

NOVATO SANITARY DISTRICT

Meeting Date: March 18, 2019

The Board of Directors of Novato Sanitary District will hold a **special meeting at 5:30 p.m. Monday, March 18, 2019, at the District Offices, 500 Davidson Street, Novato.**

This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board at this time as a result of any public comments made.

AGENDA

1. PLEDGE OF ALLEGIANCE:

2. AGENDA APPROVAL:

3. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):

This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board at this time as a result of any public comments made.

4. REVIEW OF MINUTES:

- a. Approve minutes of the February 11, 2019 meeting.

5. CONSENT CALENDAR:

The General Manager-Chief Engineer has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended, or may be removed from the Consent Calendar and separately considered at the request of any person.

- a. Approve regular disbursements, February 11 – March 11, 2019.
- b. Ratify payroll and payroll related disbursements, February 2019.
- c. Receive deposit summary, February 2019.
- d. Receive report on the District's Government Compensation in California (GCC) statement for Calendar Year 2018, as filed with State Controller's Office (SCO).
- e. Receive Proposed Schedule for Approval of Preliminary and Final Budget, Appropriations Limit, and Sewer Service Charges.

6. ADMINISTRATION/FINANCE:

- a. Approve transfer of \$120,000 from unspent funds in the "Salaries and Benefits" categories of the FY18-19 Operating Budget as of December 31, 2018, to the Net Pension Liability (NPL) sub-account of the District's PARS Trust account.
- b. Receive update on the District's combined Post-Employment Benefits Trust from Public Agency Retirement Services (PARS) representatives.

7. SOLID/HOUSEHOLD HAZARDOUS WASTE (HHW) OPERATIONS:

- a. Receive Recology – 4th Quarter 2018 report.
- b. Receive verbal report on Marin County JPA and Local Task Force.
- c. Receive Disposal/Diversion reports for 2018.
- d. Receive 2018 Annual HHW and E-waste report.
- e. Receive presentation from Solid/HHW Coordinator Dee Johnson on Senate Bill SB1383 (Lara).

- f. Article from MSN/The Atlantic: "Is this the end of recycling?" - Information only.

8. WASTEWATER OPERATIONS:

- a. Receive Wastewater Operations Report, February 2019:
- i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities
- b. Reclamation - Pasture Lease:
- i. Make a determination that the pasture property is not needed for District purposes during the term of a lease.
 - ii. Schedule a Public Hearing for April 8, 2019 to consider a proposed lease agreement.

9. CAPITAL PROJECTS:

- a. *Collection System Improvements, Account 72706 – Bel Marin Keys Blvd. Sewer Rehabilitation; Project No. 72706-2017-09:* Review Bids received, and authorize the General Manager-Chief Engineer to award the construction contract to Michels Pipeline Construction, and to execute it in the bid amount of \$279,970.
- b. Receive Capital Projects Update, February 2019.

10. BOARD MEMBER REPORTS AND REQUESTS:

- a. California Association of Sanitation Agencies (CASA) Washington DC policy Forum, February 25 – 27, 2019.
- b. North Bay Watershed Association (NBWA) meeting, March 1, 2019 (cancelled).

11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

- a. California Association of Sanitation Agencies (CASA) Washington DC Policy Forum, February 25 – February 27, 2019.

12. PUBLIC EMPLOYEE EVALUATION:

- a. Receive Revised Survey - March 2019, General Manager Salaries.
- b. Closed Session: Public Employee Evaluation: General Manager-Chief Engineer, (Government Code Section 54957).
- c. Report from closed session.
- d. Consider salary adjustment for General Manager-Chief Engineer and provide direction, if any.

13. ADJOURN:

Next Resolution No. 3131.

Next regular meeting date: Monday, April 8, 2019, 5:30 p.m. at the Novato Sanitary District office, 500 Davidson Street, Novato, 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) 892-1694 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.

NOVATO SANITARY DISTRICT

Board Meeting Minutes

Meeting Date: February 11, 2019

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 5:30 p.m., Monday, February 11, 2019, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Carole Dillon-Knutson, Directors William Long, Jean Mariani, Brant Miller, and Jerry Peters.

STAFF PRESENT: General Manager-Secretary Sandeep Karkal, and Administrative Secretary Julie Hoover.

ALSO PRESENT: Laura Creamer, Finance Officer, Novato Sanitary District
Erik Brown, Deputy General Manager, Novato Sanitary District
John O'Hare, Project Manager, Veolia
Jeff Andress, Collections System Superintendent, Novato Sanitary District
Dale Thrasher, Administrative Services Officer, Novato Sanitary District
Jeff Boheim, Field Services Manager, Novato Sanitary District
Joe Moreno, Collection System, Novato Sanitary District
Javier Vega, Collection System, Novato Sanitary District
Michael Juniphant, Business Development Manager, Enovity, Inc.
James Lonergan, Consultant, Enovity, Inc.

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

- Consider approval of minutes of the January 14, 2019 regular meeting.

On motion of Director Miller, seconded by Director Peters, and carried unanimously, the January 11, 2019 Board meeting minutes were approved.

CONSENT CALENDAR:

President Dillon-Knutson called for a motion on the Consent Calendar items as follows:

- a. Approve Board member disbursements in the amount of \$1,444.93, capital project disbursements in the amount of \$82,348.10, and regular disbursements in the amount of \$309,833.36. Ratification of January 28th capital project disbursements in the amount of \$60,215.54, and regular disbursements in the amount of \$143,572.37.
- b. Ratification of January payroll and payroll related disbursements in the amount of \$290,148.75.

- c. Receive deposit summary, January 2019.
- d. Receive Accounts Receivable (A/R) Summary Report as of January 31, 2019.
- e. Receive 2nd Quarter Investment Report, Fiscal Year (FY) 2018-19.
- f. Receive 2nd Quarter Financial Report, FY 2018-19 (unaudited).
- g. Receive report, District Finance Officer's attendance at annual California Society of Municipal Finance Officers (CSFMO) conference – information only.

On motion of Director Peters, seconded by Director Miller, and carried unanimously, the Board approved the above listed Consent Calendar items.

WASTEWATER OPERATIONS:

- Receive Wastewater Operations Reports, January 2019.

Collection System Report: Collection System Superintendent Jeff Andress provided the Collections System Report for January 2019. He stated that the Collection Department cleaned 77,736 lineal feet of sewer pipelines, and that 4,384 feet of sewer main were televised. He noted that CCTV (closed circuit TV) work did not identify any new structural damages or areas that would require a change in sewer line maintenance operations. He stated that staff completed 381 maintenance work orders, leaving zero (0) work orders outstanding. Further, he noted that staff conducted 140 lift station inspections and completed maintenance inspections on four (4) air relief/vacuum valves.

The Collection System Superintendent then outlined the training provided in January, noting that the Collection Department staff attended four (4) safety tailgate meetings. He stated that Collections Staff participated in two specialized training events, and that there were no lost time accidents in the month. He concluded his presentation, stating that there were no sanitary sewer overflows in January.

Treatment Facilities Report: Veolia Project Manager John O'Hare provided the January 2019 Treatment Facilities Monthly Operations Report (MOR). He reviewed the treatment plant performance, stating that the flow for January was high, recording an instantaneous peak flow of 47 million gallons on January 16th. He stated that the average daily flow for January was 8.56 MGD (million gallons per day). He continued, stating that there were no discharge violations in the month, and that the Recycled Water Facility (RWF) produced 0.627 million gallons of recycled water.

The Project Manager stated that Veolia staff participated in weekly tailgates, and attended a First Aid/CPR/AED certificate training on January 16th. He reviewed the monthly routine inspections, maintenance activities, and key events for the Novato treatment facility, the Ignacio transfer pump station, and the recycled water facility. He stated that regulatory inspectors from the U.S. EPA and the California Regional Water Quality Control Board conducted two regulatory inspections on January 28th and 29th. He stated that the inspectors had favorable comments during the process, and he noted that the inspection reports would be available in the next few months.

The Project Manager discussed pretreatment and pollution prevention activities, and concluded his report, stating that no odor contacts were received in January.

Reclamation Facilities Report: Field Services Manager Jeff Boheim summarized the Reclamation Facilities report for January. He stated that drainage pump stations No. 3 and 7 pumped approximately 348 million gallons (MG) and 140.4 MG, respectively, this month, and that no irrigation activities took place. He noted that the current ranch lessee removed various pieces of rancher owned equipment from Site 7 as the current lease approaches the end of its 10-year term on 3/31/2019. The Field Services Manager stated that storage ponds No. 1 and 2 were at approximately 3 (three) feet at the beginning of January and at approximately 4 (four) feet on January 31, 2019, due to rainfall accumulation. He stated that the District contracted with the landscape company Cagwin & Dorward, and removed portions of fallen trees that were blocking roadways at Site 2.

CAPITAL PROJECTS:

- RWF Expansion, Account No. 73005; Grant Final Acceptance of the Recycled Water Facility (RWF) Expansion Project, and authorize staff to file the Notice of Completion.

Deputy General Manager Erik Brown stated that the Recycled Water Facility Expansion Project was awarded to Pacific Infrastructure Corporation (PIC) on October 23, 2017. He stated that work began on December 20, 2017, and that substantial completion was achieved on October 15, 2018. He noted that the final cost of the project was \$1,993,550.37 which included a total of \$53,428.37 in contract change orders, or 2.75% over the bid amount. He requested that the Board grant final acceptance and authorize staff to file the Notice of Completion.

Director Miller inquired as to the current total capital investment in recycled water. The General Manager replied that for all District recycled water (Title 22) projects combined, the investment was around \$10 - \$12 million. Director Long questioned what the Federal reimbursement grant for this project will be. The General Manager stated that the District would be entitled to a maximum of 25% of the overall costs. The Deputy General Manager added that after design costs and North Bay Water Reuse Authority (NBWRA) administrative costs, the District should anticipate a reimbursement of approximately \$450,000.

On motion of Director Long, seconded by Director Peters and carried unanimously, the Board granted final acceptance of the Recycled Water Facility (RWF) Expansion Project, and authorized staff to file the Notice of Completion.

Director Long stated that with the completion of the Recycled Water facility and the prospect of no increased recycled water demand from North Marin Water District (NMWD), he suggested that District staff review the financial obligations shared with NMWD regarding recycled water. The General Manager stated that agreements are currently in place between NMWD and Novato Sanitary District and between NMWD and the Las Gallinas Valley Sanitary District (LGVSD). He stated that these agreements direct the funds generated from the sale of the recycled water into separate accounts for each agency, and stated that the District does receive periodic statements detailing the fund balances. He provided an explanation of these agreements and noted anticipation of a reconciliation process with NMWD.

- Cogeneration/Alternative Energy, Account No. 72708: Receive presentation from Enovity, Inc., on an energy-efficiency measures (EEMs) project through the Pacific Gas & Electric

Co. (PG&E) On-Bill Financing (OBF) program, and provide direction. The General Manager stated that at its May 22, 2017 meeting, the Board received an update on implementing cogeneration/alternative energy projects, focusing on three primary strategies for working toward achieving the District's energy goals: 1) Cogeneration, 2) Solar generation and battery storage, and 3) Energy efficiency measures (EEM's). He stated that Michael Juniphant of Enovity Inc., would provide details of their findings, recommendations for implementing EEMs, and discuss the funding of these projects through PG&E's zero percent (0%) on-bill financing (OBF) program.

Mr. Juniphant began his presentation titled: "Phase 1 OBF Turnkey Energy Project", and gave an overview of Enovity's qualifications. He provided an example of an Enovity OBF project currently underway at Camp Roberts, and then outlined the details of the Phase 1 OBF Turnkey Energy Project at the District's treatment facility. He stated that this project had already completed the pre-approval and preliminary OBF acceptance stage, the initial site assessment stage, and was ready for the OBF Package to be submitted to PG&E for project funding approval. He concluded his presentation and invited James Lonergan, Enovity Consultant, to review further details of the District's project.

Mr. Lonergan addressed the Board, and provided details of the energy efficiency measures proposed with the Phase 1 Project including: a) LED retrofit measures of both exterior and interior locations; b) connect primary clarifier tank 1 foul air ducting to main foul air ducting; c) blend digester gas with natural gas for boiler heating; and d) reconfigure UV system at recycled water to capitalize on the new recycled water treatment equipment. Mr. Lonergan finished his presentation by reviewing the estimated savings to the District after completion of the energy efficiency measures.

The General Manager and the Board discussed details of the presentation. The General Manager stated that the approximate cost for the Phase 1 EEM's would be around \$1 million, and that the energy cost savings would be around \$132,372 per year. He continued, stating that the monthly on-bill financing (OBF) would be approximately \$10,967.15 and that the monthly operating cost savings would be approximately \$11,031.02. Discussion continued between the Board, Mr. Lonergan, and Mr. Juniphant, on details of the EEM elements.

On motion of Director Peters, seconded by Director Miller, and carried unanimously, the Board directed the General Manager-Chief Engineer to request a final design/build proposal for an OBF turnkey energy project from Enovity, Inc. for energy savings projects at the Novato Sanitary District. Furthermore, the General Manager-Chief Engineer was directed to receive a sample agreement for the energy savings projects to be reviewed by staff and District Counsel.

At 6:54 p.m., President Dillon-Knutson declared a short recess. Mr. Juniphant, Mr. Lonergan, and Ms. Creamer left the meeting.

At 7:05 p.m., President Dillon-Knutson reconvened the meeting.

- Receive Capital Projects Update, January 2019. The Deputy General Manager provided an update of the current capital projects involved with the Capital Improvement Program (CIP) at the District. He began by reviewing the four Collection System Improvement

projects. He stated that a draft of the Collection System Master Plan (CSMP) report had been received from the District's consultant, Woodard and Curran, and was currently being reviewed by District staff. He discussed the Hamilton Wetlands/Outfall Integration project. He stated that the State Coastal Conservancy's (SCC) third party consultant, Woodard and Curran, and District staff, have reviewed SCC's design for the Bel Marin Keys Unit V Phase 1 project and have provided comments for the portion that relates to the District's outfall.

The Deputy General Manager continued his report and provided an update of the District's Cogeneration/Alternative Energy project. He stated that the District's consultant, Woodard and Curran, had submitted a Draft Cogeneration Evaluation Technical Memo Update. He stated that staff had reviewed the recommendations and expects the final report to be submitted in late March or April. He provided an update of the administration building upgrades/maintenance building, noting that expected delivery/install of the modular building was early spring of 2019. He concluded his report with a brief discussion of the upcoming vehicle replacements for fiscal year 2018/19.

BOARD OF DIRECTORS:

- Presidential appointment of members to Board Committees, for remainder of Fiscal Year (FY) 2018/19. President Dillon-Knutson declared that all Standing Committee members will remain the same. President Dillon-Knutson then made the Regular Committee appointments as follows, to be effective immediately:

- California Association of Sanitation Agencies
 - Brant Miller, Delegate
 - Sandeep Karkal, Alternate
- California Sanitation Risk Management Authority (Members will remain the same)
 - Sandeep Karkal, Delegate
 - Brant Miller, Alternate
- North Bay Water Reuse Authority
 - Carole Dillon-Knutson, Delegate
 - Jerry Peters, Alternate
- North Bay Watershed Association
 - Jean Mariani, Delegate
 - Sandeep Karkal, Alternate

President Dillon-Knutson stated that there were no Ad Hoc Committee Assignments at this time, noting that the previous Ad Hoc Labor Negotiations Committee was no longer active.

BOARD MEMBER REPORTS AND REQUESTS:

- North Bay Water Reuse Authority (NBWRA) meeting, January 28, 2019. Director Long discussed his attendance at the NBWRA meeting held on January 28th at Novato City Hall. Director Long stated that at the meeting, he provided a report stating that Novato Sanitary

District had completed its final Phase 1 project, and had no additional projects pending. For this reason, Director Long notified NBWRA that the District would drop to the Associate Member level, at a membership cost to the District of about \$10K a year.

- North Bay Watershed Association (NBWA) meeting, February 1, 2019. Director Miller discussed his attendance at the NBWA meeting held on February 1st at the Petaluma Community Center. He commented on a presentation by Steven Ritchie of the San Francisco Public Utilities Commission. Additionally, Director Miller discussed a tour and presentation at the Casa Grande Fish Hatchery in Petaluma. He stated that the hatchery is part of the science curriculum at the Casa Grande High School, and is staffed and operated by the students, with adult guidance.

- Receive requested information on survey of Bay Area wastewater agencies to determine the relative position of the General Manager-Chief Engineer's compensation compared to the Bay Area market. Director Mariani stated that at the December 10, 2018 meeting, she had formally requested a compensation survey of Bay Area water and wastewater agencies to determine the relative position of the General Manager-Chief Engineer's compensation as compared to the Bay Area market. She discussed the survey that was provided as part of the Board packet, noting that based on the information, the General Manager-Chief Engineers current salary is between 8.60% to 10.53% below median of those agencies surveyed. She commended staff for completing the survey, and requested that the information be used to provide the General Manager-Chief Engineer with a compensation increase over-and-above the cost-of-living increase (COLA) that he currently receives. Director Miller commented on the inclusion of South Bay agencies on the survey. Director Long asked if NMWD could be added to the survey.

President Dillon-Knutson requested that the General Manager schedule a closed session at the next meeting to facilitate a performance evaluation of the General Manager-Chief Engineer's position, and the General Manager agreed.

- Board Member Reports:

Directors Mariani, Miller, Long, and Peters discussed presentations they attended while at the California Association of Sanitation Agencies (CASA) Conference that was held in Indian Wells, CA, from January 23rd through the 25th.

Director Mariani stated that at a climate round-table meeting held at the City of Novato in 2018, a statement was made that the Novato Sanitary District was the largest power consumer in the city. She questioned if staff were able to prepare a report comparing the total cost of power usage of the treatment facility prior to upgrades completed in 2010, with the total cost of power usage of the current treatment facility. She stated it may be useful to show how much the District's power consumption declined after the treatment facility upgrades were completed. Board members agreed that the energy cost-savings data may be useful for future discussions with Novato residents and Council members.

INFORMATIONAL ITEM:

The General Manager noted that the following item was included for informational purposes only:

- Pension & Investments magazine article, published January 23, 2019: "CalPERS returns -3.9% in 2018, sets sights on higher private equity head."

GENERAL MANAGER'S REPORTS AND ANNOUNCEMENTS:

- Reports:
 - All Board Members are required to complete a Form 700, which is then to be returned to the District office no later than April 2, 2019.

- Announcements:
 - The next Board meeting will be a Special meeting, held on Monday, March 18th at 5:30 p.m.

ADJOURNMENT: There being no further business to come before the Board, President Dillon-Knutson adjourned the meeting at 8:06 p.m.

Respectfully submitted,

Sandeep Karkal
Secretary

Julie Hoover, Recording

Novato Sanitary District Board Fees Check Register

For February 2019

Date	Num	Name	Credit
Mar 8, 19			
03/08/2019	5947	Dillon-Knutson-, Carole	407.79
03/08/2019	5948	Long, William C	313.79
03/08/2019	5949	Mariani, Jean M	307.79
03/08/2019	5950	Miller, Brant	
03/08/2019	5951	Peters, Arthur Gerald	207.79
Mar 8, 19			<u>1,237.16</u>

Novato Sanitary District Operating Check Register

February 25, 2019

Date	Num	Name	Credit
Feb 25, 19			
02/25/2019	62704	Pacific, Gas & Electric	77,716.04
02/25/2019	62715	Veolia Water Recycled Water Op...	6,655.88
02/25/2019	62711	U.S. Bank Corporate	4,334.05
02/25/2019	62700	North Marin Water District	3,286.51
02/25/2019	62693	Graybar Electric Co. Inc.	3,123.72
02/25/2019	62684	Caltest Analytical Lab Inc.	1,966.40
02/25/2019	62706	Rauch Communication Consulta...	1,696.95
02/25/2019	62686	CASA	1,390.00
02/25/2019	62687	Centric Signs	1,285.72
02/25/2019	62696	IEDA, INC	1,225.00
02/25/2019	62701	North Marin Water District Payroll	1,206.00
02/25/2019	62703	Pace Supply, Inc.	830.03
02/25/2019	62709	Roy's Sewer Service, Inc.	825.00
02/25/2019	62714	Veolia Water North America, Lab	718.18
02/25/2019	62691	Frontier California Inc EQ	580.32
02/25/2019	DD	Long, William C.	483.95
02/25/2019	62683	Cagwin & Dorward Inc.	461.00
02/25/2019	62680	B.W.S. Distributors, Inc.	440.73
02/25/2019	62689	Diesel Emissions Service, Inc.	438.44
02/25/2019	62698	Medical Center of Marin-Novato	300.00
02/25/2019	62699	NAPA Auto Parts	299.28
02/25/2019	62708	Recology Sonoma Marin	276.21
02/25/2019	62682	BoundTree Medical, LLC	272.55
02/25/2019	62702	Novato Chamber of Commerce	250.00
02/25/2019	62694	Health Promotions Now	249.99
02/25/2019	62712	U.S. Bank Equipment Finance	218.63
02/25/2019	DD	Peters, Jerry Brd Member	205.89
02/25/2019	62685	Cantarutti Electric, Inc	198.00
02/25/2019	62681	Bill's of Tiburon	175.00
02/25/2019	62692	Grainger	169.18
02/25/2019	62707	Ray Morgan, formerly Ricoh	151.76
02/25/2019	62697	McMaster-Carr Supply Co.	149.21
02/25/2019	62688	CWEAmembers	92.00
02/25/2019	62679	American Messaging	86.73
02/25/2019	62690	Federal Express	58.16
02/25/2019	62710	Staples Advantage	55.37
02/25/2019	62705	Petty Cash	47.32
02/25/2019	DD	Mariani, Jean	39.04
02/25/2019	62695	IDEXX Distributing Corp.	32.31
02/25/2019	62713	United Parcel Service	30.62
Feb 25, 19			<u>112,021.17</u>

Novato Sanitary District Operating Check Register

March 11, 2019

Date	Num	Name	Credit
Mar 11, 19			
03/11/2019	62759	Veolia Water North America, Inc.	179,366.05
03/11/2019	62760	Veolia Water North America, Lab	29,244.98
03/11/2019	62756	Stericycle	19,822.36
03/11/2019	62744	Marin County Registrar of Voters	17,270.52
03/11/2019	62753	PARS-PSRP-Post Employment...	12,084.00
03/11/2019	62752	PARS-OPEB-Post Employment...	9,125.96
03/11/2019	62742	Johnson, Dee	8,100.00
03/11/2019	62724	Citi Visa (Costco)	7,686.91
03/11/2019	62723	Cagwin & Dorward Inc.	6,860.00
03/11/2019	62734	Fahy Tree Service	6,200.00
03/11/2019	62763	Woodard & Curran formerly RMC	5,242.25
03/11/2019	62721	Beecher Engineering, Inc	4,095.00
03/11/2019	62762	WECO	3,817.09
03/11/2019	62730	Diesel Direct West, Inc.	3,779.55
03/11/2019	62728	Dearborn National	2,539.96
03/11/2019	62732	Environmental Dynamics	1,581.00
03/11/2019	62757	Steven Engineering Inc.	1,270.60
03/11/2019	62739	IEDA, INC	1,225.00
03/11/2019	62743	Leete Generators	993.63
03/11/2019	62749	North Marin Water District	672.35
03/11/2019	62745	Marin IJ - Newspapers in Educ...	600.00
03/11/2019	62754	Pini Hardware	599.01
03/11/2019	62719	B.W.S. Distributors, Inc.	595.34
03/11/2019	62761	Vision Service Plan	567.42
03/11/2019	62758	UniFirst Corporation	555.71
03/11/2019	62729	Diego Truck Repair Inc.	527.42
03/11/2019	62751	Oliver Automotive	522.88
03/11/2019	62716	Alpha Analytical Lab, Inc.	513.00
03/11/2019	62731	EEC	479.82
03/11/2019	62733	Evoqua Water Technologies - ...	469.29
03/11/2019	62737	Fisher-Scientific	417.92
03/11/2019	DD	Karkal, Sandeep	351.74
03/11/2019	62747	Meyers, Nave, Riback, Silver &...	350.00
03/11/2019	62741	Jim-n-i Rentals Inc.	309.78
03/11/2019	62725	Claremont EAP, Inc.	250.00
03/11/2019	62726	CWEA-Redwood Empire Section	235.00
03/11/2019	62722	BoundTree Medical, LLC	197.90
03/11/2019	62727	CWEAmembers	188.00
03/11/2019	62735	Farmery, Russell-	185.00
03/11/2019	62755	Staples Advantage	156.04
03/11/2019	62720	Barnett Medical LLC	135.00
03/11/2019	62748	NAPA Auto Parts	130.27
03/11/2019	62717	American Messaging	94.26
03/11/2019	62718	AT&T Mobility	62.92
03/11/2019	62738	Grainger	61.79
03/11/2019	62740	Integrity Shred LLC	50.00
03/11/2019	62736	First Alarm	42.34
03/11/2019	62764	Zenith Instant Printing, Inc.	34.72
03/11/2019	62746	McMaster-Carr Supply Co.	29.29
03/11/2019	62750	Novato Builders Supply	12.55
Mar 11, 19			<u>329,701.62</u>

Novato Sanitary District Capital Projects Check Register

February 25, 2019

Date	Num	Name	Credit
Feb 25, 19			
02/25/2019	3403	Woodard & Curran formerl...	27,844.80
02/25/2019	3399	Lateral-Tanem	2,000.00
02/25/2019	3400	Marin Independent Journal	785.50
02/25/2019	3402	Nute Engineering Inc.	421.00
02/25/2019	3401	McMaster-Carr Supply Co.	148.50
Feb 25, 19			<u>31,199.80</u>

Novato Sanitary District Capital Projects Check Register

March 11, 2019

Date	Num	Name	Credit
Mar 11, 19			
03/11/2019	3407	Woodard & Curran formerl...	21,529.04
03/11/2019	3406	Shape Incorporated	11,224.33
03/11/2019	3405	Lateral-Raboin	2,000.00
03/11/2019	3404	D&M Utility Services of CA	450.00
Mar 11, 19			<u>35,203.37</u>

**Novato Sanitary District
Payroll and Payroll Related Disbursements
February - 2019**

Item 5.b.

Date	Description	Amount
02/28/2019	February Payroll	128,337.52
02/28/2019	United States Treasury	23,620.96
02/28/2019	EDD	8,293.00
02/22/2019	CalPERS Health	29,995.02
02/22/2019	February Retiree Health Benefits	14,840.04
02/22/2019	PARS-OPEB Contribution	9,125.96
02/22/2019	PARS-Pension Contribution	12,084.00
02/22/2019	CALPERS Retirement	11,538.19
02/22/2019	CALPERS Retirement	13,857.18
02/22/2019	CalPers Supplemental Income Plan	3,433.33
02/22/2019	Lincoln Financial Group 457	8,556.85
02/22/2019	Lincoln Financial Group Roth 457	750.00
02/22/2019	Lincoln Financial Group-401a Plan	8,576.90
02/22/2019	Local Union 315	640.00
02/22/2019	California State Disbursement Unit	571.00
02/22/2019	Delta Dental	2,838.41
02/22/2019	ICMA-RC Retiree Health Program	1,503.13
Total for February 2019		<u>278,561.49</u>

Novato Sanitary District Deposit Detail February 2019

Type	Date	Name	Account	Amount
11113 · Westamerica - Operations				
Deposit	02/01/2019	Starbucks	41040 · Permit & Inspection Fee	60.00
		Collins, Seamus	41040 · Permit & Inspection Fee	40.00
		Collins, Seamus	51020 · Connection Charges	9,292.00
TOTAL				9,392.00
Deposit	02/04/2019			15,886.95
		USCG (For December)	11200 - Accounts Receivable	15,886.95
Deposit	02/12/2019	Stuckenbroker, Jarrod	41040 · Permit & Inspection Fee	40.00
		Nor Cal Pipeline Services	72706 · Collection System Improv	20.00
		Medina, Carlos	41040 · Permit & Inspection Fee	40.00
		State of California	66020 · Employee Benefits	514.50
		Turner, John/Garratt, Phyliss	21045 · Novato Heights Debt Service (1)	4,334.05
		Divine, Fredric	41040 · Permit & Inspection Fee	40.00
		Gagne Brothers	41040 · Permit & Inspection Fee	40.00
		Lopez, Glenn	41040 · Permit & Inspection Fee	40.00
TOTAL				5,068.55
Deposit	02/13/2019			15,886.94
		USCG (Fpr January)	11200 - Accounts Receivable	15,886.94
Deposit	02/19/2019	Sonoma County Water Agency	51072 · Grant Revenue (2)	150,148.78
		Sonoma County Water Agency-	11200 - Accounts Receivable (2)	232,839.00
		Westland Contractors, Inc.	72706 · Collection System Improv	20.00
		Gonzalez, Carlos	41040 · Permit & Inspection Fee	60.00
		Zaragoza Plumbing	41040 · Permit & Inspection Fee	40.00
		County of Marin	51015 · Property Taxes	3,481.71
TOTAL				386,589.49
Deposit	02/25/2019	Energyguy	41040 · Permit & Inspection Fee	40.00
		Gagne Brothers	41040 · Permit & Inspection Fee	40.00
		Southwest Pipeline	72706 · Collection System Improv	20.00
		Marin County Housing Auth	11200 - Accounts Receivable (3)	12,300.00
		Veolia Water	11200 - Accounts Receivable (4)	3,781.14
		Recology	11200 - Accounts Receivable (5)	100,193.00
		North Marin Water District-	11200 - Accounts Receivable (6)	97,312.54
TOTAL				213,686.68
Total Deposits for February 2019				646,510.61
<p>(1) Collection of Novato Heights special assessment district for property located on Ridge Road.</p> <p>(2) Received final grant reimbursements from Sonoma County Water Agency through NBWRA for recycled water expansion project.</p> <p>(3) Collection from the Marin County Housing Authority for non tax roll sewer service charges-second half of FY18-19</p> <p>(4) Collection of Veolia Water second quarter invoice for reimburseable expenses.</p> <p>(5) Collection of third quarter billing for AB939 Hazardous household waste fees from Recology .</p> <p>(6) Collection of Recycled Water Facility billing for September - November 2018 and Class I Permit renewal from North Marin Water District.</p>				

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Consent Calendar: Submittal of Government Compensation in California (GCC) statement to the State Controller's Office (SCO).	MEETING DATE: March 18, 2019 AGENDA ITEM NO.: 5.d.
RECOMMENDED ACTION: Receive report on the District's Government Compensation in California (GCC) statement for Calendar Year 2018, as filed with the State Controller's Office (SCO).	
SUMMARY AND DISCUSSION: <p>Staff recently filed the District's Calendar Year CY2018 GCC report with the SCO. The GCC report contains compensation and benefit information for each employee by classification and department, including Employer contributions to the Defined Benefit Plan, and premiums paid on behalf of each employee for Health, Dental and Vision benefits.</p> <p>By state law, the District's annual GCC statement for each year is due by April 30th of the following year. Currently, the District files the GCC electronically. Staff has timely filed this report to the SCO's website, and received confirmation of acceptance. More information and previous filings can be found on the SCO's website:</p> <p>https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?fiscalyear=2013</p>	
ATTACHMENTS: 1. Confirmation of Acceptance of GCC report from SCO.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 5 (Effective Governance and Administration) of the latest Strategic Plan Update.	
DEPT.MGR.: lmc, ssk	GENERAL MANAGER: SSK

Laura Creamer

From: GCCSupport@sco.ca.gov
Sent: Saturday, March 2, 2019 7:11 AM
To: Laura Creamer
Subject: 2018 Government Compensation Report: Novato Sanitary District (Marin)

***** This is an automatically generated email, please do not reply *****

Thank you for your submission of the 2018 Government Compensation in California (GCC) report to the State Controller's Office (SCO) for **Novato Sanitary District (Marin) - 12302104400**.

Upon our review process, an analyst may contact you for clarification regarding the report.

Sincerely,

State Controller's Office
Local Government Programs and Services Division
Government Compensation Unit

CONFIDENTIALITY NOTICE: This email from the State of California is for the sole use of the intended recipient and may contain confidential and privileged information. Any unauthorized review or use, including disclosure or distribution, is prohibited. If you are not the intended recipient, please contact the sender and destroy all copies of this email.

NOVATO SANITARY DISTRICT

PROPOSED SCHEDULE FOR APPROVAL OF 2019-21 PRELIMINARY AND FINAL BUDGET, APPROPRIATIONS LIMIT, AND SEWER SERVICE CHARGES

- March 8, 2019 First three quarters of revenues and expenditures report for 2018-19 (with estimates for March 2019); preliminary estimate of annual expenditures for 2018-19; and fill in column for new budget projections goes to supervisors for their review.
- March 18, 2019 Special Board Meeting: Receive schedule for adoption of 2019-21 Preliminary and Final Budget, Appropriations Limit, and Sewer Service Charges.
- March 22, 2019 Budget projections from supervisors due in to Finance Officer.
- April 1, 2019 Department budgets for 2019-20 and 2020-21 to General Manager-Chief Engineer for review.
- April 8, 2019 Regular Board Meeting: Budget workshop on updated Capital Improvements Program (CIP) and 2019-21 Preliminary Budget. Set date for public hearing on sewer service charges and collection on tax rolls.
- April 15, 2019 Publish first public hearing notice in Marin I.J.
- April 22, 2019 Publish second public hearing notice in Marin I.J.
- May 13, 2019 Regular Board Meeting: Initial presentation of 2019-21 Preliminary Budget. Review Annual Operating and Capital Improvements Program (CIP) Budgets.
- May 20, 2019 Solid Waste Committee Meeting: Review Solid Waste and Household Hazardous Waste Operating Budget, and recommend Board adoption.
- May 27, 2019 Wastewater Operations Committee meeting: Review Annual Operating Budget, and recommend Board adoption.
- June 3, 2019 Capital Improvements Committee meeting: Review Annual Capital Improvements Program (CIP) Budget, and recommend Board adoption.
- June 10, 2019 Regular Board Meeting: Public Hearing on 2019-20 sewer service charges and collection on County of Marin tax rolls. Board adoption of 2019-21 Preliminary Budget.
- July 1, 2019 Deadline to provide Sewer Service Charge information to Marin County.

NOVATO SANITARY DISTRICT

PROPOSED SCHEDULE FOR APPROVAL OF 2019-21 PRELIMINARY AND FINAL BUDGET, APPROPRIATIONS LIMIT, AND SEWER SERVICE CHARGES

July 29, 2019 State Department of Finance provides growth factors for calculation of the District's 2019-20 appropriations limit.

August 12, 2019 Regular Board Meeting: Board establishes 2019-20 appropriations limit, approves Final Budget, and adopts resolution fixing tax allocation for 2019-2020.

Public Hearing Noticing Procedures

Hearing Notice published once a week for two successive weeks with at least 5 days intervening between the respective publication dates. First publication to be at least 14 days prior to the date set for hearing. (Publish in Marin IJ).

NOVATO SANITARY DISTRICT BOARD AGENDA AGENDA ITEM SUMMARY

TITLE: Administration/Finance: Contribution to the Net Pension Liability (NPL) sub-account of the District’s Public Agency Retirement Services (PARS) Trust Account.	MEETING DATE: March 18, 2019 AGENDA ITEM NO.: 6.a.
RECOMMENDED ACTION: Approve transfer of \$120,000 from unspent funds in the “Salaries and Benefits” categories of the FY 18-19 Operating Budget as of December 31, 2018, to the Net Pension Liability (NPL) sub-account of the District’s PARS Trust account.	
SUMMARY AND DISCUSSION: <p>At the February 11, 2019 Board meeting, staff presented the Fiscal Year (FY) 18-19 Second Quarter Financial Report (Unaudited), for the quarter ending December 31, 2018. One of the items that the report identified was that as of December 31, 2018, the “Salaries and Benefits” categories of the Operating Budget were somewhat (approximately 5%) underspent.</p> <p>As of January 2019, the District’s PARS account balance was \$2,057,207 (see Attachment 1). Of this, the subaccount related to the District’s Governmental Accounting Standards Board Statement No. 75 (GASB 75) related Other Post-Employment Benefits (OPEB) liability had a balance of \$1,153,640, and showed a 1-year investment result of -0.22%. The subaccount related to the GASB 68 Net Pension Liability (NPL) had a balance of \$903,566 and showed a 1-year investment result of 0.66%.</p> <p>One of the goals (Goal 4.4) of the District’s Strategic Plan is to appropriately and prudently address and manage its unfunded liabilities related to pensions and benefits. Therefore, staff recommends that the Board consider transferring \$120,000 from the approximately \$144,000 in unspent funds in the “Salaries and Benefits” categories of the FY18-19 Operating Budget as of December 31, 2018, to its PARS Trust account. Further, given that the balance of the GASB 68 (NPL) sub-account is significantly less than the balance in the GASB 45 (OPEB) sub-account, staff recommends that this \$120,000 amount be directed to the Net Pension Liability (NPL) sub-account of the District’s PARS Trust account.</p>	
ATTACHMENTS: 1. PARS Statement, January 2019.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 4 (Well Planned Finances with a Long Range Outlook) and Goal 5 (Effective Governance and Administration) of the latest Strategic Plan Update.	
DEPT. MGR.: lmc, ssk	GENERAL MANAGER: SSK

**NOVATO SANITARY DISTRICT
PARS Post-Employment Benefits Trust**

**Account Report for the Period
1/1/2019 to 1/31/2019**

Sandeep Karkal
General Manager
Novato Sanitary District
500 Davidson Street
Novato, CA 94945

Account Summary

Source	Beginning Balance as of 1/1/2019	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 1/31/2019
OPEB	\$1,108,554.64	\$9,125.96	\$36,190.84	\$230.95	\$0.00	\$0.00	\$1,153,640.49
PENSION	\$873,543.48	\$12,084.00	\$18,210.52	\$271.53	\$0.00	\$0.00	\$903,566.47
Totals	\$1,982,098.12	\$21,209.96	\$54,401.36	\$502.48	\$0.00	\$0.00	\$2,057,206.96

Investment Selection

Source	
OPEB	Moderately Conservative Index PLUS
PENSION	Conservative Index PLUS

Investment Objective

Source	
OPEB	The dual goals of the Moderately Conservative Strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.
PENSION	The primary goal of the Conservative Strategy is to provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	3.24%	2.46%	-0.22%	-	-	-	1/31/2017
PENSION	2.06%	2.64%	0.63%	-	-	-	1/31/2017

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

Headquarters - 4350 Von Karman Ave., Suite 100, Newport Beach, CA 92660 800.540.6369 Fax 949.250.1250 www.pars.org

Recology Sonoma Marin
Quarterly Report - Novato
Service Period: 10/1/2018 to 12/31/2018

7.2.3 (a&d) Garbage Collection (Tons)	October	November	December	Total
Commercial	852.50	713.73	737.72	2,303.96
Multi Family	328.59	275.10	284.35	888.03
Residential	1,012.39	1,060.64	991.98	3,065.01
Roll Off (Debris Box)	64.28	59.42	67.80	191.50
Totals	2,257.76	2,108.89	2,081.85	6,448.50

7.2.3 (b) Recyclable Material Collection (Tons)	October	November	December	Total
Commercial	273.15	259.60	262.51	795.26
Multi Family	45.80	43.53	44.01	133.34
Residential	646.78	614.70	621.60	1,883.08
Roll Off (Debris Box)	294.78	328.33	259.50	882.61
Buy-back Center	22.65	20.10	19.41	62.16
Totals	1,283.16	1,266.26	1,207.03	3,756.45

C&D Material (included above)	207.06	217.47	197.19	621.72
--	--------	--------	--------	--------

Recyclables and Processed	Curbside	Roll Off	Buyback	Total	
Single Stream	680.35	12.22	-	692.58	
Paper	927.13	16.08	-	943.21	
Metal	4.54	-	0.03	4.57	
Cardboard	443.57	6.39	-	449.96	
Glass	538.16	8.75	37.64	584.55	
Mixed Plastic	135.04	2.18	0.01	137.22	
Plastic-PET	-		12.48	12.48	
Plastic-HDPE	-		0.03	0.03	
Plastic-CHDPE	-	-	-	-	
Tin	82.89	0.77	11.98	95.64	
Other RCY	-	19.55	-	19.55	
Dry Waste	-	-	-	-	
C&D	-	621.72	-	621.72	
Concrete	-	47.83	-	47.83	
Wood Waste	-	5.41	-	5.41	
Dirt	-	147.13	-	147.13	
Yard Waste	3,744.39	-	-	3,744.39	
Food Waste	94.97	-	-	94.97	
Total Collected	6,651.04	888.02	62.16	7,601.22	
Residual	702.88	532.67	-	1,235.56	Diversion
Total Diverted	5,948.16	355.35	62.16	6,365.66	45.3%

Recology Sonoma Marin
Quarterly Report - Novato
Service Period: 10/1/2018 to 12/31/2018

7.2.3 (c) Green Waste Collection (Tons)	October	November	December	Total
Commercial	43.37	40.15	53.63	137.14
Multi Family	18.82	17.42	23.27	59.51
Residential	1,151.87	1,066.34	1,424.50	3,642.70
Roll Off (Debris Box)	<u>2.89</u>	<u>1.45</u>	<u>1.07</u>	<u>5.41</u>
Totals	1,216.94	1,125.36	1,502.47	3,844.77
Food Waste (included above)	32.96	30.84	31.17	94.97
Wood Waste (included above)	2.89	1.45	1.07	5.41

Organic waste was processed at Redwood Landfill, W. Contra Costa Sanitary Landfill, and Napa Recycling and Waste Services.

7.2.3 (e) MSW Accounts					Number of Receptacles*		
by Receptacle Size	Commercial	MFU	Residential	Roll Off	MSW	RCY	OW
20 Gallon	42	1	2,572	-	2,624	-	-
32 Gallon	228	23	10,628	-	11,770	1,322	18
64 Gallon	163	19	3,149	-	3,482	911	295
95 Gallon	121	12	382	-	600	15,088	15,901
1.5 yard						3	1
2 yard	112	13	1	-	127	77	12
3 yard	313	84	-	-	475	302	10
4 yard	61	5	-	-	72	125	1
6 yard	26	7	-	-	40	27	4
15 yard	-	-	-	21	22		
20 yard	-	-	-	43	55		
30 yard	-	-	-	20	46		
40 yard	-	-	-	1	2		
Compactors	-	-	-	14	21		
Total Receptacles	1,066	164	16,732	99	19,336	17,855	16,242

* RO Bins all listed in MSW and exclude on call boxes.

7.2.3 (f) Bulky Waste	October	November	December	Total
No Charge Bulky Item Pick Ups	379	413	418	1,210
Charge Bulky Item Pick Ups	<u>19</u>	<u>8</u>	<u>19</u>	<u>46</u>
Total Bulky Item Pick Ups	398	421	437	1,256

Bulky Items are included with rear loader routes. Recology does not have separate weights and diversion information. Bulky items are included with overall tonnage.

Community Outreach

- Attached: Recology-Novato-2018-Q4-Education and Outreach
- Attached: Recology Newsletter -Fall 2018-Novato
- Attached: Recology Commercial Compost Postcard - Novato

Q4 2018 Novato WZ Summary

Month	Total Account Touches	Site Audit	Presentation/ Training	Host Table	Gave Outreach Materials	Started Recycling	Increased Recycling	Started Compost	Increased Compost	Decreased Garbage
October	23	21	0	1	19	0	1	5	0	2
November	22	21	0	0	14	0	1	3	1	3
December	31	31	0	0	8	2	2	3	2	1
TOTALS	76	73	0	1	41	2	4	11	3	6

Novato Waste Zero Q4 2018 Highlights

Date	Organization	Highlight	WZ Employees(s)
October 4, 2018	City of Novato	Novato Food Recovery and Food Waste Forum	Garen
October 8, 2018	Novato Sanitary District	NSD Board Meeting	Garen, Fred
October 27, 2018	Novato Chamber of Commerce	Scream on the Green	Garen
November 13, 2018	Novato Sanitary District	NSD Rate Adjustment Meeting	Garen
November 15, 2018	City of Novato	Organic Waste Working Group	Garen

Novato Waste Zero Q4 2018 Report

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
1	10/2/18	Aramark (Target Account)	396 Bel Marin Keys Blvd	Novato	NOV	Site Audit	Site audit, gave outreach materials, increased recycling
2	10/2/18	Fairway Apartments	1000 Ignacio Blvd	Novato	NOV	Follow up on contamination tag	Follow up on contamination, site audit, gave outreach materials
3	10/3/18	Michael's Sourdough Sandwiches	42 Digital Ave	Novato	NOV	Follow up on contamination tag	Site audit, follow up on contamination, gave outreach materials
4	10/3/18	Kelly Moore	881 Olive Ave	Novato	NOV	Follow up on contamination tag	Site audit, follow up on contamination, gave outreach materials
5	10/8/18	Century Theater	44 Rowland Way	Novato	NOV	Site audit	Site audit, gave outreach material, got to start using existing compost
6	10/8/18	Mod Superfast Pizza (Target Account)	140 Vintage Way	Novato	NOV	Site audit	Site audit, gave outreach materials
7	10/8/18	Round Table Pizza	1565 S Novato Blvd	Novato	NOV	Site Audit, Discuss compost	Site audit, gave outreach materials
8	10/9/18	Olive School	629 Plum St	Novato	NOV	Site audit	Site audit, gave outreach materials
9	10/9/18	Pleasant Valley School	755 Sutro Ave	Novato	NOV	Site audit	Site audit, gave outreach materials
10	10/11/18	Ghiringellis	1535 S Novato Blvd	Novato	NOV	Site audit	Site audit, gave outreach materials, started compost, decreased garbage
11	10/11/18	Rancho School	1430 Johnson St	Novato	NOV	Site audit	Site audit, gave outreach materials
12	10/11/18	Lu Sutton School	1800 Center Rd	Novato	NOV	Site audit	Site audit, gave outreach materials
13	10/16/18	Alta Cuisine	1555 S Novato Blvd A	Novato	NOV	Site audit	Site audit, gave outreach materials, started compost
14	10/16/18	Marinwood Inn and Suites	275 Alameda Del Prado	Novato	NOV	Site audit	Site audit, gave outreach materials, started compost
15	10/16/18	Madison Marquette	5800 Nave Drive	Novato	NOV	Site audit	Site audit, gave outreach materials, started compost, decreased garbage
16	10/17/18	Homeward Bound of Marin	1385 N Hamilton Pkwy	Novato	NOV	Site audit	Site audit, gave outreach material

Recology-Novato 2018 Q4-Waste Zero Details

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
17	10/17/18	San Ramon School	45 San Ramon Way	Novato	NOV	Site audit	Site audit, gave outreach material
18	10/17/18	Lynwood School	1320 Lynwood Dr	Novato	NOV	Site audit	Site audit, gave outreach material
19	10/17/18	Loma Verde School	399 Alameda De La Loma	Novato	NOV	Site audit	Site audit, gave outreach material
20	10/19/18	Rackport Healthcare Services (Target Account)	1565 Hill Rd	Novato	NOV	Site Visit	Site visit
21	10/19/18	Novato Community Hospital (Target Account)	180 Rowland Ave	Novato	NOV	Site audit	Site audit, gave outreach material
22	10/22/18	Armstrong Gardens (Target Account)	1430 S Novato Blvd	Novato	NOV	Site Visit	Site visit
23	10/25/18	Quail Hollow HOA	186 Sandpiper Ct	Novato	NOV	Start compost	Started compost
24	11/01/18	Pacheco Plaza (target account)	416 Ignacio Blvd	Novato	NOV	AB 1826 Compliance	Site Audit, gave outreach materials
25	11/01/18	College of Marin	1800 Ignacio Blvd	Novato	NOV	Composting	Site Audit, Gave outreach materials
26	11/01/18	Boca Tavern	340 Ignacio Blvd	Novato	NOV	AB 1826 Compliance	Site Audit, Need space
27	11/08/18	Quail Hollow Meadow	186 Sandpiper Ct	Novato	NOV	Deliver buddy bags	Site audit, Gave outreach materials, follow up on new service change
28	11/08/18	Madison Marquette(target account)	5800 Nave Dr	Novato	NOV	Compost Education	Site Audit, Decreased garbage, Gave outreach materials, follow up on new service change
29	11/09/18	975 Diablo Plaza	975 Diablo Ave	Novato	NOV	Contamination	Site Audit, Follow up on contamination tag, gave outreach materials
30	11/09/18	Marinwood Inn and Suites	275 Alameda Del Prado	Novato	NOV	Compost education	Site Audit, Follow up on new service change, gave outreach materials
31	11/09/18	Alta Cuisine	1555 S Novato Blvd	Novato	NOV	Compost education	Site Audit, Follow up on new service change, gave outreach material

Recology-Novato 2018 Q4-Waste Zero Details

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
32	11/12/18	Round Table	1565 S Novato Blvd	Novato	NOV	AB 1826 Compliance	Site Audit, Start compost, gave outreach material, decrease garbage
33	11/12/18	Ghiringellis(target account)	1535 S Novato Blvd	Novato	NOV	Compost education	Site Audit, Follow up on new service change, gave outreach material
34	11/15/18	Century Theatres	44 Rowland Way	Novato	NOV	Increase compost	Site audit, gave outreach materials, increase compost
35	11/20/18	Maxwell A Mayers, LLC (Peets Coffee)	7320 Redwood Blvd A	Novato	NOV	AB 1826 Compliance	Site audit
36	11/20/18	Chipotle(target account)	880 De Long Ave	Novato	NOV	AB 1826 Compliance	Site visit
37	11/21/18	Rackport Healthcare Services(target account)	1565 Hill Rd	Novato	NOV	AB 1826 Compliance	Site audit, gave outreach materials, started compost, decreased garbage
38	11/21/18	Ignacio Pines	195 Los Robles Rd	Novato	NOV	AB 341 Compliance	Site visit
39	11/21/18	Lanham Village Homewoners	1 Martin Dr	Novato	NOV	Site visit	Site visit, residential-type service
40	11/21/18	Professional Investors	1701 Novato Blvd	Novato	NOV	Contamination	Site Audit, Follow up on contamination tag, gave outreach materials
41	11/26/18	Sycamore Glade	1721 Novato Blvd	Novato	NOV	Contamination	Site Audit, Follow up on contamination tag, gave outreach materials
42	11/26/18	Wild Fox Restaurant	225 Alameda Del Prado	Novato	NOV	Increase recycle	Increased recycle
43	11/27/18	Marin Coffee Roasters	1551 S Novato Blvd	Novato	NOV	Compost	Site Audit
44	11/27/18	Daniel Goepf DBA Chick-Fil-A	35 Rowland Way	Novato	NOV	AB 1826 Compliance	Site visit
45	11/27/18	OMW Corporation	354 Bel Marin Keys	Novato	NOV	Wanted compost	Site visit, start compost, gave outreach materials
46	12/3/2018	Zenbay Real Estate	150 Alameda Del Prado	Novato	NOV	Waste Audit	Site Audit, Gave outreach materials, Increase Recycling
47	12/3/18	Capers Services	0 Todd R & Hamilton Pkwy	Novato	NOV	Start Service	Site Visit, Gave Outreach Materials, Started Recycling, Started Compost

Recology-Novato 2018 Q4-Waste Zero Details

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
48	12/4/2018	James Campbell Comp (Vintage Oaks) *Target Account*	208 Vintage Way	Novato	NOV	AB 1826	Site Audit, Gave Outreach Materials
49	12/4/2018	Rackport Healthcare Services *Target Account*	1565 Hill Rd	Novato	NOV	Follow up on new start	Gave outreach materials, follow up on new service change, Site Audit
50	12/6/2018	Madison Marquette *Target Account*	5800 Nave Drive	Novato	NOV	Increase Service	Site Audit, Gave Outreach Materials, Increased Recycling, Increased Compost
51	12/6/2018	Pacheco Plaza *Target Account*	416 Ignacio Blvd	Novato	NOV	AB 1826	Site Audit, Gave Outreach Materials
52	12/7/2018	Lynwood School		Novato	NOV	Discuss compost	Site Visit
53	12/10/2018	Maxwell A Mayers (Peets Coffee) *Target Account*	7320 Redwood Blvd	Novato	NOV	AB 1826	Site Visit
54	12/10/2018	Chipotle *Target Account*	880 De Long Ave	Novato	NOV	AB 1826	Site Visit
55	12/12/2018	School - Novato High *Target Account*	625 Arthur St	Novato	NOV	Discuss compost	Site Visit
56	12/18/2018	Mary's Pizza Shack		Novato	NOV	Start Compost	Site Audit, Gave outreach material, Start compost
57	12/19/2018	Fourteen Hundred Building	1400 Grant Ave	Novato	NOV	AB 1826	Site Audit
58	12/19/2018	Lucky	1761 Grant Ave	Novato	NOV	AB 1826	Site Visit
59	12/19/2018	Mi Pueblo	905 Grant Ave	Novato	NOV	AB 1826	Site Audit
60	12/19/2018	La Pinata	940 7th St	Novato	NOV	AB 1826	Site Audit

Recology-Novato 2018 Q4-Waste Zero Details

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
61	12/20/2018	Daniel Goepf (Chick Fil A) *Target Account*	35 Rowland Way	Novato	NOV	AB 1826	Site Audit, Gave outreach materials, Started Compost
62	12/20/2018	Ignacio Gardens *Target Account*	420 Alameda Del Prado	Novato	NOV	AB 1826	Site Visit
63	12/20/2018	Novato Mobile Home Park *Target Account*	1530 Armstrong Ave	Novato	NOV	AB 1826	Site Visit
64	12/20/2018	Center Place HOA *Target Account*	1540 Center Rd	Novato	NOV	AB 1826	Site Visit
65	12/20/2018	Crooked Oak @ Loma Verde *Target Account*	130 Cielo Ln	Novato	NOV	AB 1826	Site Visit
66	12/20/2018	Redwood Landing Apartments *Target Account*	100 Cutlass Dr	Novato	NOV	AB 1826	Site Visit
67	12/20/2018	Marion Park Association *Target Account*	1725 Marion Ave	Novato	NOV	AB 1826	Site Visit
68	12/20/2018	St Francis of Assisi	967 5th St	Novato	NOV	Increase Service	Site Audit, Increase Compost, Decrease Garbage
69	12/21/2018	Ignacio Homeowners Association *Target Account*	335 Enfrente Rd	Novato	NOV	AB 1826	Site Visit

Recology-Novato 2018 Q4-Waste Zero Details

#	Date(s)	Account Name	Address	City	Franchise Code	Purpose of visit/call	Outcome
70	12/21/2018	Hill Valley Apartments *Target Account*	1518 Hill Rd	Novato	NOV	AB 1826	Site Visit
71	12/21/2018	Hillcrest Apartments *Target Account*	199 Posada Del Sol	Novato	NOV	AB 1826	Site Visit
72	12/21/2018	Posada East Apartments *Target Account*	200 Posada Del Sol	Novato	NOV	AB 1826	Site Visit
73	12/21/2018	Posada West *Target Account*	201 Posada Del Sol	Novato	NOV	AB 1826	Site Visit
74	12/21/2018	325 Rowland Blvd *Target Account*	325 Rowland Blvd	Novato	NOV	AB 1826	Site Visit
75	12/21/2018	The Meadows *Target Account*	1500 S Novato Blvd	Novato	NOV	AB 1826	Site Visit
76	12/21/2018	Otavon Apartments *Target Account*	1515 S Novato Blvd	Novato	NOV	AB 1826	Site Visit

The Recology[®] RESOURCE

So, You Think You Can Recycle? See Page 3!

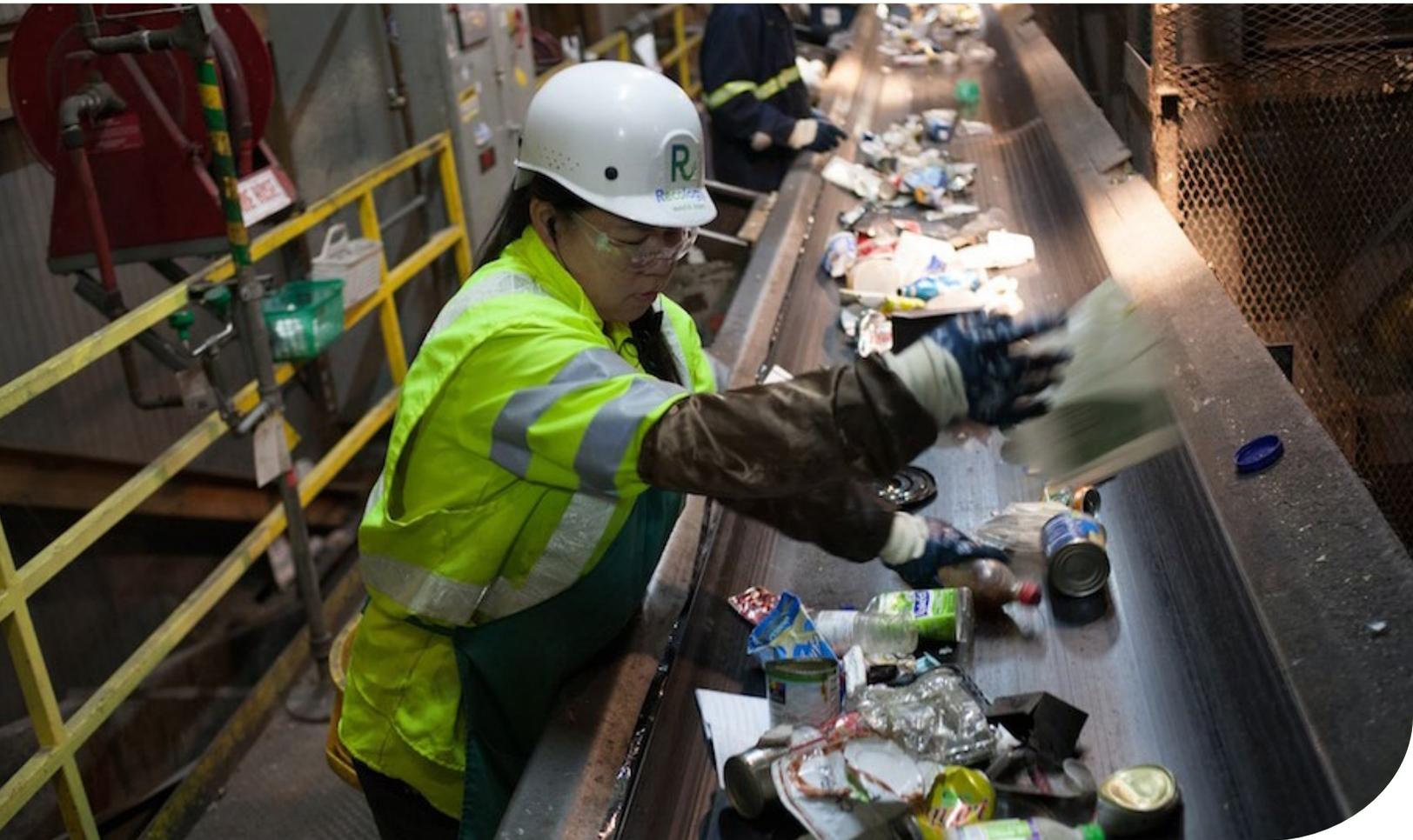
WHAT'S INSIDE: Fall Updates p2 / Where Does It Go?* p3 /
Holiday Information* p4 / Hazardous Waste p5 / Waste Zero Services p6
(*English & Spanish)



Fourth St

NOVATO | FALL 2018 EDITION





A Recology sort line worker sorts a load of single-stream recycling

FALL UPDATES

As we approach the end of our first year in Novato, we have to take a moment to say "Thank You!" for all of the local support we have received. Have you seen us hosting a table at a community event? We have been to many so far this year. We love meeting our customers, answering questions, and providing educational materials. We are truly inspired by how passionate our customers are about recycling AND composting – and doing it correctly too!

Speaking of compost service, we are proud to say that we have added or increased compost service at over 200 commercial accounts this year. This includes schools, restaurants, markets, hardware stores, florists, hospitals, and apartment complexes. That is a lot of material that was once going to the landfill and is now being turned into

nutrient-rich compost instead.

That being said, this year has not been without challenges. China continues to enforce its "National Sword" policy. This places strict regulations on the amount of acceptable contamination allowed in the bales of recyclable materials they import. While some cities in the US have abandoned recycling because of this, we are working harder than ever to make sure our materials are clean and dry so they can continue to be recycled. This means it is imperative to keep contaminants such as food waste and plastic bags out of your recycling bins and carts.

One of the most dangerous contaminants we receive are hypodermic needles. These are extremely dangerous to our sort-line workers and must be disposed of properly. In Novato there are

several locations available to safely dispose of sharps. You can find more information on page 5 of this newsletter.

Albert Einstein once said "In the middle of difficulty lies opportunity". **While recycling is on the forefront of the collective consciousness, we see the challenges we are experiencing as an opportunity to encourage and educate our customers as much as possible.**

Please reach out if you have any questions, follow us on Facebook, and help us spread the good word of "Reduce, Reuse, Recycle, and Recologize!"

CONTACT US

RecologySonomaMarin@Recology.com

Recology.com/SonomaMarin

800.243.0291



NSD Board Agenda Packet
March 16, 2016 (page 14 of 16)
RecologySonomaMarin

WHERE DOES IT GO?

<u>WHAT?</u>	<u>WHERE?</u>	<u>WHY?</u>
 <p>Plastic Cups <i>Vaso de Plástico</i></p>	<p>Recycle <i>Reciclar</i></p>	<p>China and Southeast Asia are still accepting this material for recycling as long as it is empty & dry.</p>
 <p>"Compostable" Plastics <i>Plástico Compostable</i></p>	<p>Garbage <i>Basura</i></p>	<p>Does not break down into compost at the facilities where we take material. Cannot be recycled.</p>
 <p>Plastic Bags & Film <i>Bolsas de plástico</i></p>	<p>Garbage <i>Basura</i></p>	<p>Not recyclable in a single-stream system. Gets tangled in sorting equipment.</p>
 <p>Plastic Utensils & Straws <i>Utensilios y pajitas de plástico</i></p>	<p>Garbage <i>Basura</i></p>	<p>Not recyclable in a single-stream system. Too small to be sorted properly.</p>
 <p>Clear Plastic Clamshells <i>Cajas Para Comida Para Llevar</i></p>	<p>Recycle <i>Reciclar</i></p>	<p>China and Southeast Asia are still accepting this material for recycling as long as it is empty & dry.</p>
 <p>Shredded Paper <i>Papel en Trizas</i></p>	<p>Compost <i>Abono</i></p>	<p>Breaks down into compost. Contain in paper bags to prevent blowing away. Too small for recycling.</p>
 <p>Boxes with Styrofoam <i>Cajas Con Poliestireno</i></p>	<p>Recycle & Garbage <i>Reciclar y Basura</i></p>	<p>Styrofoam & film plastic are not recyclable. Clean & dry cardboard is recyclable. Must be separated.</p>
 <p>Waxed Cardboard <i>Carton Encerado</i></p>	<p>Garbage <i>Basura</i></p>	<p>In most cases "waxed" cardboard actually has a plastic coating. Therefore it cannot be recycled.</p>
 <p>Milk Cartons <i>Cartones de Leche</i></p>	<p>Recycle <i>Reciclar</i></p>	<p>Milk cartons and aseptic containers such as soy milk and juice boxes are recyclable.</p>
 <p>Coffee Cups <i>Taza de Café</i></p>	<p>Garbage <i>Basura</i></p>	<p>Coffee cups have a plastic liner which prevents them from being recyclable or compostable.</p>
 <p>Food Scraps <i>Restos de Comida</i></p>	<p>Compost <i>Abono</i></p>	<p>ALL food scraps are compostable. This includes meat, bones, dairy as well as vegetative food scraps.</p>

HOLIDAY INFORMATION

HOLIDAY COLLECTION SCHEDULE

There **will be regular service** on **Thanksgiving, November 22nd. Christmas and New Year's Day** fall on a Tuesday this year. Customers with Tuesday - Friday service will be serviced Wednesday - Saturday. You can always check your service schedule at www.recology.com/RSMschedules.

HOLIDAY TREE RECYCLING

Project Safe Grad Fundraiser:

Trees may be dropped off at San Marin High School or you can arrange pickup. There is a fee for this service. Call 415.858.0321 or email smtreecycle@gmail.com for details.

Curbside collection available from December 31st - January 5th:

Residential customers may place their tree on the curb the night before their regular collection day. Trees 10 feet and over should be cut in half. Flocked trees will NOT be collected.

Compost Carts:

Clean holiday trees may be cut to fit inside your compost cart at any time. Remove lights, tinsel, and ornaments. Flocked trees will not be accepted. The lid of your cart must be closed.

CAMBIO DE HORARIO DE LOS SIGUIENTES DÍAS FERIADOS

Habrá servicio de recolección de basura el Jueves 22 de Noviembre de 2018 (DÍA DE ACCIÓN DE GRACIAS). NO habrá servicio el Martes 25 de Diciembre de 2018 (NAVIDAD) y el Martes 1 de Enero de 2019 (AÑO NUEVO) Recolección de basura será de miércoles a sábado. Puede confirmar sus fechas de servicio en www.Recology.com/RSMschedules.

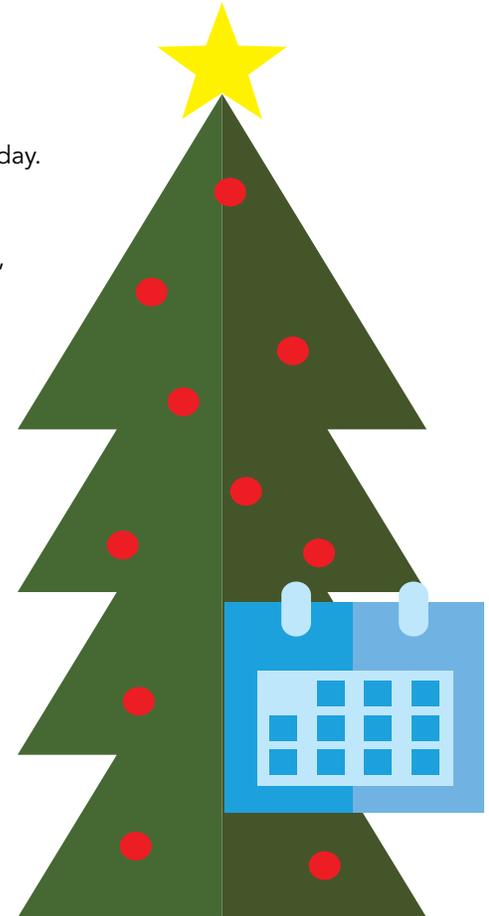
RECICLAJE DE ÁRBOLES NAVIDEÑOS

Los árboles navideños pueden ser dejados en San Marin High School o usted puede organizar la recolección. Hay una tarifa por este servicio. Llame al 415.858.0321 o envíe un correo electrónico a smtreecycle@gmail.com para obtener más información.

31 de diciembre a el 5 de Enero 2019, la noche antes de su día regular de recolección de basura, puede colocar su árbol navideño entero en la acera (banqueta) frente a su residencia. NO serán recogidos árboles con nieve artificial.

Bote de Abono:

Se pueden cortar los árboles navideños limpios para que quepan dentro de su carrito de abono en cualquier momento. Quitar las luces, oropel, y adornos. NO SE ACEPTAN árboles con nieve artificial.



Tips For Reducing Holiday Waste

Gifts

- Give a consumable gift. Local honey, cookies or a home cooked meal will always be appreciated.
- Share a service you can provide. Offer car repair, yard work, or home improvement services.
- Make a donation in the recipient's name to a favorite charity.
- Shop for one-of-a-kind gifts at antique stores, estate sales, thrift stores or flea markets.

Gift-Wrap

- Give gifts in reusable tote bags or baskets.
- Design your own gift wrap by using paper bags and adding decorations such as drawings or stamped patterns.
- Wrap gifts in the comics section of the paper, old posters, or maps.
- Reuse your bows, ribbons, boxes, and gift bags.

HAZARDOUS WASTE



The Novato Household Hazardous Waste (HHW) Facility, under the operation of the Novato Sanitary District, is open from 8:30a-1:30p on the 1st and 3rd Sundays and

Mondays of each month. The HHW Facility, located at **7576 Redwood Blvd.**, behind the Novato Recycling Center, accepts all regular household hazardous wastes such as paints, aerosols, auto products, household cleaners, pesticides, fertilizers, small propane tanks and other common household toxics. In addition, the HHW Facility will now accept electronic waste of all kinds, including computers, TV's, microwaves and small electrical appliances. For more information visit www.novatosan.com or call the HHW hotline at 415.892.7344.

If you only have latex paints, household or car batteries, fluorescent bulbs, used motor oil or antifreeze you can bring these items to the Novato Recycling Center, 7576 Redwood Blvd, during regular business hours, 10:00a – 4:00p, Tues. – Sun.

SAFE SHARPS DISPOSAL

Sharps can be safely disposed of at the locations listed below. They must be packaged in FDA approved red sharps containers, which are also available at the listed collection locations:

Kaiser Novato
97 San Marin Drive
415-899-7470

Safeway Pharmacy
5720 Nave Drive
415-881-9260

Pharmaca Integrative Pharmacy
7514 Redwood Boulevard
415-892-3700

Novato HHW Facility
7576 Redwood Boulevard
415-892-7344

E-Waste



Motor Oil



Sharps



Batteries



Household Toxics



WASTE ZERO SERVICES



Let our Waste Zero Team help your business, multi-family dwelling, or school divert as many materials as possible away from the landfill.

WE OFFER (AT NO CHARGE):

- Technical assistance from Waste Zero Specialists
- Employee trainings & school presentations
- Educational tables at events
- Posters, labels, magnets, & window clings
- Indoor green & blue containers

To reach our Waste Zero Team, call **800.243.0291** or email **RecologySonomaMarin@Recology.com**.



Thank you to the following Novato businesses and schools who have successful recycling AND compost programs:

- | | | |
|----------------------------|--------------------------------|----------------------------------|
| • Beso Bistro | • Inn Marin & Suites | • Novato Sanitary District |
| • Century Theaters | • In-N-Out Burger | • Nugget Market |
| • Chianti Ristorante | • Institute of Noetic Sciences | • Olive School |
| • China House Restaurant | • Marin Coffee Roasters | • Our Lady of Loretto School |
| • City of Novato Admin | • Marin Humane Society | • Rancho Elementary School |
| • Costco | • Meadow Park School | • San Marin Florist |
| • Flour Chylde Bakery | • Montessori School of Novato | • San Ramon School |
| • Good Earth Natural Foods | • Moylan's Brewery | • Starbucks |
| • Greek Orthodox Church | • Navitas Organics | • The New Village School |
| • Hamilton School | • North Bay Children's Center | • The Village Italian Restaurant |
| • Harvest Market | • Novato Charter School | • Whole Foods |
| • House of Daniel's | • Novato Flowers | • Wild Fox Restaurant |

Lettuce Compost Your Organics

IT'S THE LAW



EFFECTIVE JANUARY 1, 2019, California Law AB1826 requires commercial customers that have FOUR (4) or more cubic yards of garbage service per week to sign up for compost service.

Contact Recology at 800.243.0291 or RecologySonomaMarin@recology.com to sign up.

We can help you WASTE ZERO, with:

- A complimentary waste audit
- Custom tailored service recommendations
- Staff training
- Clear signage – posters and labels
- Color coordinated indoor containers

In Novato, compost service is provided at a discounted rate. By composting more and reducing your garbage, it is possible to decrease your garbage service – resulting in cost savings!



[Recology.com/Novato](https://www.Recology.com/Novato)
800.243.0291



3400 Standish Avenue
Santa Rosa, CA 95407



<u>RECOLOGY 2018 DISPOSAL/DIVERSION(TONS)</u>	RESTATED				
	<u>1stQ</u>	<u>2ndQ</u>	<u>3rdQ</u>	<u>4thQ</u>	<u>TOTAL</u>
Recology Recycled Collected (Curbside & Buyback)	2,827	3,066	2,877	2,940	11,709
Recology C&D, Wood, Inerts	690	775	889	822	3,176
Recology Green waste & residential food waste for compost	3,228	4,009	3,290	3,744	14,272
Recology Commercial Food Waste for compost	46	50	59	95	250
TOTAL TONS COLLECTED AND PROCESSED FOR RECYCLING	6,791	7,900	7,115	7,601	29,406
RECYCLING RESIDUALS DISPOSED	-977	-1,157	-1,188	-1,236	-4,557
RESIDUALS DISPOSED AS PERCENT OF RECYCLING	14.39%	14.65%	16.70%	14.68%	15.50%
TOTAL TONS DIVERTED	5,814	6,743	5,927	6,366	24,850
GARBAGE DISPOSAL					
MSW & Debris Box	6,410	6,453	6,328	6,449	25,639
TOTAL GARBAGE TONS DISPOSED	6,410	6,453	6,328	6,449	25,639
TOTAL DISPOSAL (GARBAGE + RESIDUALS)	7,387	7,610	7,516	7,685	30,196
TOTAL WASTE GENERATED(DISPOSAL + RESIDUALS + DIVERTED)	13,200	14,353	13,443	14,050	55,046
PERCENT DIVERTED	44.05%	46.98%	44.09%	45.31%	45.14%
PERCENT DIVERTED WITH REDWOOD & MRRC	48.18%	51.80%	48.01%		

<u>DISPOSAL/DIVERSION 2018 vs. 2017 (TONS)</u>	RESTATED	NOVATO	RECOLOGY	NOVATO	RECOLOGY	NOVATO	RECOLOGY	NOVATO	RECOLOGY	NOVATO
	2018 1st Q	DISPOSAL 2017 1st Q	2018 2nd Q	DISPOSAL 2017 2nd Q	2018 3rd Q	DISPOSAL 2017 3rd Q	2018 4th Q	DISPOSAL 2017 4th Q	TOTAL 2018	DISPOSAL TOTAL 2017
Recology Recycled Collected (Curbside & Buyback) <i>Novato Disposal Recycling Shipped(Curbside and Buyback)</i>	2,827	3,458	3,066	3,082	2,877	2,953	2,940	2,800	11,710	12,293
Recology C&D, Wood, Inerts & Bulky waste <i>Novato Disposal C&D,Wood,Inerts & Bulky Waste</i>	690	420	775	563	889	603	822	398	3,176	1,984
Recology Green waste & residential food waste for compost <i>Novato Disposal Green Waste & residential food waste for compost</i>	3,228	3,823	4,009	4,026	3,290	3,233	3,744	3,733	14,271	14,815
Recology Commercial Food Waste for compost <i>Novato Disposal Commercial Food Waste for Compost</i>	46	93	50	94	59	95	95	76	250	358
RECOLOGY TOTAL TONS COLLECTED AND PROCESSED FOR RECYCLING	6,791	7,794	7,900	7,765	7,115	6,884	7,601	7,007	29,407	29,450
NOVATO DISPOSAL TOTAL TONS SHIPPED FOR RECYCLING										
RECOLOGY RECYCLING RESIDUALS DISPOSED	-977		-1,157		-1,188		-1,236		-4,558	
TOTAL TONS DIVERTED(For Recology, total Recycling minus residuals)	5,814	7,794	6,743	7,765	5,927	6,884	6,365	7,007	24,849	29,450
TOTAL DISPOSAL										
Recology MSW& Debris Box & residuals <i>Novato Disposal MSW& Debris Box& residuals</i>	7,387	7,189	7,610	7,135	7,516	7,066	7,685	6,902	30,198	28,292
TOTAL TONS DISPOSED	7,387	7,189	7,610	7,135	7,516	7,066	7,685	6,902	30,198	28,292
TOTAL WASTE GENERATED(DISPOSAL + RESIDUALS + DIVERTED)	13,201	14,983	14,353	14,900	13,443	13,950	14,050	13,909	55,047	57,742
PERCENT DIVERTED	44.04%	52.02%	46.98%	52.11%	44.09%	49.35%	45.30%	50.38%	45.14%	51.00%

2018 ANNUAL HOUSEHOLD HAZARDOUS WASTE (HHW) AND E-WASTE REPORT

Number of Participants: HHW Facility - 4,400 residents
E-Waste Event - 1,245 residents

HHW Collected: 436,916 pounds
E-Waste Event: 60,961 pounds

Background

In 2018 Novato's HHW facility served a total of 4,400 Novato residents. In addition, 36 Novato businesses participated in the business hazardous waste program for conditionally exempt small quantity generators (CESQG). Novato also conducted one *E-Waste* event in 2018, serving 1,245 residents.

Since 1996, the household hazardous waste and *E-Waste* programs sponsored by the Novato Sanitary District have served over 69,846 participants and collected and safely managed over 7,474,954 pounds of hazardous and electronic waste

HHW Facility

The permanent household hazardous waste facility is available to Novato residents on a regular monthly basis, 4 days per month. The facility is open from 8:30am – 1:30pm, the first and third consecutive Sundays and Mondays of each month, excluding most holidays.

The facility also continues to operate as a BOP – battery, oil and paint collection center – during the Recycling Center's regular open hours, Tues – Sun, 10am – 4pm. Used motor oil, oil filters, antifreeze, latex paint, fluorescents and household and car batteries are accepted.

Outreach continues to be conducted through the District and Recology semi-annual newsletters, websites, newspaper ads, fliers, hotlines and social media.

A total of **4,400 households** used the HHW facility in 2018. This is a 3% increase from 2017 and our highest participation ever recorded at the HHW facility. (This does not include the 1,245 participants in the *E-Waste* event, nor the individuals dropping off waste at the BOP.) Open a total of 48 days in 2018, participation has averaged 92 per day. **(2018 Participants attached)**

A total of **497,878 pounds** of hazardous and electronic waste was collected in 2018. Overall, 72% of the waste was recycled, 10% used as a supplemental fuel, 9.0% sent for destructive incineration, 3.0% for treatment or neutralization and 6% was sent to hazardous waste landfill. **(Form 303 attached)**

HHW contractor costs for 2018, including labor, set-up and transport and disposal of the waste amounted to \$199,524.07. Labor and materials costs totaled \$108,049.56 (54%) and waste disposal costs \$95,793.49 (46%).

E-Waste

Novato held 1 special *E-Waste* event in 2018. Following the closure of our E-waste recycler – ECS refining – in August, it was agreed to collect and publicize E-Waste collection at the HHW Facility in place of separate E-Waste events. This would give residents greater availability and more convenient access for E-Waste recycling. Since October, 2018 we have seen a significant increase in E-Waste collected at the HHW facility. On a monthly basis, nearly 1/3 of all participants at the HHW Facility are ONLY dropping off E-Waste.

Space issues are always a concern at the HHW facility, and E-waste requires a lot of space. We continue to advertise additional E-Waste drop-off sites for residents. In addition, we worked with North Bay Conservation Corps to help publicize their free E-Waste pick-up service for Novato residents, by paying for a banner over DeLong Avenue advertising their services. We will continue to monitor the E-waste collection at the HHW facility during 2019.

Summary

Recommendations for future programs include:

- Continue exploring new sites for HHW Facility
- Increase promotion on website and social media – Facebook, etc.
- Increase promotion of additional opportunities for collection of paint, batteries, fluorescents and *E-waste*
- Expand outreach to small businesses
- Work with and promote North Bay Conservation Corps E-waste collection services

ATTACHMENTS:

- 2018 Form 303
- 2018 Monthly Participation
- 2006-2018 Participation
- 2007-2018 Participation Chart

CIWMB FORM 303
NOVATO SANITARY DISTRICT
Total 2018

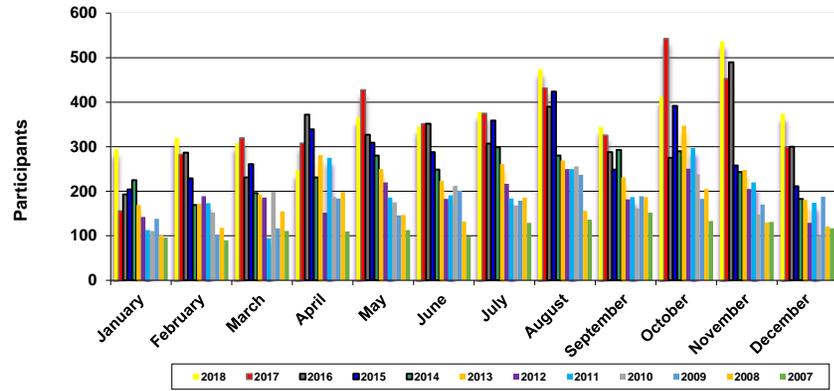
WASTE VOLUMES COLLECTED MATERIAL TYPE		POUNDS COLLECTED BY PROGRAM TYPE				MANAGEMENT METHOD OF WASTE DISPOSED/DIVERTED									
		Permanent Facility	Recycle Only Facility	E-Waste Event	TOTAL POUNDS COLLECTED	DI	FB	L	N	R	RU	S	Pntcre	TOTAL POUNDS	
1.	Flammable & Poison	Flammable solid/liquid	550	0	0	550		550						550	
		Bulked flammable liquids	0	0	0	0									
		Oil-base paint	35,122	0	0	35,122						35,122		35,122	
		Paint related(PRM)	50,500	0	0	50,500		50,500						50,500	
		Poison(excl. aerosols)	36,200	0	0	36,200	36,200							36,200	
		Reactive & explosives	167	0	0	167	167							167	
		Subtotal	122,539	0	0	122,539	36,367	51,050				35,122		122,539	
2.	Acid	Organic and Inorganic acid	6,450	0	0	6,450				6,450				6,450	
3.	Base	Organic and Inorganic base	8,430	0	0	8,430				8,430				8,430	
4.	Oxidizer	Neutral oxidizers, organic peroxides, oxidizing acids and bases	1,782	0	0	1,782	1,782							1,782	
5.	PCB-containing	PCB-containing paint	0	0	0	0									
		Other PCB waste	0	0	0	0									
		Subtotal	0	0	0	0									
6.	Reclaimable	Antifreeze	530	3,700	0	4,230				4,230				4,230	
		Auto type batteries	1,380	12,400	0	13,780				13,780				13,780	
		Latex Paint	44,101	49,050	0	93,151						93,151		93,151	
		Motor oil/oil products	14,675	2,050	0	16,725				16,725				16,725	
		Oil filters	4,200	3,300	0	7,500				7,500				7,500	
		Subtotal	64,886	70,500	0	135,386				42,235		93,151		135,386	
7.	Asbestos	Asbestos	2,500	0	0	2,500			2,500					2,500	
8.	Universal Waste	Mercury containing thermostats /switches/thermometers	40	0	0	40				40				40	
		Mercury containing waste other	25	0	0	25				25				25	
		Fluorescent bulbs	3,282	7,762	0	11,044				11,044				11,044	
		Rechargeable batteries	500	2,900	0	3,400				3,400				3,400	
		Other Household batteries	6,800	19,500	0	26,300			26,300					26,300	
	Electronic Waste	Covered Electronic Devices	54,900	0	23,795	78,695				78,695				78,695	
		Other Electronic Devices	42,900	0	37,167	80,067				80,067				80,067	
		Subtotal	108,447	30,162	60,962	199,571			26,300	173,271				199,571	
	Aerosol Containers	Managed as universal waste	0	0	0	0									
	Other		0	0	0	0									
		Universal Waste Subtotal	108,447	30,162	60,962	199,571			26,300	173,271				199,571	
9.	Other HHW	Sharps	50	0	0	50	50							50	
		Pharmaceutical Waste	0	0	0	0									
		Compressed Gas Cylinders	9,370	0	0	9,370				9,370				9,370	
		Fire Extinguishers	2,900	0	0	2,900				2,900				2,900	
		Non-UW aerosol containers - corrosives, flammables, poisons	8,300	0	0	8,300	8,300							8,300	
		Other-Class9/Non RCRA	600	0	0	600	600							600	
		Subtotal	21,220	0	0	21,220	8,950			12,270				21,220	
			0	0	0										
10.		Grand Total	336,254	100,662	60,962	497,878	47,099	51,050	28,800	14,880	227,776	0	0	128,273	497,878

HHW FACILITY SUMMARY 2018	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Total Participants	295	320	308	247	366	345	378	474	344	412	537	374	4,400
Been to events before?(Yes)	253	274	247	219	304	288	309	399	279	337	461	308	3,678
Permanent facility?	223	224	204	211	261	245	271	346	240	296	408	267	3,196
Temporary events?	42	59	50	24	59	62	53	76	56	58	76	78	693
First time user?	42	46	61	28	62	56	69	75	65	75	77	66	722
Type of waste brought in?													
Antifreeze	18	20	16	11	25	21	22	17	19	29	29	16	243
Asbestos	2	3	0	3	0	8	0	0	4	3	1	2	26
Auto products	38	42	36	43	51	50	57	54	46	51	56	46	570
Batteries, household	72	61	79	54	92	95	93	121	81	119	173	124	1,164
Car batteries	13	9	6	10	7	9	7	4	8	8	10	7	98
Computer monitors	10	17	13	9	3	16	13	24	16	27	46	29	223
Cenents, sealers, caulking	25	31	28	36	48	43	47	54	32	56	47	31	478
E-Waste - all types	110	109	102	50	77	90	96	161	99	149	263	196	1,502
Fluorescent bulbs	54	57	51	28	51	50	65	63	51	72	81	64	687
Fuels	18	27	26	31	29	38	38	41	34	36	38	18	374
Household cleaners, polishes	79	86	64	62	108	101	112	107	90	101	106	87	1,103
Latex paint	96	104	93	95	120	141	138	156	122	151	137	85	1,438
Motor oil/filters	43	53	47	51	74	63	63	78	61	63	50	51	697
Oil base paint	56	63	62	40	80	91	74	104	79	89	91	62	891
Paint thinners, solvents	51	57	63	58	102	94	91	100	86	94	110	64	970
Pesticides,herbicides,insecticides	38	54	44	42	69	77	67	83	66	78	76	49	743
Pet care products	11	7	11	4	8	6	11	13	5	7	8	6	97
Photo chemicals	2	1	2	0	0	2	0	2	0	1	3	4	17
Pool Chemicals	7	8	5	6	10	6	6	13	10	9	9	6	95
Propane/helium tanks/fire extinguishers	23	28	19	24	36	28	41	50	37	37	45	32	400
Sharps	3	5	2	5	3	5	5	0	5	3	5	4	45
Spray paints	32	44	38	38	55	61	55	86	59	59	64	33	624
Television	50	39	28	28	20	32	27	36	26	31	76	41	434
Thermometers/Thermostats	4	5	4	0	4	3	3	4	4	4	10	4	49
Wood preservatives, stains	30	35	28	22	35	47	46	56	39	46	46	29	459
Other	14	7	3	4	14	16	8	17	7	7	13	7	117
Hear about program?													
Recycling Center flier	102	108	105	122	153	132	149	212	123	161	243	150	1,760
Sanitary District newsletter	61	58	62	48	94	84	80	97	68	91	139	85	967
Sanitary District website	49	39	47	28	48	42	42	63	59	41	39	39	536
Novato Disposal newsletter	107	125	104	92	114	107	120	147	110	136	183	145	1,490
Word of mouth	36	46	49	43	55	63	52	84	51	65	75	50	669
Other	18	17	24	19	21	15	20	28	29	34	33	23	281
Change your own motor oil?													
Yes	41	54	41	48	60	46	61	78	45	67	76	53	670
Novato Recycling Center	27	37	34	36	52	39	44	65	36	42	56	45	513
O'Reilly's	13	21	12	19	21	14	23	22	17	23	20	16	221
Pennzoil	2	0	1	0	1	0	1	5	4	8	5	1	28
Other	1	1	3	0	0	0	1	1	2	1	2	2	14
If yes, want curbside pickup?	17	31	15	19	26	17	26	34	17	24	25	15	266
No	254	266	267	199	306	299	317	396	299	345	491	321	3,760
Comments													
Compliments/Good	90	97	90	89	130	120	100	152	106	124	161	115	1,374
Open more Often	2	0	2	2	4	3	1	11	3	4	6	1	39
Wanted walk-up service										1	1		2
E-Waste ONLY											166	94	260

HHW PARTICIPANTS 2006 - 2018

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
2018	295	320	308	247	366	345	378	474	344	412	537	374	4,400
2017	156	283	320	308	428	352	375	432	326	543	453	299	4,275
2016	193	287	231	372	327	352	307	390	288	275	490	300	3,812
2015	204	229	261	339	309	288	359	424	249	392	258	211	3,523
2014	225	169	196	231	280	249	299	280	293	290	243	183	2,938
2013	169	172	193	281	250	223	261	269	231	347	248	181	2,825
2012	142	189	186	152	220	183	217	250	182	251	205	129	2,306
2011	113	173	94	275	186	191	184	250	187	297	220	174	2,344
2010	111	152	199	187	175	212	168	256	162	238	148	100	2,108
2009	138	102	117	184	146	201	179	237	189	183	170	188	2,034
2008	101	118	155	198	147	132	186	156	187	205	130	121	1,836
2007	96	90	111	110	113	98	129	136	152	133	131	117	1,416
2006	57	118	115	112	140	111	145	120	119	95	106	73	1,311
% Change from 2017	89.10%	13.07%	-3.75%	-19.81%	-14.49%	-1.99%	0.80%	9.72%	5.52%	-24.13%	18.54%	25.08%	2.92%

HHW Facility Monthly Participation 2007- 2018



Item 7.f.
(Pages 49 to 52)

▶ AdChoices

The Atlantic

Is this the end of recycling?

Alana Semuels 4 days ago



© Robert Galbraith / Reuters Plastic, paper, glass, and cardboard at a Recology facility in San Francisco

Americans are consuming more and more stuff. Now that other countries won't take our papers and plastics, they're ending up in the trash.

After decades of earnest public-information campaigns, Americans are finally recycling. Airports, malls, schools, and office buildings across the country have bins for plastic bottles and aluminum cans and newspapers. In some cities, you can be fined if inspectors discover that you haven't recycled appropriately.

But now much of that carefully sorted recycling is ending up in the trash.

For decades, we were sending the bulk of our recycling to China — tons and tons of it, sent over on ships to be made into goods such as shoes and bags and new plastic products. But last year, the country restricted imports of certain recyclables, including mixed paper — magazines, office paper, junk mail — and most plastics. Waste-management companies across the country are telling towns, cities, and counties that there is no longer a market for their recycling. These municipalities have two choices: pay much higher rates to get rid of recycling, or throw it all away.

Most are choosing the latter. "We are doing our best to be environmentally responsible, but we can't afford it," said Judie Milner, the city manager of Franklin, New Hampshire. Since 2010, Franklin has offered curbside recycling and encouraged residents to put paper, metal, and plastic in their green bins. When the program launched, Franklin could break even on recycling by selling it for \$6 a ton. Now, Milner told me, the transfer station is charging the town \$125 a ton to recycle, or \$68 a ton to incinerate. One-fifth of Franklin's residents live below the poverty line, and the city government didn't want to ask them to pay more to recycle, so all those carefully sorted bottles and cans are being burned. Milner hates knowing that

have a market for," she said.

The same thing is happening across the country. Broadway, Virginia, had a recycling program for 22 years, but recently suspended it after Waste Management told the town that prices would increase by 63 percent, and then stopped offering recycling pickup as a service. "It almost feels illegal, to throw plastic bottles away," the town manager, Kyle O'Brien, told me.

Without a market for mixed paper, bales of the stuff started to pile up in Blaine County, Idaho; the county eventually stopped collecting it and took the 35 bales it had hoped to recycle to a landfill. The town of Fort Edward, New York, suspended its recycling program in July and admitted it had actually been taking recycling to an incinerator for months. Determined to hold out until the market turns around, the nonprofit Keep Northern Illinois Beautiful has collected 400,000 tons of plastic. But for now, it is piling the bales behind the facility where it collects plastic.

This end of recycling comes at a time when the United States is creating more waste than ever. In 2015, the most recent year for which national data are available, America generated 262.4 million tons of waste, up 4.5 percent from 2010 and 60 percent from 1985. That amounts to nearly five pounds per person a day. New York City collected 934 tons of metal, plastic, and glass a day from residents last year, a 33 percent increase from 2013.

Read: We are all accumulating mountains of things'

For a long time, Americans have had little incentive to consume less. It's inexpensive to buy products, and it's even cheaper to throw them away at the end of their short lives. But the costs of all this garbage are growing, especially now that bottles and papers that were once recycled are now ending up in the trash.

One of those costs is environmental: When organic waste sits in a landfill, it decomposes, emitting methane, which is bad for the climate — landfills are the third-largest source of methane emissions in the country. Burning plastic may create some energy, but it also produces carbon emissions. And while many incineration facilities bill themselves as "waste to energy" plants, studies have found that they release more harmful chemicals, such as mercury and lead, into the air per unit of energy than do coal plants.

Related video: Which countries make the most plastic waste? (provided by Seeker)

Which Countries Make the Most Plastic Waste?



And as cities are now learning, the other cost is financial. The United States still has a fair amount of landfill space left, but it's getting expensive to ship waste hundreds of miles to those landfills. Some dumps are raising costs to deal with all this extra waste; according to one estimate, along the West Coast, landfill fees increased by \$8 a ton from 2017 to 2018. Some of these costs are already being passed on to consumers, but most haven't — yet.

bottles that didn't exist 50 years ago need to go somewhere, and creating this much waste has a price we haven't had to pay so far. "We've had an ostrich-in-the-sand approach to the entire system," said Jeremy O'Brien, director of applied research at the Solid Waste Association of North America, a trade association. "We're producing a lot of waste ourselves, and we should take care of it ourselves."

As the trash piles up, American cities are scrambling to figure out what to do with everything they had previously sent to China. But few businesses want it domestically, for one very big reason: Despite all those advertising campaigns, Americans are *terrible* at recycling.

About 25 percent of what ends up in the blue bins is contaminated, according to the National Waste & Recycling Association. For decades, we've been throwing just about whatever we wanted — wire hangers and pizza boxes and ketchup bottles and yogurt containers — into the bin and sending it to China, where low-paid workers sorted through it and cleaned it up. That's no longer an option. And in the United States, at least, it rarely makes sense to employ people to sort through our recycling so that it can be made into new material, because virgin plastics and paper are still cheaper in comparison.

Even in San Francisco, often lauded for its environmentalism, waste-management companies struggle to keep recycling uncontaminated. I visited a state-of-the-art facility operated by San Francisco's recycling provider, Recology, where million-dollar machines separate aluminum from paper from plastic from garbage. But as the Recology spokesman Robert Reed walked me through the plant, he kept pointing out nonrecyclables gumming up the works. Workers wearing masks and helmets grabbed laundry baskets off a fast-moving conveyor belt of cardboard as some non-cardboard items escaped their gloved hands. Recology has to stop another machine twice a day so a technician can pry plastic bags from where they've clogged up the gear.



© Provided by Atlantic Media, Inc. Bales of plastic are piled at a Recology facility in San Francisco. (Alana Semuels / The Atlantic)

Cleaning up recycling means employing people to slowly go through materials, which is expensive. Jacob Greenberg, a commissioner in Blaine County, Idaho, told me that the county's mixed-paper recycling was about 90 percent clean. But its paper broker said the mixed paper needed to be 99 percent clean for anyone to buy it, and elected officials didn't want to hike fees to get there. "At what point do you feel like you're spending more money than what it takes for people to feel good about recycling?" he said.

Then there's the challenge of educating people about what can and can't be recycled, even as the number of items they touch on a daily basis grows. Americans tend to be "aspirational" about their recycling, tossing an item in the blue bin because it makes them feel less guilty about consuming it and throwing it away. Even in San Francisco, Reed kept pointing out items that

wrappers and dry-cleaner bags, the lids of to-go coffee cups and plastic take-out containers.

If we can somehow figure out how to better sort recycling, some U.S. markets for plastics and paper may emerge. But selling it domestically will still be harder than it would be in a place such as China, where a booming manufacturing sector has constant demand for materials. The viability of recycling varies tremendously by locale; San Francisco can recycle its glass back into bottles in six weeks, according to Recology, while many other cities are finding that glass is so heavy and breaks so easily that it is nearly impossible to truck it to a place that will recycle it. Akron, Ohio, is just one of many cities that have ended glass recycling since the China policy changes.

For now, it's still often cheaper for companies to manufacture using new materials than recycled ones. Michael Rohwer, a director at Business for Social Responsibility, works with companies that try to be more environmentally friendly. He told me that recycled plastic costs pennies more than new plastic, and those pennies add up when you're manufacturing millions of items. Items made of different types of plastic nearly always end up in the trash, because recyclers can't separate the plastics from one another — Reed equates it with trying to get the sugar and eggs out of a cake after you've baked it. But because companies don't bear the costs of disposal, they have no incentive to manufacture products out of material that will be easier to recycle.

The best way to fix recycling is probably persuading people to buy less stuff, which would also have the benefit of reducing some of the upstream waste created when products are made. But that's a hard sell in the United States, where consumer spending accounts for 68 percent of the GDP. The strong economy means more people have more spending money, too, and often the things they buy, such as new phones, and the places they shop, such as Amazon, are designed to sell them even more things. The average American spent 7 percent more on food and 8 percent more on personal-care products and services in 2017 than in 2016, according to government data.

Read: The Amazon selling machine

Some places are still trying to get people to buy less. The city of San Francisco, for instance, is trying to get residents to think of a fourth *r* beyond "reduce, reuse, and recycle"—"refuse." It wants people to be smarter about what they purchase, avoiding plastic bottles and straws and other disposable goods. But it's been tough in a place centered on acquiring the newest technology. "This is our big challenge: How do you take a culture like San Francisco and get people excited about less?" Debbie Raphael, the director of the San Francisco Department of the Environment, told me. The city passed an ordinance that required that 10 percent of beverages sold be available in reusable containers, and it is trying to make reuse "hip" through an online campaign and dedicated website, Raphael said. San Francisco and other Bay Area cities have banned plastic bags and plastic straws, but that option isn't available in many other parts of the country, where recently passed state laws prevent cities from banning products.

But even in San Francisco, the most careful consumers still generate a lot of waste. Plastic clamshell containers are difficult to recycle because the material they're made of is so flimsy—but it's hard to find berries not sold in those containers, even at most farmers' markets. Go into a Best Buy or Target in San Francisco to buy headphones or a charger, and you'll still end up with plastic packaging to throw away. Amazon has tried to reduce waste by sending products in white and blue plastic envelopes, but when I visited the Recology plant, they littered the floor because they're very hard to recycle.

Even at Recology, an employee-owned company that benefits when people recycle well, the hurdles to getting rid of plastics were evident. Reed chided me for eating my daily Chobani yogurt out of small, five-ounce containers rather than out of big, 32-ounce tubs, but I saw a five-ounce Yoplait container in a trash can of the control room of the Recology plant. While there, Reed handed me a pair of small orange earplugs meant to protect my ears from the noise of the plant. They were wrapped in a type of flimsy plastic that is nearly impossible to recycle. When I left the plant, I kept the earplugs and the plastic in my bag, not sure what to do with them. Eventually, I threw them in the trash.

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Wastewater Operations Report, February 2019.

MEETING DATE: March 18, 2019

AGENDA ITEM NO.: 8.a.

RECOMMENDED ACTIONS: Receive Wastewater Operations Reports for February 2019:

- Collection System
- Treatment Facilities
- Reclamation Facilities

SUMMARY AND DISCUSSION:

The February 2019 Wastewater Operations Report incorporating operations reports for collections system, wastewater treatment facilities, and the reclamation facilities is attached.

District and Veolia staff will be present at the meeting to provide overviews of the reports for their operational areas, and be available to discuss the reports or respond to any questions.

ATTACHMENTS: 1. Wastewater Operations Reports for the month of February 2019.

STRATEGIC PLAN INFORMATION: This item addresses Goal 1 (Operational Excellence) and Goal 2 (Reliable and Efficient Facilities) of the latest Strategic Plan Update.

DEPT. MGR.: JO (Veolia), JA, JJB

GENERAL MANAGER: SSK

**Novato Sanitary District
Wastewater Operations - Collection System Operations Report (Pages 54 to 59)
February 2019**

1.0 General:

The equivalent of about Seven (7) full time employees (FTE) worked on collection system maintenance activities during the month. The breakdown of staff time for the month in terms of equivalent FTE hours utilized, works out approximately as follows:

- 2.2 FTE field workers for Sewer Maintenance (main line cleaning)
- 0.9 FTE field workers for Pump Station Maintenance
- 0.2 FTE field workers for Closed Circuit Television (CCTV) work
- 0.0 FTE field workers for Underground Service Alert Mark and Locate (USA)
- 2.7 FTE field workers for time spent on data input, training, service calls, overflow response, or any other activity that does not directly relate to the activities listed above, or special activities (for e.g. smoke testing of mainlines), and
- 1.1 FTE field workers for vacation, holiday or sick leave.

2.0 Collection System Maintenance:

Performance metrics are presented in the attached graphs showing the length of line cleaned/month, footage cleaned/hour worked, overflows/month, and the CCTV footage achieved. A brief discussion is also provided below.

Line Cleaning Performance:

The sewer system ICOM3 Computerized Maintenance Management System (CMMS) generated 306 work orders for the month. Collections staff completed 306 work orders, leaving zero (0) work orders outstanding. The completed work orders resulted in 52,213 feet of sewer pipelines cleaned by staff.

Closed Circuit Television (CCTV) Performance:

The District's CCTV equipment was in the field for three (3) working days and televised a total of 4,061 feet of sewer main.

CCTV Findings:

- Infrastructure-related: CCTV work identified two locations with possible repair needs. These locations will require further investigation and will be added to the repair lists as needed.
- O&M related: CCTV work did not identify any area that would require a change in sewer line maintenance operations.



Bypass set up on Center Road preparing for heavy rains by the Collections crew.

3.0 Pump Station Maintenance:

Collections staff conducted 159 lift station inspections this month. 46 of the inspections were generated through the District's JobsCal Plus CMMS system. There are no outstanding work orders for the month.

A Pump Stations Work Order Statistics summary is attached.

**Novato Sanitary District
Wastewater Operations - Collection System Operations Report
February 2019**

4.0 Air Relief/Vacuum Valves (ARVs):

Staff completed maintenance inspections on Four (4) air relief/vacuum valves this month.

5.0 Safety and Training:

General:

Collections staff attended four (4) safety tailgate meetings in February.

Specialized Training:

- Emergency Action Plan Training.
- Maintenance Superintendents Association (MSA): Traffic cone regulations and safety.

Safety performance:

There were no lost time accidents for the month of January.

6.0 Miscellaneous Projects:

- Dead tree at E. Hamilton PS was removed by contractor.

7.0 Sanitary Sewer Overflows (SSOs):

There were no (zero) sanitary sewer overflow in February. The No Spills certification ID is #2538876.

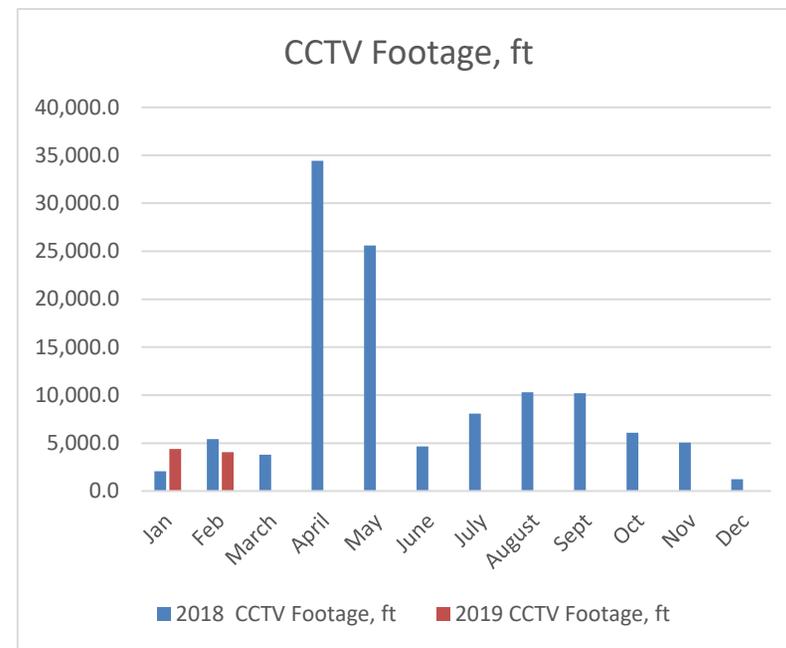
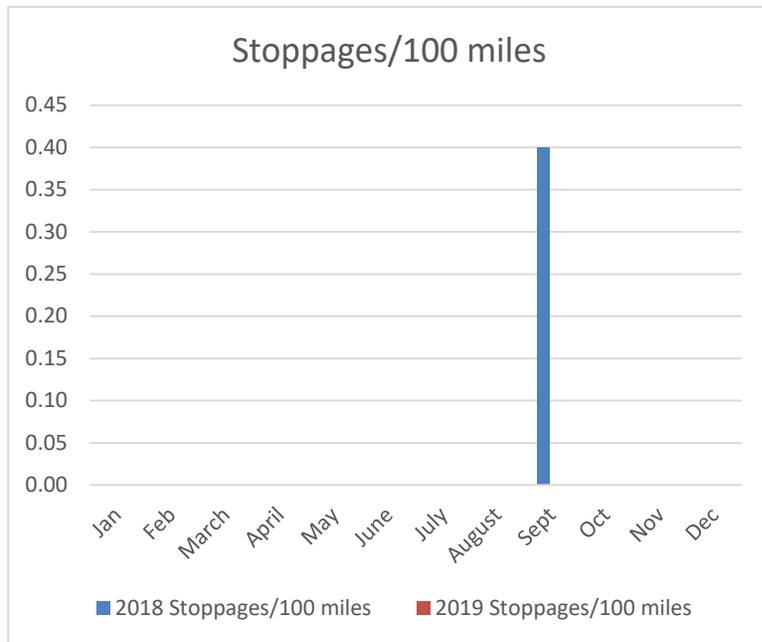
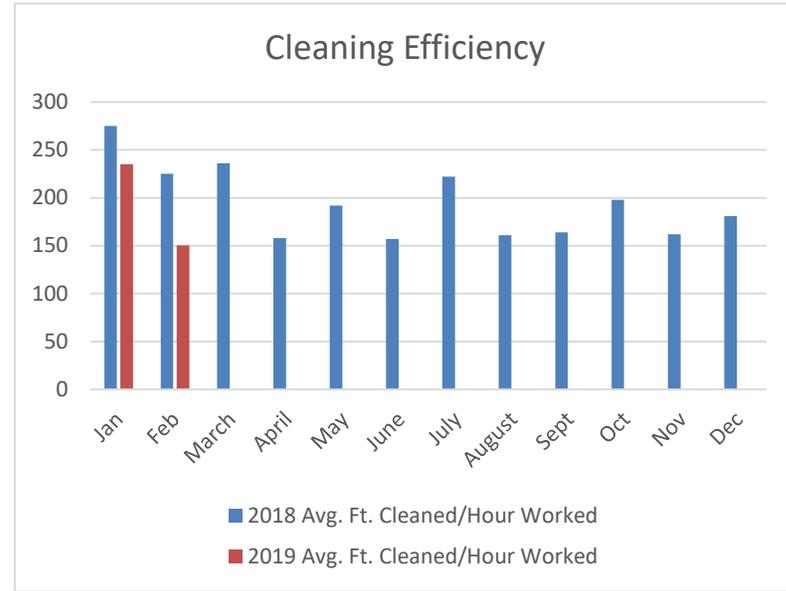
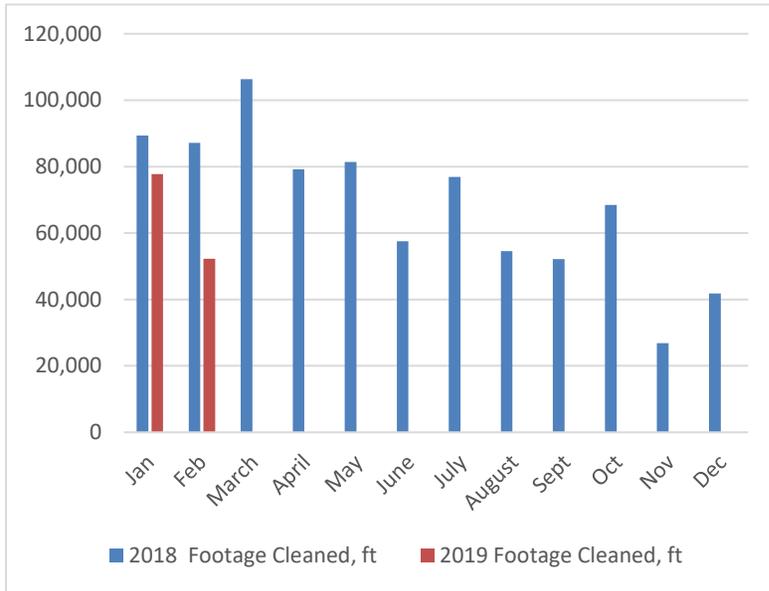
8.0 Storm Response

Collections staff have worked dilligently in their response to the series of storms that have hit the region over the past few months. The Novato area has received approximately 28.5 inches of rain in 2019 alone, and the combination of response efforts as well as proactive maintenance activities throughout the year has resulted in zero overflow incidents at the District.

Novato Sanitary District
Collection System Monthly Report For February 2019 (as of February 28, 2019)

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
A. Employee Hours Worked														
Number of FTEs (main line cleaning)	1.8	2.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	0.3
Number of FTEs (other)	1.9	2.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	0.4
Number of FTEs (USAs)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	0.0
Number of FTEs (CCTV)	0.1	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	0.0
Total, FTEs	3.8	5.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	0.7
Regular Time Worked, (main line cleaning), hrs	331	348	0	0	0	0	0	0	0	0	0	0	678	57
Regular Time Worked on Other, hrs (1)	355	421	0	0	0	0	0	0	0	0	0	0	775	65
Regular Time Worked on USAs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular Time Worked on CCTV (2)	22	32	0	0	0	0	0	0	0	0	0	0	54	4
Total Regular time, worked, hrs	707	800	0	0	0	0	0	0	0	0	0	0	1,507	126
Total Vacation/Sick Leave/Holiday, hrs	197	164	0	0	0	0	0	0	0	0	0	0	361	30
Vacation/Sick Leave/Holiday, FTEs	1.1	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.1	0.2
Overtime Worked on Coll. Sys., hrs	24	42	0	0	0	0	0	0	0	0	0	0	67	6
Overtime Worked on Other, hrs (1)	2	2	0	0	0	0	0	0	0	0	0	0	4	0
Overtime Worked on USAs, hrs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Overtime Worked on CCTV (2)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Overtime, hrs	26	44	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	71	35
B. Productivity														
1. Line Cleaning														
Rodder Work Orders generated	43	33	0	0	0	0	0	0	0	0	0	0	76	6
Rodder 3208 ft. cleaned	1,453	681	0	0	0	0	0	0	0	0	0	0	2,134	178
Rodder - outside services, ft cleaned	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Flusher Work Orders generated	338	240	0	0	0	0	0	0	0	0	0	0	578	48
Truck 3205V ft. cleaned	0	1,314	0	0	0	0	0	0	0	0	0	0	1,314	110
Truck 3206V ft. cleaned	14,940	5,330	0	0	0	0	0	0	0	0	0	0	20,270	1,689
Truck 3209F ft. cleaned	61,343	44,888	0	0	0	0	0	0	0	0	0	0	106,231	8,853
Flusher - outside services, ft. cleaned	0	405	0	0	0	0	0	0	0	0	0	0	405	0
Total Footage cleaned(3)	77,736	52,213	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	129,949	64,975
Work Orders completed	381	306	0	0	0	0	0	0	0	0	0	0	687	57
Work Orders backlog	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2. Closed Circuit Television (CCTV)														
Camera Work Orders generated	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CCTV Truck 3126T, ft. videoed	3,405	3,465	0	0	0	0	0	0	0	0	0	0	6,870	573
CCTV (hand cam), ft. videoed	979	596	0	0	0	0	0	0	0	0	0	0	1,575	131
CCTV Inspection - outside services, ft. videoed	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total CCTV footage(3)	4,384	4,061	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	8,445	4,223
C. Sanitary Sewer Overflows (SSOs)														
Minor (Category III)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Major (Category II)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Major (Category I)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Overflow Gallons	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Volume Recovered	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Percent Recovered	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
D. Service Calls (non-SSO related)														
Service calls, normal hours, #	7	4	0	0	0	0	0	0	0	0	0	0	11	1
Normal hours S.C. response time, mins (avg.)	26.4	18.25	0	0	0	0	0	0	0	0	0	0	45	4
Service Callouts, after hours, #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
After Hours S.C. response time, mins (avg.)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	0	#DIV/0!
E. Benchmarks														
Average Ft. Cleaned/Hour Worked	235	150	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	193
Total Stoppages/100 Miles	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA
Average spill response time (mins)	0	0	0	NA	NA	NA	0	NA	NA	NA	0	NA	NA	0
Callouts/100 Miles	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Overtime hours/100 Miles	11	19	0	0	0	0	0	0	0	0	0	0	29.56	2
Overflow Gallons/100 Miles	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Collection System: 2018 & 2019 Graphs



Novato Sanitary District

Pump Station Monthly Report For February 2019 (as of February 28, 2019)

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
Employee Hours Worked	262	188	0	0	0	0	0	0	0	0	0	0	449	
Number of Employees (FTEs)	1.1	0.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.2
Regular Time Worked on Pump Sta	200	149	0	0	0	0	0	0	0	0	0	0	349	
Overtime Worked on Pump Sta	62	39	0	0	0	0	0	0	0	0	0	0	101	
After Hours Callouts	0	0	0	0	0	0	0	0	0	0	0	0	0	
Average Callout response time (mins)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Work Orders														
Number generated in month	50	46	0	0	0	0	0	0	0	0	0	0	96	8
Number closed in month	50	46	0	0	0	0	0	0	0	0	0	0	96	8
Backlog	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**PUMP STATIONS
WORK ORDER STATISTICS
February 1, 2019-February 28, 2019**

	Open Work Orders Due Prior to 2/1/2019	Open Work Orders 2/1/2019-2/28/2019	Total Open Work Orders
Preventive	0	50	50
Corrective	0	0	0
Total	0	50	50

	Closed Work Orders 2/1/2019 -2/28/2019
Preventive	50
Corrective	0
Total	50

Total Outstanding Work Orders as of 2/28/2019	0
--	----------



March 12, 2019

Mr. Sandeep Karkal
General Manager – Chief Engineer
Novato Sanitary District
500 Davidson Street
Novato, CA 94545

Subject: Veolia Water Operations Report – February 2019

Dear Mr. Karkal:

I am pleased to provide the Monthly Operations report for February 2019.

As always, please give me a call at 707-292-3022 should you have any questions.

Best regards,

A handwritten signature in blue ink that reads 'John P. O'Hare'.

John P. O'Hare
Project Manager, Veolia



MONTHLY OPERATIONS REPORT
February 2019

Prepared for

NOVATO SANITARY DISTRICT (NSD)
WASTEWATER TREATMENT PLANT
500 Davidson Street
Novato, CA 94945

Prepared by

Veolia Water West Operating Services, Inc. (VWWOS)

TABLE OF CONTENTS

- A: TREATMENT PLANT PERFORMANCE SUMMARY
- B: SAFETY AND TRAINING
- C: OPERATIONS AND MAINTENANCE STATUS / REVIEW
- D: ENVIRONMENTAL SERVICES ACTIVITIES SUMMARY
- E: ADMINISTRATION
- F: ODORS & LANDSCAPING
- G: MISCELLANEOUS

ATTACHMENTS

- 1) Photos
 - 2) Laboratory Data
 - 3) Recycled Water Report
 - 4) Annual Performance Summary - Graphs
 - 5) Process Control Data / Graphs
 - 6) Neighborhood Contacts (Odor / Noise)
 - 7) Jerome Meter Readings and Locations
-

A: TREATMENT PLANT PERFORMANCE SUMMARY – February 2019

National Pollution Discharge Elimination System Permit

Parameter	Value		Limits	
	Ave	Max		
Flow, MGD (monthly ave/max)	12.82	30.32	N/A	
Influent				
BOD ₅ , lb/day (month ave/max)	36,892	61,111	N/A	
TSS, lb/day (monthly ave/max)	41,871	84,823	N/A	
Effluent				
BOD ₅ , mg/L (monthly ave/max weekly ave)	<8	9	30	45
TSS, mg/L (monthly ave/max weekly ave)	<4	9	30	45
BOD ₅ - % Removal, Average	96		85 minimum	
TSS - % Removal, Average	99		85 minimum	
Ammonia, mg/L – (monthly ave/daily max)	2.20	2.20	5.9	21
pH, su (min / max)	6.8	7.0	6.5	8.5
Enterococcus, MPN/100 ml (30 day geo mean)	12.01		35	
Fecal Coliform, MPN/100 ml (monthly median)	N/A		N/A	
Fecal Coliform, MPN/100 ml (90 th PCTL)	N/A		N/A	
Total Coliform, MPN/100 ml (5 sample median)	N/A		N/A	
Total Coliform, MPN/100 ml (monthly maximum)	N/A		N/A	

Peak Rainfall Flow Rate = 37 million gallon per day, February 27, 2019, 12:29 am

Total Rainfall = 14.81 inches

Title 22 - Recycled Water Production and Quality

Description	Units	Value	Limit
Volume Produced	Million Gallons	0.324	N/A
Average Turbidity	NTU	0.8	2.0
Turbidity > 5 NTU (in 24 hour)	Minutes	0	72
Minimum CT (disinfection)	mg-min/L	>450	450 minimum
Minimum Dissolved Oxygen (DO)	mg/L	9.7	2 mg/L minimum
Maximum Total Coliform	MPN/100 ml	<1	240
Maximum Total Coliform 2 Samples 30 days	MPN/100 ml	<1	23
Total Coliform 7 Sample Median	MPN/100 ml	<1	2.2

Discussion of Violations / Excursions

- National Pollution Discharge Elimination System Permit (NPDES) Limits - None
- Recycled Water Permit – None

B: SAFETY AND TRAINING:

- Monthly plant safety inspections for Novato Wastewater Treatment Plant and Ignacio Transfer Pump Station completed
- Five minute tailgate training held during weekly meetings
- No safety incidents for the month of February 2019



- Monthly Safety Topics and Training: Fire Prevention & Response and Fire Extinguisher Use

C: OPERATIONS & MAINTENANCE STATUS / REVIEW:**Key events for the period:****Novato Wastewater Treatment Plant**

- Routine rounds, readings and maintenance
- Aeration tank oxygen blower - contractor conducting required service for each blower starting on January 21, 2019. Work completed in February 2019
- On February 8, 2019, #2 secondary clarifier placed in service. #1 secondary clarifier to be shut down for routine maintenance in March 2019 (weather permitting)

Equipment Out of Service – Due to Planned Servicing, Maintenance, Replacement, Standby

- Aeration basin #3 (standby)

Ignacio Transfer Pump Station

- Routine rounds, readings and preventative maintenance
- On February 25, 2019, removed #1 pump and reinstalled #2 pump in its place. #1 pump was relocated to the Novato Wastewater Treatment Plant maintenance shop for evaluation of the assets condition and replacement of seals and bearings.

Equipment Out of Service – Due to Planned Servicing, Maintenance, or Replacement

- None

Recycled Water Plant (RWP)

- Routine rounds and maintenance

Equipment Out of Service – Due to Planned Servicing, Maintenance, or Replacement

- None

Sludge Lagoons (and Reclamation Area)

- Performed routine rounds and inspection

D: ENVIRONMENTAL SERVICES ACTIVITIES SUMMARY**Discharge to San Pablo Bay NPDES Permit – February 1 - 28, 2019****Training**

“The First Steps to Implementing the TNI 2016 Standards, Rev 2.1” training - Kurt Hawkyard, Veolia Water Laboratory Technician attended 4th of six the February 4, 2019 and Liz Falejczyk, Veolia Water Environmental Services Supervisor attended the 6th of six training session on February 6, 2019 . Both Kurt and Liz both attended the California Water Environment Association Redwood Empire Section meeting at Caltest Analytical Laboratories. The meeting focused on the latest findings from NV5 Environmental Laboratory Services inspections for the TNI laboratory accreditation program.

Laboratory

Liz Falejczyk provided initial training to Marc Reischmann, Chemist 2 North Marin Water District who will be substituting for Jessica Bena-Nommsen, Chemist 1 who will be on leave.

Public Outreach

Lynda Farmery, Veolia Water Administrative/ Safety and John O'Hare, Veolia Water Plant Manager attended the Novato Senior Health Day at the Margaret Todd Center on February 20,

Regulatory Programs:**Pollution Prevention and Waste Minimization Report**

- Submitted the 2018 Annual Pollution Prevention and Waste Minimization Report on February 28, 2019.

Industrial Pretreatment Program

- Submitted the 2018 Annual Pretreatment on February 28, 2019.

Discharge Permits

- Received one Industrial User survey
- Received one application for a Non-Domestic Discharge Permit

Inspections and Sampling

- Inspected five food service establishments (FSEs)
- Continued monitoring grease removal from one FSE following the installation of a new grease interceptor
- Received support documentation confirming compliance from 2 FSEs
- Made initial contact with two industrial suppliers to evaluate the need for an industrial user permit

BioSolids

- Submitted the online 2018 Annual BioSolids Report on February 19, 2019 as designated by EPA website instructions

E: ADMINISTRATION:

- January 2019 Electronic Discharge Monitoring Report (EDMR-US EPA) and January 2019 Self-Monitoring Report (SMR-State of California) submitted on February 28, 2019
- January 2019 Recycled Water Self-Monitoring (SMR) Report submitted on February 28, 2019
- 2018 Annual Reclamation Report submitted on February 8, 2019

F: ODORS & LANDSCAPING:

- Jerome meter (H₂S) parts per million (ppm) readings performed in neighborhood
- All readings in neighborhood were 0 ppm

G: MISCELLANEOUS

- Process Control Management Plan (PCMP) meetings held weekly with the Veolia staff
- On February 25, 2019, participated in the Rotary Club Novato Sunrise High School Program by



providing wastewater samples.

Veolia Support Staff On/Off Site (Various Times)

Ed Dix, West Region Technical Director

Art Fagerström, PE, BCEE, Technical Manager, Corporate Technical Support

Bill Hanley, West Region Capital Projects Director

Paul Savage, West Region VP of Operations

Aaron Winer, Area Manager Northern California

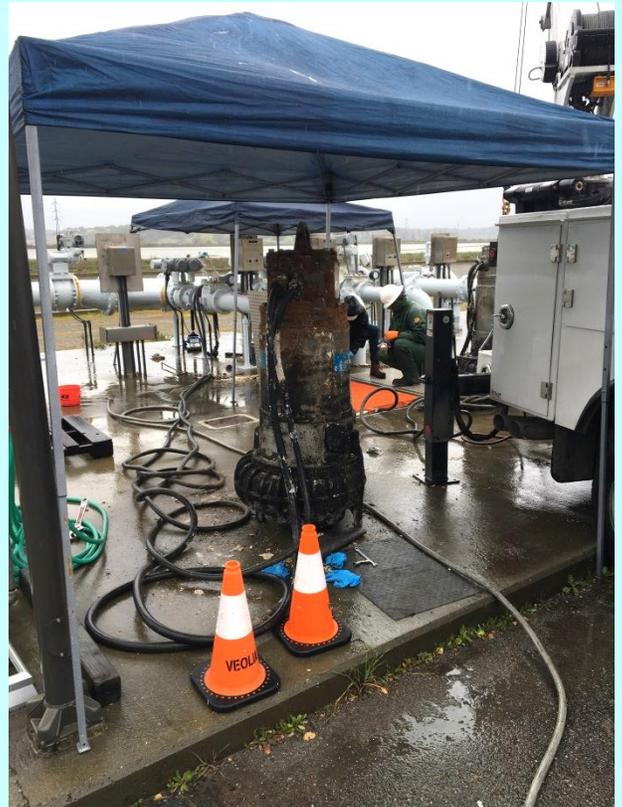
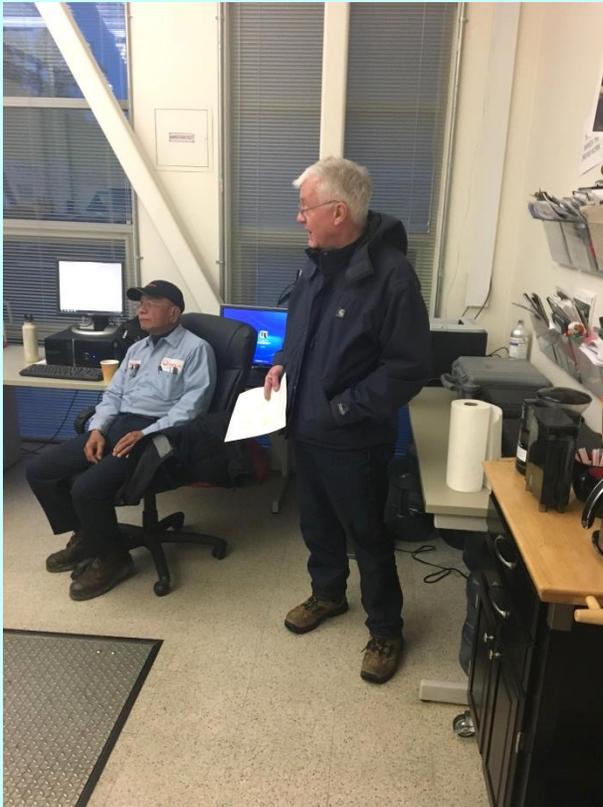
1) PHOTOS

PUBLIC OUTREACH AND MOSQUITO ABATEMENT
FEBRUARY 2019



Above – Lynda Farmery, Veolia Administrative/Safety attending the Novato Senior Health Day at the Margaret Todd Center
Below – Marin-Sonoma Mosquito Control treating the flood areas adjacent to the Novato wastewater treatment plant

WET WEATHER PREPARATION AND IGNACIO PUMP SERVICE FEBRUARY 2019



Above Left – John Bailey discussing wet weather operations with plant staff
Below Right – Veolia maintenance staff and Shape servicing pumps at the Ignacio Transfer Pump Station

NOVATO HILLS
FEBRUARY 2019



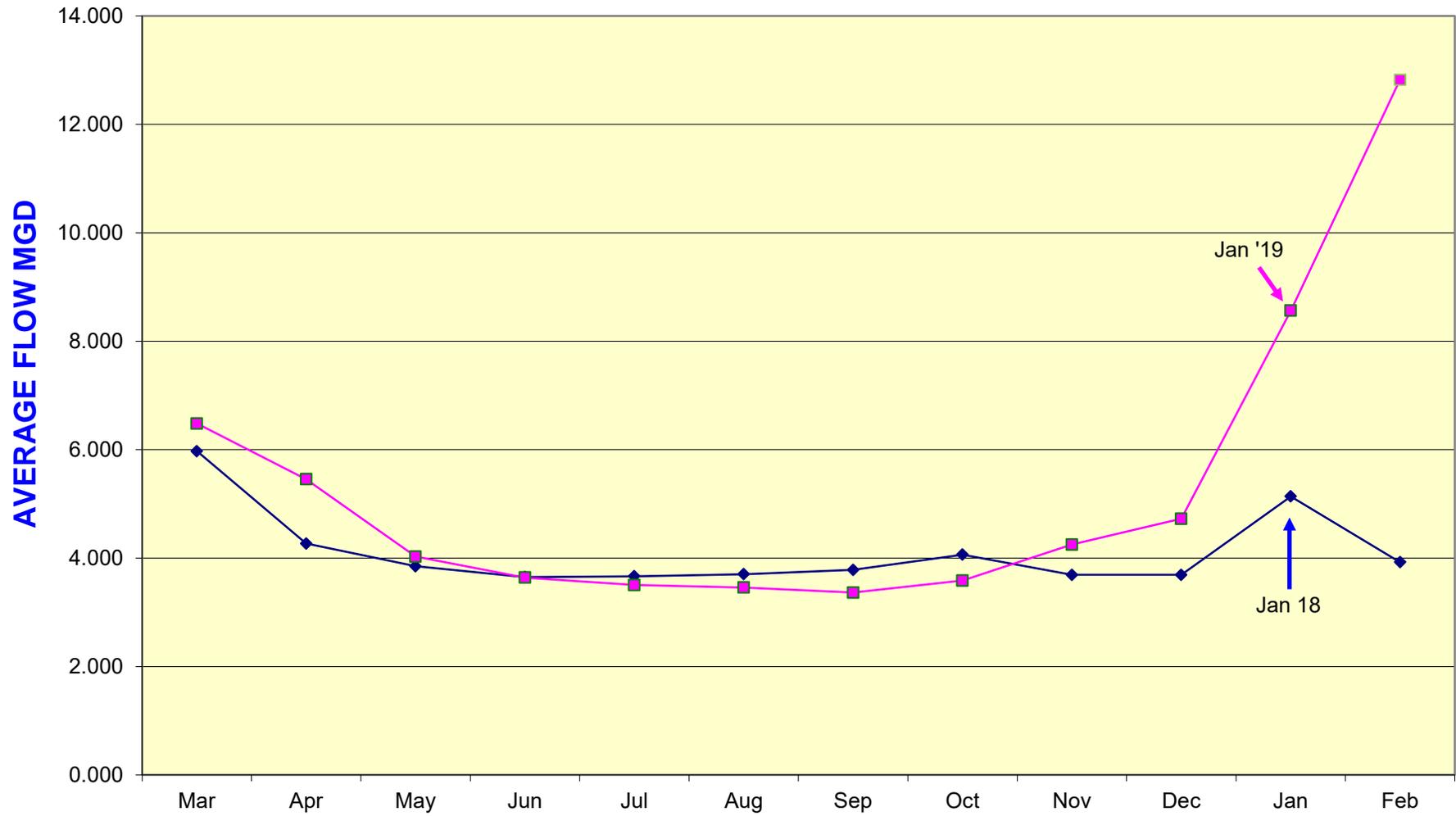
Above – Snow on the caps of the Big Rock Ridge on February 15, 2019

2) LABORATORY DATA

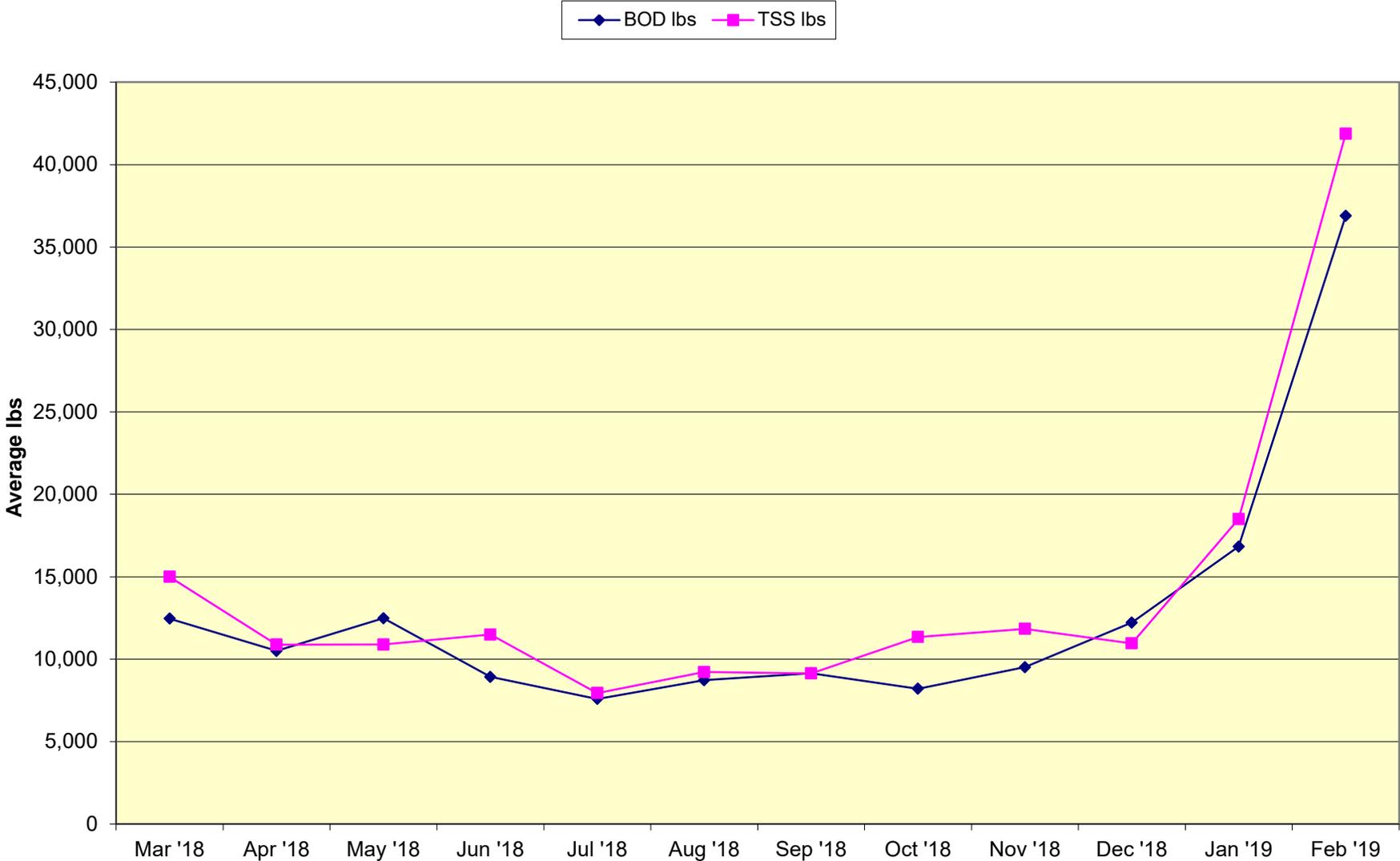
3) *RECYCLED WATER REPORT*

4) ANNUAL PERFORMANCE SUMMARY – GRAPHS

WASTEWATER INFLUENT FLOW COMPARISON

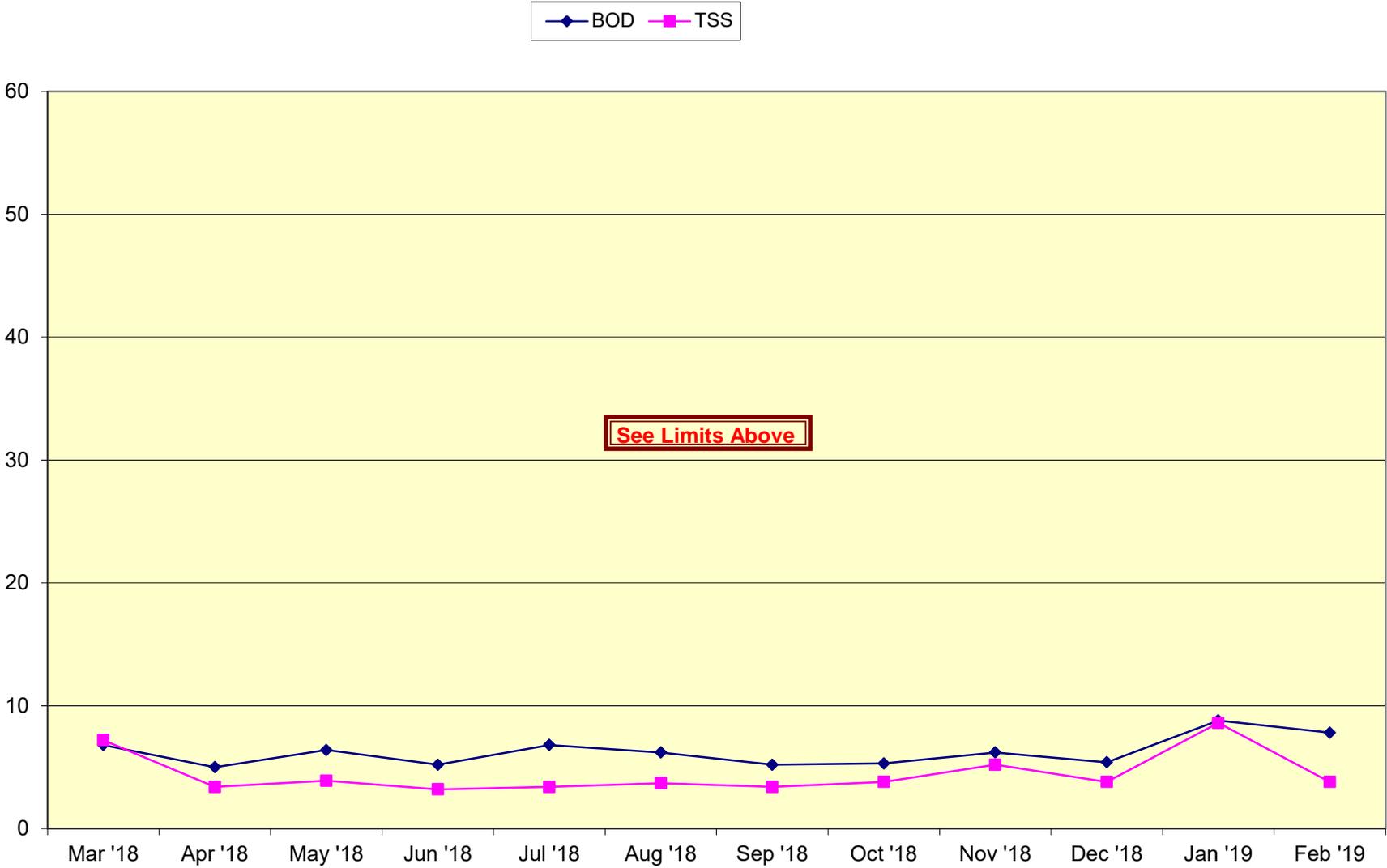


Influent Load BOD / TSS lbs



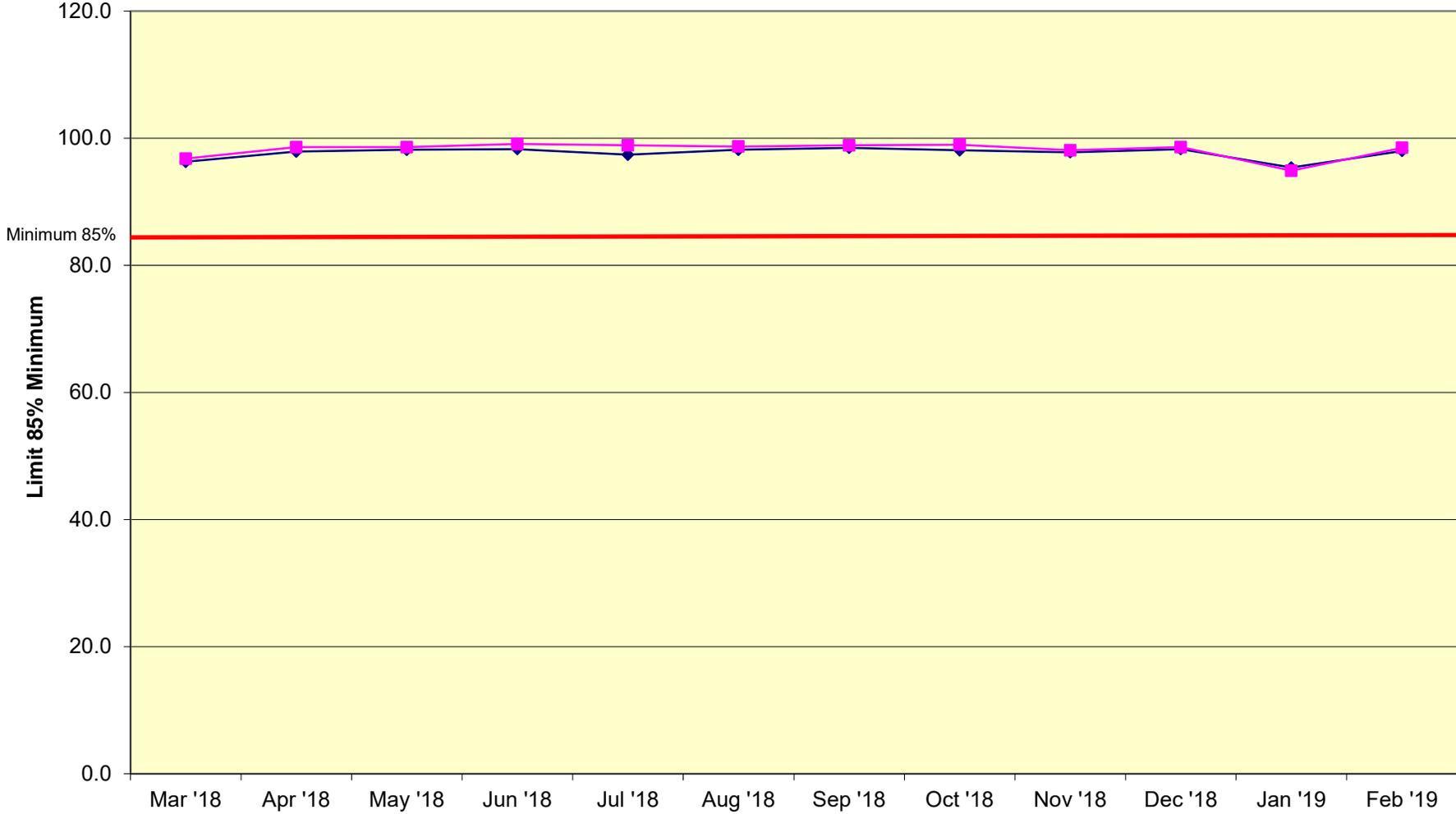
Effluent BOD / TSS Concentration

NPDES LIMITS WET SEASON
BOD & TSS - 30 mg/L Monthly Ave, 45 mg/L Weekly Ave

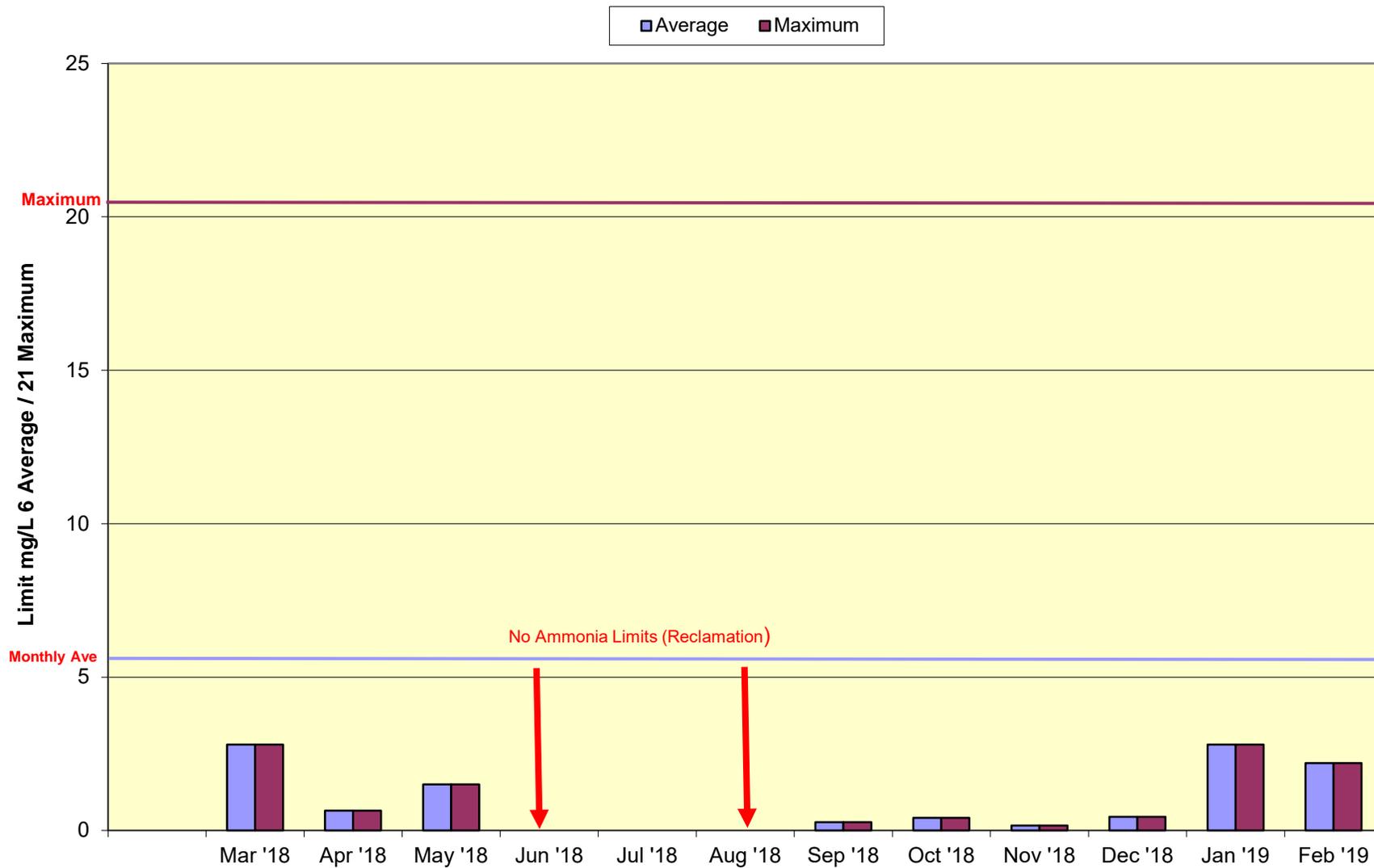


BOD / TSS Percent Removal

◆ BOD ■ TSS

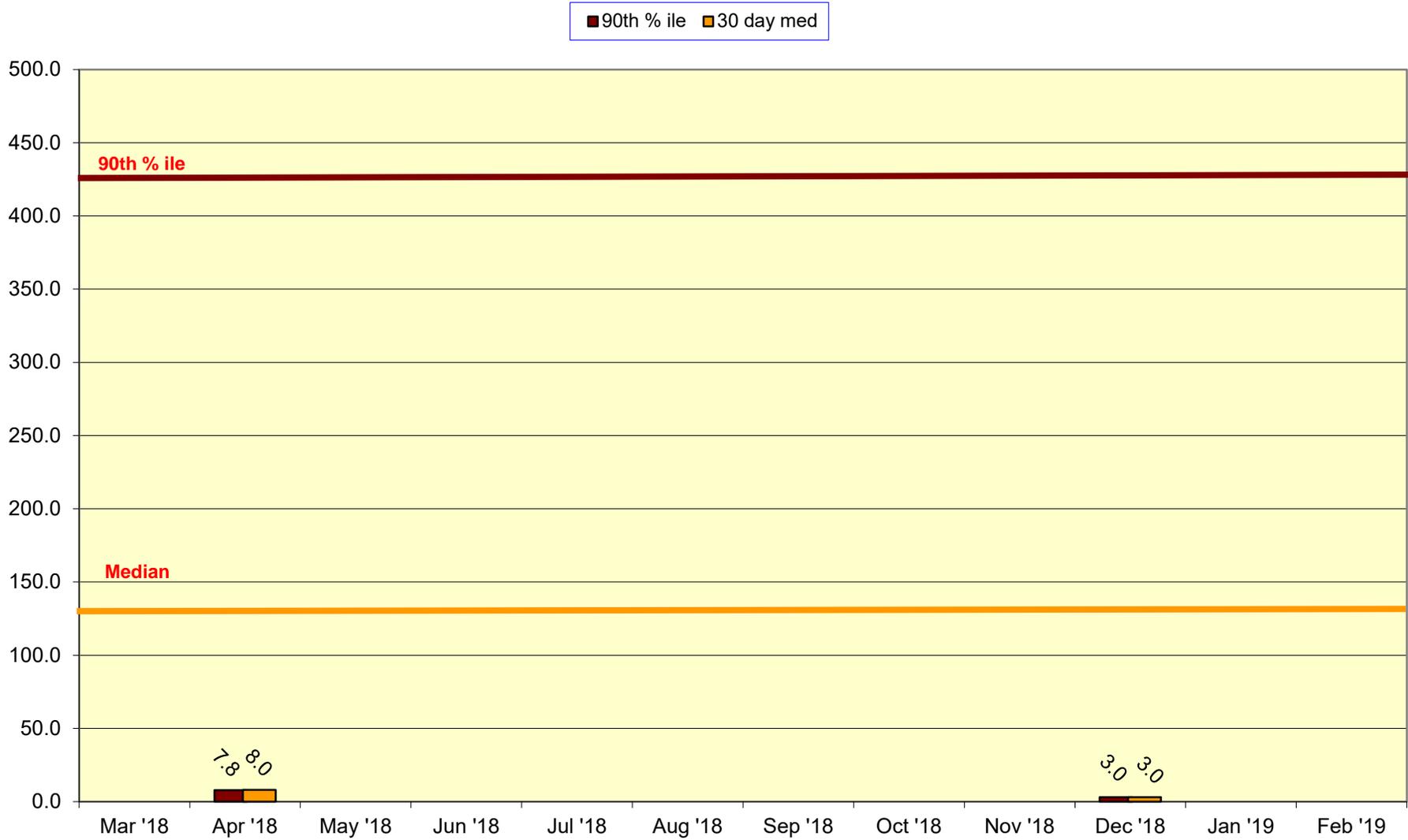


Effluent Ammonia



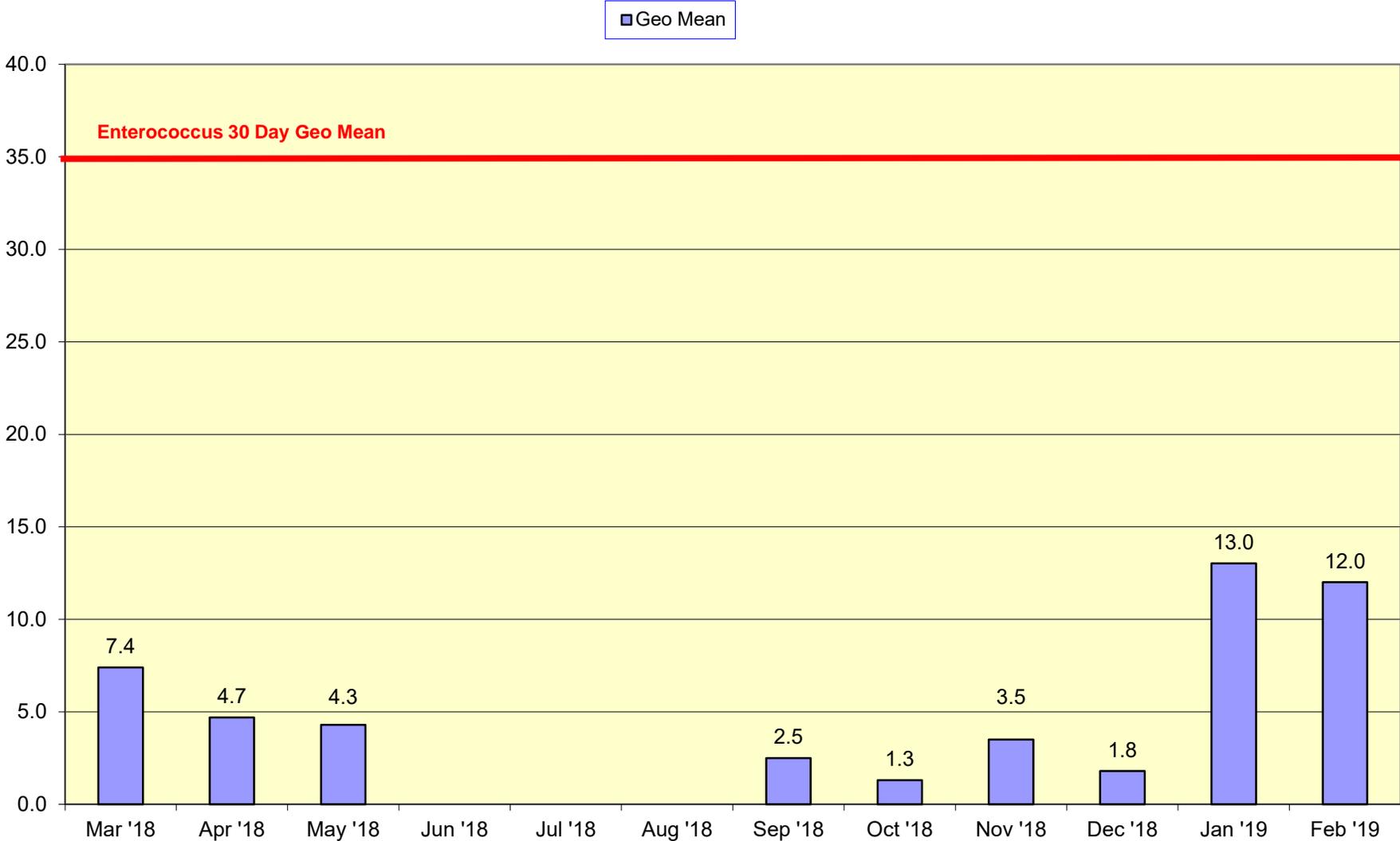
Disinfection - Fecal Coliform

LIMITS - NPDES
 Fecal 140 mpn monthly median
 Fecal 430 mpn 90th percentile 30 day



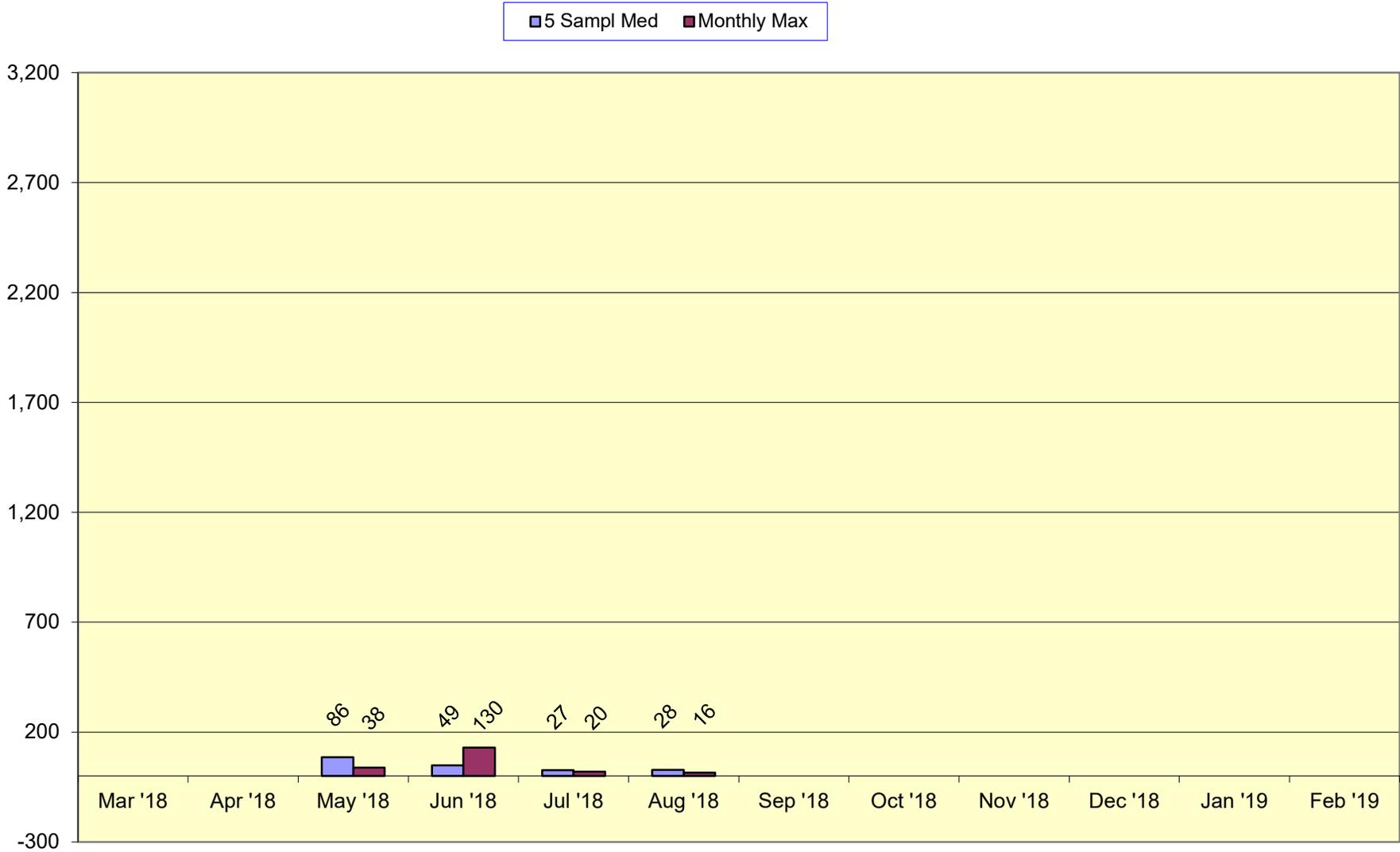
Disinfection - Enterococcus

LIMITS - NPDES
Enterococcus 30 day geo mean 35 mpn /100ml

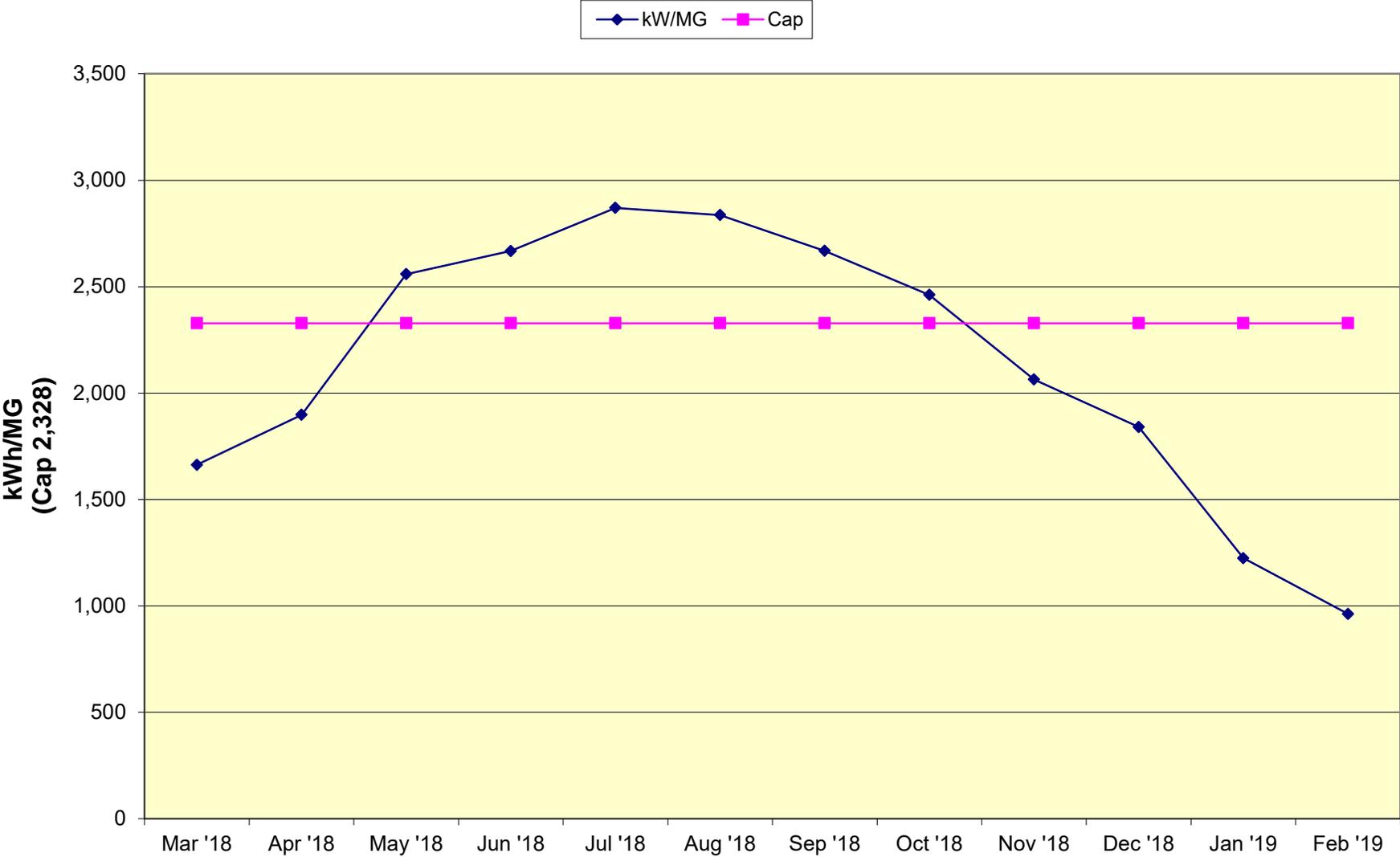


Disinfection - Total Coliform

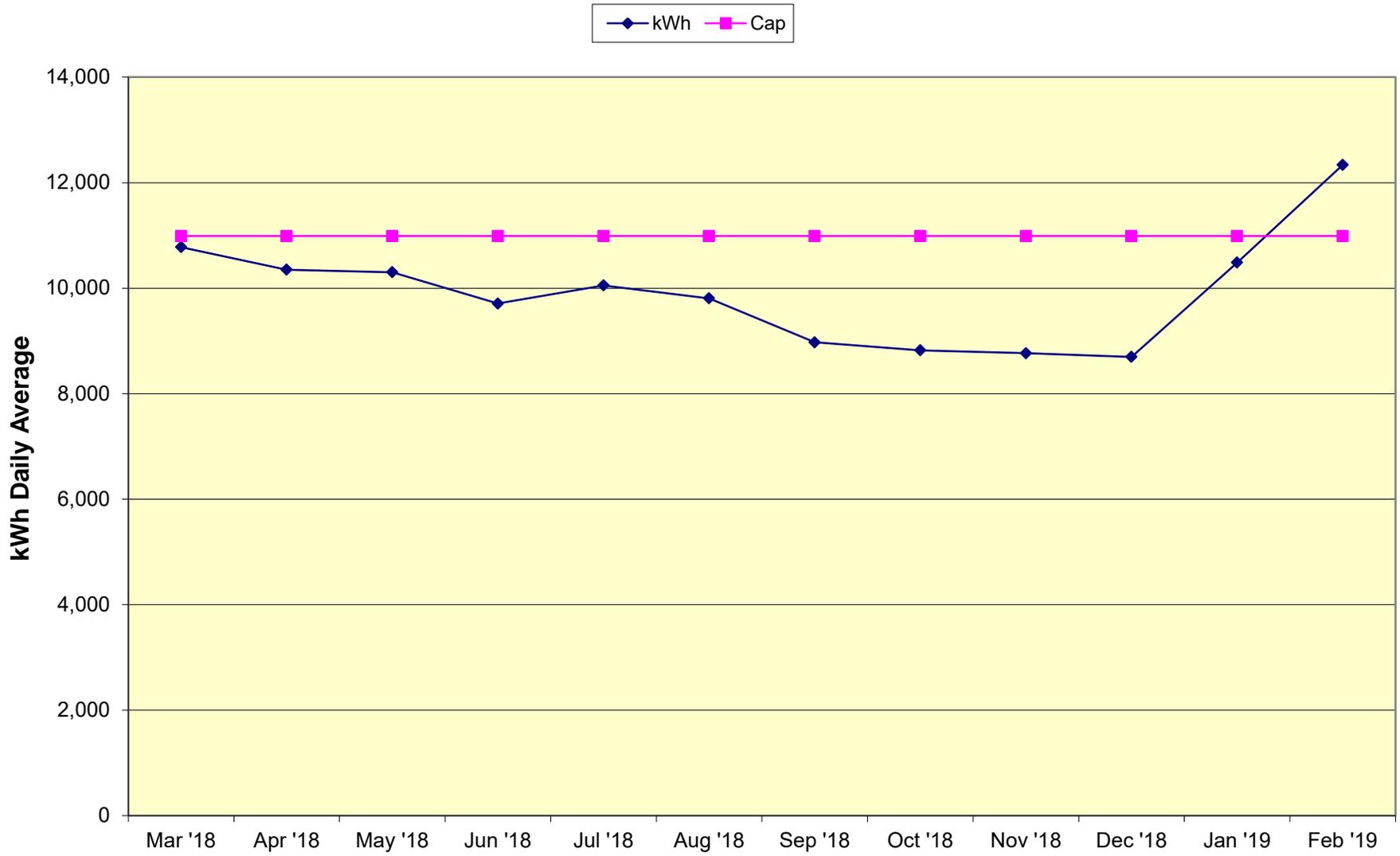
TOTAL COLIFORM LIMITS - WDR
5 Sample Median - 240 mpn /100 ml
Maximum - 10,000 mpn/100 ml



Energy kWh/MG

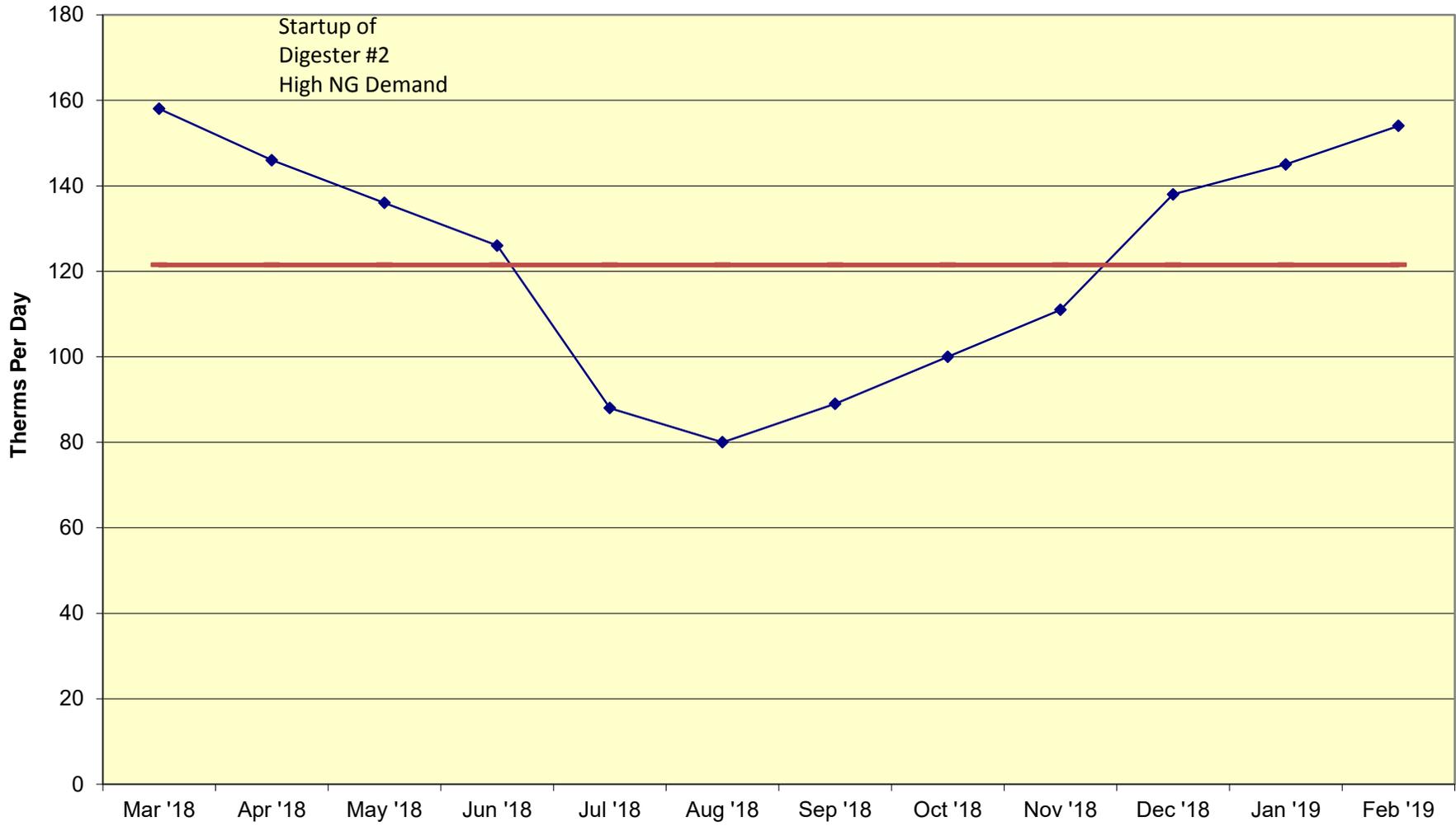


Energy kWh



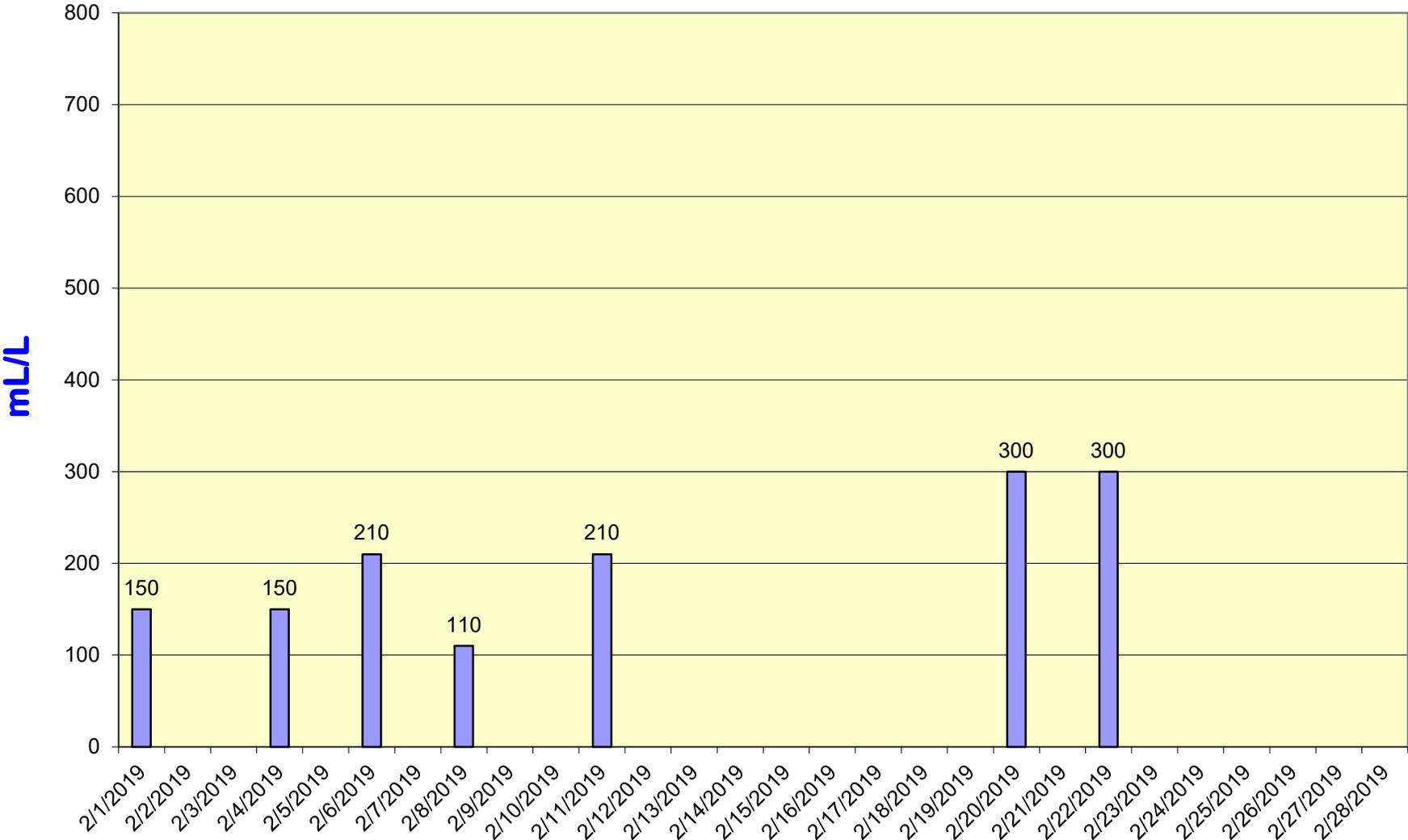
Natural Gas Use

◆ Natural Gas — Cap

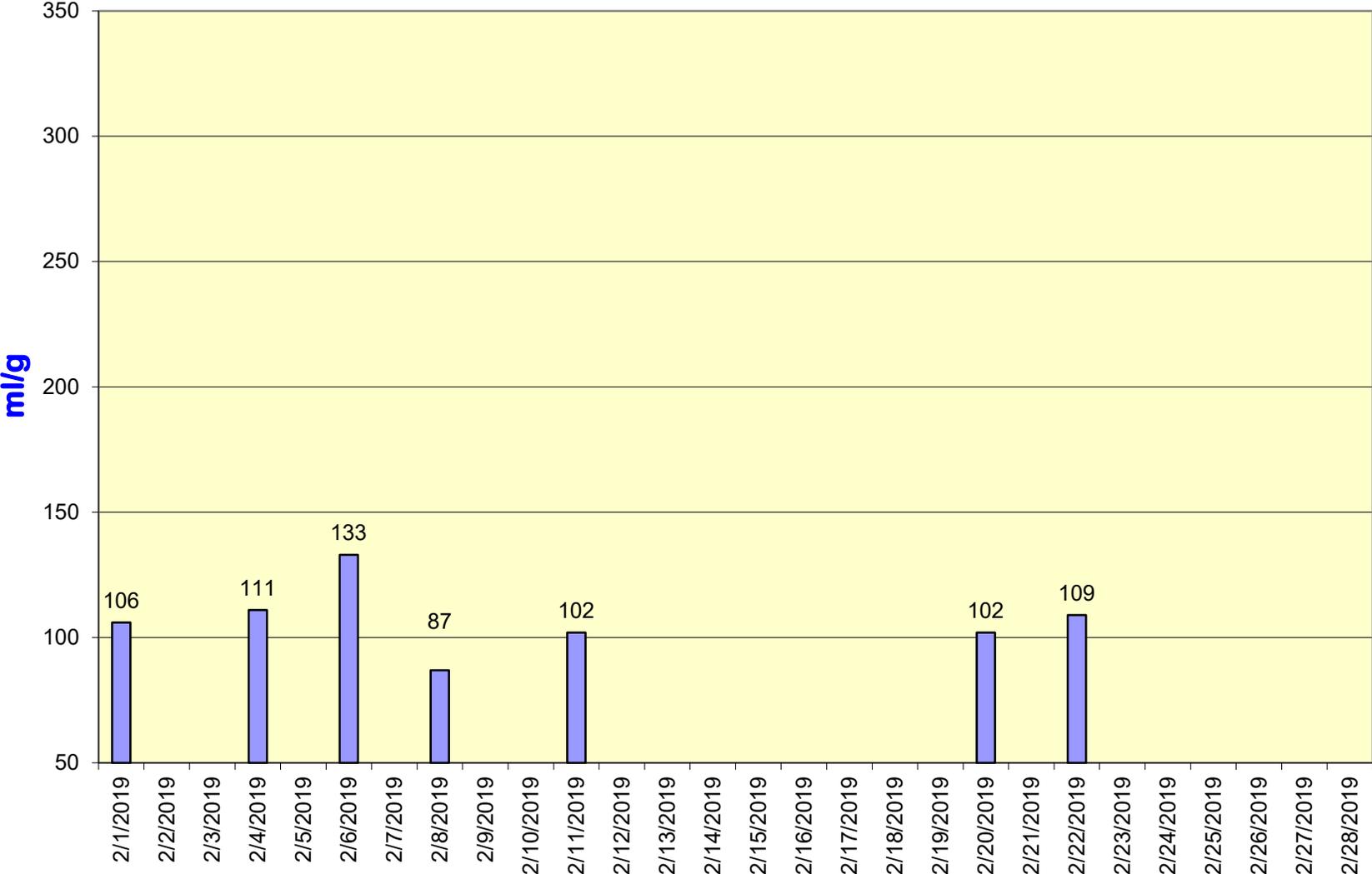


5) PROCESS CONTROL DATA / GRAPHS

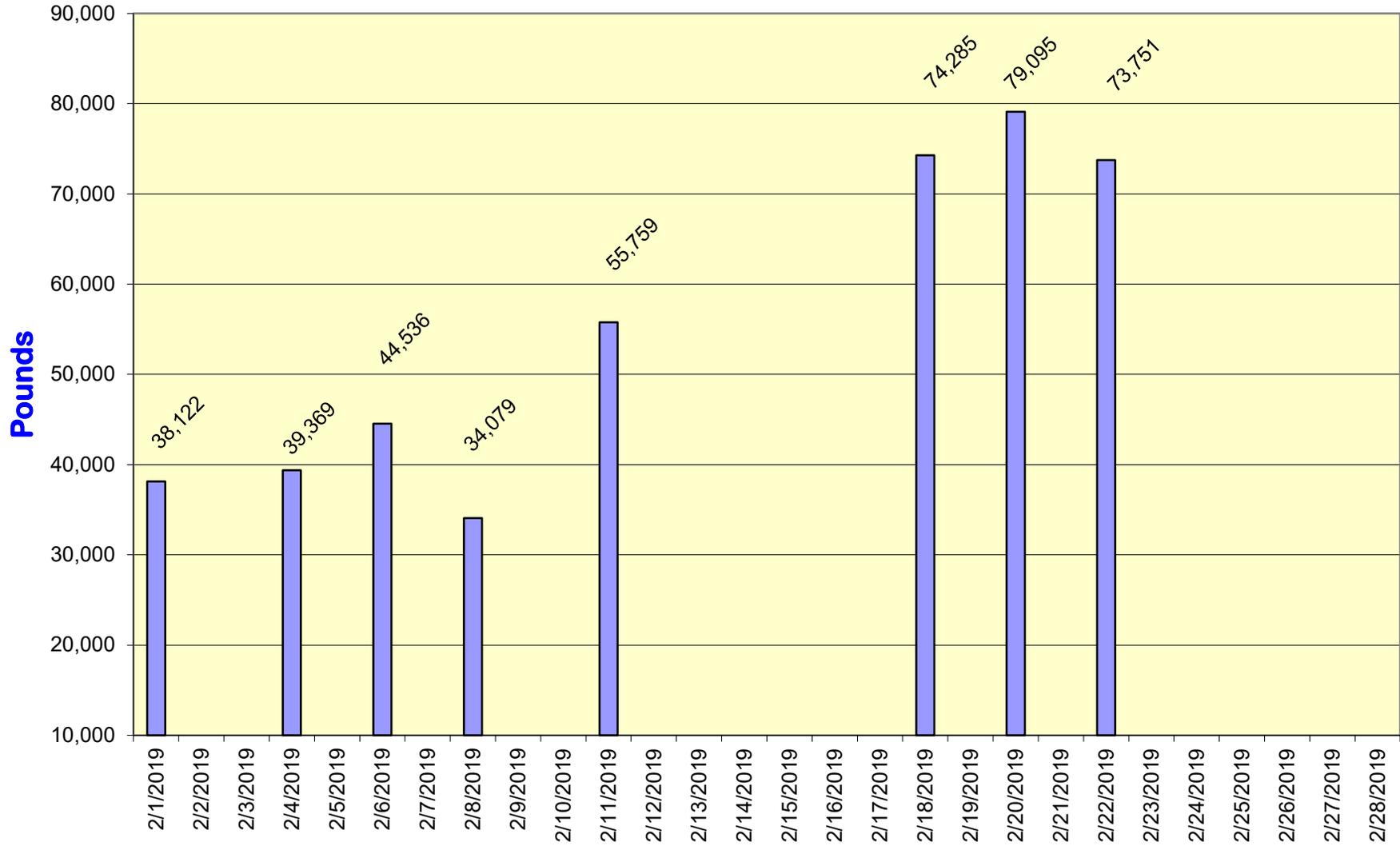
Settleability



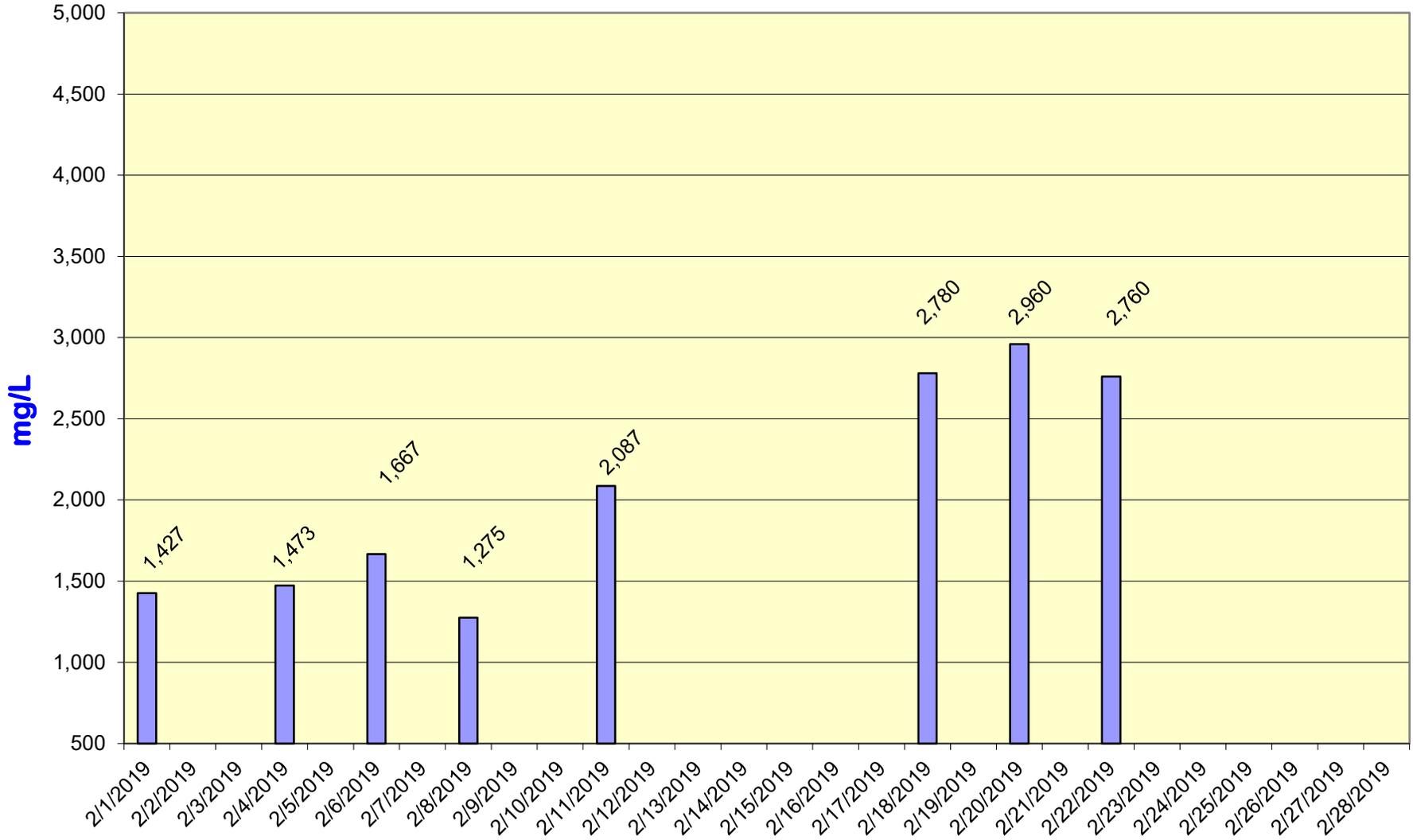
Sludge Volume Index



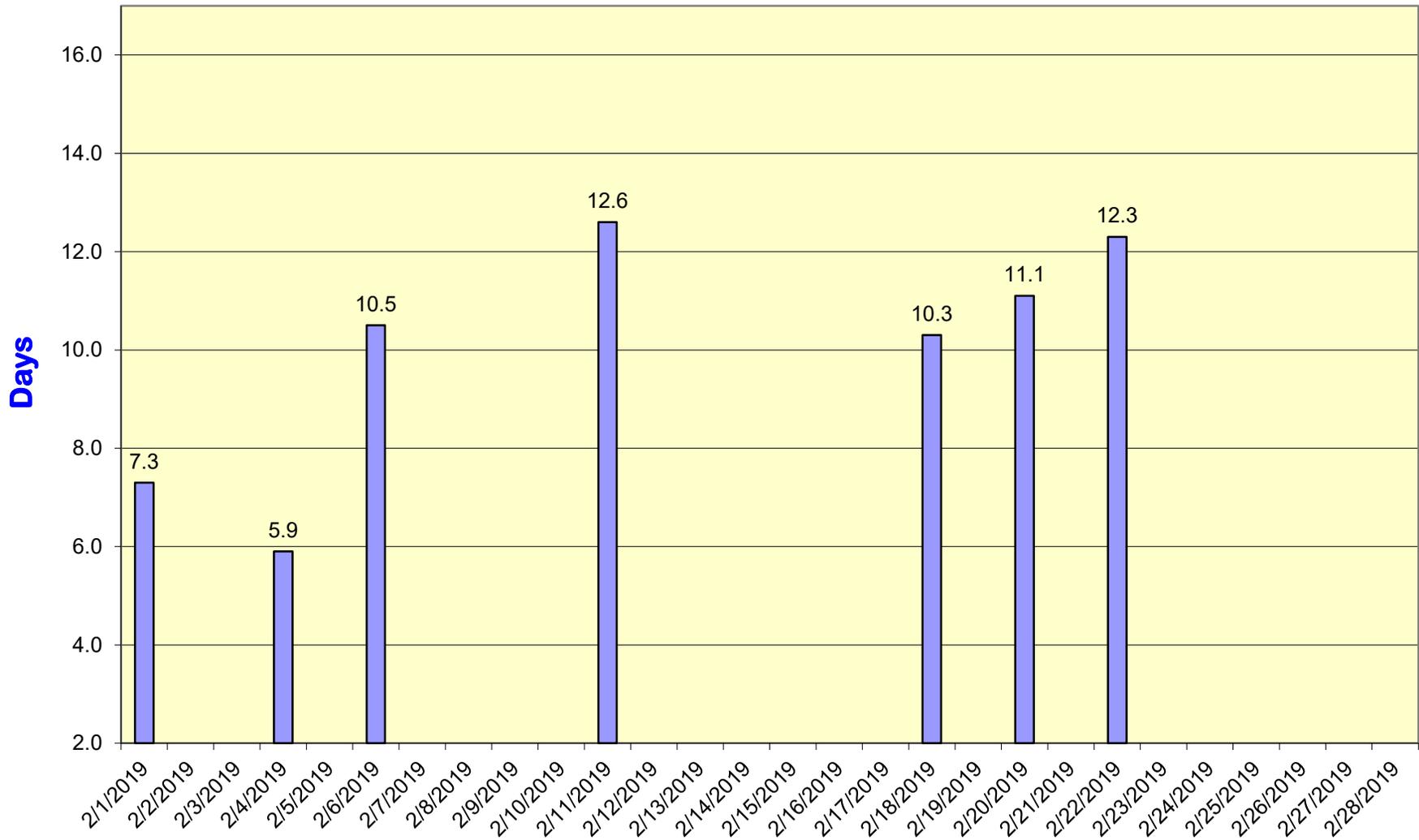
MLSS Inventory



MLSS Concentration



Mean Cell Residence Time

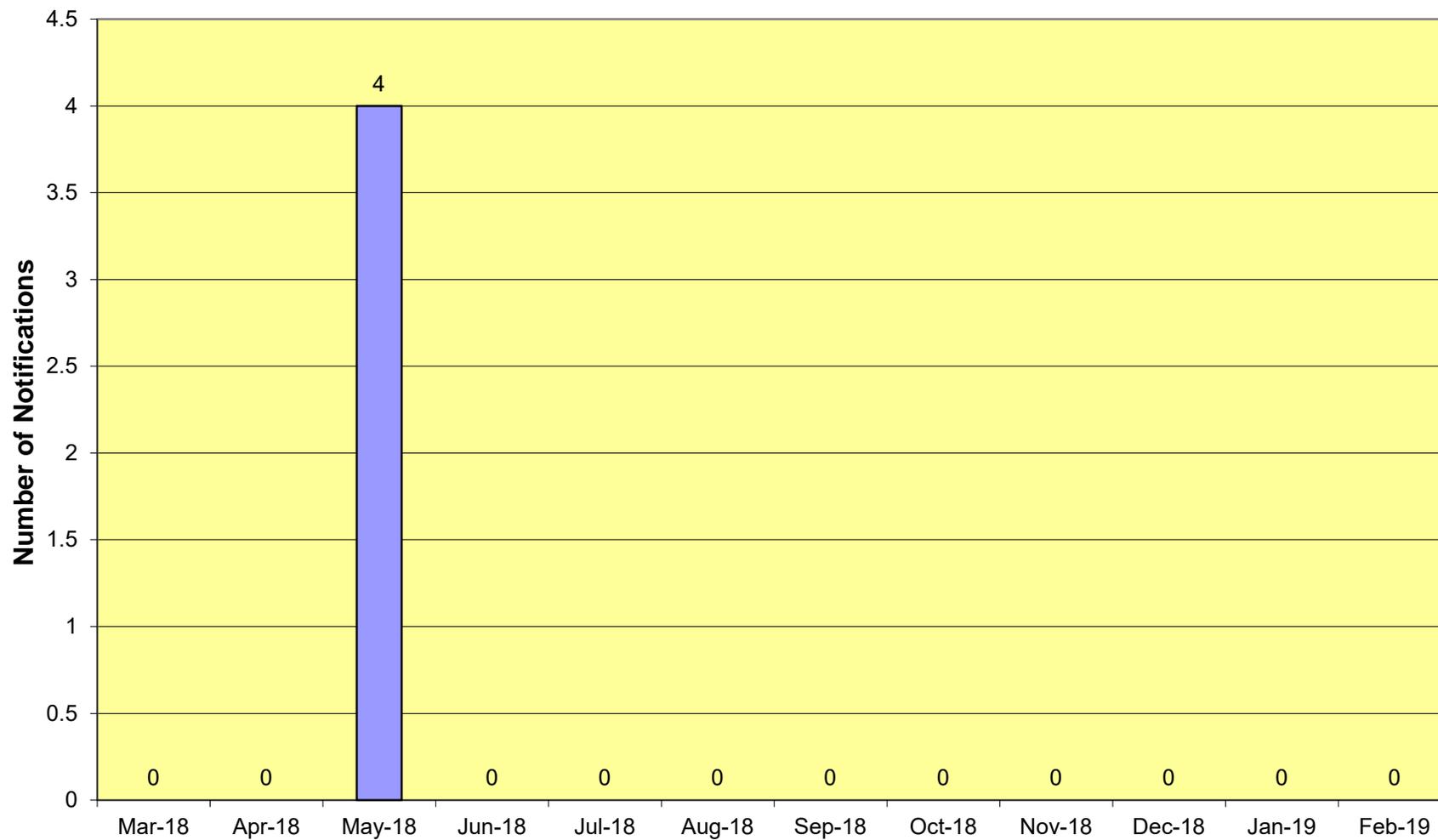


Process Control Data

	Influent Flow	Settleability	MLSS Concentration	MLSS Inventory	MCRT	SVI
2/1/2019	9.82	150	1,427	38,122	7.3	106
2/2/2019	15.04					
2/3/2019	16.17					
2/4/2019	16.46	150	1,473	39,369	5.9	111
2/5/2019	12.01					
2/6/2019	9.29	210	1,667	44,536	10.5	133
2/7/2019	8.17					
2/8/2019	8.35	110	1,275	34,079		87
2/9/2019	10.33					
2/10/2019	9.99					
2/11/2019	8.34	210	2,087	55,759	12.6	102
2/12/2019	9.58					
2/13/2019	30.32					
2/14/2019	23.44					
2/15/2019	18.52					
2/16/2019	14.24					
2/17/2019	11.47					
2/18/2019	10.31		2,780	74,285	10.3	
2/19/2019	8.57					
2/20/2019	7.57	300	2,960	79,095	11.1	102
2/21/2019	7.07					
2/22/2019	6.07	300	2,760	73,751	12.3	109
2/23/2019	6.19					
2/24/2019	6.07					
2/25/2019	12.04					
2/26/2019	29.31					
2/27/2019	20.34					
2/28/2019	13.94					
Minimum	6.07	110	1,275	34,079	5.9	87
Maximum	30.32	300	2,960	79,095	12.6	133
Total	359.02					
Average	12.82	204	2,054	54,875	10.0	107

6) NEIGHBORHOOD CONTACTS

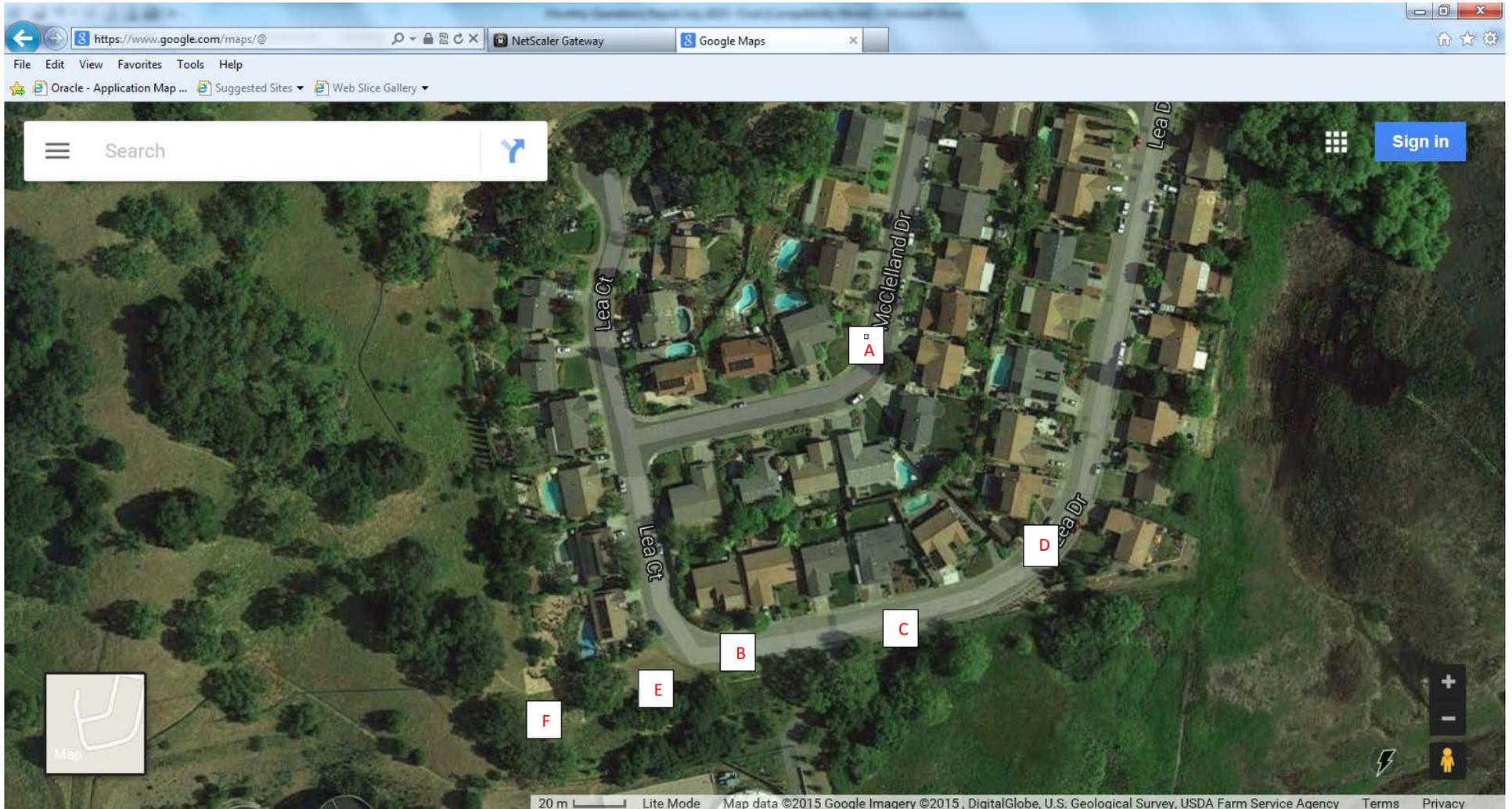
Neighborhood Contacts Received



7) JEROME METER READINGS & LOCATIONS

JEROME METER READINGS - FEBRUARY 2019				
Sample Location	Min	Max	Ave	NOTES / COMMENTS
A: McLelland	0.000	0.000	0.000	Neighborhood
B: Lea 1	0.000	0.000	0.000	Neighborhood
C: Lea 2	0.000	0.000	0.000	Neighborhood
D: Lea 3	0.000	0.000	0.000	Neighborhood
E: Lea 4				Neighborhood
F: Lea 5				Neighborhood
Lea 4 & 5 Not Measured Due to				
Accessibility Issues (Weather Related)				

NEIGHBORHOOD JEROME METER LOCATIONS – LEA AND McCLELLAND



NOVATO SANITARY DISTRICT
Wastewater Operations - Reclamation Facilities Report
February 2019

1.0 Summary:

1.1 During February 2019:

- Plant effluent was discharged to the bay.
- Eucalyptus trees that fell onto ranch roads mid-January during storms were cleared, cut, and piled on Feb. 12.
- Additional Eucalyptus trees have fallen on the roads at Site 2, but cannot be managed until the District has vehicular access to Site 2.
- A levee failure near the intersection of Novato Creek and the SMART tracks flooded Sites 2 and 3 with water from Novato Creek. The resulting concrete barricades placed by CalTrans to mitigate highway flooding have blocked vehicular highway access to Site 2.

2.0 Ranch Operations:

- 2.1 Drainage Pump Stations No. 3 and 7 pumped approximately 535 MG and 263 MG, respectively this month. These pumps operated continuously through the flooding events with no failures.
- 2.2 Significant flooding inundated nearly all of the irrigated pastures at Sites 2 and Sites 3. Site 2 has been accessed on foot via Deer Island Lane and Drainage Pump Station 3 was checked weekly through the use of a canoe throughout late February.
- 2.3 Additional pumping was performed by CalTrans and County of Marin, and the flood water levels are typically dropping by about one-inch per day.
- 2.4 On Feb. 26th, the PG&E transformer that powers Drainage Pump Station 7 failed unexpectedly at around 11 AM. By 4 PM, PG&E crews had replaced the transformer and restored power to the pump station.
- 2.5 District staff continued to prepare new ranch lease documents.



Figure 1: Water from Novato Creek flooding into Site 3

3.0 Irrigation Parcels:

- 3.1 No irrigation of any parcels occurred in February 2019.
- 3.2 Marin Sonoma Mosquito and Vector Control sprayed various flooded areas of District reclamation land.

4.0 Irrigation Pump Station:

- 4.1 The Wildlife Pond pump is stopped for the winter season.

NOVATO SANITARY DISTRICT
Wastewater Operations - Reclamation Facilities Report
February 2019

- 4.2 Storage pond Nos. 1 and 2 levels were at approximately 4.0 feet at the beginning of February and approximately 5.8 feet on February 28, 2019 due to rainfall accumulation.
- 4.3 On Feb. 12, Fahy Tree Service cut and piled portions of fallen Eucalyptus Trees that were blocking both roadways at Site 2. Similar tree work will take place at Site 2 later this spring once access is restored.

5.0 Biosolids (sludge) Handling & Disposal:

- 5.1 No biosolids handling or disposal was performed in February 2019.

NOVATO SANITARY DISTRICT
Reclamation Facility - Monthly Statistics for Calendar Year 2019, as of Feb. 28, 2019

	January	February	March	April	May	June	July	August	September	October	November	December	Total Year to Date	Annualized Monthly Average
Irrigation Pump Station														
Plant flow to ponds (MG)	0	0												
Irrigation (MG)	0	0												
Irrigation Pump 1 Hours	0	0												
Irrigation Pump 2 Hours	0	0												
Irrigation Pump 3 Hours	0	0												
Washdown Water Pump Hours	0	0												
Wildlife Feed Pump Hours	0	0												
Water Circulated through Wildlife Pond (MG)	0	0												
Strainer No. 1 Hours	0	0												
Strainer No. 2 Hours	0	0												
Pond 1 Gauge @ Beginning of Month (feet)	3	4												
Pond 1 Gauge @ End of Month (feet)	4	5.8												
Pond 1 Gallons Stored @ End of Month(MG)	28	43												
Pond 2 Gauge @ Beginning of Month (feet)	3	4												
Pond 2 Gauge @ End of Month (feet)	4	5.8												
Pond 2 Gallons Stored @ End of Month(MG)	36	55												
Total Irrigation Water Stored (MG)	64	98												
Drainage Pump Station No. 3														
Drainage Pump No. 1 Hours	411.3	639.2												
Drainage Pump No. 2 Hours	555.8	666.8												
Drainage Pump No. 3 Hours	192.9	478.6												
Total Gallons Stormwater Pumped (MG)	348	535.38	NA	NA	NA	NA	NA	0	--	--	--	--	883.38	441.69
Drainage Pump Station No. 7														
Drainage Pump No. 1 Hours	39.2	305.1												--
Drainage Pump No. 2 Hours	249.3	276.8												--
Drainage Pump No. 3 Hours	23.4	1.9												--
Total Gallons Stormwater Pumped (MG)	140.36	262.71	NA	NA	NA	NA	NA	0.00	--	--	--	--	403.07	201.53

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Reclamation: Pasture Lease	MEETING DATE: March 18, 2019 AGENDA ITEM NO.: 8.b.
RECOMMENDED ACTION:	
<ul style="list-style-type: none"> i. Make a determination that the pasture property is not needed for District purposes during the term of a lease, and ii. Schedule a Public Hearing for April 8, 2019 to consider a proposed lease agreement. 	
SUMMARY AND DISCUSSION:	
<p>The District currently leases a total of approximately 790 acres of irrigated pasture to a single rancher who has leased the property for the past 10 years (since April 1, 2009). The District has a 40-year lease from the Marin County Flood Control District for approximately 640 acres of the property that expires in 2023, with an option to extend the lease for an additional 10 years.</p> <p>The most recent lease of the property by the District to a rancher began in 2009, and expires March 31, 2019. The current rancher has indicated he is not interested in continuing to lease the property. The District will need to enter into a new lease agreement with a new lessee.</p> <p>As with the prior lease (in 2009), District Counsel has advised that the District's enabling legislation, i.e. the California Health and Safety Code, sets forth the following steps for leasing District owned or leased property:</p> <ul style="list-style-type: none"> • The Board must make a determination that the property is not needed for District purposes during the term of a lease, and • The District must publicly notice a hearing at which the lease will be considered. • For leases of ten years or less, the Board must make the following findings at the above hearing that (a) the property use will be for District compatible uses, and (b) will serve the public interest. <p>Therefore, at this time it is recommended that the Board:</p> <ul style="list-style-type: none"> i. Make a determination that the property is not needed for District purposes during the term of the lease, and ii. Schedule a Public Hearing for April 8, 2019 to consider a proposed lease agreement document. 	
STRATEGIC PLAN INFORMATION: This item addresses Goal 1 (Operational Excellence) and Goal 2 (Reliable and Efficient Facilities) of the latest Strategic Plan Update.	
DEPT. MGR.: JB, EB	GENERAL MANAGER: SSK

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Capital Projects: Collection System Improvements (Bel Marin Keys Blvd. Sewer Rehabilitation Project), Account No. 72706.	MEETING DATE: March 18, 2019 AGENDA ITEM NO.: 9.a.						
RECOMMENDED ACTION: Review bids received, and authorize the General Manager-Chief Engineer to award the construction contract to Michels Pipeline Construction, and to execute it in the bid amount of \$279,970.							
SUMMARY AND DISCUSSION: <p>At its July 9, 2018 meeting, the District Board made CEQA findings and authorized the General Manager-Chief Engineer to accept plans and specifications and advertise for bids for this project. No bids were received during the initial bid opening on August 16, 2018. The project was subsequently re-advertised, and on March 5, 2019, two (2) bids were received as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Bidder</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>1. Michels Pipeline Construction:</td> <td>\$279,970</td> </tr> <tr> <td>2. Insituform Technologies, LLC.:</td> <td>\$595,401</td> </tr> </tbody> </table> <p>As seen above, Michels Pipeline Construction (Michels) (Salem, OR) submitted the apparent lowest bid of \$279,970. The Engineer's Estimate of Probable Cost was \$564,000. Michels' bid documents were reviewed and they appear to be in order. Staff then contacted Michels to discuss their bid, and they are comfortable and confident with their bid.</p> <p>The FY 18-19 budget includes \$2,450,000 for Collection System Improvements, Account No. 72706, of which \$500,000 has been expended through March 1, 2019. Therefore, at this time, it is recommended that the Board authorize the General Manager-Chief Engineer to award the construction contract to Michels Pipeline Construction, and to execute it in the bid amount of \$279,970.</p>		<u>Bidder</u>	<u>Amount</u>	1. Michels Pipeline Construction:	\$279,970	2. Insituform Technologies, LLC.:	\$595,401
<u>Bidder</u>	<u>Amount</u>						
1. Michels Pipeline Construction:	\$279,970						
2. Insituform Technologies, LLC.:	\$595,401						
STRATEGIC PLAN INFORMATION: This item addresses Goal 1 (Operational Excellence) and Goal 2 (Build and Maintain Safe, Reliable, and Efficient Facilities) of the latest Strategic Plan Update.							
BUDGET INFORMATION: This work will be funded from Collection System Improvements, Account No. 72706, which has a FY 18-19 balance of \$1,950,000 as of March 1, 2019.							
DEPT. MGR.: eb	GENERAL MANAGER: SSK						

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Capital Projects Update,
February 2019.

MEETING DATE: March 18, 2019

AGENDA ITEM NO.: 9.b.

RECOMMENDED ACTIONS: Receive Capital Projects Update for February 2019.

SUMMARY AND DISCUSSION:

The February 2019 Capital Projects Update is attached.

District staff will be present at the meeting to provide an overview of the memo, and be available to discuss the status of the various projects or respond to any questions.

ATTACHMENTS: 1. Capital Projects Update, February 2019.

STRATEGIC PLAN INFORMATION: This item addresses Goal 1 (Operational Excellence) and Goal 2 (Reliable and Efficient Facilities) of the latest Strategic Plan Update.

DEPT. MGR.: EB

GENERAL MANAGER: SSK

**Novato Sanitary District
Capital Improvement Program (CIP)
Capital Projects Update
February 2019**

Account No. 72403: Pump Station Improvements

This ongoing, long-term account provides for replacing the District's underground-type pump stations with submersible pump-type pump stations.

- No update this month.

Account No. 72508: North Bay Water Reuse Authority (NBWRA)

The District is a member agency of the North Bay Water Reuse Authority (NBWRA). FY18-19 will be the fifth year of the multi-year Phase 2 program, including continuing environmental work for currently over \$75 million in recycled water projects across all NBWRA agencies for funding under the US Bureau of Reclamation Title XVI (WaterSMART) program.

- No update this month.

Account No. 72706: Collection System Improvements

1. Redwood Blvd. Sewer Rehab Project: Rehabilitation of about 1,850 feet of 12-inch sewer main along Redwood Blvd. between Lamont Avenue and Diablo Avenue.
 - The Project has been reevaluated for pipe size and construction method. Construction method will remain pipe bursting with a one-size diameter increase.
 - 100% design anticipated in March, 2019.
2. Bel Marin Keys Blvd. Sewer Rehab Project: Rehabilitation of about 900 feet of 10-inch and about 1,410 feet of 8-inch sewer main in Bel Marin Keys Blvd.
 - Bids received March 5. Staff is requesting Award of the Contract under a separate Board item.
 - FY 18/19 Budget: \$700,000.
3. Golden Gate Place: Realignment/replacement of approximately 1,000 feet of 8-inch sewer with new 10-inch PVC sewer.
 - Phase I of the project is substantially complete and in service
 - Phase I NOC expected April 2019. For informational purposes, multiple challenges were encountered including poor soil conditions, conflicting utilities, and additional asphalt concrete to match the existing 12-inch road section. These challenges led to an increase in project cost from an original contract value of \$146,810 to a final contract amount of \$210,114 (including five change orders with a total change order amount of \$63,404).
 - Phase II project at 65% design level.
 - Estimated construction Summer 2019.
4. Collection System Master Plan (CSMP): Continuing work associated with the CSMP currently underway by the District's consultant Woodard and Curran (W&C):

- The District received a draft report on January 30th, and staff is currently reviewing it.

Account No. 72706-1: Lateral Replacement Program

The District established this program as a sub-account within Account No. 72706, as part of a long-term approach to reducing infiltration and inflow from private residential laterals into the District's collection system.

- As of 2/28/19, nine (9) grants have been distributed for a total of \$18,000. The FY 18-19 account balance is \$62,000.

Account No. 72707: Hamilton Wetlands/Outfall Integration

As noted in prior years, the State Coastal Conservancy's (SCC) goal for their project is to utilize the District's effluent as a reliable, long-term fresh water source to establish and maintain a brackish marsh habitat at the SCC's Wetlands project.

- SCC's third party consultant (Woodard and Curran) and District staff have reviewed SCC's design for the Bel Marin Keys Unit V Phase I project and have provided comments for the portion that relates to District's outfall.
- SCC has indicated that construction of the first phase may advance as early as Summer 2019.

Account No. 72708: Cogeneration/Alt. Energy

- The District's Consultant, Woodard and Curran (W&C) has submitted a Final Draft Cogeneration Evaluation Technical Memo Update. Staff is currently reviewing the recommendations and expects to present results to the Board in the next few months.
- District and Veolia staff are working with Enovity, Inc. (Consultant), an energy services company, which is evaluating optimization/energy savings measures/projects eligible for PG&E's on bill financing (OBF) program. The Consultant presented several proposed energy efficiency measures (EEMs) to the Board at its regular meeting of February 11, 2019. Staff is currently reviewing a design-build proposal for implementing EEMs and a draft agreement

Account No. 72803: Annual Collection System Repairs

Collection system repairs are generally reported monthly as part of the Collection System Operations report, and reported annually in the Uniform Public Construction Cost Accounting Act (UPCAA) staff report.

Account 72804: Annual Reclamation Facilities Improvements

Reclamation facilities improvements are generally reported monthly as part of the Reclamation Facilities Operations report and reported annually in the UPCA report.

Account No. 72805: Annual Treatment Plant Improvements

Treatment Plant Improvements are generally reported monthly as part of the Wastewater Operations report and reported annually in the UPCA report.

Account No. 72806: Annual Pump Station Improvements

Pump station repairs are generally reported monthly as part of the Collection System Operations report and reported annually in the UPCA report.

Account No. 72807: Annual Ignacio Facility Improvements

This budget account was established in FY 17-18 to fund small projects to maintain the Ignacio facility (excluding the Ignacio Transfer Pump Station), or perform demolition/site clean-up work related to the treatment units of the decommissioned Ignacio Treatment Plant (ITP).

- FY 18-19 Budget for this account is \$50,000 with a balance of approximately \$16,000.

Account No. 72808: Strategic Plan Update:

- No update this month.

Account No. 72809: Novato Creek Watershed

This account and its budget was established as a result of an agreement with the Marin County Flood Control District.

Under this agreement, the District participates in a program with the County of Marin, the City of Novato, and the North Marin Water District to explore alternatives to reduce flooding potential in the lower Novato Creek portion where all of these agencies have facilities that are prone to flood damage.

- No update this month.

Account No. 73003: Administration Building Upgrades/Maintenance Building

This account includes allowances for minor improvements to the Administration Building and work associated with providing a new temporary Maintenance Building.

- The District has issued a purchase order in the amount of \$256,388.74 for a modular building system in December 2018. Expected delivery/install early Spring 2019.

Account No. 73004: Odor and Landscaping Improvements

This account budgets for further work by District and operations staff and the District's Odor Specialist consultant(s) to address and manage any odor issues raised by the District's neighbors. It also includes an allowance to address any landscaping items.

- No update this month.

Account No. 73005: RWF Expansion

This account funds the design and construction of an incremental capacity expansion to the existing Recycled Water Facility (RWF) at the Novato Treatment Plant site. This first expansion was necessitated by the planned expansion by the North Marin Water District (NMWD) of its Central Area Project, which will push NMWD's recycled water distribution pipelines into the Central Novato/Ignacio geographic areas.

- The Notice of Completion (NoC) has been filed, and the Project is in the warranty period.
- The District received the final grant reimbursement payment of \$382,987.78 from the NBWRA Title XVI WaterSMART Agreement. To date, the District has received a total of \$458,400 in grant reimbursements for the project. The original grant amount was up to \$500,000 (25% of the project costs up to \$2,000,000). However, USBR awarded a lower amount to NBWRA, and grant amounts to individual projects were proportionally reduced. Additionally, USBR deducts a small percentage for their administration costs. The result is a total award amount of \$458,400 to the District. More funding may be available to the District depending on whether the other NBWRA agencies utilize their awarded amounts.

Account No. 73006: NTP Corrosion Control

This account includes funds for corrosion control projects at the Novato Treatment Plant site. As the recently constructed facilities age, the effects of the aggressive nature of wastewater corrosion start to appear and need to be addressed.

- The Headworks Protective Coating Project is at the 90% design level. Completion of design and advertisement for bids is expected Spring 2019, with the work to be conducted during the time of lowest influent flows in the late summer/early fall of 2019.

Account No. 73090: Vehicle Replacement

This account includes a FY 18-19 budget amount of \$140,000 for the purchase a 45kw portable generator and replacement of up to four light duty trucks. Purchase orders for the following have been issued to date:

- 1- Nissan Frontier 4x4: \$25,264
- 2- F250 Crew Cab 4x4: \$64,035
- 1- 45kW Towable Generator: \$43,336

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: General Manager’s Report: California Association of Sanitation Agencies (CASA), Washington DC Policy Forum, February 25 - 27, 2019 – Information only.	MEETING DATE: March 18, 2019 AGENDA ITEM NO.: 11.a.
RECOMMENDED ACTION: Receive report.	
SUMMARY AND DISCUSSION: <p>The District’s General Manager-Chief Engineer and Director Bill Long attended the California Association of Sanitation Agencies (CASA), annual Washington DC Policy Forum from February 25 - 27, 2019.</p> <p>As with prior CASA conferences, this Policy Forum also featured excellent speakers, panelists, and public and private sector stakeholders. After hearing from a full line up of speakers including congressional staff, Politico PRO, The Cook Political Report, and a range of infrastructure experts, attendees met with congressional representatives on Capitol Hill. Director Long, and the General Manager, along with representatives from East Palo Alto Sanitary District (EPASD), Las Gallinas Valley Sanitary District (LGVSD), San Francisco Public Utilities Commission (SFPUC), and Stege Sanitary District (SSD) met with staff for the following members of Congress: Barbara Lee, Jackie Speier, Anna Eshoo, and Jared Huffman. In general, attendees were able to engage with Congressional staff on CASA’s priority issues on regulatory reform and infrastructure funding.</p> <p>A Tuesday (February 26) evening joint reception with the Association of California Water Agencies (ACWA) offered an opportunity to network with colleagues and invited guests. The General Manager introduced Marin County and California 2nd Congressional District Congressman Jared Huffman to the meeting, and Mr. Huffman shared his thoughts and priorities for the House Committees he serves on with the audience.</p> <p>The Policy Forum concluded Wednesday, February 27, with a joint ACWA/CASA session featuring an address by Andrew Sawyers, Office of Wastewater, USEPA.</p> <p>A copy of the program guide, and copies of CASA’s position papers presented to Congressional staff, are attached for informational purposes.</p>	
ATTACHMENTS: <ol style="list-style-type: none"> 1. Program Guide – CASA Washington DC Policy Forum 2. Position papers: (a) Support Title XVI-WINN Reauthorization, (b) Support Modernization of Clean Water Act NPDES Permit, and (c) Support an Infrastructure Package That Includes Enhanced Wastewater Investment. 	
STRATEGIC PLAN INFORMATION: This item addresses Goal 1 (Operational Excellence) and Goal 5 (Effective Governance and Administration) of the latest Strategic Plan Update.	
DEPT. MGR.: ssk	GENERAL MANAGER: SSK



PROGRAM GUIDE

D.C. POLICY FORUM
FEBRUARY 25-27, 2019



The St. Regis Washington, D.C.
923 16th and K Streets, N.W.



WASHINGTON DC POLICY FORUM

THE ST. REGIS WASHINGTON, D.C.
FEBRUARY 25-27, 2019

Monday, February 25, 8:30 a.m. – 4:00 p.m.

Astor Ballroom, Lobby Level

8:30 – 9:15 a.m.

Breakfast

Location: Salon Room

9:15 – 9:30 a.m.

Welcome and Introductions

President Traci Minamide, presiding

9:30 – 10:15 a.m.

Opening Address

Martin Kady, Editor, Politico PRO

10:15 – 11:45 a.m.

Congressional Outlook Panel: Legislative Priorities for the 115th Congress

Moderator: Talyon Sortor, Fairfield-Suisun Sewer District

- Navis Bermudez, Professional Staff, Subcommittee on Transportation and Infrastructure
- Jonathan Pawlow, Republican Counsel, Subcommittee on Water Resources and Environment
- Brian Clifford, Deputy Staff Director, Committee on Environment and Public Works (Invited)
- John Kane, Senior Professional Staff, Committee on Environment and Public Works (D) - *Harper Staff (Sew)*

11:45 – 12:15 p.m.

Break

12:15 – 1:45 p.m.

Conference Luncheon

Amy Walter, National Editor, The Cook Political Report

1:45 – 4:00 p.m.

Afternoon Sessions

Vice President Bill Long, presiding

1:45 – 3:00 p.m.

Reinvesting in America's Water Infrastructure: Priorities for a National Infrastructure Program

Moderator: Steve Wagner, Goleta Sanitary District

- Adam Krantz, Chief Executive Officer, National Association of Clean Water Agencies
- Steve Dye, Manager, Legislative Affairs, Water Environment Federation
- Mike Patella, Director, Water Infrastructure and Resiliency Office, U.S. Environmental Protection Agency
- Brian Pallasch, Managing Director, American Society of Civil Engineers
- Rich Anderson, Director, Mayors Council, U.S. Conference of Mayors





Monday, February 25, 8:30 a.m. – 4:00 p.m. (continued)
Astor Ballroom, Lobby Level

3:00 – 4:00 p.m.

The Clean Water Politics of Washington D.C.: Outlook for 2019

Moderator: Mike Doyle, E&E News

- Becky Hammer, Federal Water Policy, Natural Resources Defense Council
- Lynn Thorp, Clean Water Action
- Sara Chieffo, Vice President, League of Conservation Voters

Tuesday, February 26, 7:45 a.m. – 5:00 p.m.
Andrew Jackson Room, Lower Level

7:45– 8:15 a.m.

Breakfast

8:15 – 9:15 a.m.

Presentations by Members of the California Congressional Delegation

The Honorable Mike Levin
The Honorable Harley Rouda (Invited)

9:30 – 10:30 p.m.

Group Preparation for Capitol Hill Visits

11:00 – 5:00 p.m.

Congressional Visits

6:00 – 8:00 p.m.

California Water Congressional Reception

U.S. Botanic Garden Conservatory – doors open at 6 p.m.
Hosted by: CASA and ACWA



The DC Policy Forum is MOBILE!

To Install...

1. Go to your App Store and search for **CASA Events**, or
2. Simply scan one of the QR Codes to the right!





Wednesday, February 27, 8:00 a.m. – 10:45 a.m.
Astor Ballroom, Lobby Level

8:00 – 9:00 a.m. Closing Breakfast

9:00 – 9:30 a.m. Joint Session (ACWA and CASA)

Opening Presentation

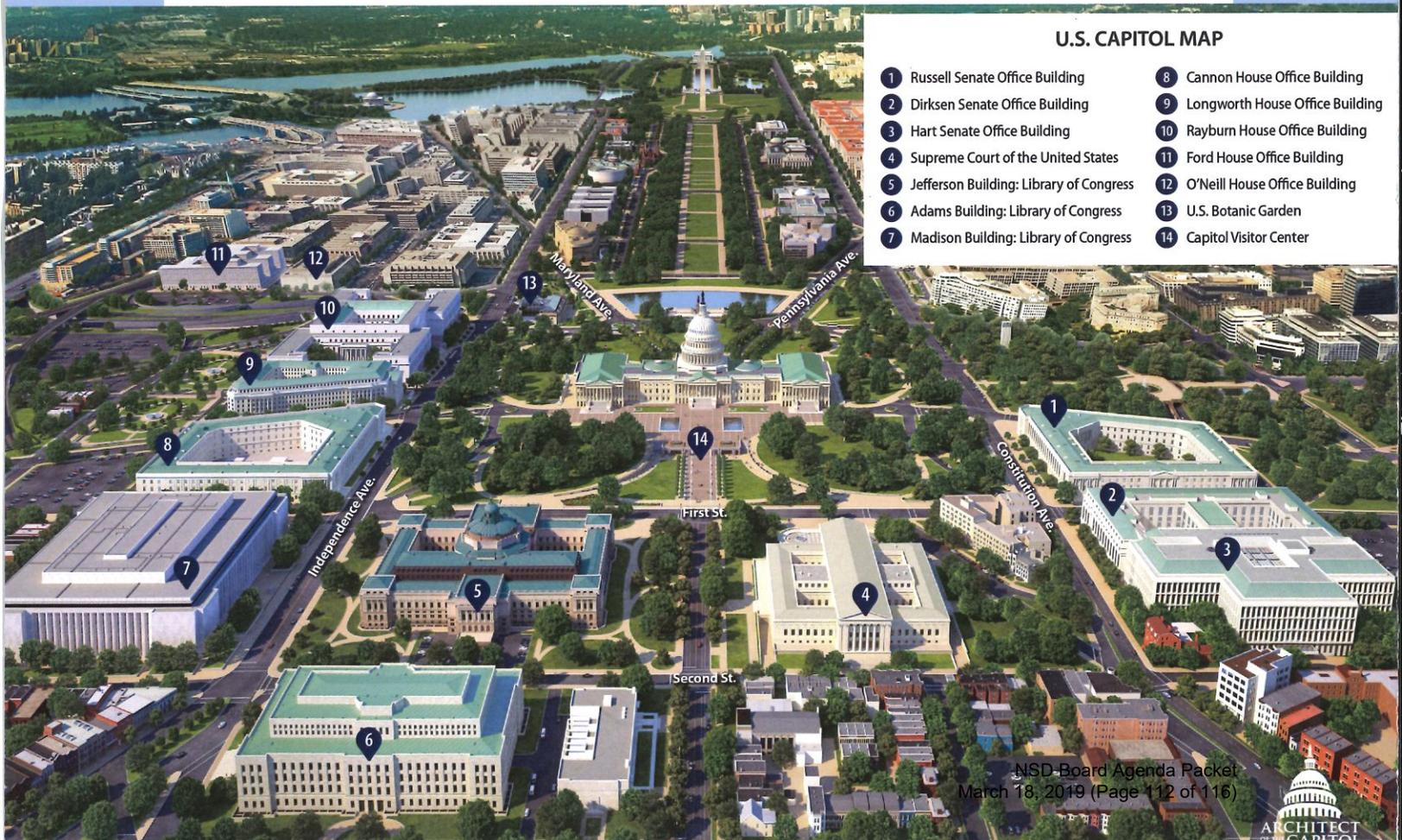
9:30 – 10:00 a.m. USEPA Office of Water Priorities

Andrew Sawyers, Office of Wastewater, U.S. Environmental Protection Agency

10:00 – 10:45 a.m. Cybersecurity Threats and Impacts to the Delivery of Critical Services

Bob Flores, President, Applicology, Inc.

10:45 a.m. Adjourn



U.S. CAPITOL MAP

- | | |
|---|-----------------------------------|
| 1 Russell Senate Office Building | 8 Cannon House Office Building |
| 2 Dirksen Senate Office Building | 9 Longworth House Office Building |
| 3 Hart Senate Office Building | 10 Rayburn House Office Building |
| 4 Supreme Court of the United States | 11 Ford House Office Building |
| 5 Jefferson Building: Library of Congress | 12 O'Neill House Office Building |
| 6 Adams Building: Library of Congress | 13 U.S. Botanic Garden |
| 7 Madison Building: Library of Congress | 14 Capitol Visitor Center |



Support an Infrastructure Package That Includes Enhanced Wastewater Investment

Support Modernization of Clean Water Act NPDES Permit

Support Title XVI-WIIN Reauthorization

CASA supports a vibrant federal commitment to the construction of water recycling infrastructure, including re-authorization of the competitive water reclamation and reuse program within the U.S. Bureau of Reclamation, which was enacted as part of the Water Infrastructure Improvements for the Nations (WIIN) Act of 2016. The competitive grant program offers local agencies up to 25% (or \$20 million) in federal cost-share grant funding for water recycling projects in the arid west.

BACKGROUND AND ISSUE STATEMENT

CASA member agencies are designing and constructing some of the largest and most complex water recycling projects in the country. Because of water scarcity and climate change and resiliency issues, including persistent drought conditions in our state, water reclamation and reuse projects are an important part of the overall water management portfolio in California. With limited resources available dedicated solely to water reclamation and reuse, re-authorization of the Title XVI-WIIN program is incredibly important to fund much needed water recycling infrastructure.

Congress has provided \$50 million, exhausting the total 5-year authorization for Title XVI-WIIN. In order to ensure that critical funding continues to be available for communities facing water scarcity challenges, CASA is requesting that Congress enact a \$500 million, 5-year re-authorization of the program. In addition to the re-authorization and increased funding for the program, CASA additionally requests several programmatic revisions to make the funding more effective.

SOLUTION

Key elements of the Title XVI-WIIN Reauthorization Proposal:

- Reauthorize Title XVI-WIIN program at \$500 million over five years;
- Increase eligible federal cost-share to \$30 million or 25% of project cost (whichever is smaller)
- Establish a mechanism for USBR to de-authorize approximately \$200 million in "inactive" Congressionally-authorized Title XVI projects and make those funds available for active eligible projects;
- Establish a mechanism to streamline grant awards for projects determined to be feasible and eligible for Title XVI-WIIN federal cost-share by the USBR;
- Retain project selection criteria from the original legislative authorization.

ACTION

CASA urges Congress to re-authorize the Title XVI-WIIN program and proposes the program be funded at \$500 million for five years.

Support an Infrastructure Package That Includes Enhanced Wastewater Investment

Support Modernization of Clean Water Act NPDES Permit

CASA supports the extension of National Pollutant Discharge Elimination System (NPDES) permit terms from five to ten years. This change would significantly benefit local public agencies by allowing for enhanced planning and efficient permitting of facilities and give agencies the time needed to comply with existing regulatory requirements before the imposition of new mandates. A recent infrastructure proposal developed by the Administration calls for extending NPDES permit terms from 5 to 15 years, and the concept of allowing states to extend NPDES permit terms beyond 5 years has received bi-partisan support in recent months.



BACKGROUND AND ISSUE STATEMENT

Today's water quality needs require new ways of doing business and innovation in the way we achieve water quality improvements. NPDES permits are increasingly stringent, and the treatment technologies and approaches necessary to meet permit limits have become exceedingly expensive and time intensive to implement. Project construction timelines can extend more than a decade as public agencies seek to implement massive clean water infrastructure projects. These improvements require extensive environmental review, as well as compliance with labor agreements, project design, scheduling, and technology acquisition. Given this reality, in many cases local public agencies have not yet completed the upgrades necessary to comply with their existing permit when they are hit with new permit terms and requirements. At the same time, it is widely understood that the nation's most challenging water quality problems do not derive from traditional point source discharges. The five-year renewal cycle also results in resource burdens on local agencies, USEPA and the state permitting authorities, which must prepare and issue the permits.

SOLUTION

Congress should update NPDES permit terms to reflect the realities of today.

- Extended NPDES permit terms would allow for enhanced planning and efficient permitting of facilities. With this change, states could direct more resources to nonpoint and watershed-based solutions.
- This change would benefit local public agencies, states and the public. Agencies would have adequate time to comply with existing regulatory requirements before the imposition of new mandates. Agencies could better plan and more efficiently construct new technologies and facilities. States could direct more resources to nonpoint and watershed-based solutions.
- Existing permit reopener provisions allow for new conditions to be inserted where needed to protect water quality prior to permit expiration.

ACTION

CASA encourages Congress to consider an amendment to Clean Water Act Section 402(b)(1)(B) extending NPDES permit terms from five to ten years as part of any forthcoming infrastructure package.

Support an Infrastructure Package That Includes Enhanced Wastewater Investment



CASA strongly supports current efforts to craft a comprehensive infrastructure package, and we urge Congress to focus on direct federal assistance through grants and loans to water and wastewater agencies. Rebuilding our nation's water infrastructure requires a clear and ongoing commitment of federal assistance, coupled with the preservation of essential local financing tools such as municipal tax-exempt financing. Increasing investment in water and wastewater infrastructure is essential for public health, beneficial for the environment, and important to our economic future.

BACKGROUND AND ISSUE STATEMENT

USEPA estimates that America's water and wastewater infrastructure requires more than \$750 billion worth of investment over the next 20 years. Other estimates place this figure at over \$1 trillion. California alone faces \$30 billion in new infrastructure needs. We have historically relied upon a robust federal partnership of direct assistance to meet these needs, but the last two decades have seen limited investment by the federal government. While federal contributions to transportation infrastructure have stayed constant, federal investment in water infrastructure has declined from 63% to 9% since 1977. Water and wastewater infrastructure should be a top priority in any infrastructure package considered in 2019.

SOLUTION

Congress should pursue enhanced infrastructure funding in the form of new grant and loan programs for water and wastewater agencies.

- Congress must preserve and enhance financing of the Clean Water State Revolving Loan Fund (SRF) program. The SRF program is one of the most important and effective clean water infrastructure financing tools available today and serves as the backbone of wastewater infrastructure financing.
- CASA supports funding the existing Water Infrastructure Finance and Innovation Act (WIFIA) program as well as the state finance authority focused WIFIA program. These programs will help address clean water project backlogs.
- CASA supports other sources of funding to address the problems faced by California and the arid west, including climate resiliency funding, water recycling funding through Title XVI, and funding for the use of biosolids to restore fire-ravaged lands.

Investing in water and wastewater infrastructure also creates jobs and supports the economy. Studies show that with sufficient investment to water and wastewater needs, the U.S. economy would gain \$220 billion in annual economic activity and 1.3 million jobs over a 10-year period.¹

ACTION

CASA urges passage of a federal infrastructure policy and funding package that increases direct federal support to local communities through the SRF program, and funds other existing and new grant and loan programs, including WIFIA.

¹Source: *The Economic Benefits of Investing in Water Infrastructure*, the Value of Water Campaign (2017)

Novato Sanitary District
 Revised Survey - March 2019
 General Manager Salaries

	Surveyed Agency	Class Title	Monthly Salary	Collection, and/or Conveyance, and/or Treatment	Design MGD	No. of EE's ⁽⁶⁾	Contract Employees	Solid/HH Waste
1	Central Contra Costa SD	General Manager ⁽⁵⁾	\$24,833	Collection, Conveyance & Treatment	53.8	290	0	No
2	Delta Diablo Sanitation District	General Manager	\$22,779	Conveyance & Treatment	19.50	80	0	Franchise ⁽⁷⁾
3	Central Marin Sanitation Agency	General Manager	\$22,518	Treatment only (some coll./conv.)	10	41	0	No
4	Fairfield-Suisun Sewer District	General Manager/CEO ⁽⁵⁾	\$22,232	Conveyance & Treatment	23.7	80	0	No
5	Vallejo Wastewater & FC District	District Manager-Engineer	\$21,963	Collection, Conveyance & Treatment	15.5	89	0	No
6	Marin Municipal Water District ⁽¹⁾	General Manager ⁽⁵⁾	\$21,827	Drinking Water	N/A	239	0	No
7	Sausalito-Marín City SD	General Manager	\$21,420	Conveyance & Treatment	1.8	13	0	No
8	Sonoma County Water Agency	General Manager ⁽⁵⁾	\$21,125	Collection, Conveyance & Treatment	Varies	231	0	No
9	West County Wastewater District	General Manager ⁽⁵⁾	\$20,913	Collection, Conveyance & Treatment	15.4	53	0	No
10	Las Gallinas Valley Sanitary District ⁽²⁾	General Manager	\$20,530	Collection, Conveyance & Treatment	2.92	21	0	Franchise ⁽⁷⁾
11	Napa Sanitation District	General Manager	\$17,654	Collection, Conveyance & Treatment	15.4	53	0	No
12	Ross Valley Sanitary District (SD #1) ⁽³⁾	General Manager	\$17,500	Collection & Conveyance	N/A	38	0	No
13	North Marin Water District ⁽⁴⁾	General Manager	\$17,480	Drinking water	N/A	50	0	No
	Novato Sanitary District	General Manager-Chief Engineer	\$20,121	Collection, Conveyance & Treatment	7.00	24	11 (incl. Lab.)	Franchise

Base Salary Median	\$21,420
Base Salary Mean	\$20,983
Percent Above or Below Median	-6.46%
Percent Above or Below Mean	-4.28%

- (1) Salary is for previous GM. Current GM salary is \$21,250, hired 11/2018.
- (2) FY17-18 salary for previous GM. Current GM salary \$16,667, hired 11/2018.
- (3) Salary is for current GM hired 11/2018. Previous GM salary listed in State Controller's Compensation Report for 2017 at \$17,121.
- (4) Salary is final salary of retired GM. Current GM salary is \$16,666.
- (5) Position does not require California Professional Engineer registration/license.
- (6) Budgeted for FY 18-19.
- (7) Franchise managed by separate agency (city or county).