inc.	220089.00-000	Rafael Meadows Standby Genset	09/11/2023	168.00	.00		
	Total Bellecci & Associates, Inc.:				7,392.00	.00		
BullsEye Telecom, Inc.								
460	BullsEye Telecom, Inc.	47483843	Truck Lines	09/01/2023	336.45	.00		
	Total BullsEye Telecom, Inc.:				336.45	.00		
California Water Environment Association								
545	California Water Environment Ass	757621	Membership C. Franklin	09/14/2023	185.00	.00		
545	California Water Environment Ass	B. BUCHHOLZ	Cert Renewal B. Buchholz Collecti	09/12/2023	113.00	.00		
	Total California Water Environment Association:				298.00	.00		
CalPERS 457 Plan Deferred Comp								
555	CalPERS 457 Plan Deferred Co	PATDATE 9/8	457 Deferred Comp Paydate 9/8	09/08/2023	8,241.84	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CalPERS 457 Plan Deferred Comp:					8,241.84	.00		
CalPERS CERBT-OPEB								
560	CalPERS CERBT-OPEB	100000017274	CERBT-OPEB Payment- Sept	09/07/2023	11,630.00	.00		
Total CalPERS CERBT-OPEB:					11,630.00	.00		
CALPERS Retirement								
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	6,388.78	.00		
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	3,762.02	.00		
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	4,364.88	.00		
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	3,172.17	.00		
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	9,216.13	.00		
575	CALPERS Retirement	9/8 PAYDATE	EE & ER Retirement- Paydate 9/8	09/08/2023	1,471.71	.00		
Total CALPERS Retirement:					28,375.69	.00		
Caltest Analytical Laboratory								
580	Caltest Analytical Laboratory	712007	Outside Lab Testing	09/11/2023	1,669.15	.00		
Total Caltest Analytical Laboratory:					1,669.15	.00		
Caselle, Inc.								
620	Caselle, Inc.	127487	Contract Support for September	09/01/2023	1,780.00	.00		
Total Caselle, Inc.:					1,780.00	.00		
Centricity GIS								
660	Centricity GIS	1447	AMS Services August 2023	09/06/2023	2,100.00	.00		
Total Centricity GIS:					2,100.00	.00		
Cintas Corporation								
675	Cintas Corporation	4166612405	Safewasher Filter Service	09/05/2023	179.54	.00		
Total Cintas Corporation:					179.54	.00		
City of Foster City								
695	City of Foster City	15628	Operator Grade III Recruitment	09/05/2023	567.00	.00		
Total City of Foster City:					567.00	.00		
Contractor Compliance and Monitoring, In								
730	Contractor Compliance and Monit	19085	Secondary Treatment - Myers & S	08/31/2023	1,730.17	.00		
730	Contractor Compliance and Monit	19085	Secondary Treatment - Myers & S	08/31/2023	305.33	.00		
730	Contractor Compliance and Monit	19086	Secondary Treatment -Kennedy J	08/31/2023	178.25	.00		
730	Contractor Compliance and Monit	19087	Secondary Treatment -Kleinfelder	08/31/2023	97.75	.00		
730	Contractor Compliance and Monit	19088	Raael Meadows Standby Generat	08/31/2023	46.00	.00		
730	Contractor Compliance and Monit	19089	On-Call contract for labor complia	08/31/2023	304.75	.00		
730	Contractor Compliance and Monit	19090	Grit Screw Conveyor System Repl	08/31/2023	230.00	.00		
730	Contractor Compliance and Monit	19091	Standby Generators System	08/31/2023	655.50	.00		
730	Contractor Compliance and Monit	19092	Labor Compliance for On-Call Ins	08/31/2023	405.00	.00		
730	Contractor Compliance and Monit	19093	Secondary Treatment - DAC Asso	08/31/2023	23.00	.00		
730	Contractor Compliance and Monit	19094	Venetia Harbor Pump Station Con	08/31/2023	67.50	.00		
730	Contractor Compliance and Monit	19095	Center Pivot No1 Replacement	08/31/2023	33.75	.00		
730	Contractor Compliance and Monit	19096	Galvanized Catwalks Proj# 2350	08/31/2023	58.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
730	Contractor Compliance and Monit	19097	Digester Gas Line Replacement O	08/31/2023	29.00	.00		
	Total Contractor Compliance and Monitoring, In:				4,164.00	.00		
Core Utilities, Inc.								
740	Core Utilities, Inc.	42608	IT Services FY 2022/23	09/08/2023	2,792.50	.00		
	Total Core Utilities, Inc.:				2,792.50	.00		
CPS HR Consulting								
780	CPS HR Consulting	0010716	Human Resources Consulting Ser	08/26/2023	847.50	.00		
	Total CPS HR Consulting:				847.50	.00		
Cross, Samuel								
805	Cross, Samuel	RETRO PAYM	Retro Payment for 2023/24 July 1	09/11/2023	761.08	.00		
	Total Cross, Samuel:				761.08	.00		
CVE								
2940	CVE	6093	Abatement Services	08/29/2023	4,948.00	.00		
	Total CVE:				4,948.00	.00		
Data Instincts								
880	Data Instincts	3079	Provide Public Information & Awar	08/31/2023	396.26	.00		
	Total Data Instincts:				396.26	.00		
Direct Dental Administrators, LLC								
925	Direct Dental Administrators, LLC	D20230908-28	Dental Payment	09/05/2023	1,518.16	.00		
925	Direct Dental Administrators, LLC	D20230908-28	Dental Payment	09/05/2023	200.00	.00		
925	Direct Dental Administrators, LLC	D20230908-28	Dental Payment	09/05/2023	381.31	.00		
925	Direct Dental Administrators, LLC	D20230908-28	Dental Payment	09/05/2023	539.57	.00		
925	Direct Dental Administrators, LLC	D20230908-28	Dental Payment	09/05/2023	2,093.58	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	40.00	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	25.00	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	49.00	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	33.00	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	14.00	.00		
925	Direct Dental Administrators, LLC	SEPT 2023	Dental Payment	08/29/2023	73.00	.00		
	Total Direct Dental Administrators, LLC:				4,966.62	.00		
Downing Heating, Inc.								
950	Downing Heating, Inc.	A-8485	Preventative Maintenance on HVA	09/12/2023	1,960.00	.00		
	Total Downing Heating, Inc.:				1,960.00	.00		
Du-All Safety, LLC								
960	Du-All Safety, LLC	24692	Safety & Training FY 2023-24	08/31/2023	4,728.00	.00		
	Total Du-All Safety, LLC:				4,728.00	.00		
Environmental Business Specialists LLC								
1025	Environmental Business Specialis	37424	Lab Analysis	08/31/2023	1,340.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Environmental Business Specialists LLC:					1,340.00	.00		
Environmental Science Associates								
1035	Environmental Science Associate	188075	Flood Protection Plan for Biosolid	09/05/2023	605.50	.00		
Total Environmental Science Associates:					605.50	.00		
Fastenal Company								
1080	Fastenal Company	CAPET66898	AF Kit	09/07/2023	1,020.82	.00		
Total Fastenal Company:					1,020.82	.00		
Ford, Ron								
1130	Ford, Ron	MEDICAL REI	Health Reimbursement	09/08/2023	200.00	.00		
Total Ford, Ron:					200.00	.00		
Frank A. Olsen Co.								
1140	Frank A. Olsen Co.	252170	Misc. Supplies	09/13/2023	1,460.01	.00		
Total Frank A. Olsen Co.:					1,460.01	.00		
Gardeners Guild								
1180	Gardeners Guild	114094	Landscape Maintenanc	09/01/2023	1,238.00	.00		
Total Gardeners Guild:					1,238.00	.00		
GHD Inc.								
1190	GHD Inc.	380-0038539	Biosolids Program & Research Pr	09/08/2023	27,636.76	.00		
Total GHD Inc.:					27,636.76	.00		
Grainger								
1235	Grainger	9822991593	Circuit Breaker	08/30/2023	330.23	.00		
Total Grainger:					330.23	.00		
GraphicSmith LLC								
1240	GraphicSmith LLC	11884	Internet Site Design	08/30/2023	53.30	.00		
Total GraphicSmith LLC:					53.30	.00		
Hanford ARC								
1265	Hanford ARC	2308221155	Lower Miller Creek Revegetation	08/31/2023	3,770.00	.00		
Total Hanford ARC:					3,770.00	.00		
Hazen and Sawyer								
1295	Hazen and Sawyer	20148-003-26	Digester Room MCC #2 Upgrade	09/08/2023	975.28	.00		
1295	Hazen and Sawyer	20148-005-14	Collections System Hydraulic Mod	09/08/2023	5,040.00	.00		
1295	Hazen and Sawyer	20148-006-3	Revision to LGVSD Standard Spe	09/08/2023	7,600.00	.00		
Total Hazen and Sawyer:					13,615.28	.00		
Herb's Pool Service, Inc.								
1310	Herb's Pool Service, Inc.	752953	Pump & Telescopic Pole	08/24/2023	2,574.87	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Herb's Pool Service, Inc.:					2,574.87	.00		
Jackson's Hardware, Inc.								
1385	Jackson's Hardware, Inc.	138205	Equipment for Instrumentation Va	09/11/2023	165.82	.00		
Total Jackson's Hardware, Inc.:					165.82	.00		
Jaycox Construction CNG								
1390	Jaycox Construction CNG	LGSD232	Fuel Maker Preventative Maintena	07/31/2023	3,000.00	.00		
Total Jaycox Construction CNG:					3,000.00	.00		
Kennedy Jenks Consulting, Inc.								
1440	Kennedy Jenks Consulting, Inc.	165927	STPURWE: Amendment 1 - Const	09/01/2023	2,259.37	.00		
Total Kennedy Jenks Consulting, Inc.:					2,259.37	.00		
Kenwood Energy								
1445	Kenwood Energy	LGVSD-2309	Solar PV System Upgrades Assist	09/01/2023	1,935.00	.00		
Total Kenwood Energy:					1,935.00	.00		
Liebert Cassidy Whitmore								
1500	Liebert Cassidy Whitmore	249427	Legal Fees	08/31/2023	56.00	.00		
Total Liebert Cassidy Whitmore:					56.00	.00		
Linscott Engineering Contractors, Inc.								
1510	Linscott Engineering Contractors,	4160	Chlorine Contact Chamber Diversi	08/17/2023	2,645.23	.00		
Total Linscott Engineering Contractors, Inc.:					2,645.23	.00		
Marin Ace								
1560	Marin Ace	68412	Misc. Supplies	09/06/2023	18.56	.00		
1560	Marin Ace	68507	Misc. Supplies	09/12/2023	47.44	.00		
Total Marin Ace:					66.00	.00		
Marin Independent Journal								
1590	Marin Independent Journal	6768566	Sealed Bid Invites	08/03/2023	362.80	.00		
Total Marin Independent Journal:					362.80	.00		
Marin Landscape Materials LLC								
1595	Marin Landscape Materials LLC	17697	Mulch	08/22/2023	312.95	.00		
1595	Marin Landscape Materials LLC	17752	Mulch	08/28/2023	547.78	.00		
Total Marin Landscape Materials LLC:					860.73	.00		
Marin Water								
1620	Marin Water	300 SMITH RA	Water Service	09/05/2023	4,511.11	.00		
1620	Marin Water	DESCANSO 6/	Water Service	09/05/2023	86.63	.00		
1620	Marin Water	HAWTHORNE	Water Service	09/05/2023	86.63	.00		
1620	Marin Water	MCINNIS 6/21-	Water Service	09/05/2023	176.39	.00		
1620	Marin Water	MEADOW DR.	Water Service	09/05/2023	95.87	.00		
1620	Marin Water	REDWOOD HY	Water Service	09/05/2023	194.87	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Marin Water:					5,151.50	.00		
McMaster-Carr								
1640	McMaster-Carr	13747686	Misc. Supplies	09/05/2023	48.80	.00		
1640	McMaster-Carr	14105410	Misc. Supplies	09/12/2023	93.19	.00		
Total McMaster-Carr:					141.99	.00		
Medical Center of Marin								
1655	Medical Center of Marin	00174940-00	Hearing test	09/06/2023	66.00	.00		
Total Medical Center of Marin:					66.00	.00		
Murray, Craig								
1710	Murray, Craig	MEDICAL SEP	Health Reimbursement	09/08/2023	125.00	.00		
Total Murray, Craig:					125.00	.00		
NBC Construction & Engineering Inc.								
1745	NBC Construction & Engineering I	RETENTION P	Rafael Meadows Pump Standby	09/14/2023	7,886.80	.00		
Total NBC Construction & Engineering Inc.:					7,886.80	.00		
North Valley Labor Compliance Services								
1795	North Valley Labor Compliance Se	5207	Labor Compliance Services for Lo	09/03/2023	150.00	.00		
Total North Valley Labor Compliance Services:					150.00	.00		
Oberkamper & Associates								
1835	Oberkamper & Associates	22-1233	STPURWE- Plant Perimeter Road	09/01/2023	331.50	.00		
1835	Oberkamper & Associates	23-0130	STPURWE- Plant Perimeter Road	09/05/2023	5,705.00	.00		
Total Oberkamper & Associates:					6,036.50	.00		
Operating Engineers Local No. 3								
1850	Operating Engineers Local No. 3	9/8 PAYDATE	Union Dues 9/8 Paydate	09/08/2023	753.12	.00		
Total Operating Engineers Local No. 3:					753.12	.00		
Pacific Gas & Electric - 0580531718-6								
1890	Pacific Gas & Electric - 05805317	7/27-8/24	Electricity @ Plant	09/11/2023	59,081.68	.00		
Total Pacific Gas & Electric - 0580531718-6:					59,081.68	.00		
Pacific Gas & Electric - 1991349158-5								
1895	Pacific Gas & Electric - 19913491	7/19-8/16	Pump Stations	09/05/2023	12,050.81	.00		
Total Pacific Gas & Electric - 1991349158-5:					12,050.81	.00		
Pacific Gas & Electric CDX7397590484 SOL								
1905	Pacific Gas & Electric CDX73975	7/27-8/24	Electricity on Solar 7/27-8/24	09/12/2023	2,843.97	.00		
Total Pacific Gas & Electric CDX7397590484 SOL:					2,843.97	.00		
Paxton, Curtis								
1935	Paxton, Curtis	REIMB SEPT	CSDA Annual Conference	09/07/2023	262.45	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Paxton, Curtis:					262.45	.00		
Platt Electric Supply								
1995	Platt Electric Supply	4J80120	Switch Plate	09/08/2023	9.37	.00		
1995	Platt Electric Supply	4J94120	Misc. Supplies	09/11/2023	148.98	.00		
1995	Platt Electric Supply	4K01561	Bulk Electrical Supplies	09/12/2023	386.68	.00		
Total Platt Electric Supply:					545.03	.00		
Point Blue Conservation Science								
2000	Point Blue Conservation Science	D2324-001	Donation to Bird Observatory	09/07/2023	9,000.00	.00		
Total Point Blue Conservation Science:					9,000.00	.00		
Rathlin Properties LLC								
2075	Rathlin Properties LLC	SEPT 2023	Monthly Rent	09/08/2023	9,319.00	.00		
Total Rathlin Properties LLC:					9,319.00	.00		
RelaDyne								
2105	RelaDyne	0055526-IN	Unleaded- Collections	08/29/2023	1,018.13	.00		
2105	RelaDyne	0055526-IN	Unleaded- Plant	08/29/2023	1,018.13	.00		
2105	RelaDyne	0055526-IN	Diesel- Collections	08/29/2023	1,098.65	.00		
2105	RelaDyne	0055526-IN	Diesel- Plant	08/29/2023	1,098.66	.00		
Total RelaDyne:					4,233.57	.00		
Retiree Augusto								
2120	Retiree Augusto	OCT 2023	Retiree Health Reimbursement	09/11/2023	148.68	.00		
Total Retiree Augusto:					148.68	.00		
Retiree Burgess								
2125	Retiree Burgess	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Burgess:					132.25	.00		
Retiree Cummins								
2130	Retiree Cummins	OCT 2023	Retiree Health Reimbursement	09/10/2023	132.25	.00		
Total Retiree Cummins:					132.25	.00		
Retiree Cutri								
2135	Retiree Cutri	OCT 2023	Retiree Health Reimbursement	09/11/2023	448.36	.00		
Total Retiree Cutri:					448.36	.00		
Retiree Emanuel								
2140	Retiree Emanuel	OCT 2023	Retiree Health Reimbursement	09/11/2023	269.02	.00		
Total Retiree Emanuel:					269.02	.00		
Retiree Gately								
2145	Retiree Gately	OCT 2023	Retiree Health Reimbursement	09/11/2023	269.02	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Retiree Gately:					269.02	.00		
Retiree Guion								
2150	Retiree Guion	OCT 2023	Retiree Health Reimbursement	09/11/2023	269.02	.00		
Total Retiree Guion:					269.02	.00		
Retiree Kermoian								
2155	Retiree Kermoian	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Kermoian:					132.25	.00		
Retiree Mandler								
2160	Retiree Mandler	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Mandler:					132.25	.00		
Retiree McGuire								
2165	Retiree McGuire	OCT 2023	Retiree Health Reimbursement	09/11/2023	698.50	.00		
Total Retiree McGuire:					698.50	.00		
Retiree Memmott								
2170	Retiree Memmott	OCT 2023	Retiree Health Reimbursement	09/11/2023	185.29	.00		
Total Retiree Memmott:					185.29	.00		
Retiree Petrie								
2175	Retiree Petrie	OCT 2023	Retiree Health Reimbursement	09/11/2023	148.68	.00		
Total Retiree Petrie:					148.68	.00		
Retiree Petty								
2180	Retiree Petty	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Petty:					132.25	.00		
Retiree Reetz								
2185	Retiree Reetz	OCT 2023	Retiree Health Reimbursement	09/11/2023	415.50	.00		
Total Retiree Reetz:					415.50	.00		
Retiree Reilly								
2190	Retiree Reilly	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Reilly:					132.25	.00		
Retiree Vine								
2195	Retiree Vine	OCT 2023	Retiree Health Reimbursement	09/11/2023	132.25	.00		
Total Retiree Vine:					132.25	.00		
Retiree Wettstein								
2200	Retiree Wettstein	OCT 2023	Retiree Health Reimbursement	09/11/2023	732.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Retiree Wettstein:						732.00	.00	
Retiree Williams								
2205	Retiree Williams	OCT 2023	Retiree Health Reimbursement	09/11/2023	732.00	.00		
Total Retiree Williams:						732.00	.00	
Robards, Gary								
2235	Robards, Gary	SEPT HEALTH	Health Reimbursement	09/11/2023	200.00	.00		
Total Robards, Gary:						200.00	.00	
Satcom Global								
2310	Satcom Global	AI09230213	Satelite Phone Service	09/01/2023	55.23	.00		
2310	Satcom Global	AI09230213	Satelite Phone Service	09/01/2023	55.23	.00		
2310	Satcom Global	AI09230213	Satelite Phone Service	09/01/2023	55.24	.00		
Total Satcom Global:						165.70	.00	
SiteOne Landscape Supply								
2370	SiteOne Landscape Supply	133553040-00	Misc. Supplies	08/16/2023	97.51	.00		
2370	SiteOne Landscape Supply	133707185-00	Misc. Supplies	08/21/2023	299.81	.00		
Total SiteOne Landscape Supply:						397.32	.00	
Stroupe Petroleum								
2845	Stroupe Petroleum	I41407	Replaced Gas Hose	08/22/2023	1,948.57	.00		
Total Stroupe Petroleum:						1,948.57	.00	
Terryberry								
2530	Terryberry	P37862	Employee Recognition- C. Frankli	09/07/2023	159.83	.00		
Total Terryberry:						159.83	.00	
Verizon Wireless								
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	444.09	.00		
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	260.05	.00		
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	52.01	.00		
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	694.14	.00		
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	38.01	.00		
2710	Verizon Wireless	9942964438	District Cell Phones	09/08/2023	52.01	.00		
Total Verizon Wireless:						1,540.31	.00	
Vision Service Plan								
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	43.38	.00		
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	108.45	.00		
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	65.01	.00		
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	130.14	.00		
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	108.45	.00		
2720	Vision Service Plan	818624723	Vision Payment	08/19/2023	108.51	.00		
Total Vision Service Plan:						563.94	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WECO Industries								
2765	WECO Industries	0052128-IN	Firehose	08/14/2023	419.66	.00		
Total WECO Industries:					419.66	.00		
West Yost								
2775	West Yost	2054876	Grant funding, tracking and applic	07/31/2023	3,816.75	.00		
Total West Yost:					3,816.75	.00		
WEX Health, Inc.								
2780	WEX Health, Inc.	266644373	FSA Payment	09/03/2023	20.00	.00		
Total WEX Health, Inc.:					20.00	.00		
WRA, Inc.								
2810	WRA, Inc.	26227-3-51045	Lower Miller Creek Rock Weir and	08/25/2023	5,543.00	.00		
Total WRA, Inc.:					5,543.00	.00		
Yezman, Crystal								
2830	Yezman, Crystal	HEALTH REIM	Health Reimbursement	09/11/2023	200.00	.00		
Total Yezman, Crystal:					200.00	.00		
Grand Totals:					323,349.44	.00		

Board Member: _____

General Manager: _____

Finance Manager: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Agenda Item 2c
Date September 21, 2023

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	6
Ron Ford	5
Craig Murray	6
Gary Robards	3
Crystal Yezman	<u>3</u>
Total	<u><u>23</u></u>

Meeting Date: 9/21/2023

Paydate: 9/22/2023



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MEGAN CLARK Month: AUGUST 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
17 th	REG. LGVSD	X	
15 th	NBWA steering committee	X	
4 th	NBWA REGULAR MEETING	X	
2 nd	NBWA Conference committee	X	
TOTAL		4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
9 th	AWWA - DEI	X	
16 th	" "	X	
22 th	ad hoc Occ		X
TOTAL		2	1

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

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

Megan Clark
 Director Signature

Sept. 7, 2023
 Date

[Signature]
 Administrative Services Manager Approved

9/12/23
 Date

[Signature]
 Board Secretary Received

9/7/23
 Date



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Ronald Ford Month: August 2023

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

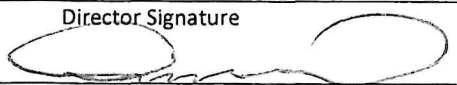
REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
08/07	Reg. Board	X	
08/17	Reg. Board	X	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
08/14	Bay Trail Ad/Hoc	X	
08/22	OCC Ad/Hoc meeting	X	
08/25	GM Eval Ad/Hoc	X	
TOTAL		3	

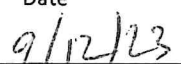
Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	5
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

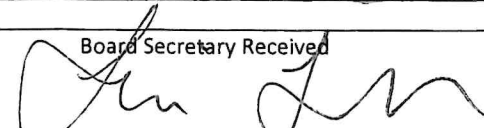
Ron Ford
Director Signature



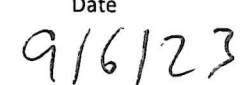
08/31/2023
Date



Board Secretary Received



9/12/23
Date





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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

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


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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/17/23 8/10/23	Board Meeting	X	
8/14/23	Ad Hoc Committee – SF Bay Trail		X
TOTAL		1/2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/8,9,10,13/23	Merrydale Road/Las Gallinas Creek Headwater Litter & Debris Removal c/o City of San Rafael: 8/8 0.5 hrs; 8/9 0.5 hrs; 8/10 0.5 hrs.; 8/13 1.0 hrs.		XXXX
8/10/23	U.S. Representative Huffman/CSDA Marin-Sonoma Mtg to request support to Amend Title 13 US Code – Special Districts		X
8/10/23	RGS/ General Manager Evaluation Document		X
8/10/23	Marin LAFCo Regular Commission Meeting		X
8/24/23	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting	X	
8/28-31/23	CSDA Annual Conference - Monterey	XXXX	
TOTAL		5/12	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	6/14
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.



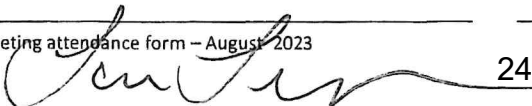
 Director Signature

August 23, 2023



 Administrative Services Manager Approved

9/12/23

 24

8/23/23



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

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: GARY ROBARDS Month: Aug 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
TOTAL		0	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/2/23	Gallinas Watershed	X	
8/3/23	AD Hoc Engineering	X	
8/25/23	AD Hoc GM Performance	X	
TOTAL		3	

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

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

Gary Robards Director Signature 9/1/2023 Date
[Signature] Administrative Services Manager Approved 9/12/23 Date
[Signature] Board Secretary Received 9/5/23 Date



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

BOARD MEMBER ATTENDANCE FORM

Director's Name: Yezman Month: August 2023

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
08/17/2023	Regular Board Mtg	X	
TOTAL		1	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
08/15/2023	Marin Flood Control Meeting	X	
08/03/2023	Engineering Ad Hoc	X	
TOTAL		2	

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

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

Director Signature

09/05/2023
 Date

Administrative Services Manager Approved

9/12/23
 Date

Board Secretary Received

9/16/23
 Date

AGENDA ITEM 2 D
DATE September 21, 2023



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 9-7-23 Name: MEGAN CLARK

I would like to attend the Annual Conference Meeting
of WaterReuse, CA conference

To be held on the 5th day of Nov from 7:00 a.m. / p.m. to
7th day of Nov. from 4:00 a.m. / p.m.

Location of meeting: Indian Wells, Ca

Actual meeting date(s): 11-5-23 - 11-7-23

Meeting Type: (In person/Webinar/Conference)

Purpose of Meeting: Tech. sessions, panel presentations

Meeting relevance to District: networking

Board Members to register for Webinars and Meetings

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

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

Frequency of Meeting: 1 time per year

Estimated Costs of Travel (if applicable): ca. \$2,200

Date submitted to Board Secretary: 9-7-23

Board approval obtained on Date: _____

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



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

[me\Sections\California\Meetings & Events\2023 California Annual Conference](#)

2023 Water Reuse California Annual Conference

The 2023 Annual Water Reuse California Conference will take place November 5-7 in Indian Wells, CA, including a wealth of technical sessions, panel presentations, and working opportunities.

Topics will highlight the latest on the Direct Potable Reuse regulations, the crisis on the Colorado River and reuse solutions, water reuse technologies, outreach and education, regional collaboration, the current California funding landscape and much more.

Keynote Speaker: Peter Annin



Peter Annin is the author of *Purified: How Recycled Sewage Is Transforming Our Water*, a comprehensive exploration of the history and potential of water reuse. *Purified*'s fast-paced narrative cuts through the fearmongering and misinformation to make the case that recycled water is direly needed in the climate change era.

A veteran conflict and environmental journalist, Peter Annin spent more than a decade reporting on a wide variety of issues for *Newsweek*. Annin serves as director of the Mary Griggs Burke Center for Freshwater Innovation at Northland College in Wisconsin. He is also the author of *The Great Lakes Water Wars*.

Book your Room Today!

Work, connect, and learn with the beautiful backdrop of Indian Wells! Book your discounted room at the Hyatt Regency Indian Wells Resort & Spa while rooms last or at the Renaissance Esmeralda Resort & Spa, which is right next door! Participants will convene from across California and beyond to advance the practice of water reuse while celebrating the many successes of 2023.

Room Availability

The Hyatt Regency room block has sold out. For your convenience, existing reservations can be managed by clicking the link below.

The discounted room rate at the Renaissance Esmeralda is available through October 5, 2023, or when the block sells out, whichever comes first, and rooms are available on a first-come, first-served basis; after this time, reservations will be taken based on availability, and the Renaissance Esmeralda may charge higher rates.

Please contact [Terry Young](#) if you have any questions or concerns.



AGENDA ITEM 25
DATE September 21, 2023



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 9/7/23 Name: Crystal Yezman

I would like to attend the Annual Conference Meeting
of Waterense CA conference

To be held on the 5th day of Nov from 7 a.m. / p.m. to
7th day of Nov from 4 a.m. / (p.m.)

Location of meeting: Indian Wells, CA

Actual meeting date(s): 11/5/23 - 11/7/23

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

Purpose of Meeting: Technical sessions, panel presentations &

Meeting relevance to District: networking

Board Members to register for Webinars and Meetings

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

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

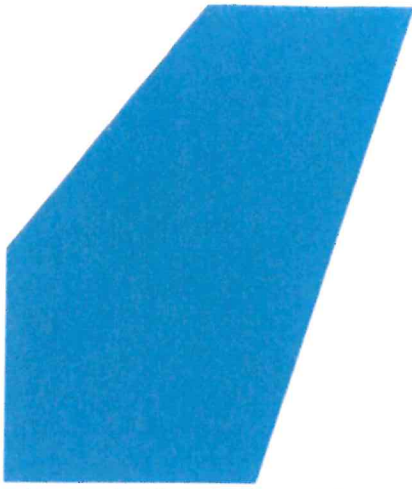
Frequency of Meeting: 1x / yr.

Estimated Costs of Travel (if applicable): * 1700 (registration, hotel, airfare)

Date submitted to Board Secretary: 9/7/23

Board approval obtained on Date: _____

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



2023 WATER REUSE CALIFORNIA CONFERENCE
 INDIAN WELLS, CA • NOV. 5-

[me\Sections\California\Meetings & Events\2023 California Annual Conference](#)

2023 WaterReuse California Annual Conference

The Annual WaterReuse California Conference will take place November 5-7 in Indian Wells, CA, including a wealth of technical sessions, panel presentations, and working opportunities.

Topics will highlight the latest on the Direct Potable Reuse regulations, the crisis on the Colorado River and reuse solutions, water reuse technologies, outreach and education, regional collaboration, the current California funding landscape and much more.

Keynote Speaker: Peter Annin



Peter Annin is the author of *Purified: How Recycled Sewage Is Transforming Our Water*, a comprehensive exploration of the history and potential of water reuse. *Purified's* fast-paced narrative cuts through the fearmongering and misinformation to make the case that recycled water is direly needed in the climate change era.

A veteran conflict and environmental journalist, Peter Annin spent more than a decade reporting on a wide variety of issues for *Newsweek*. Annin serves as director of the Mary Griggs Burke Center for Freshwater Innovation at Northland College in Wisconsin. He is also the author of *The Great Lakes Water Wars*.

Book your Room Today!

Work, connect, and learn with the beautiful backdrop of Indian Wells! Book your discounted room at the Hyatt Regency Indian Wells Resort & Spa while rooms last or at the Renaissance Esmeralda Resort & Spa, which is right next door! Participants will convene from across California and beyond to advance the practice of water reuse while celebrating the many successes of 2023.

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The discounted room rate at the Renaissance Esmeralda is available through October 5, 2023, or when the block sells out, whichever comes first, and rooms are available on a first-come, first-served basis; after this time, reservations will be taken based on availability, and the Renaissance Esmeralda may charge higher rates.



Please contact [Terry Young](#) if you have any questions or concerns.

AGENDA ITEM 2 F
DATE September 21, 2023



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 08/30/2023 Name: Crystal Yezman

I would like to attend the Public Hearing On Proposed DPR Regulatoins Meeting
of State Water Resources Control Board, Division of Drinking Water

To be held on the 7th day of September from 8am a.m. / p.m. to
7th day of September from 5pm a.m. / p.m.

Location of meeting: CalEPA Building 1001 I Street, Sacramento or Virtual

Actual meeting date(s): Sept 7, 2023

Meeting Type: (In person/Webinar/Conference) both I will attend virtually

Purpose of Meeting: Public Hearing to Review Regs and Receive Comments

Meeting relevance to District: Direct Potable ReUse

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

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

Frequency of Meeting: 1x

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

Date submitted to Board Secretary: 8/30/2023

Board approval obtained on Date: _____

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

**STATE WATER RESOURCES CONTROL BOARD
BOARD MEETING SESSION – DIVISION OF DRINKING WATER
SEPTEMBER 7, 2023**

ITEM 10

SUBJECT

ADMINISTRATIVE PROCEDURE ACT PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED REGULATIONS FOR DIRECT POTABLE REUSE.

DISCUSSION

Pursuant to Water Code sections 13521 and 13561.2, and Health and Safety Code sections 116271, 116350 and 116375, the State Water Resources Control Board (State Water Board) is proposing to adopt regulations establishing uniform water recycling criteria for direct potable reuse (DPR), the planned use of municipal wastewater to produce water that is placed into the water distribution system of a public water system or into a water supply immediately upstream of a public water system's water treatment plant, such that the adherence to the criteria would result in public health being adequately protected.

Water Code section 13561.2 mandates that the State Water Board adopt uniform water recycling criteria for DPR by December 31, 2023, contingent upon an expert panel having made a finding that the criteria would adequately protect public health. In addition to the review by the expert panel, pursuant to Health and Safety Code section 57004, the scientific basis and scientific portions of the proposed DPR regulations are mandated to be reviewed by independent external peer reviewers.

On July 21, 2023, the Notice of Proposed Rulemaking for the DPR regulations was published in the California Regulatory Notice Register (July 21, 2023 – No. 29-Z) pursuant to the requirements of the California Administrative Procedure Act (APA). Publication of the Notice of Proposed Rulemaking begins a mandatory comment period of no less than 45 days. During the public comment period, which the State Water Board has set for 49 days (ending at noon on September 8, 2023), the public may submit comments on the proposed regulations. The Notice of Proposed Rulemaking, as well as the proposed regulation text and the Initial Statement of Reasons, have been posted to the State Water Board's Web site at:

https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/dpr-regs.html

The proposed direct potable reuse regulations do not require any public water system or municipal wastewater agency to participate or engage in direct potable reuse. The proposed regulations include requirements – such as public notices and public hearings - that ensure that the public has opportunities to review information and provide comments to a public water system on a specific direct potable reuse project prior to implementation of a project.

HEARING OVERVIEW

The State Water Board is seeking written and oral public comments on the proposed regulations for direct potable reuse, under the rulemaking provisions of the APA. The State Water Board will not take formal action during this public hearing.

The purpose of this hearing is to receive oral and/or written comments from the public on the proposed regulations, in accordance with the APA. The hearing will include a brief presentation by staff that includes background information and an overview of the proposed regulations. The staff presentation will be followed by time set aside to allow the public an opportunity to provide oral or written comments on the proposed regulations.

Although a quorum of Board members may be present, the Board will not take formal action at the hearing. Board members and State Water Board staff may ask commentators clarifying questions. Public comments will be recorded and transcribed.

Following the conclusion of the public comment period on September 8, 2023, the State Water Board will review each comment received during the comment period, including at the public hearing. The State Water Board staff will then determine if any modifications should be made to the proposed regulations, which may then require an additional public comment period of no less than 15 days. Any additional comment period will be noticed. The State Water Board staff will then address each comment in a Final Statement of Reasons and will schedule a hearing at which the State Water Board will be asked to adopt the regulations. The adopted regulations will then be submitted to the Office of Administrative Law for review, and, if OAL approves the regulations, publication in the California Code of Regulations.

POLICY ISSUE

None at this time – APA hearing only.

FISCAL IMPACT

None – APA hearing only.

REGIONAL BOARD IMPACT

None at this time – APA hearing only.

STAFF RECOMMENDATION

None at this time – APA hearing only.



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 9/7/23 Name: Crystal Yeaman

I would like to attend the Sail the Bay Meeting
of River Otter Ecology Project

To be held on the 28th day of Oct from 9 a.m. / p.m. to
9th day of Oct from 12 a.m. / p.m.

Location of meeting: Sausalito

Actual meeting date(s): 10/28/23

Meeting Type: (In person) / Webinar / Conference

Purpose of Meeting: Environmental Edvc.

Meeting relevance to District: Env. Stewardship on M. T/C Crk.

Board Members to register for Webinars and Meetings

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

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

Frequency of Meeting: 1x

Estimated Costs of Travel (if applicable): \$200

Date submitted to Board Secretary: 9/7/23

Board approval obtained on Date: _____

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




Item Number _____ 2H _____

GM Review _____ CP _____

Agenda Summary Report

To: Board of Directors

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

Mtg. Date: September 21, 2023

Re: Annual Reimbursement Report for Staff and Board Members

Item Type: Consent Action _____ Information _____ Other _____ .

Standard Contract: Yes _____ No _____ (See attached) Not Applicable .

STAFF RECOMMENDATION:

Receive reimbursement report. Informational only.

BACKGROUND:

California Government Code Section 53065.5 requires that the District “at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received.” An “individual charge includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district.”

In addition to meeting, conference or training attendance reimbursement, California Government Code Section 53232.2 allows for reimbursement for miscellaneous actual and necessary expenses to conduct District business. Administrative Policy A-03 provides guidance on covered positions eligible for reimbursement of a tablet or laptop computer. Board Policy B-60-51 establishes a miscellaneous expenses reimbursement limit for up to \$1,600 per calendar year. For reporting purposes, miscellaneous expenses incurred during the preceding fiscal year are included in this report.

The attached listing of reimbursements for board members and staff paid between July 1, 2022 and June 30, 2023 meets the disclosure requirement of California Government Code Section 53065.5.

PREVIOUS BOARD ACTION:

None.

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

None

Las Gallinas Valley Sanitary District Annual Reimbursement Report July 2022 through June 2023

Board Member / Employee Reimbursements

	<u>Date</u>	<u>Memo</u>	<u>Amount</u>
Amatori, Pamela			
	05/03/2023	Caselle Training Conference Reimbursement	136.00
Total Amatori, Pamela			<u>136.00</u>
Asaro, Anthony			
	08/10/2022	Safety Glasses	193.00
	12/19/2022	Safety boots for 2023	300.00
	05/08/2023	CWEA Annual Conference	258.00
Total Asaro, Anthony			<u>751.00</u>
Buchholz, Bob			
	12/19/2022	Safety Boots for 2023	300.00
	02/22/2023	2023 Safety glasses	214.67
Total Buchholz, Bob			<u>514.67</u>
Campbell, Christopher			
	10/17/2022	Reimbursement for WEF Conference	2,833.30
	12/19/2022	Safety Boots for 2023	300.00
	05/01/2023	CWEA AC Conference Reimbursement	918.98
Total Campbell, Christopher			<u>4,052.28</u>
Cardenas, Manuel			
	12/19/2022	Safety Boots for 2023	300.00
	05/17/2023	CWEA Annual Conference	2,179.89
Total Cardenas, Manuel			<u>2,479.89</u>
Clark, Megan			
	01/24/2023	Dental Charges	421.80
	05/18/2023	CSDA Legislative Days Conference	651.90
Total Clark, Megan			<u>1,073.70</u>
Cook, Glenn			
	07/12/2022	Safety Glasses	277.20
	07/22/2022	Mechanical Technologist Test	180.00
	12/19/2022	Safety Boots for 2023	300.00
	03/24/2023	Certification for Lab Analyst	185.00
Total Cook, Glenn			<u>942.20</u>
Cross, Samuel			
	05/01/2023	Safety Boots	300.00
	05/22/2023	Mech Tech Certification	185.00
Total Cross, Samuel			<u>485.00</u>
Fernandes, Robert			
	12/19/2022	Safety Boots for 2023	300.00
Total Fernandes, Robert			<u>300.00</u>
Ford, Ron			
	07/01/2022	Health Reimbursement	200.00
	08/12/2022	Health Reimbursement	200.00
	09/09/2022	Health Reimbursement	200.00
	09/13/2022	2022 Winter WateReuse Conference Reimburseme	378.28

Las Gallinas Valley Sanitary District Annual Reimbursement Report July 2022 through June 2023

Board Member / Employee Reimbursements

Date	Memo	Amount
09/30/2022	CSDA Special Leadership Conference	134.97
10/10/2022	Health Reimbursement	200.00
10/14/2022	Computer Laptop	814.75
11/04/2022	Health Reimbursement	200.00
12/10/2022	Health Benefit Payment	200.00
01/06/2023	Health Benefit Payment	200.00
02/09/2023	Health Benefit Payment	200.00
03/10/2023	Health Benefit Payment	200.00
04/03/2023	2023 WateReuse Conference Reimbursement	2,104.30
04/10/2023	Health Benefit Payment	200.00
05/10/2023	Health Benefit Payment	200.00
06/10/2023	Health Benefit Payment	200.00
Total Ford, Ron		5,832.30
Franklin, William		
12/19/2022	Safety Boots for 2023	300.00
05/03/2023	CWEA Annual Conference	286.72
Total Franklin, William		586.72
Gill, Chris		
12/19/2022	Safety Boots for 2023	300.00
Total Gill, Chris		300.00
Golshani, Sahar		
10/28/2022	Meal expenses WEF Conference	345.00
12/19/2022	Safety Boots for 2023	300.00
05/02/2023	CWEA Annual Conference	759.73
Total Golshani, Sahar		1,404.73
Huang, Yi Ying		
12/19/2022	Safety Boots for 2023	300.00
05/06/2023	QSD 7 QSP exam	155.00
Total Huang, Yi Ying		455.00
Inskeep, Stephen		
12/19/2022	Safety Boots for 2023	300.00
Total Inskeep, Stephen		300.00
Lerch, Teresa		
11/28/2022	CSDA Conference reimbursement	138.00
Total Lerch, Teresa		138.00
Lewis, Kevin		
12/19/2022	Safety Boots for 2023	300.00
Total Lewis, Kevin		300.00
Loveless, Ralph		
12/19/2022	Safety Boots for 2023	300.00
Total Loveless, Ralph		300.00
Maleki, Ghazaleh		
02/22/2023	Safety Boots for 2023	300.00

Las Gallinas Valley Sanitary District Annual Reimbursement Report July 2022 through June 2023

Board Member / Employee Reimbursements

	<u>Date</u>	<u>Memo</u>	<u>Amount</u>
	05/02/2023	CWEA Annual Conference	207.00
Total Maleki, Ghazaleh			507.00
McDonald, Dale			
	05/04/2023	Caselle Training Conference Reimbursement	750.76
	06/06/2023	2023 GFOA Annual Conference	770.95
Total McDonald, Dale			1,521.71
McNeal, Jill			
	11/08/2022	CWEA Membership	202.00
	01/01/2023	Boots 2023	300.00
	04/06/2023	CWEA Collection System Operator test	185.00
Total McNeal, Jill			687.00
Moore, Don			
	11/14/2022	WEF Conference Reimbursement	1,239.42
	12/14/2022	Safety Boots for 2023	300.00
Total Moore, Don			1,539.42
Murray, Craig			
	07/10/2022	Health Benefit Payment	125.00
	07/29/2022	ICMA Equity Summit	199.00
	08/10/2022	Health Benefit Payment	125.00
	09/10/2022	Health Benefit Payment	125.00
	09/27/2022	Dental payment	157.00
	10/10/2022	Health Benefit Payment	125.00
	10/26/2022	Growing Sustainable Conference	1,775.61
	11/04/2022	Health Benefit Payment	125.00
	11/29/2022	2022 CSDA Annual Conference	1,211.22
	12/12/2022	Health Benefit Payment	125.00
	01/16/2023	Health Benefit Payment	125.00
	01/31/2023	Dental payment	384.00
	02/01/2023	2023 CASA Winter Conference	1,307.37
	02/10/2023	Health Benefit Payment	125.00
	03/02/2023	NACWA Winter Conference	1,880.28
	03/10/2023	Health Benefit Payment	125.00
	03/31/2023	Dental payment	516.00
	04/10/2023	Health Benefit Payment	125.00
	05/10/2023	Health Benefit Payment	125.00
	06/06/2023	CWEA Partnering for Impact Conference Reimburse	195.30
	06/10/2023	Health Benefit Payment	125.00
	06/13/2023	WEF Biosolids Conference Reimbursement	3,208.95
Total Murray, Craig			12,334.73
Paxton, Curtis			
	08/08/2022	Boots	300.00
	08/14/2022	Laptop	1,347.00
	12/19/2022	ACWA Conference Reimbursement	112.00

Las Gallinas Valley Sanitary District Annual Reimbursement Report July 2022 through June 2023

Board Member / Employee Reimbursements

	<u>Date</u>	<u>Memo</u>	<u>Amount</u>
	02/01/2023	CASA Conference Reimbursement	144.00
	03/07/2023	CASA DC Policy Forum Reimbursement	275.00
	06/28/2023	CSDA General Manager Conference	<u>344.70</u>
Total Paxton, Curtis			2,522.70
Quinn, Patricia			
	07/26/2022	Boots	<u>300.00</u>
Total Quinn, Patricia			300.00
Robards, Gary			
	01/24/2023	Laptop	1,411.24
	02/06/2023	Health Reimbursement	200.00
	03/10/2023	Health Benefit Payment	200.00
	04/10/2023	Health Benefit Payment	200.00
	05/10/2023	Health Benefit Payment	200.00
	06/10/2023	Health Benefit Payment	200.00
	06/20/2023	WEF Biosolids Conference	<u>2,769.77</u>
Total Robards, Gary			5,181.01
Rogers, Norman			
	12/13/2022	Safety Boots for 2023	<u>300.00</u>
Total Rogers, Norman			300.00
Schriebman, Judy			
	07/10/2022	Health Benefit Payment	200.00
	08/10/2022	Health Benefit Payment	200.00
	09/10/2022	Health Benefit Payment	200.00
	10/10/2022	Health Benefit Payment	200.00
	11/10/2022	Health Benefit Payment	<u>200.00</u>
Total Schriebman, Judy			1,000.00
Schultz, Amy			
	05/05/2023	Caselle Training Conference Reimbursement	<u>136.00</u>
Total Schultz, Amy			136.00
Tapia, Rogelio			
	02/06/2023	Safety Boots	<u>300.00</u>
Total Tapia, Rogelio			300.00
Taverna, Anthony			
	12/19/2022	Safety Boots for 2023	<u>300.00</u>
Total Taverna, Anthony			300.00
Yezman, Crystal			
	07/10/2022	Health Benefit Payment	200.00
	07/22/2022	NACSWA Utility Leadership Conference Reimburse	2,222.84
	08/10/2022	Health Benefit Payment	200.00
	08/31/2022	2022 CASA Conference Reimbursement	1,437.98
	09/10/2022	Health Benefit Payment	200.00
	10/10/2022	Health Benefit Payment	200.00
	11/10/2022	Health Benefit Payment	200.00

**Las Gallinas Valley Sanitary District
Annual Reimbursement Report
July 2022 through June 2023**

Board Member / Employee Reimbursements

<u>Date</u>	<u>Memo</u>	<u>Amount</u>
11/14/2022	Flight Reimbursement	717.20
12/10/2022	Health Benefit Payment	200.00
01/09/2023	Headphones for remote office	247.89
01/10/2023	Health Benefit Payment	200.00
01/13/2023	NACWA Winter Conference	868.41
02/10/2023	Health Benefit Payment	200.00
03/10/2023	Health Benefit Payment	200.00
03/15/2023	WateReuse Annual Conference	1,240.71
04/10/2023	Health Benefit Payment	200.00
05/10/2023	Health Benefit Payment	200.00
06/10/2023	Health Benefit Payment	200.00
		<u>9,135.03</u>
		<u>45,102.78</u>

Total Yezman, Crystal

TOTAL

Agenda Item 2 I
Date September 21, 2023

Teresa Lerch

From: Craig Murray <Craig_Murray@ci.richmond.ca.us>
Sent: Wednesday, September 13, 2023 9:33 AM
To: Teresa Lerch
Subject: Board Meeting Oct.19 - Request to Remote
Attachments: 20230912204839648_Join Us at the.pdf

Hi Teri
Please present to the Board.

Dear Board:

I am requesting to remote into the October 19 Board Meeting.
As part of my duties in serving on Marin County Local Agency Formation Commission, I represent Special Districts in Marin County and I am confirmed to attend and participate in the CALAFCo State Annual Conference held concurrently with our Board Meeting of October 19.

I am unable to drive back for Board meeting b/c Board Mtg is right in middle of State Annual LAFCo Conference. I would be able to break away from conference and remote in for this Board meeting itself but not the drive due to the drive and significant time for the annual LAFCo Conference and meetings. Enclosed is the Conference Agenda.

I am seeking Board Authorization to allow me to attend the Board Meeting of October 19, 2023 remotely.

Craig K. Murray

Join Us at the 2023 CALAFCO ANNUAL CONFERENCE

OCTOBER 18 – 20, 2023

Hyatt Regency Monterey Hotel And Spa
On Del Monte Golf Course
1 Old Golf Course Road, Monterey, CA 93940

Conveniently located near the Monterey Regional Airport







Network with other CALAFCO members and participate in sessions covering policy issues related to growth, sustainability, and preservation.

A diverse assortment of speakers will explore current challenges and solutions on a broad range of topics. Together, they will make the Annual Conference an unmatched opportunity to leverage your role in bringing together community stakeholders.







No other event like this brings together such a diverse group of elected officials.

General Sessions include:

-  A panel discussion on the application, scope, and exemptions under Government Code section 56133.
-  Municipal Services in the 21st Century - LAFCo and Evolving Municipal Services
-  The Future of LAFCos - Reimagining, Rebranding and Promoting LAFCos and Opportunities for Innovation
-  LAFCos and Special Districts - Opportunities for Collaboration

Break Out Sessions:

-  LAFCo Dynamics - EO & Commissioner leadership and partnerships
-  Your Community's Fire Service: Top Notch or Ticking Time Bomb?
-  Guiding Adrift Agencies Back on Course
-  When the Crystal Ball Hits the Wall: LAFCo Future Shock

877-803-7534

REGISTRATION IS NOW OPEN! Visit <https://bit.ly/23Conference> to register.

Hyatt Regency Monterey Hotel And Spa On Del Monte Golf Course *Near the Monterey Regional Airport*



Make your hotel reservations now at the special CALAFCO rate of \$205 per night (excludes taxes and fees). Book before September 18, 2023.

TO MAKE HOTEL RESERVATIONS, PLEASE VISIT:
www.hyatt.com/en-US/group-booking/MRYDM/G-CL10 or call 877-803-7534 and reference the CALAFCO event.

Secure your spot today! You won't want to miss:

- ✓ Unique networking, collaboration and learning opportunities
- ✓ Meetings for regional representatives with elections
- ✓ CALAFCO Annual Business Meeting for member LAFCos
- ✓ Attorney and regional roundtables
- ✓ Luncheon keynotes
- ✓ Breakfast buffet and sponsor networking

Join Us at the
2023 CALAFCO ANNUAL CONFERENCE
Hyatt Regency Monterey Hotel And Spa On Del Monte Golf Course
1 Old Golf Course Road, Monterey, CA 93940

TUESDAY - OCTOBER 17, 2023

2:00 p.m. Monterey Bay Coastal Bike Tour

WEDNESDAY - OCTOBER 18, 2023

7:00 a.m. Registration Opens

7:15 a.m. Mobile Workshop - *MONTEREY PENINSULA AGENCY DISTRICT*

10:00 a.m. LAFCo 101: Building on the Basics of LAFCo

12:30
1:30 p.m. Conference Opening

2:00 p.m. General Session: What's New with New Or Extended Services Outside Jurisdictional Boundaries?

3:15 p.m. Break

3:30 p.m. General Session: Reimagining LAFCo: Staying Relevant in Changing Times

5:30 p.m. CALAFCO Reception

7:00 p.m. Dinner on Your Own

THURSDAY - OCTOBER 19, 2023

7:00 a.m. Breakfast

8:00 a.m. Regional Caucus Meetings and Elections

9:15 a.m. CALAFCO Annual Business Meeting

10:30 a.m. Break

10:45 a.m. Attorney and Regional Roundtables

12:00 p.m. Lunch

1:45 p.m. **BREAKOUT SESSIONS**

1) LAFCo Dynamics - *JASOL WILSON MASONRY*

2) Your Community's Fire Service: Top Notch or Ticking Time Bomb?

3:15 p.m. Break

3:30 p.m. **BREAKOUT SESSIONS**

1) When the Crystal Ball Hits the Wall

2) Guiding Adrift Agencies Back on Course

6:00 p.m. Pre-dinner Reception

7:00 p.m. Dinner and Awards

FRIDAY - OCTOBER 20, 2023

7:00 a.m. Breakfast

7:30 a.m. CALAFCO Board of Directors Meeting

9:00 a.m. General Session: Municipal Services in the 21st Century

10:15 a.m. Break

10:30 a.m. General Session: LAFCos and Special Districts: A Look at the History, Current Challenges, and Future Opportunities Among These Agencies

12:00 p.m. Conference Adjourns

REGISTRATION IS NOW OPEN. Visit
<https://bit.ly/23Conference> today!

9/21/2023

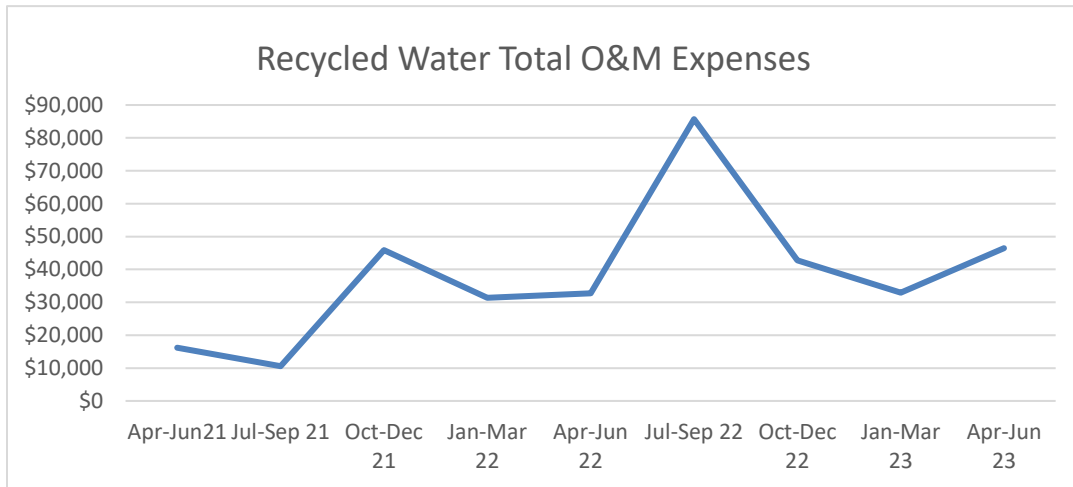
General Manager Report

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



FINANCE

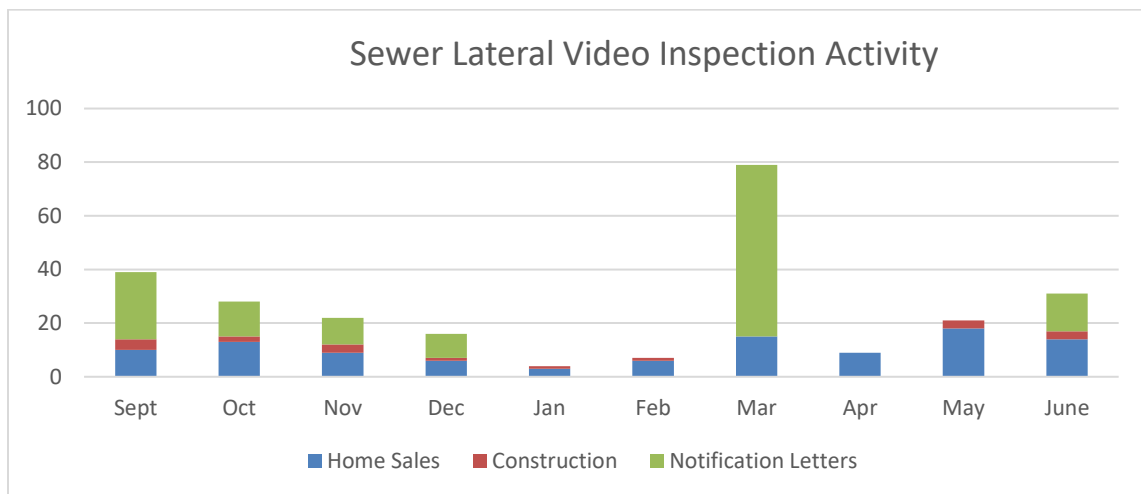
- Sewer Use Charge Cost for Service and Rate Study by Hildebrand Consulting and Proposition 218 Notice for fiscal years 2023-24 through 2026-27 completed. The Public Hearing was held on June 30, 2023 and the maximum rates for the next four fiscal years was approved by the Board.
- Marin Water provided commercial and residential water use data which was used to calculate the Sewer User Charge for fiscal year 2023-24.
- Government Finance Officers Association’s (GFOA’s) Annual Conference attended by Administrative Services Manager McDonald in May.
- Caselle Accounting Enterprise Resource Planning software system went live on June 13. QuickBooks ran in parallel through the end-of-fiscal year June 30. Implementation and training continued into July.
- Audit Engagement with Nigro & Nigro for fiscal year 2022-2023 kicked off in June.
- Budget for fiscal year 2023-24 was adopted on June 30.
- California Employers’ Retiree Benefit Trust (CERBT) Valuation Packet submitted to CalPERS along with Other Post-Employment Benefits (OPEB) retiree actuarial valuation based on valuation date of June 30, 2022.
- Quarterly recycled water use through June 30 is beginning to increase, which is a normal summer pattern. Recoverable recycled water Operation & Maintenance (O&M) costs are collected quarterly from Marin Water (MMWD) and North Marin Water District (NMWD) based on their proportional share of recycled water received. The billing was \$34,501 and \$6,822 respectively.



ADMINISTRATION

- Schedule of Values (SOV) for District capital assets reviewed and updated for Property Insurance renewal application.
- Pooled Liability, Property Program, and Alliant Crime Insurance Program renewals submitted to CSRMA.

- Summer 2023 Heron Newsletter published.
- Marin County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) meetings attended on April 6 and May 3. Critical Infrastructure and Hazard Ranking details provided to consultant to be included in the MJHMP under development. A comprehensive evaluation of hazards was undertaken at the county, regional, and watershed level to best address hazards facing the District and strengthen opportunity for grant funding at the earliest opportunity, in 2024. A separate Local Hazard Mitigation Plan with direct engagement with OES/FEMA was not pursued.
- Eleven Resolutions of the Board drafted, approved, and processed including review of the remaining District Board Policies.
- A total of nine regular and special Board meetings were held during this 3-month period.
- Two additional Low-Income Sewer Rate Assistance Program (LISRAP) applications were received. A total of 19 applications have been received and 16 approved. There are 3 pending LISRAP applications waiting for support documents to be received.
- Sewer Lateral Inspection Program activity has remained steady over the last three months. Administration support was provided on 47 inspection applications between April 1 and June 30. Of these, 41 were triggered by home sales and 6 were initiated by construction permits. There were 14 notification letters mailed to property owners who have pulled building construction permits with the City of San Rafael or the County advising them of their requirement to have their sewer inspected.



- Sewer Lateral Replacement Program continues to provide an option to homeowners interested in payment assistance for their sewer lateral replacement. A total of 116 properties are participating in the loan program as of June 30. Two loans were repaid, and no new applications were processed this quarter.
- Planning for redesign of District website began, vendors identified, and initial web redesign presentation made by Streamline to District staff.

HUMAN RESOURCES

- Vacant Plant Operator position filled on May 1. Plant operations fully staffed as of June 30.
- The third recruitment effort for the Electrical Instrumentation Technician (EIT) was successful. Offer made and accepted, employee to start work August 21.
- Successor Memorandum of Understanding (MOU) bargaining sessions with Operating Engineers Local 3 (OE3) held on April 12, May 3, May 17, May 31, June 7, June 22, and June 28.
- CPS HR Consulting continues to provide Human Resource support to the District.
 - a. Weekly meetings held with Cheri Fairchild, CPS HR Project Coordinator, to discuss ongoing HR issues.
 - b. Feedback to management provided on specific HR issues.
 - c. Updates to the Personnel Policies & Procedures manual were drafted to incorporate harassment policy changes and recent legislatively enacted leaves among other changes. Final policy revisions to be presented to the Board after MOU successor language incorporated into manual.

SOLID WASTE and SB 1383 ORGANIC RECYCLING

- Zero Waste Marin (ZWM) Board meeting was held on April 20 and was attended by Administrative Services Manager McDonald to stay abreast of issues related to SB 1383 enforcement and reformation of the ZWM Local Area Task Force.
- The Annual Marin Sanitary Service (MSS) Franchiser Group meeting was held on May 2.
- Marin Franchisor’s Group, which LGVSD is one of seven member agencies, contracted with R3 Consulting Group to provide consulting services for the 2024 Solid Waste Rate Setting Process and to review MSS’s 2024 Indexed Rate Application.
- Preliminary review of franchise fees collected indicates that the revenue resources are sufficient to reasonably cover the current costs of the District for conferring the benefit associated with the solid waste franchise agreement.

CONTRACTS / REQUEST FOR PROPOSALS

Contracts executed between April 1 and June 30 listed below:

<u>Vendor Name</u>	<u>Description</u>	<u>Manager</u>	<u>Date of Agreement</u>	<u>Term End Date</u>	<u>Contract Amount</u>
Custom Tractor Service	Reclamation Pastureland Irrigation Operations and Maintenance	Liebmann	5/3/2023	6/30/2024	\$121,400
Kemira Water Solutions	BACC Chemical Bids - Ferric Chloride	Liebmann	5/15/2023	6/30/2024	See File

EOA	Technical Support for Regulatory Permits and NPDES Permit Reissuance 2023-2026	Liebmann	5/8/2023	6/30/2026	\$499,600
West Yost	Grant Funding Support	Paxton	6/7/2023	6/30/2024	\$74,960
Du-All	Onsite Safety Consultant Services Amendment #2	Pease	6/15/2023	6/30/2024	\$56,736
Preparative Consulting	Emergency Management and Business Continuity Plan Amendment #1	Pease	6/20/2023	6/30/2024	\$67,661
Data Instincts	Public Information and Awareness Amendment #1	McDonald	6/13/2023	8/31/2023	\$10,000
Regional Government Services	Human Resources, Financial Management, Organizational Services Amendment #3	McDonald	6/20/2023	6/30/2024	\$64,500
Caselle	Extension of implementation term - no change in amount	McDonald	6/12/2023	8/30/2023	N/A


PENDING AGENDA ITEM REQUESTS – STATUS REPORT

#	Item Description	Date	Responsible	Status / Notes
1	Grant Funding report on opportunities	12/16/2021	Curtis	West Yost to provide services
2	Public Use of Reclamation Area	1/6/2022	Dale	Revise Ordinance
3	Electrical Vehicle Study	6/16/2022	Curtis	Develop Scope of Work
4	Status of SB 1383 Enforcement	11/3/2022	Dale	Report in October
5	CalPERS OPEB Liability and Funding Status	12/15/2022	Dale	Report in October
6	Diversity, Equity, Inclusion Policy	3/2/2023	Dale	Develop
7	Emergency Preparedness	3/2/2023	Greg	Presentation to Board
8	Environmental Preferable Purchasing Policy		Dale	Develop
9	Real Property Administration		Mike	Develop



Item Number 3.3
 GM Review CP

Agenda Summary Report

To: Board of Directors
 From: Dale McDonald, Administrative Services Manager 
 (415) 526-1519 dmcdonald@lqvsd.org
 Meeting Date: September 21, 2023
 Re: Quarterly Treasurer's & Financial Reports as of June 30, 2023
 Item Type: Consent _____ Action _____ Information X Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Information only

BACKGROUND

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

TREASURER'S INVESTMENT REPORT

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

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

The attached Treasurer's Report presents the District's bank and investment account balances as of June 30, 2023. Total investments of \$24,075,052 are held in the Local Agency Investment Fund (LAIF) and in two restricted debt service accounts, which reflect a decrease of \$1,401,871 during the previous twelve-month period.

Included with the Treasurer's Report is the LAIF remittance advice from the State Controller's Office which includes a report on earnings ratio, interest rate, and current market value. The LAIF report for the quarter ending June 30, 2023 shows the interest rate of 3.15% up from 2.74% in March, with quarterly interest earned of \$181,867.

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

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



QUARTERLY FINANCIAL REPORT

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

Cash Balance

The District has \$30,690,796 of cash and investments on hand as of June 30, 2023; a decrease of \$4.3M from June 30, 2022 primarily due to construction expenditures related to the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) Project.

The operating account balance fluctuates based on operating needs and it is not uncommon for the balance to change over the prior quarter or year. Of the cash on hand, the District has designated portions of it for the following uses:

- Encumbrances of \$9,601,704 for capital projects and services as of June 30, 2023.
- Reserves of \$9,074,941 pursuant to the District's policies.
- Connection fees of \$797,904 which are available only to fund capacity related projects.
- Debt service restricted reserve funds of \$909,067 as required by loan covenants.
- Accumulation of \$400,129 in cash for the Private Sewer Lateral Assistance program.
- Special assessment funds for operation and maintenance of the pump stations at Marin Lagoon and Captains Cove of \$10,538 and \$3,657, respectively.

After subtracting the \$20.8M of designated and encumbered funds above, the District is left with \$9.9M in unrestricted funds as of June 30.

The District will utilize these unrestricted funds to cover unencumbered operating expenses and capital outlay during the revenue gap between July and December while waiting for the first installment of sewer service charge and property tax revenue collected by Marin County to be deposited in December.

Profit & Loss Budget vs. Actual Financial Statement

Attached are the quarterly financial statements as of June 30, 2023, with highlights explaining significant variances and analysis below.

Revenue

- Permits and Inspection Fees (#9022) revenue was lower than anticipated, most likely due to a decrease in home sales over the prior year which would have otherwise triggered inspections.
- Miscellaneous Income (#9773) includes the settlement payment for the remaining warranty value on the older Sharp solar panels.
- Interest Income (#9200) was higher as interest rates rose over the prior year. Interest income from all accounts was \$441,478, over anticipated revenue by \$339,767.



Expenditures

- Salary and Benefit (#1001) costs were approximately 7% under budget for the year.
- Workers Compensation (#1701) expenses have increased along with increased employee positions and salaries. A pooled deposit of \$106,073 was paid in July 2022 based on forecasted salary. A final premium audit for the 2021-2022 period was completed in December which resulted in an additional expense of \$30,541.
- Chemical costs remain high, both from the rise in price and the volume of use over the winter storms. Both Hypochlorite (#2107) and Bisulfite (#2110) were over budget.
- Other Outside Services (#2326) budget included bio-wheels maintenance support. The delay in completing the STPURWE project has resulted in a delay in recognizing outside maintenance as an operating cost.
- Other Consultants (#2360) costs are over budget because two mid-year consulting contracts with West Yost were approved after the original budget was adopted, one for cyber engineering and training for \$50K and the second for a cyber baseline assessment of the wastewater treatment plant and collection system for \$50K.
- Utility Power (#2535) costs will continue to be high until the new solar power system installation is complete. Additional Net Energy Metering (NEM) True-Up Charges of \$117,944 for the period August 2022 through July 2023 was recently billed and paid in August 2023.
- Office Supplies & Equipment (#2133) were over budget primarily due to replacement of obsolete computer equipment and network upgrades at the plant and District office. Higher copier and printing costs along with supplies to support new employee positions also contributed to the increase over the prior year.
- Computer Software & Services (#2716) has been separated into three accounts to properly account for Subscription-Based Information Technology Arrangements (SBITA) as required by GASB 96.

Total Operating & Maintenance expenses, including debt service, of \$15,428,034 reached 97% of budget through June 30, 2023.

Capital outlay expenditures reached 51% of budget as of June 30, 2023. A total of \$9,030,551 was spent out of an available \$17,676,068. The remaining balance of unspent capital carryover funding was allocated towards capital projects in the fiscal year 2023-2024 budget.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

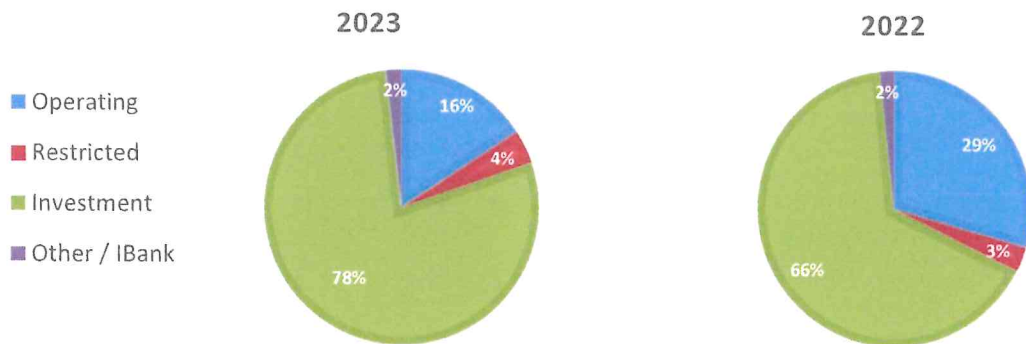
See above.

**Las Gallinas Valley Sanitary District
Treasurer's Report - Operating and Investment Accounts
June 30, 2023**

I. Account Summary: Bank and Investment Accounts	June		Change from Previous Year
	2023	2022	
Accounts Summary			
Summary of Bank and Investment Accounts			
OPERATIONS:			
Bank of Marin			
Operating Accounts	4,608,966	9,923,442	(5,314,476)
Liquid Savings	226,493	225,758	735
Private Sewer Lateral Rehab	400,129	388,210	11,919
Surcharge-Marin Lagoon	10,538	15,978	(5,440)
Surcharge-Captains Cove	3,657	1,498	2,159
Connection Fee	797,904	587,687	210,216
Capital Project Reserve Fund Money Market 3983	23	666,020	(665,996)
Petty cash	145	431	(286)
Investment Accounts			
Debt Service Reserve-Recycled Water	605,626	602,641	2,984
Debt Service Reserve-SRF Loan	303,441	301,946	1,495
Local Agency Investment Fund	23,165,985	21,768,594	1,397,391
Cash and Investments	<u>\$ 30,122,907</u>	<u>\$ 34,482,206</u>	<u>\$ (4,359,299)</u>
IBANK ISRF AGREEMENT:	567,760	567,760	-
RESTRICTED 2017 BOND			
US Bank Bond & Cost of Issuance Funds	<u>\$ 129</u>	<u>\$ 123</u>	<u>\$ 6</u>
TOTAL CASH AND INVESTMENTS	<u>\$ 30,690,796</u>	<u>\$ 35,050,089</u>	<u>\$ (4,359,293)</u>


II. Account Activity for Bank of Marin Accounts

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



Statement of Compliance:

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

Prepared by: 
Dale McDonald, Administrative Services Manager

Approved by: 
Curtis Paxton, General Manager



MALIA M. COHEN
California State Controller

**LOCAL AGENCY INVESTMENT FUND
 REMITTANCE ADVICE**

Agency Name	LAS GALINAS VLY SANITARY DIST
Account Number	xx-xx-005

As of 07/14/2023, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2023.

Earnings Ratio		.00008636172883763
Interest Rate		3.15%
Dollar Day Total	\$	2,105,879,371.05
Quarter End Principal Balance	\$	23,165,985.20
Quarterly Interest Earned	\$	181,867.38



Bank of Marin

PO Box 2039
Novato, CA 94948-2039

Account Number: xxx-xx5679
Statement Period: 03/31/23 - 06/30/23
Page: 1 of 1

Customer Service Information

Branch: 415-472-2265
Touch Tone Banking: 800-654-5111

Lost or Stolen Card:
24 hours 7 days per week 866-626-6004

Written Inquiries:
496 LAS GALLINAS AVE #4
SAN RAFAEL CA 94903

Visit us Online: www.bankofmarin.com

00008225 BOMB1110070123055234 01 0000
LAS GALLINAS VALLEY SANITARY DISTRICT
"BANK OF MARIN DEBT RESERVE"
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Important Notice

Bank of Marin's privacy policy is available for viewing and/or downloading at www.bankofmarin.com/privacypolicy.

Account Summary for PUBLIC FUNDS JMBO CD0003-715679

Total Current Balance \$605,625.82
Total Interest Year To Date \$1,481.77

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
03/31	Beginning Balance			\$604,896.76
04/30	Interest	729.06		605,625.82
06/30	Ending Balance			\$605,625.82

Deposit Number	0000-000001	Original Deposit Amount	\$569,178.89
Principal	\$571,431.58	Original Deposit Date	08/01/12
Current Balance	\$605,625.82	Last Maturity Date	08/01/20
Total Interest Year To Date	\$1,481.77	Current Term	60 Months, renewable
Current Rate	0.494%	Next Maturity Date	08/01/25





Bank of Marin

PO Box 2039
Novato, CA 94948-2039

00008228 BOMB1110070123055234 01 0000
LAS GALLINAS VALLEY SANITARY DISTRICT
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Account Number: xxxx-xx6073
Statement Period: 03/31/23 - 06/30/23
Page: 1 of 1

Customer Service Information

Branch: 415-472-2265
Touch Tone Banking: 800-654-5111

Lost or Stolen Card:
24 hours 7 days per week 866-626-6004

Written Inquiries:
496 LAS GALLINAS AVE #4
SAN RAFAEL CA 94903

Visit us Online: www.bankofmarin.com

Important Notice

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Account Summary for PUBLIC FUNDS JMBO CD0003-716073

Total Current Balance \$303,441.24
Total Interest Year To Date \$746.52

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
03/31	Beginning Balance			\$303,071.85
04/29	Interest	369.39		303,441.24
06/30	Ending Balance			\$303,441.24

Deposit Number	0000-000001	Original Deposit Amount	\$286,304.76
Principal	\$286,304.76	Original Deposit Date	07/30/13
Current Balance	\$303,441.24	Last Maturity Date	07/30/20
Total Interest Year To Date	\$746.52	Current Term	60 Months, renewable
Current Rate	0.494%	Next Maturity Date	07/30/25



Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

Ordinary Revenue/Expense	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Revenue				
9011 · Sewer Service Charge				
9007 · Special Assessment - Current	16,147,206.77	15,930,508.00	216,698.77	101.36%
9770 · Sewer Service Charge Direct Bil	961,060.73	980,000.00	-18,939.27	98.07%
9771 · Sewer Service Chrg Reimbrsmt PY	-45,287.20			
Total 9011 · Sewer Service Charge	17,062,980.30	16,910,508.00	152,472.30	100.9%
9880 · Recycled Water				
9022 · Permits and Inspection Fees	37,750.00	71,745.00	-33,995.00	52.62%
9024 · Application Fees	7,250.00	3,775.00	3,475.00	192.05%
9101 · Private Sewer Lateral Program				
9102 · PSL Levy Principal	89,508.97	79,300.00	10,208.97	112.87%
9105 · PSL Direct Pay Off	10,758.58			
9101 · Private Sewer Lateral Program - Other	0.00	0.00	0.00	0.0%
Total 9101 · Private Sewer Lateral Program	100,267.55	79,300.00	20,967.55	126.44%
9773 · Miscellaneous Income	97,684.19	1,250.00	96,434.19	7,814.74%
9000 · Property Tax Revenue				
9001 · Property Tax - Current Secured	1,154,215.88	1,239,692.00	-85,476.12	93.11%
9002 · Property Tax - Current Unsecure	20,100.51	20,000.00	100.51	100.5%
9004 · Prior Secured Redemption	111.34	400.00	-288.66	27.84%
9006 · Prior Unsecured	1,135.94	2,000.00	-864.06	56.8%
Total 9000 · Property Tax Revenue	1,175,563.67	1,262,092.00	-86,528.33	93.14%
9040 · Supp. Assmnts - Property Tax				
9041 · Current Supplemental Assmnts	40,966.33	27,695.00	13,271.33	147.92%
Total 9040 · Supp. Assmnts - Property Tax	40,966.33	27,695.00	13,271.33	147.92%
9046 · ERAF				
9280 · HOPTR	4,280.18	4,453.00	-172.82	96.12%
9021 · Franchise Revenue	166,059.34	169,776.00	-3,716.66	97.81%
9010 · Federal and State Grants	3,120.00	5,000.00	-1,880.00	62.4%
9015 · Donations (received)	4,750.00			
9033 · Insurance Dividends	0.00	0.00	0.00	0.0%
9023 · Connection Fees CapX	325,673.00	1,740,572.00	-1,414,899.00	18.71%
9881 · MMWD Buy-in & Bond Share CapX	388,733.03	619,633.00	-230,899.97	62.74%
9100 · Reimbursements				
9103 · Reimbursement for services	0.00	0.00	0.00	0.0%
9104 · Passthru (Expense 2355)	28,739.00	25,000.00	3,739.00	114.96%
9100 · Reimbursements - Other	0.00	0.00	0.00	0.0%
Total 9100 · Reimbursements	28,739.00	25,000.00	3,739.00	114.96%
9200 · Interest Income				
9208 · Interest on IBank ISRF	1,578.04			
9210 · Bank Interest	3,934.36	2,240.00	1,694.36	175.64%
9206 · Interest Connection Fees CapX	2,815.24	964.00	1,851.24	292.04%
9204 · Interest on Bond Funds	6.03	7.00	-0.97	86.14%
9209 · Interest - LAIF	397,390.96	63,600.00	333,790.96	624.83%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
9201 · Interest on Reserves	4,592.76	4,500.00	92.76	102.06%
9211 · Interest PSL Program				
9212 · PSL Investment Interest	1,160.31	400.00	760.31	290.08%
Total 9211 · Interest PSL Program	1,160.31	400.00	760.31	290.08%
Total 9200 · Interest Income	411,477.70	71,711.00	339,766.70	573.8%
Total Revenue	20,492,415.19	21,749,377.00	-1,256,961.81	94.22%
Expense				
1001 · Employee Costs				
1001.1 · Salaries				
1003 · Regular Staff Salaries	3,562,206.42	4,071,400.00	-509,193.58	87.49%
1008 · Overtime	100,464.30	132,600.00	-32,135.70	75.77%
1011 · Doubletime	26,717.43	33,100.00	-6,382.57	80.72%
1010 · Stand By (pre-2008 Sick Pay)	99,380.21	92,500.00	6,880.21	107.44%
1014 · Emergency Response Stipend	56,122.16	46,900.00	9,222.16	119.66%
1015 · Certification Stipends	115,355.67	84,000.00	31,355.67	137.33%
1016 · Longevity Pay	102,999.97	71,200.00	31,799.97	144.66%
1005 · Contract Personnel	47,692.50	5,200.00	42,492.50	917.16%
1036 · Director's Compensation	65,702.00	80,600.00	-14,898.00	81.52%
1001.1 · Salaries - Other	0.00	0.00	0.00	0.0%
Total 1001.1 · Salaries	4,176,640.66	4,617,500.00	-440,859.34	90.45%
1001.2 · Employee Benefits				
1901 · COVID Leave	27,429.53	1,000.00	26,429.53	2,742.95%
1009 · Vacation/Sick Accrual	84,901.91	64,000.00	20,901.91	132.66%
1037 · Directors Health Benefits	10,593.55	9,700.00	893.55	109.21%
1404 · Social Security Expense	293,401.93	287,100.00	6,301.93	102.2%
1502 · Group Life Insurance	10,493.73	8,700.00	1,793.73	120.62%
1506 · Pension Expense				
1507 · PERS	720,954.19	787,500.00	-66,545.81	91.55%
Total 1506 · Pension Expense	720,954.19	787,500.00	-66,545.81	91.55%
1509 · Health Insurance				
1509.1 · Health Insurance-Actives	487,780.07	509,200.00	-21,419.93	95.79%
1509.3 · Health Insurance-Admin Fee	2,101.02	1,700.00	401.02	123.59%
1509.2 · Health Insurance-Retirees	99,840.22	112,900.00	-13,059.78	88.43%
1509.4 · Health Insurance-OPEB Pre-fund	139,560.00	163,200.00	-23,640.00	85.52%
Total 1509 · Health Insurance	729,281.31	787,000.00	-57,718.69	92.67%
1510 · Dental Insurance	44,440.97	16,500.00	27,940.97	269.34%
1514 · Vision Services	3,653.29	3,300.00	353.29	110.71%
1516 · Long Term Disability	29,113.26	34,100.00	-4,986.74	85.38%
2006 · Auto Allowance	10,981.14	16,800.00	-5,818.86	65.36%
Total 1001.2 · Employee Benefits	1,965,244.81	2,015,700.00	-50,455.19	97.5%
1006 · Payroll Processing Fees	24,596.15	24,900.00	-303.85	98.78%
Total 1001 · Employee Costs	6,166,481.62	6,658,100.00	-491,618.38	92.62%
2059 · Insurance				
1701 · Workers Comp Insurance	138,848.00	72,900.00	65,948.00	190.46%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
2060 · Fire, General Casualty & Liab	267,222.49	230,000.00	37,222.49	116.18%
2061 · Fidelity Bond	1,100.00	1,100.00	0.00	100.0%
Total 2059 · Insurance	407,170.49	304,000.00	103,170.49	133.94%
2080 · Repairs and Maintenance				
2083 · Vehicle Parts & Repairs	54,736.31	31,600.00	23,136.31	173.22%
2096 · Building Maintenance	32,271.83	96,300.00	-64,028.17	33.51%
2097 · Grounds Maintenance	44,419.68	109,300.00	-64,880.32	40.64%
2538 · Power Generation Maint.& Rep	22,900.83	32,800.00	-9,899.17	69.82%
2365 · Equipment Maint	87,476.45	81,500.00	5,976.45	107.33%
2366 · Equipment Repair	185,995.49	174,900.00	11,095.49	106.34%
2367 · Capital Replacement	150,637.38	322,400.00	-171,762.62	46.72%
Total 2080 · Repairs and Maintenance	578,437.97	848,800.00	-270,362.03	68.15%
2331 · Reclamation Expenses				
2332 · General - Reclamation expenses	0.00	9,500.00	-9,500.00	0.0%
2333 · Pasture Disk	98,452.90	123,900.00	-25,447.10	79.46%
2334 · Sludge Inject	102,650.00	102,700.00	-50.00	99.95%
2335 · Marsh Pond Vegetation Removal	0.00	60,000.00	-60,000.00	0.0%
Total 2331 · Reclamation Expenses	201,102.90	296,100.00	-94,997.10	67.92%
2101 · Chemicals and Lab Supplies				
2107 · Hypochlorite	279,139.41	206,900.00	72,239.41	134.92%
2110 · Bisulfite	139,036.92	85,400.00	53,636.92	162.81%
2109 · Miscellaneous Chemicals	59,188.35	73,100.00	-13,911.65	80.97%
2115 · Laboratory Supplies	44,264.34	23,900.00	20,364.34	185.21%
Total 2101 · Chemicals and Lab Supplies	521,629.02	389,300.00	132,329.02	133.99%
2111 · Pollution Prevention				
2119 · Pollution Prevention Contract	24,488.73	11,700.00	12,788.73	209.31%
2111 · Pollution Prevention - Other	0.00	4,900.00	-4,900.00	0.0%
Total 2111 · Pollution Prevention	24,488.73	16,600.00	7,888.73	147.52%
2117 · Lab Contract Services	63,185.72	54,400.00	8,785.72	116.15%
2249 · Small Tools	14,627.76	24,600.00	-9,972.24	59.46%
2320 · Outside Services				
2321 · Personnel & HR Services	33,797.33	160,600.00	-126,802.67	21.04%
2322 · General	16,972.22	22,000.00	-5,027.78	77.15%
2323 · Labor Relations	16,392.34	16,400.00	-7.66	99.95%
2324 · Janitorial	23,988.44	22,500.00	1,488.44	106.62%
2326 · Other Outside Services	17,145.93	111,700.00	-94,554.07	15.35%
2327 · Uniform Maintenance	14,304.61	13,600.00	704.61	105.18%
2360 · Other Consultants	294,982.33	198,700.00	96,282.33	148.46%
Total 2320 · Outside Services	417,583.20	545,500.00	-127,916.80	76.55%
2330 · Damage Claims	0.00	20,000.00	-20,000.00	0.0%
2356 · Engineering				
2354 · SCADA Engineering Support	77,571.23	67,200.00	10,371.23	115.43%
2355 · Passthru	29,165.00	1,200.00	27,965.00	2,430.42%
2357 · Environmental	149,765.50	186,400.00	-36,634.50	80.35%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
2358 · General Small Projects	24,271.00	14,700.00	9,571.00	165.11%
2359 · Feasibility Studies	53,083.00	91,600.00	-38,517.00	57.95%
Total 2356 · Engineering	333,855.73	361,100.00	-27,244.27	92.46%
2362 · General Operating Supplies	23,207.96	61,400.00	-38,192.04	37.8%
2530 · Utilities				
2533 · Internet Services	11,291.90	7,800.00	3,491.90	144.77%
2534 · Contract Telephone	44,994.55	49,600.00	-4,605.45	90.72%
2535 · Utility Power	824,544.50	476,100.00	348,444.50	173.19%
2536 · Water	47,015.69	33,900.00	13,115.69	138.69%
Total 2530 · Utilities	927,846.64	567,400.00	360,446.64	163.53%
2501 · Fuels				
2502 · Diesel	16,053.49	14,400.00	1,653.49	111.48%
2503 · Propane	6,897.29	8,500.00	-1,602.71	81.15%
2504 · Vehicle Gas	19,573.31	12,700.00	6,873.31	154.12%
2505 · Vehicle Natural Gas	1,005.07	4,200.00	-3,194.93	23.93%
2506 · Oil (vehicle and drum product)	3,123.49	3,200.00	-76.51	97.61%
Total 2501 · Fuels	46,652.65	43,000.00	3,652.65	108.5%
2389 · Misc Safety Exp - Lgvsd only	57,715.67	49,000.00	8,715.67	117.79%
2397 · Safety Contractor Services	57,469.32	57,400.00	69.32	100.12%
2801 · Lateral Rehab Assistance Prog	68,045.00	59,800.00	8,245.00	113.79%
2802 · Low-Income Sewer Rate Ast Prog	1,568.00	50,000.00	-48,432.00	3.14%
2400 · General and Administrative				
2499 · COVID-19 Expenses	0.00	1,700.00	-1,700.00	0.0%
2129 · Election Expenses	250.00	25,000.00	-24,750.00	1.0%
2133 · Office Supplies & Equipment	70,539.73	42,800.00	27,739.73	164.81%
2134 · Meeting Supplies & Expen	5,292.01	2,100.00	3,192.01	252.0%
2135 · Bank Charges	1,850.00	200.00	1,650.00	925.0%
2137 · Donations to non-profits	9,000.00	10,000.00	-1,000.00	90.0%
2221 · Publications & Legal Ads	13,397.76	12,800.00	597.76	104.67%
2223 · Public Education	59,846.96	74,700.00	-14,853.04	80.12%
2246 · Rents & Leases - Office & Equip	135,196.85	192,700.00	-57,503.15	70.16%
2264 · Taxes, Other	1,397.00	1,900.00	-503.00	73.53%
2272 · Memberships	54,522.73	69,100.00	-14,577.27	78.9%
2363 · Permits and Fees	77,859.34	119,300.00	-41,440.66	65.26%
2364 · Penalties and Fines	66,384.70			
2477 · Conferences	67,965.85	52,600.00	15,365.85	129.21%
2479 · Mileage & Travel	413.87	4,600.00	-4,186.13	9.0%
2713 · Legal				
2714 · Legal MPFA	500.00			
2713 · Legal - Other	104,721.25	186,600.00	-81,878.75	56.12%
Total 2713 · Legal	105,221.25	186,600.00	-81,378.75	56.39%
2716 · Computer Software & Services				
2716.1 · Consultant IT Services	68,584.61			
2716.2 · Incidental Software	30,094.06			

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
2716.3 · Subscription Software SaaS	49,110.00			
2716 · Computer Software & Services - Other	0.00	97,600.00	-97,600.00	0.0%
Total 2716 · Computer Software & Services	147,788.67	97,600.00	50,188.67	151.42%
2717 · Audit	29,840.00	27,200.00	2,640.00	109.71%
2718 · Financial Services	26,669.00	35,400.00	-8,731.00	75.34%
9778 · User Chg / Collection Fee Exp.	34,356.72	36,900.00	-2,543.28	93.11%
9786 · Employee Recognition	6,922.55	5,600.00	1,322.55	123.62%
9787 · Employee Education & Training	14,927.26	49,400.00	-34,472.74	30.22%
9999 · Miscellaneous expense	59,600.00	4,200.00	55,400.00	1,419.05%
Total 2400 · General and Administrative	989,242.25	1,052,400.00	-63,157.75	94.0%
9800 · Debt Service				
9810 · Principal Payments				
9811 · 2004 COP/Refunded Principal	630,000.00	630,000.00	0.00	100.0%
9812 · IBank Principal	359,654.11	359,654.00	0.11	100.0%
9813 · State Revolving Fund Loan Princ	218,699.40	218,699.00	0.40	100.0%
9814 · 2011Bank of Marin Loan Principa	237,887.71	237,888.00	-0.29	100.0%
9815 · 2012Bank of Marin Loan Principa	39,064.29	39,064.00	0.29	100.0%
9816 · 2017 Revenue Bonds Principal	1,110,000.00	1,110,000.00	0.00	100.0%
Total 9810 · Principal Payments	2,595,305.51	2,595,305.00	0.51	100.0%
9820 · Interest Payments				
9821 · 2004 COP/Refunded Interest	78,665.40	78,665.00	0.40	100.0%
9822 · IBank Loan Interest	324,085.54	324,086.00	-0.46	100.0%
9823 · State Revolving Fund Loan Inter	66,765.05	66,765.00	0.05	100.0%
9824 · 2011Bank of Marin Loan Interest	94,793.69	94,794.00	-0.31	100.0%
9825 · 2012Bank of Marin Loan Interest	160.56	160.00	0.56	100.35%
9826 · 2017 Revenue Bonds Interest	1,335,000.00	1,335,000.00	0.00	100.0%
Total 9820 · Interest Payments	1,899,470.24	1,899,470.00	0.24	100.0%
9830 · Loan Annual Fees - IBank	32,948.03	32,948.00	0.03	100.0%
Total 9800 · Debt Service	4,527,723.78	4,527,723.00	0.78	100.0%
Total Expense	15,428,034.41	15,986,623.00	-558,588.59	96.51%
Net Ordinary Revenue	5,064,380.78	5,762,754.00	-698,373.22	87.88%
Other Revenue/Expenditures				
Other Revenue				
9900 · Interfund Transfers In/Out				
9860 · Transfer - I Bank Loan	0.00	567,760.00	-567,760.00	0.0%
Total 9900 · Interfund Transfers In/Out	0.00	567,760.00	-567,760.00	0.0%
Total Other Revenue	0.00	567,760.00	-567,760.00	0.0%
Other Expenditures (Capital Outlay)				
4000 · Construction Projects				
Administration Improvements				
4826 · Website Improvement	0.00	25,000.00	-25,000.00	0.0%
4825 · Caselle Accounting Software	4,090.94	53,798.00	-49,707.06	7.6%
4873 · Fleet Maintenance Software Annu	0.00	2,160.00	-2,160.00	0.0%
4872 · IT Pipes Software Upgrade-Video	27,200.00	35,000.00	-7,800.00	77.71%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
4871 · Standard Specs & Drawings Updat	2,132.50	50,000.00	-47,867.50	4.27%
4870 · Sea Level Rise Mitigation Progr	965.25	100,000.00	-99,034.75	0.97%
4861 · OCC Admin Building Design	67,590.00	1,525,000.00	-1,457,410.00	4.43%
4821 · Drafting AutoCAD Computers	1,741.68	6,000.00	-4,258.32	29.03%
4361 · Administrative Equipment	0.00	0.00	0.00	0.0%
4362 · Integrated Wastewater MP	130,244.40	548,910.00	-418,665.60	23.73%
Total Administration Improvements	233,964.77	2,345,868.00	-2,111,903.23	9.97%
Collection System Improvements				
4153 · Annual Sewer Rehab	76,925.00	400,000.00	-323,075.00	19.23%
4377 · Trunk Sewer Capacity Analysis	8,560.20	730,927.00	-722,366.80	1.17%
4413 · Geographical Information System	10,000.00	40,000.00	-30,000.00	25.0%
Total Collection System Improvements	95,485.20	1,170,927.00	-1,075,441.80	8.16%
Pump Station Improvements				
4173 · Venetia Harbor PS	310.50			
4162 · SCADA pump stations	10,734.60			
Total Pump Station Improvements	11,045.10			
Recycled Water Improvements				
4501 · Recycled Water Facility	909,390.26	7,315,476.00	-6,406,085.74	12.43%
Total Recycled Water Improvements	909,390.26	7,315,476.00	-6,406,085.74	12.43%
Treatment Plant Improvements				
4852 · Maint Shop & Locker Room Improv	0.00	50,000.00	-50,000.00	0.0%
4851 · Annual Plant Paving Various Loc	0.00	60,000.00	-60,000.00	0.0%
4849 · Plant Lighting Improvement Elec	0.00	50,000.00	-50,000.00	0.0%
4117 · On-Call Construction/Engineerin	404,535.34	354,910.00	49,625.34	113.98%
4225 · Secondary Plant Upgrade	5,390,154.62	1,290,966.00	4,099,188.62	417.53%
4330 · Solar Phase II	0.00	300,000.00	-300,000.00	0.0%
4440 · Spare Parts	0.00	40,000.00	-40,000.00	0.0%
Total Treatment Plant Improvements	5,794,689.96	2,145,876.00	3,648,813.96	270.04%
Total 4000 · Construction Projects	7,044,575.29	12,978,147.00	-5,933,571.71	54.28%
4200 · Capacity and Effluent Quality				
Collection Improvements				
4415 · Tractor for camera - CSO	17,036.48			
4154 · Collection System Vehicles				
4154-4 · 4" Trash Pump	39,970.13			
Total 4154 · Collection System Vehicles	39,970.13			
4412 · Creek and Watershed Programs	77,576.24	75,000.00	2,576.24	103.44%
4808 · Hydraulic Modeling	172,014.45			
Total Collection Improvements	306,597.30	75,000.00	231,597.30	408.8%
Pump Station Improvements				
4876 · St. Vincent Pump Station Improv	16,298.00	100,000.00	-83,702.00	16.3%
4875 · Mulligan PS Wetwell Upgrade	0.00	60,000.00	-60,000.00	0.0%
4874 · Rafael Meadows Pump Station	0.00	180,000.00	-180,000.00	0.0%
4837 · Annual PS Facility PavingVariou	0.00	35,000.00	-35,000.00	0.0%
4835 · Emergency Bypass Pumping Analys	28,652.25	105,000.00	-76,347.75	27.29%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
4834 · Automatic Transfer Switches PS	45,717.50	260,000.00	-214,282.50	17.58%
4833 · Shock Arc Flash Analysis PS	143.00			
4832 · Fencing Improvements Various	6,613.33	60,000.00	-53,386.67	11.02%
4831 · Pump Station Site Lighting Safe	35,299.40	241,877.00	-206,577.60	14.59%
4830 · Standby/Towable Generator Minor	328,063.18	357,044.00	-28,980.82	91.88%
4828 · Smith Ranch PS Electrical Upgra	37,996.85	300,000.00	-262,003.15	12.67%
4238 · Captain Cove Pump Station Upgrd	1,647.50	50,000.00	-48,352.50	3.3%
4246 · Rafael Meadows PS Electrical	111,727.75	160,000.00	-48,272.25	69.83%
4481 · Marin Lagoon Pump Station	18,363.87			
4485 · Pump Station Pump Replacement	138,043.45			
Total Pump Station Improvements	768,566.08	1,908,921.00	-1,140,354.92	40.26%
Treatment Plant Improvements				
4878 · Primary Clarifier #1 Repair	0.00	300,000.00	-300,000.00	0.0%
4299 · Asset CMMS Onboarding	0.00	400,000.00	-400,000.00	0.0%
4862 · Digester Improvement	0.00	300,000.00	-300,000.00	0.0%
4856 · Shock Arc Flash Analysis Plant	143.00			
4855 · Misc Plant Equip Demo Disposal	220.50	30,000.00	-29,779.50	0.74%
4848 · Grit Chambers Coating & Auger	57,693.75	300,000.00	-242,306.25	19.23%
4846 · Digester Room MCC#2 Upgrade	45,073.60	682,000.00	-636,926.40	6.61%
4217 · Engineering/Incidentals	189,394.05	45,000.00	144,394.05	420.88%
4328 · Flow Equalization	837.50	375,000.00	-374,162.50	0.22%
4488 · All Plant Vehicles	31,712.33			
4801 · Equipment	14,284.64			
Total Treatment Plant Improvements	339,359.37	2,432,000.00	-2,092,640.63	13.95%
Reclamation Improvements				
4334 · Solar Power Purchase Agreement	25,550.65			
4859 · Biosolids System Program	333,892.52	107,000.00	226,892.52	312.05%
4843 · Shock Arc Flash Analysis Reclam	11,496.00			
4841 · Pasture Irrigation System Study	0.00	45,000.00	-45,000.00	0.0%
4838 · Reclamation Pump Station Improv	1,110.00	130,000.00	-128,890.00	0.85%
4262 · Replace Pivots 1, 3,4 & 5	159,892.00			
4332 · Water Reclamation	3,250.00			
4459 · Miscellaneous Replacements	36,261.73			
Total Reclamation Improvements	571,452.90	282,000.00	289,452.90	202.64%
Total 4200 · Capacity and Effluent Quality	1,985,975.65	4,697,921.00	-2,711,945.35	42.27%
Total Other Expenditures (Capitlay Outlay)	9,030,550.94	17,676,068.00	-8,645,517.06	51.09%
Net Other Revenue	-9,030,550.94	-17,108,308.00	8,077,757.06	52.79%
Net Revenue	-3,966,170.16	-11,345,554.00	7,379,383.84	34.96%




Item Number _____ 3.4 _____

GM Review _____ CP _____

Agenda Summary Report

To: Board of Directors

From: Dale McDonald, Administrative Services Manager / District Treasurer 
(415) 526-1519 dmcDonald@lqvsd.org

Meeting Date: September 21, 2023

Re: Annual Statement of Investment Policy Review

Item Type: Consent _____ Action _____ Information X Other _____.

Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

RECOMMENDATION

Receive Statement of Investment Policy. Staff is recommending no change to the policy.

BACKGROUND

The Las Gallinas Valley Sanitary District’s Statement of Investment Policy is Board Policy F-70, Investments, which establishes who controls investments, acceptability of various types of investments, criteria for judging investments, and provides provisions for Board oversight.

A requirement of the policy is that the treasurer or chief fiscal officer of the local agency is required to annually present the statement of investment policy to the Board for review. California Government Code §53646(a)(2) is slightly less restrictive allowing that the treasurer or chief fiscal officer of the local agency *may* annually render to the legislative body of that local agency a statement of investment policy. This is in line with investment policy sub-section F-70-130.

Receiving the policy meets the requirements of the District’s investment policy and California Government Code §53646(a)(2).

The General Manager and District Treasurer are looking to allocate a portion of the District’s investments from the State of California’s Local Area Investment Fund (LAIF) to a different investment pool that provides public agencies the opportunity to invest funds on a cooperative basis in rated pools that are managed in accordance with state law, with the primary objectives of offering participants safety, daily and next-day liquidity, and optimized returns. The current investment policy allows for these types of investments. No change to the policy is required.

PREVIOUS BOARD ACTION

The policy was last modified and approved on July 21, 2022. The previous policy was adopted February 23, 2017.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None

F-70 INVESTMENTS

Purpose

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- Bonds issued by the District.
- U.S. Treasury Bills, Notes Bonds, or certificates of indebtedness
- Registered state warrants or treasury notes or bonds issued by the State of California.
- Registered treasury notes or bonds of any of the other 49 states, in addition to California.
- Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies.
- Obligations issued by agencies or instrumentalities of the U.S. Government.
- Funds held under the terms of a trust indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements.

The District is empowered to invest in any other investment security authorized under the provisions of CGC §5922 and §53601. (See CGC §53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. CGC §53601 is included by reference in this investment policy.)

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

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

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

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

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

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

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

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

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

Resolution No. 2022-2266	Date Approved: July 21, 2022
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9/21/2023

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, 2023 Operations Control Center Ad Hoc Committee, Other Reports

FORD

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

MURRAY

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

ROBARDS

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

YEZMAN

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



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: _____ Name: _____

I would like to attend the _____ Meeting
of _____

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

Location of meeting: _____

Actual meeting date(s): _____

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

Purpose of Meeting: _____

Meeting relevance to District: _____

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

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Date submitted to Board Secretary: _____

Board approval obtained on Date: _____

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

9/21/2023

BOARD AGENDA ITEM REQUESTS

Agenda Item 5B

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

MARIN MUNICIPAL

Plan looks to Sonoma for getting more water

District to study increasing supply from Russian River

BY WILL HOUSTON

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Marin Municipal Water District is set to begin a new study into potential projects to import more Russian River water into Marin, including a first-time intertie to local reservoirs.

On Tuesday, the district Board of Directors is set to vote on a nearly \$936,000 contract with a consulting firm to conduct the study.

The district identified several options as part of a previous water supply study completed earlier this year. The proposed options range from improvements to the existing aqueduct system to miles of new pipeline that would pump water directly into two of the district's largest reservoirs, Nicasio and Soulajule.

The new studies would work to provide more detail on the costs and benefits of each option as well as construction, potential environmental impacts and other factors. The study would aim to identify a preferred project by May 2024.

"We really do need to make sure that we get it right and that it's robust and defensible before we select a preferred alternative," district Water Resources Director Paul Sellier told the board during an update meeting last month.

The Russian River is a key piece of Marin County's water portfolio. The water purchased from Sonoma Water agency makes up 25% of the water supply for the Marin Municipal Water District and the 191,000 residents it serves in West Marin. Novato receives about 75% of its annual supply from the Russian River.

Treated Russian River water is transported to Marin through a 9-mile aqueduct along the Highway 101 corridor from Petaluma to North Marin Water District in Novato. The district then wheels the water directly to the Marin Municipal Water District's water distribution system.

A previous Marin Municipal Water District water supply study completed earlier this year identified eight opportunities to improve Russian River water imports. Some

options would involve building a new pipeline, some up to 25 miles long, to pump water directly into Nicasio and Soulajule reservoirs for storage.

Consultant Tim Taylor of the San Francisco-based Carollo Engineers firm told the district board last month that all of these projects have various engineering and technical challenges that must be assessed before a project is chosen. New pipelines to Nicasio and Soulajule reservoirs would travel through undeveloped areas in southern Sonoma and northern Marin. The district would also have to be able to pump water over higher elevations to reach the two reservoirs.

“These two alignments are out in the country roads,” Taylor told the board. “How are you going to get power to them? These aren’t small pump stations and hooking up to PG&E is not a small task. We’ve got to look at those technical issues as well.”

Other projects would improve the current conveyance system to address constraints that currently limit how much water the district can import.

The district’s contract with Sonoma Water allows it to purchase 14,300 acre-feet of water annually, but constraints in the district’s transmission and distribution system only allow for up to 11,000 acre-feet to be imported per year. An acre-foot is about 346,000 gallons.

Former Marin Conservation League board member Roger Roberts told the board that it must also factor in land costs, such as obtaining right-of-way easements, into its analysis.

District board President Monty Schmitt said he would also like to see the new study analyze how the costs and benefits change when factoring in proposed projects to increase capacity in local reservoirs such as Nicasio and Soulajule. Schmitt said he also wants to ensure that the analysis considers the availability of water from Sonoma Water into the future, especially as other contractors may wish to purchase more water from the Russian River system.

“Our assumptions about the availability of surplus water I think need to be looked at carefully just recognizing how much of that water are we relying upon is Sonoma’s water that they have a right to first,” Schmitt said during the meeting.

The district is proposing to have Carollo Engineers perform the study. The firm previously drafted design plans for a proposed emergency pipeline across the Richmond-San Rafael Bridge in 2021.

The pipeline would have pumped in water purchased in the Sacramento Valley and was meant to prevent the district from depleting its reservoir supplies, which was projected to occur as soon as mid-2022 after a two-year drought. The pipeline project was shelved after rains in late 2021 nearly refilled reservoir supplies.

The Tuesday board meeting begins at 6:30 p.m. and will include other consulting contracts for additional water supply studies. Go to marinwater.org/board-meeting-information.

STATE REGULATORS

Increase sought in water savings

Marin ahead of targets proposed in new rules

BY PAUL ROGERS

BAY AREA NEWS GROUP

Dozens of California cities could be required to impose permanent water conservation measures starting in about a year — and keep them in place even when the state is not in a drought — under proposed new rules from state water regulators.

The landmark rules are required by two laws that former Gov. Jerry Brown signed in 2018 after a severe five-year drought. Environmentalists and some water districts support them, saying they are critical as the state grapples with climate change and more severe droughts.

But some water agencies have been strongly opposed, saying Sacramento is beginning a new era of micro-managing how local communities use water.

Under the new rules, roughly 400 of California's largest cities and water districts would be required to come up with a water-use budget every year beginning in 2025. They could eventually face fines of up to \$1,000 a day — and \$10,000 a day during drought emergencies — for failing to write a water use budget or meet their targets.

In general, the Central Valley and Southern California's inland communities could face the biggest cuts, while places where water conservation levels already are higher, like the Bay Area and much of coastal Southern California, would have far fewer or no required reductions in the first few years.

"We see conservation as one tool in the toolbox to address the water supply challenges that are going to result from climate change and a hotter, drier future," said Eric Oppenheimer, chief deputy director of the State Water Resources Control Board.

The new laws would make it likely that water agencies would need to offer more rebates for homeowners and business proprietors who replace lawns with drought-tolerant plants and who purchase water-efficient appliances. The agencies could also limit the hours and days of lawn watering to meet their targets, even when droughts are not occurring.

The targets would vary by community. They are based on a formula consisting of three main factors: a standard of 47 gallons per person per day for indoor water use,

dropping to 42 gallons by 2030; an amount for outdoor residential use that varies by community depending on regional climates; and a standard for water loss from leaks in water system pipes.

State water officials recently made public the first detailed look of how the new rules could affect each city.

By 2025, a total of 228 cities and water agencies that serve 73% of California's urban population would not be required to make any changes because they already use water efficiently enough to meet the new state standards, the State Water Resources Control Board estimated.

Those include most of the state's major water providers, including the Los Angeles Department of Water and Power, the San Francisco Public Utilities Commission, the East Bay Municipal Utility District, the San Jose Water Co., the city of San Diego and others.

Marin County's two largest water agencies — the Marin Municipal Water District and the North Marin Water District — will not be required to make reductions until 2035, and those reductions only range from 1 to 2%.

Regardless of the state's targets, the Marin Municipal Water District still aims to reduce water use and expand supply given the effects of the recent drought, said Carrie Pollard, the utility's water efficiency manager.

"For us, it's great that we're meeting the current targets years in advance, but nevertheless we understand that reducing water use through efficiency and conservation is really a key component of our water supply roadmap," Pollard said.

Pollard said that while the state's proposed targets for residential water use reductions are available, the district is still awaiting information on reduction targets for landscaping and the commercial, industrial and institutional sectors.

The North Marin Water District will also consider adjusting conservation regulations and rebates for water-saving appliances and projects in the coming months, said Ryan Grisso, the utility's water conservation and communications manager.

"We've taken conservation seriously for a long time," said Grisso, whose district serves the Novato area and parts of western Marin. "It's kind of been a way of life in Marin since the late 70s. Now we'll implement as needed what we feel are good measures to improve water use efficiency as time goes on."

But 80 water agencies representing 15% of the population would need to reduce use by up to 10% starting in 2025, the board estimated. They include utilities in Livermore, Hollister, Newport Beach and Ukiah.

Another 51 water agencies representing 8% of California's urban population would need to reduce their water use by 10% to 20% starting in 2025, the state board

estimated. They include agencies in Tracy, Martinez, Fresno, Modesto and Beverly Hills.

Finally, another 37 water agencies representing 4% of the state's urban population would have to cut water use by 20% or more starting in 2025, the state board estimated. They include agencies in Los Banos, Bakersfield, Merced and Palm Springs.

State water board officials say the initial targets are their best estimate. The targets could still change because cities and water agencies will be allowed to get credit under the law if they use recycled water, have significant population changes, or other factors.

But the new state estimates clearly show that by the end of this decade, most major water providers could have to reduce their use.

By 2030, the state water board estimated, only 97 agencies representing 28% of the state's urban population would have no required additional conservation. Another 88 with 18% of the state's urban population would see cutbacks of 10% to 20%, and 134 representing 19% of the state's urban population would see required cutbacks of 20% or more.

Environmental groups say the rules are common sense. Water that cities save can be used to reduce the severity of mandatory rationing during droughts, said Tracy Quinn, chief executive officer of Heal the Bay, a Los Angeles environmental group.

"When you talk about building new water supplies, they are generally more expensive than water you get from conservation," Quinn said. "Reservoirs and desalination plants are multibillion dollar projects, and somebody has to pay for those."

Opponents of the laws say that the decisions are best left to local water agencies, and tough state-imposed urban water budgets could harm smaller, less wealthy communities.

"This regulation could have a really significant cost impact on water suppliers and their customers," said Chelsea Haines, regulatory relations manager for the Association of California Water Agencies. "We want to make sure the standards are feasible and are going to be attainable. We want to set California up for a successful water-efficiency future."

Some independent analysts say the rules could spark a major controversy as the state water board imposes them over the next year.

"Why would the state want to get into this business?" said Jay Lund, a professor of civil and environmental engineering at the University of California, Davis. "Most of the urban water agencies are doing a pretty good job. They understand that droughts are getting worse, and seem to be preparing for that in their own ways."

Public hearings on the draft rules are scheduled to begin in October. A final vote by the state water board is expected next summer.

IJ reporter Will Houston contributed to this report.

Marin I. J.

DICK SPOTSWOOD

Ross Valley Sanitary bounces back well

In politics, the Holy Grail is a positive turnaround of a jurisdiction in deep trouble.

The Ross Valley Sanitary District is a Marin example of a small special purpose agency that hit bottom and managed to bounce back to become an awarding-winning standout in its field.

Columnists regularly point out where governments go wrong. When an agency cleans up its act, it's refreshing to report a success story.

The sewage district's service area includes Fairfax, San Anselmo, Ross, Larkspur, Bon Air, Sleepy Hollow, Kentfield, Kent Woodlands, Oak Manor and Greenbrae.

RVSD hit rock bottom in 2003 when its former general manager Brett Richards fled the country and was soon arrested in the Philippines where he was extradited back to the U.S. and arrested. He spent two years in Marin County Jail before trial.

As the IJ then reported, "The Marin County district attorney has charged Richards with nine felony counts including misappropriation of public funds, embezzlement, and multiple counts of money laundering. He is accused of taking a \$350,000 housing loan that he never used for housing."

Couple that with shortcomings in sewage-line management. In 2005, the district's poorly maintained sewage pipes spilled 472,000 gallons of raw sewage, resulting in a fine by the San Francisco Bay Regional Water Quality Board. They did it again in 2010 when two major spills released 3 million gallons of untreated waste. RVSD was again fined, this time for \$1.5 million.

Richards was tried on the embezzlement charges, but a Marin County Superior Court jury was unable to reach a unanimous verdict. A mistrial was declared. A retrial wasn't pursued partially because he already spent two years behind bars. Richards never paid back the \$350,000 loan principal or any interest. Without locatable assets, he's considered judgment proof. The district's insurance carrier paid \$158,000 toward the loan's unpaid balance. His current whereabouts are unknown.

The IJ's report on the trial indicated, "Richard's attorneys made much of the fact that three former Ross Valley Sanitary District board members, who reviewed the contract that extended the housing assistance loan to Richards, overlooked that the loan did not require Richards to supply a deed of trust as security." That's basic incompetence.

The public was infuriated by this string of fiascos. The good news is that the politics and government worked as it should. Outraged voters changed the composition of

RVSD's five-member board of directors with the election of Thomas Gaffney, Michael Boorstein and Mary Sylla. The latter was installed just before Richards' misdeeds were discovered by the IJ. They collectively led the charge to change the agency's internal culture.

Now the district is receiving accolades: It received a first place award from the California Water Environmental Association for "small collection systems." From the Governmental Officers Association, it won an award for "excellence in financial reporting." California Association of Sanitation Agencies lauded the district with an award for "organizational excellence."

RVSD's mission is basic: "To provide our customers with high quality wastewater collection service, through a system that has no avoidable sanitary sewer overflows, at the lowest sustainable cost."

Its task is solely sewage collection. Job One is top-flight maintenance. Its effluent is processed by its partner Central Marin Sanitation Agency.

The days of a manager like Richards are past. The new top honchos, General Manager Steve Moore and Assistant GM Felicia Newhouse, know what they are doing.

"I'm proud of RVSD employees who are doing a great job despite being poorly managed in the past," district Director Doug Kelly said. "Now we all shine together."

RVSD presents a lesson for other Marin special purpose districts. The best management involves hiring qualified professionals matched with oversight by an elected board of directors that keeps their eyes on both the financial and operational fronts.

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

MMWD

Transition to smart meters will face delay

BY WILL HOUSTON

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Marin Municipal Water District staff are recommending delaying a proposed expansion of “smart” water meters to all customers in order to address more urgent risks to the agency’s main software system.

On Tuesday, staff and consultants told the district Board of Directors that attempting to simultaneously complete two of the district’s largest technological upgrades in decades may result in potential system failures.

“These systems, they’re not sexy, but they’re incredibly important to the operation of the district, and their failure is noticed far and wide and immediately if it does happen,” district consultant Andrew Levine told the board.

For the past 23 years, the water district has used the same software system from the multinational company SAP to manage nearly all of the agency’s functions, including billing, water-use tracking, human resources, maintenance planning and customer relations.

But the software will no longer be supported beginning in 2028. If the system is not replaced before then, staff said the district faces not only losing the ability to address software bugs or add new features but also security hacks and falling behind on employment law mandates, according to district staff and consultants.

“There are no fixes and nobody there to bail you out,” Levine told the board.

Replacing this software is estimated to take at least three years and cost \$10 million.

At the same time, the district is proposing to expand smart water meters to all customers at an estimated cost of \$25 million. Currently, about 55,000 of the district’s 60,000 ratepayer account holders have analog meters outside their homes and businesses, which must be read manually by district staff and only provide water use data every two months.

California water agencies have been working to replace analog meters with smart meters, which use wireless transmissions to report water use data in real time that can be used to track conservation goals and improve leak detection. About 5,000 Marin

Municipal Water District account holders have smart meters under a pilot project launched in 2019.

Levine told the board that the difficulties of switching to a new software system by itself are akin to “brain surgery” and that there have been many examples where the transition has gone poorly. He cited Marin County’s experience when it converted to a new \$30 million computer and software system from SAP in the late 2000s, which became so problematic that it was abandoned four years later and resulted in litigation.

The transition to smart meters is also a complex process, and would need to overlap with these software upgrades, Levine said.

“If we do them simultaneously we’re just increasing the risk of failure in two projects that are already very risky,” he said.

By delaying the smart meter project, the district faces temporarily losing out on water savings but will have a smoother transition to the agency’s new software system, Levine said.

District Chief Engineer Crystal Yezman said that the district could likely begin preliminary work on the meter project after the district selects a new software provider, which is scheduled to happen within the next two years.

Board Directors Monty Schmitt, Matt Samson and Jed Smith indicated they supported delaying the water meter project in light of these concerns.

“I think the idea of us being hacked and the impacts that that could have on us, on our customers, these are things that are the threats that I think are greater than we’ve ever experienced,” Schmitt said during the meeting.

Board Director Larry Russell said he did not see the urgency in replacing the software. He said smart meters are also the only tool available to provide customers with real-time water data.

“I don’t understand the risk,” Russell said during the meeting. “If bugs haven’t been found in 23 years I have a little trouble believing you’re going to have a bug. Maybe I’m ignorant.”

Board Director Ranjiv Khush did not comment on the proposal.

The proposal generated mixed reactions from members of the public and local environmental groups.

Marin Conservation League board member Larry Minikes said smart meters should be secondary to the many other water supply projects the district is considering to weather future droughts.

“Taking too much risk on one project could really derail a lot of the other things you’re trying to get done,” he told the board.

Sustainable Marin President Wendy Callins said she is concerned that the system software upgrades could take longer than projected, further delaying the water- and cost-saving benefits of smart meters.

“It’s really a matter of not just efficiency of water but efficiency of where you use your resources,” Callins said.

Woodacre resident Phil Sotter said he supports smart meters, but would recommend the board provide more specifics on how it would use the data from these meters to justify the \$25 million expense.

“As always I’m a firm believer that the numbers will tell us a story and point us in the right direction,” Sotter told the board.

Marin I.J.

SAN RAFAEL

Defendant sentenced for slaying at job site

A man convicted of murdering his supervisor at a San Rafael job site has been sentenced to 26 years to life in prison, according to the Marin County District Attorney's Office.

Miguel Jimenez Alejandro slashed the victim's neck in May 2021, authorities said. The victim was David Nunez Sanchez, 42, of Pittsburg. They were working on a landscaping project at the McInnis Park Apartments complex on North Avenue.

Witnesses told investigators that Sanchez, not long before the murder, had planned to reprimand Jimenez for his poor work ethic and for conduct such as smoking near the windows of residences at job sites, according to court filings.

A jury convicted Jimenez in March. Judge Beth Jordan sentenced him on July 25, said the trial prosecutor, Deputy District Attorney Daniel Madow.

Jimenez, 36, is incarcerated at North Kern State Prison in Kern County. He was a resident of Bay Point, Contra Costa County, when the crime occurred.

THE COUNTY

County plans suicide prevention meetings

The county will host a series of sessions on suicide prevention.

September is suicide prevention and recovery month. The "Ask. Listen. Connect." campaign aims to reduce stigma and promote help and support.

"The Mask You Live In," a talk on support and prevention, is set for 5-8 p.m. Sept. 14 at the College of Marin in Kentfield. Register at bit.ly/3r8iaWP.

For a full list of events, go to bit.ly/3RaVKiz.

MMWD affirms deal for supply study

The Marin Municipal Water District Board of Directors voted unanimously on Tuesday to hire an engineering consulting firm to study potential projects to bring more Russian River water into Marin.

Under the \$936,000 contract, the San Francisco-based Carollo Engineers firm will perform technical studies on proposed projects that could improve Russian River water imports in the existing aqueduct system connecting Sonoma and Marin as well as new connections, such as a pipeline that could pump water directly into local reservoirs.



Carollo Engineers estimates it will recommend a preferred project in May 2024.

The consulting contract is one of a few the district is expected to approve this year to evaluate the feasibility of larger, more complex projects to increase local water supplies, such as reservoir storage expansion and desalination.

WEST MARIN

Gardening specialist will discuss pruning

Gary Bartl of UC Marin Master Gardeners will offer a presentation this weekend on basic pruning.

The event is scheduled for 11 a.m. to noon Saturday at the Inverness Library at 15 Park Ave.

SANTA VENETIA

Flood berm repairs will help protect 576 homes

Work will cut risk while plans for new barrier are underway



Workers prepare the area around the Santa Venetia berm before beginning repair work in San Rafael. PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL





The Santa Venetia berm stands between homes and water in the South Fork Gallinas Creek.

BY ADRIAN RODRIGUEZ

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Marin County has begun a nearly \$300,000 repair job on sections of a rapidly deteriorating floodwall shielding more than 500 homes in San Rafael.

While a crew is on the ground replacing wooden boards and adding compacted dirt to the timber-reinforced berm, another team is behind the scenes advancing an environmental review and looking to close a \$16.8 million funding gap to replace the barrier.

“The maintenance repair work that’s happening now helps maintain the current level of protection, but more is needed to extend the overall service life of the berm,” said Marin County Supervisor Mary Sackett, whose District 1 includes the Santa Venetia community, where the berm is situated.

The berm, which extends from Meadow Drive to Vendola Drive, was built in 1984 atop an earthen levee/berm following devastating flooding in 1982 and 1983. The Santa Venetia neighborhood was built on landfill that has compressed over the years, leaving it below the high tide line.

The work underway is part of the Marin County Flood Control and Water Conservation District annual maintenance of the structure. Annual costs have increased from \$10,000 in 2013 to \$298,775 this year.

Areas identified in need of repair are addressed when property owners provide the district with permission and the right to enter. M3 Integrated Services, Inc. has been hired to perform the work. It is expected to be completed by the end of October.

“I am glad to see the support of property owners to grant access,” Sackett said. “A single weak link in the community’s flood protection can make all the difference.”

The county was expected to break ground last summer on a previous \$6 million plan to rebuild the berm. That plan had to be scrapped in March 2022 when an updated construction cost estimate came in at over \$12 million.

The recommendation is to replace the wooden berm with a composite sheet pile floodwall, a structure that would require virtually no maintenance. The construction

estimate, based on 2025 projections, is \$15.4 million, said Julian Kaelon, spokesperson for the county's Department of Public Works.

Sicular Environmental Consulting is performing a supplemental environmental analysis, under the California Environmental Quality Act to determine whether this latest design will require any additional mitigation to offset the impacts from construction.

Once the study is completed this winter, staff is expected to return to the Flood Zone 7 Advisory Board and the Board of Supervisors with an updated cost estimate and recommended next steps based on the report's findings. That will allow staff to work on securing funding, Kaelon said.

The cost of the proposed sheet pile floodwall would be low compared to the value of the 576 properties that would be protected, making it likely that the project would be competitive in future grant applications, Kaelon said.

"The district is investigating all possible grant funding opportunities," Kaelon said.

As proposed, the new floodwall would extend approximately 1.5 miles along 111 properties. In order to do the work, the county will need to acquire easements on those lots. About \$4 million has been budgeted to get that done, pending approval by the supervisors.

In all, the project total is expected to be about \$19.4 million.

So far, the county has about \$2.6 million available. That includes \$1 million in American Rescue Act money, \$300,000 in Flood Zone 7 funds, \$840,000 from the county and a \$500,000 loan, Kaelon said.

Greg Fox, chairman of the Flood Zone 7 Advisory Board, called the project "a race against nature," considering climate change and extreme weather events in recent years.

"In general, my position is that we've got a balancing act here between maintaining the viability of the neighborhood and respecting people's property rights and the sanctity of their homes," Fox said. "There is pretty easily close to a billion dollars of property at risk here. Under the circumstances, we're going to find a way to get this done."

Resident Sean McClelland campaigned in 2020 to rally neighbors to support a seven-year \$297 per parcel tax to collect \$1 million toward the berm replacement. That effort failed in March 2021, coming about 0.4% shy of the two-thirds majority needed for approval.

McClelland said the county staff is pleasant to work with and he knows they're trying. However, the lack of funding and a construction timeline leaves him apprehensive, he said.

“Every year that it doesn’t get done, it’s another year we’re rolling the dice with the weather, and that’s not a good feeling to have,” McClelland said.

The Flood Zone 7 Advisory Board meets at 6 p.m. Sept. 28. More information on the project is at bit.ly/45O4Zd2.

TERRA LINDA

Plan at mall gets key support

City board endorses Northgate development



A rendering of the proposed redevelopment of the Northgate mall in San Rafael. The developers are seeking six residential complexes. MERLONE GEIER PARTNERS

BY ADRIAN RODRIGUEZ

ARODRIGUEZ@MARINIJ.COM

A plan to redevelop Northgate mall in Terra Linda with a mix of housing, shops and restaurants is headed to the San Rafael Planning Commission.

After a five-hour hearing Wednesday, the city's Design Review Board voted 4-1 to recommend approval of the proposal for the 45-acre site.

The meeting focused on the design elements of the six residential complexes proposed across the property. The housing ranged in height from 35-foot townhomes to 77-foot apartment buildings.

"I'm really excited about the vibrant mix of uses that's needed to activate this space," said board member Sarah Rege, who cast the dissenting vote. "However, I remain

deeply concerned with the distribution of affordable units in phase one.”

The applicant, Merlone Geier Partners, is proposing that 96 affordable apartments be situated within a complex to be managed by EAH Housing of San Rafael. Phase one is expected to start in 2025.

Another 51 affordable homes would be spread across the rest of the two apartment complexes in phase two, which is referred to as the “2040 Vision Plan.”

“This idea of everything all in one building is something I just cannot get over as an acceptable idea or as a successful idea,” Rege said of the 96-apartment complex.

The project is proposed under the state density bonus, stifling the panel’s discretion to require the applicant change the height.

“I’m struggling to find comments that are within the confines of the items we’re being asked to talk about that will have a meaningful impact,” Rege said.

Merlone Geier Partners, which bought the property in 2017, calls the proposed development “Northgate Town Square.” Overall, the project aims to mix transit-oriented housing with community space, retail and restaurants.

At a meeting in July, the board dug into the details of the retail design and site layout, including landscaping, parking, bicycle and pedestrian features and the namesake square, which would include a park area, tables and seating and a flexible event space.

The board and many residents agreed that the square needs to be larger. Trimming the number of parking spaces was the board’s preferred method to accomplish it. That position was reinforced Wednesday.

“It needs to get a lot bigger,” board member Stewart Summers said.

As for the residential buildings, Chek Tang, principal architect at Studio T Square, provided an overview of the project’s goals.

“What does the housing do for this project? The housing that we bring to the table is to increase the 24/7 vitality to this district,” Tang said.

He said it was designed so that the tallest seven-story buildings were positioned up against hills to minimize the visual impact. On the east side, the residences are across from the Mt. Olivet Cemetery. On the west, the residences are against the hill atop of which sit the Villa Marin and Quail Hill developments.

Tang said the height and mass steps down as it gets closer to the single-family homes on the south side of the property.

As at the last meeting, residents offered mixed views. Few talked about the details of the architecture and site plan, and instead focused on the density, fire, traffic and safety concerns and the need for housing.

Matthew Hartzell, director of planning and research for WTB-TAM, a bicycling advocacy group, said he likes the proposal.

“This is a good project for Terra Linda; it’s a good project for San Rafael; it’s a good project for Marin County,” Hartzell said.

“Seven stories is not high density,” he added. “This is entirely suitable for a city of San Rafael’s size.”

Sophie Shehi, who lives at the Quail Hill homes, disagreed.

“I am not opposed to commercial with residential on top of it, but I am opposed to having it be right smack dab up against the sidewalk with no push back — it needs to be pushed back further,” Shehi said.

“And the three stories is fine; I’m fine with three stories,” she said. “I’m not fine with seven stories.”

James Quigley, who said he lives within a short walk of Northgate, said he understands his neighbor’s concerns.

“I also understand that we desperately need more housing,” he said.

“I think you’ve done a great job,” he told the board and the applicant. “Everything looks really nice.”

The panelists spent about two hours combing through the details of color, materials, articulation, roofs, building orientation and awnings, suggesting a laundry list of edits.

Board member Don Blayney said he appreciated that the architects stepped down the height closer to the neighborhood.

However, he said, “I think it’s just too big, too massive. I think the scale is all wrong.”

Summers said the architects did “an incredible job,” calling the presentation “awe inspiring.”

“I’m starting to accept things are changing; there’s a need,” Summers said. “I hope this reinvigorates this area. It does seem like the logical site for higher-density housing, close to transit, close to the freeway.”

David Geiser, managing director of Merlone Geier, said his team will continue to work with the city staff “on implementing these changes and doing what we can.”

The draft environmental impact report, which analyzes topics such as traffic, utilities, water supply, noise, air quality and other potential consequences of the development, is expected to be released this fall.

That report will be available for a 30-day public review and will also be vetted at a public meeting when the project is presented to the Planning Commission.

If the commission approves the project and documents, the proposal will be sent to the City Council for consideration.

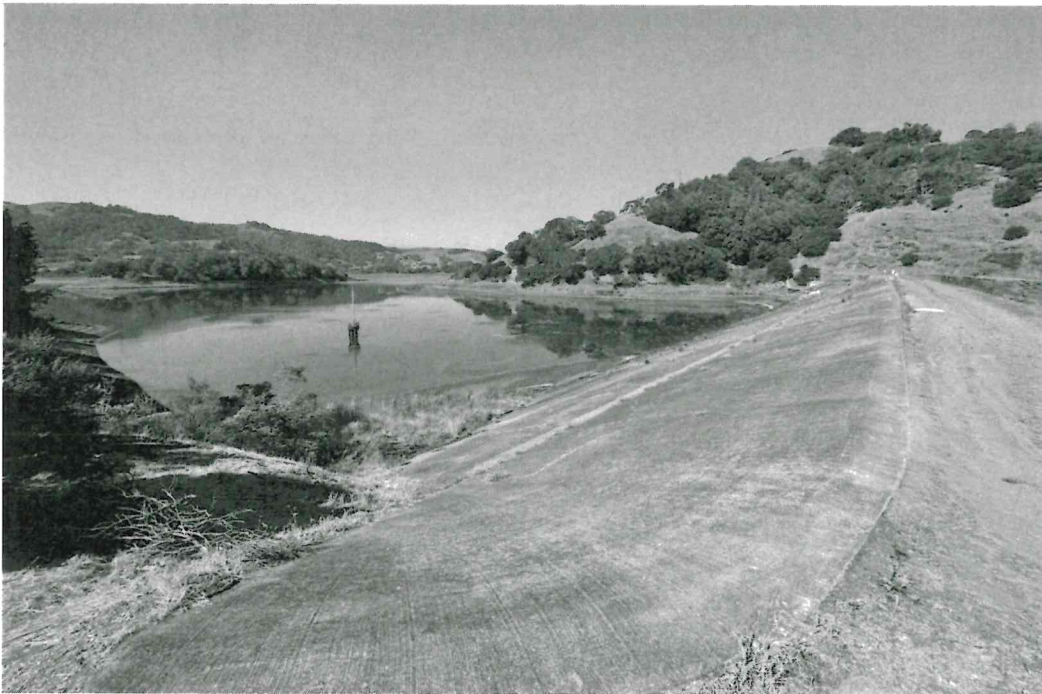
As of Friday, the Planning Commission hearing had not been scheduled.

More information is online at bit.ly/3sNAipL.

MARIN CIVIL GRAND JURY

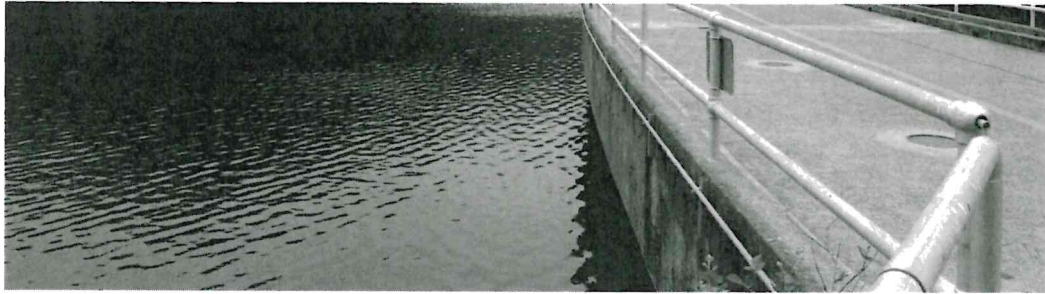
Water utilities respond to dam safety criticism

Districts differ with report from county watchdog



The Stafford Lake dam in northern Novato is the only dam in the North Marin Water District system. PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL





A car travels over Alpine Dam this year in the Mount Tamalpais watershed. The dam is managed by the Marin Municipal Water District.

BY WILL HOUSTON

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Marin County's two largest water suppliers say they have dam safety strategies in place but intend to update their hazard mitigation plans in the near future.

The utilities were responding to a Marin County Civil Grand Jury report urging the agencies to prepare for more intense "atmospheric river" storms caused by climate change. Both agencies are required to provide responses under state law.

The June report said the seven dams managed by the Marin Municipal Water District and the one dam managed by the North Marin Water District are in compliance with regulatory standards. However, the report said the agencies' dam hazard mitigation plans do not incorporate the latest science on climate change effects on storms.

"The average age of dams in Marin County is 87 years, or 37 years older than the national average," the report said. "In the event of dam failure, risks to life, property, and the economy increase because populations downstream have grown significantly since dams were built."

The report recommended the two water agencies update their plans to incorporate this information and form a new committee by March to plan strategies to prevent potential dam failures.

The North Marin Water District submitted its responses in August.

"We have a very robust and comprehensive dam safety program for our one dam," Tony Williams, the general manager of the North Marin Water District, wrote in an email, referring to the Stafford Lake dam. "We didn't agree with several of the findings and recommendations in the Grand Jury report but we recognized the need to educate the community on dam safety. We have a new webpage dedicated to Stafford Dam and Lake and we plan to do more public outreach."

The Marin Municipal Water District board voted on Sept. 5 to approve its responses.

The agency said its hazard plan was updated in 2022 and contains information on dam failure in relation to climate change. With the district pursuing projects that could

increase water supply, it plans to update the plan next year.

“It is anticipated that the updated plan will also review the climate change and dam safety sections to ensure that the latest information, including a discussion on atmospheric rivers and their potential threats to dam and reservoir safety, will be incorporated into the (hazard mitigation plan),” the district states.

The North Marin Water District’s dam safety plan is incorporated into the countywide hazard mitigation plan. The plan was last updated in 2018 with another update slated to be completed before December.

The district said in its response that the updated plan “is likely to have a risk hazard vulnerability assessment that includes a ‘climate change influence’ factor that increases the overall ‘risk score’ for a given hazard.”

As for the recommendation that the utilities create a committee on climate change effects, the two districts differed.

The Marin Municipal Water District said forming a committee requires further analysis. Crystal Yezman, the district’s chief engineer, said the agency exploring participating in a group run by the Center for Western Weather and Water Extremes at the University of California, San Diego. The center forecasts and categorizes atmospheric river storms.

Board president Monty Schmitt said forming a strictly local group might not be the most effective way of addressing the concerns raised by the grand jury report.

“These are issues that face many of the dams that we have in California,” Schmitt said during a discussion of the grand jury report in August. “And so being part of a regional group might help us to share in the science and also share in the development of best management practices that are consistent with all of the larger thought group.”

The North Marin Water District said it would not implement this recommendation, but cited similar reasons as its neighboring agency.

“Climate change isn’t only impacting the two main water suppliers in Marin County but also local cities, the county and other special districts,” the district wrote. “Therefore, if forming a local group is prudent, one with broader participation would likely make more sense and have a better overall benefit to the community.”

Copies of the grand jury report and responses are online at bit.ly/44Kni1k.