

A G E N D A

**SAN RAFAEL SANITATION DISTRICT
BOARD OF DIRECTORS
THURSDAY – DECEMBER 3, 2020 - 11:00 A.M.
Join Zoom Meeting at <https://zoom.us/j/97732888478>
Meeting ID: 977 3288 8478**

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CORONAVIRUS (COVID-19) ADVISORY NOTICE

In response to Governor Newsom's Executive Order N-29-20, the San Rafael Sanitation District will no longer offer an in-person meeting location for the public to attend. This meeting will be available by virtual and teleconference.

If you experience an issue providing comments in the meeting or have any questions regarding the meeting, please contact the District Clerk (email cindy.hernandez@cityofsanrafael.org or phone 415-485-3132).

Members of the public may speak on Agenda items.

1. OPEN PERIOD

Opportunity for the public to address the Board on items not on the agenda.
(Presentations are generally limited to 2 minutes.)

2. MINUTES OF THE MEETING

Request approval as submitted – September 18, 2020, and October 1, 2020.

3. PAYMENTS

Request approval as submitted – September 2020 and October 2020.

4. OLD BUSINESS

- a. Presentation update and discussion on Woodland Avenue Sewer Improvement Project (Schaaf & Wheeler).

5. NEW BUSINESS

- a. Adopt resolution of appreciation for Gary O. Phillips.

6. INFORMATIONAL ITEMS

7. DIRECTOR REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS

8. ADJOURNMENT

The next scheduled meeting is January 7, 2021.

SAN RAFAEL SANITATION DISTRICT
Minutes of the Meeting
September 18, 2020

Special Meeting

Via Teleconferencing

The meeting was called to order at 9:07 A.M. by Acting Chair Bushey.

Attendance Board:	Maribeth Bushey, Acting Chair Gary O. Phillips Acting Secretary/Director
Attendance Staff:	Doris Toy, District Manager/District Engineer David Nicholson, Senior Civil Engineer Cynthia Hernandez, District Secretary
Attendance Others:	John W. Maher, CPA, Maher Accountancy Michael Maher, CPA, Maher Accountancy Dean DiGiovanni, CMSA Commissioner for SRSD Jason Dow, General Manager of CMSA

1. OPEN PERIOD - No persons were present to address the Board.

2. MINUTES OF AUGUST 6, 2020.

MOTION by Director Phillips, seconded by Acting Chair Bushey, to approve the minutes of the August 6, 2020, meeting as presented.

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

3. PAYMENTS

MOTION by Director Phillips, seconded by Acting Chair Bushey, to approve the payments for August 2020 in the amount of \$363,341.10 for maintenance and operation of the District and for capital improvements.

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

4. OLD BUSINESS

None.

5. NEW BUSINESS

a. Presentation of the 2019-20 Financial Statements for acceptance and approval. (Michael Maher)

CPA Michael Maher reported that the District's audit firm, Eide Bailly, had completed their audit of the District's 2019-20 Financial Statements a week ago and that it had been a smooth process. He also reported that Eide Bailly had issued a clean opinion and that there were no misstatements and no issues. CPA Maher then reported on the following: On Page 4, the summary balance sheet shows that the District's assets have increased over last year. On Page 5, the capital contributions recognized a \$1.4 million reimbursement from Caltrans in 2019 which has not been received. On Page 6, information on the capital improvement programs was shown. On Page 8, the District's net position showed an increase consisting mostly of cash, which is unrestricted. On Page 9, the operating expenses showed an increase of \$1.2 million. On Page 18, the financial flow of the capital improvement programs in progress to completion were shown. On Page 20, the District's financial obligations to the City were shown, which consist of both current and noncurrent obligations. On Page 21, it states that the District has approximately \$2.8 million in contracts for sewer improvement projects, which are expected to be completed in Fiscal Year 2020-21. The Board then discussed the District's Capital Improvement Program and requested an update, sewer service charges, reserves, and payment of the District's unfunded obligations to the City.

MOTION by Director Phillips, seconded by Acting Chair Bushey, to accept and approve the 2019-20 Financial Statements..

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

b. Presentation of the 2019-20 Schedule of Connection Fees for acceptance and approval. (Michael Maher)

CPA Michael Maher reported that the sewer connection fees are spent on a first-in-first-out basis in accordance with the District's policy. He also reported that California Government Code Section 66013 requires a separate accounting of connection fees and that \$175,217 in sewer connection fees was expended for the South Francisco Pump Station Improvement Project in FY 2019-20.

MOTION by Director Phillips, seconded by Acting Chair Bushey, to accept and approve the 2019-20 Schedule of Connection Fees.

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

- c. **Adopt resolution designating those employees and consultants subject to conflict of interest filing requirements.**

District Manager Toy reported that the State Political Reform Act requires all public agencies to review their Conflict of Interest Code every two years. She then reported that because the District had added the Operations and Maintenance Manager position, the District needed to amend its Conflict of Interest Code and adopt a resolution reflecting this change.

MOTION by Director Phillips, seconded by Acting Chair Bushey, to adopt the resolution designating those employees and consultants subject to conflict of interest filing requirements.

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

- d. **Adopt resolution authorizing the District Manager/District Engineer to execute the Amended and Restated Payment Agreement relating to Central Marin Sanitation Agency revenue bonds and authorizing certain related matters.**

District Manager Toy reported that CMSA had previously issued revenue bonds in 2015 and is planning to issue its Revenue Bonds, Series 2020, and certain additional series of revenue bonds to finance or refinance capital improvements to CMSA's facilities. Director Bushey reported that Larkspur had been removed from the Amended and Restated Payment Agreement for Treatment Service and that this would have no fiscal impact.

MOTION by Director Phillips, seconded by Acting Chair Bushey, to adopt the resolution authorizing the District Manager/District Engineer to execute the Amended and Restated Payment Agreement relating to Central Marin Sanitation Agency revenue bonds and authorizing certain related matters.

AYES: Director Phillips, Acting Chair Bushey

NOES: None

ABSENT: Director Rice

Motion Carried

6. INFORMATIONAL ITEMS

None.

7. DIRECTOR REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS

None.

8. ADJOURNMENT

There being no further business to come before the Board, the meeting of September 18, 2020, was adjourned at 9:45 A.M. The next meeting of the San Rafael Sanitation District was scheduled for Thursday, October 1, 2020, at 11:00 A.M. via teleconferencing.

Respectfully submitted,

Gary O. Phillips, Acting Recording Secretary

ATTEST THIS 3rd DAY OF DECEMBER 2020

Maribeth Bushey, Acting Chair

SAN RAFAEL SANITATION DISTRICT
Minutes of the Meeting
October 1, 2020

Regular Meeting

Via Teleconferencing

The meeting was called to order at 11:05 A.M. by Chair Phillips.

Attendance Board:	Gary O. Phillips Chair Maribeth Bushey, Secretary/Director Katie Rice, Director
Attendance Staff:	Doris Toy, District Manager/District Engineer David Nicholson, Senior Civil Engineer Kris Ozaki, Sewer Maintenance Superintendent Cynthia Hernandez, District Secretary
Attendance Others:	Benjamin L. Shick, P.E., Vice President, Schaaf & Wheeler Curran Price, P.E., Schaaf & Wheeler Kerry Laiw Gerchow, Deputy County Counsel Dean DiGiovanni, CMSA Commissioner for SRSD

1. OPEN PERIOD - No persons were present to address the Board.

2. MINUTES.

None.

3. PAYMENTS

None.

4. OLD BUSINESS

a. Presentation update and discussion on Woodland Avenue Sewer Improvement Project. (Schaaf & Wheeler)

District Manager Toy reintroduced Ben Shick, Vice President of Schaaf & Wheeler, and reported that he had attended a prior meeting when this project was first introduced and now wanted to give the Board an update. Mr. Shick then reported that he had provided a presentation to the Board earlier this year when the design for this project was just beginning. He also reported that Schaaf & Wheeler had since done some additional

investigations and now had an update and needed the District to make some decisions. Next, Mr. Shick presented some slides and reported that the Woodland Avenue Sewer Improvement Project includes replacing some of the sewer lines in B Street and Octavia Street, and the sewer in Woodland Avenue will be re-sloped in order to eliminate a low point at Warner Court. He then reported that the sewer condition and maintenance issues on Woodland Place was the main topic he wanted to address at this meeting and reported the following: The sewer main on Woodland Place is in poor condition. It is a small 6-inch pipe with a lot of sags and is sloped in the wrong direction. Some of the residents have had sewer backups. The District's maintenance crew is unable to adequately inspect or maintain this line and must clean it six time a year. Mr. Shick then reported on the project status. He reported that the following items had already been completed: Initial project outreach and coordination, field investigations, lateral dye testing, and confirmed feasibility of rerouting the laterals to Woodland Place. He also reported that the following items still needed to be done: Utility potholing, a detailed design, a decision on the Woodland Place design alternative and lateral responsibility, and community outreach. Mr. Shick then reviewed the following alternatives for correcting the sewer problems on Woodland Place: **Spot repair and cured-in-place pipe (CIPP)**, which would not take care of all the issues; **pipe bursting/reaming**, which would not be viable; **horizontal directional drilling (HDD)**, which would not be feasible; **open trench replacement in the current location**, which would not be viable, and **installation of a new sewer main in Woodland Place**, which would include relocating and extending the sewer laterals and abandoning the existing sewer mains in the easements. The preliminary cost of this project excluding Woodland Place would be approximately \$1.4 million. The approximate costs for the work on Woodland Place would be as follows: **The spot repairs and CIPP lining would be an additional \$200,000** for a total project cost of \$1.6 million. **The new relocated sewer main and lower laterals would be an additional \$240,000** for a total project cost of \$1.64 million. **The new relocated upper laterals would be an additional \$176,000** (11 laterals at an average cost of \$16,000 each) and the investigation and design of the new upper laterals would be an additional \$33,000 (11 laterals at an estimated cost of \$3,000 each). **The total project cost to relocate the sewer main and both the upper and lower laterals into Woodland Place (including investigation and design) would be \$1.85 million.** Mr. Shick then reviewed the benefits and shortcomings of having the property owners install the new upper laterals at their own cost, versus having them installed and paid for by the District along with the lower laterals. Having the work done by the District would help to expedite the project but could result in potential claims due to possible property damage during construction. Mr. Shick also reviewed possible options that could be used to assist the property owners with the cost of installing the upper laterals themselves. He then reported that the District would first need to decide which alternative to use for the sewer work on Woodland Place and then determine whether the District or the property owners would be responsible for the replacement of the upper laterals, if the District decides to relocate the sewer main into the street. If the property owners are required to replace the upper laterals, the District would need to consider possible financial and/or design and planning assistance for them and establish a timeframe for compliance and methods for enforcement. If the District decides that it will replace the upper laterals, detailed site investigations and design work will be needed along with coordination with the property owners. The presentation was then concluded, and Mr. Shick invited the Board to ask questions. The Board expressed concern about setting a precedent if the District should decide to replace the upper laterals, and Manager Toy reported that the District had never

had a project quite like this one in the past but does have a policy of replacing the lower laterals as part of its sewer improvement projects in order to reduce infiltration. She also reported that the District did have a project many years ago on El Camino Avenue that involved relocating the sewer main from the rear of the homes, where it was hanging from a hillside, into the street; but this project had only involved about four or five homes. After many questions and a lengthy discussion, the Board discussed the possibility of providing financial assistance to the property owners for the restoration work. The Board also requested Mr. Shick to talk to the property owners about cost sharing but to also make the property owners aware that the District would not pay for any improvements. The Board also decided that there should be individual inspections of the properties in order to determine the problem areas as well as which properties would be the costliest to restore. Mr. Shick reported that this process might require a plumber in order to determine where the laterals are connected to the sewer main as well as a design budget. The District's Senior Civil Engineer, David Nicholson, then reported that he would accompany Mr. Shick on those site visits since he has a background in land development. Mr. Shick also reported that this process would delay the project by at least a couple of months and possibly much longer. Manager Toy then reported that construction might not begin until 2022 and that the maintenance crews would need to continue cleaning the sewer mains every other month until that time. She also reported that it would be difficult to use a baseline cost for the restoration of the individual properties, since the amount of work could vary greatly.

5. NEW BUSINESS

- a. None

6. INFORMATIONAL ITEMS

None.

7. DIRECTOR REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS

None.

8. CLOSED SESSION

Closed Session – Opened at 12:10 P.M.

- a. **Conference with Legal Counsel-Existing Litigation**
California Government Code section 54956.9(d)(1).
Name of Case: *Buettner, et al. v. SRSD, et al.; Marin County Superior Court,*
Case No. CIV-2000520

Closed Session – Ended at 12:20 P.M.

Chair Phillips reported that there was no reportable action.

9. ADJOURNMENT

There being no further business to come before the Board, the meeting of October 1, 2020, was adjourned at 12:21 P.M. The next regular meeting of the San Rafael Sanitation District scheduled for Thursday, November 5, 2020, was later canceled. The following regular meeting was scheduled for Thursday, December 3, 2020, at 11:00 A.M. via teleconferencing.

Respectfully submitted,

Maribeth Bushey, Recording Secretary

ATTEST THIS 3rd DAY OF DECEMBER 2020

Gary O. Phillips, Chair

SAN RAFAEL SANITATION DISTRICT
PAYMENT SUMMARY
September 1, 2020 - September 30, 2020

Vendor/Payee	Memo	Class	Acct #	Account Name	Amount
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 8/12/20	200	2021	Uniforms	161.97
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 8/19/20	200	2021	Uniforms	174.62
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 8/26/20	200	2021	Uniforms	168.50
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 9/02/20	200	2021	Uniforms	182.30
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 9/09/20	200	2021	Uniforms	164.66
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 9/16/20	200	2021	Uniforms	171.28
AT&T *4667	Telephone Service - pump station dialers to CMSA from 7/20/20-8/19/20	100	2534	Telephone service	197.17
AT&T *8362	Telephone Service - land lines for pump stations and dialers from 8/02/20-9/01/20	100	2534	Telephone service	337.16
AT&T MOBILITY	Telephone Service - cell phone service from 7/04/20-8/03/20	100	2534	Telephone service	746.57
AT&T MOBILITY	Telephone Service - cell phone service from 8/04/20-9/03/20	100	2534	Telephone service	733.38
BWS DISTRIBUTORS	Safety - gloves	200	2365	Safety equipment and supplies	360.73
CALIFORNIA DIESEL & POWER INC.	Pump Stations - service Doosan G325 260KW generator, purchase, and ship new crank sensor	200	2359	Maint- pump sta's & force mains	629.69
CITY OF SAN RAFAEL	Contract with San Rafael - 1st quarter FY2020-21 reimbursement	100	2361	Contract with San Rafael	633,921.69
CITY OF SAN RAFAEL	Vehicles - diesel fuel charges for 7/01/19-6/30/20	200	2083	Parts and repairs vehicles	12,719.43
CREBASSA'S AUTO BODY, INC.	Claims and Deductibles - repairs to pump truck, vehicle #8149	100	2051	Claims and deductibles	6,275.44
CSW/STUBER-STROGH ENGR GROUP INC.	Third Street Sewer Rehab. Project Lootens Place to Fourth Street - design and construction related services through 8/02/20	300	4340	Third St (Hayes to Ritter) (80)	8,782.00
EVOQUA WATER TECHNOLOGIES, LLC	Odor Control - service and inspection of chemical tanks at pump stations from 6/01/20 to 8/31/20	200	2106	Odor control chemicals	4,549.67
EWERS ENGINEERING INC	Force Main Condition Assessment Program Development, Phase 2 - engineering services for 8/01/20-8/31/20	300	4151	Force Main Cond A	9,900.00
JMB CONSTRUCTION, INC.	South Francisco Pump Station Improvements Project - progress payment #5	300	4148	S. Francisco Pump Station (10)	489,630.00
JMB CONSTRUCTION, INC.	South Francisco Pump Station Improvements Project - progress payment #5 retention for escrow account	300	4148	S. Francisco Pump Station (10)	25,770.00
KIMLEY-HORN AND ASSOCIATES, INC.	Third Street Sewer Rehab. Project Lootens Place to Mary Street - design and construction related services through 7/31/20	300	4340	Third St (Hayes to Ritter) (80)	5,195.00
MAHER ACCOUNTANCY	Accounting Services - September 2020	100	2717	Accounting services	3,600.00
MARIN COUNTY TAX COLLECTOR	County Counsel - 4th quarter April/May/June FY 2019/20	100	2713	Legal services	4,212.00
MARIN MUNICIPAL WATER DIS	Water - 44 Lagoon Road from 6/17/20 - 8/14/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - 220 Tamal Vista Blvd. from 7/01/20-8/31/20 - water for vector truck	200	2536	Water utility costs	882.45
MARIN MUNICIPAL WATER DIS	Water - 220 Tamal Vista Blvd. from 7/01/20-8/31/20 - water for vector truck	200	2536	Water utility costs	869.89
MARIN MUNICIPAL WATER DIS	Water - 1271 Andersen Drive from 6/11/20-8/10/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - 3106 Kerner Blvd. from 6/16/20-8/13/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Andersen Drive from 6/11/20-8/10/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Castro Ave. from 6/13/20-8/12/20	200	2536	Water utility costs	275.92
MARIN MUNICIPAL WATER DIS	Water - Catalina Blvd. from 6/13/20-8/12/20	200	2536	Water utility costs	157.31
MARIN MUNICIPAL WATER DIS	Water - E. Francisco Blvd. from 6/13/20-8/12/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - E. Francisco Blvd. from 6/16/20-8/13/20	200	2536	Water utility costs	455.12
MARIN MUNICIPAL WATER DIS	Water - Montecito Road from 6/16/20-8/13/20	200	2536	Water utility costs	103.91
MARIN MUNICIPAL WATER DIS	Water - North San Pedro Road from 6/17/20-8/14/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Peacock Drive from 6/17/20-8/14/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Point San Pedro Road from 6/16/20 - 8/13/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Riviera Dr LT28 Sewer Pump from 6/17/20 - 8/14/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Simms Street from 6/11/20-8/10/20	200	2536	Water utility costs	77.20

MARIN MUNICIPAL WATER DIS	Water - Woodland Ave. from 6/11/20-8/10/20	200	2536	Water utility costs	92.28
MARIN ROTO-ROOTER SEWER SERVICE, INC	Standby - service at 19 La Loma Ct.	200	2363	Standby services	536.00
MILLER PACIFIC ENGINEERING GROUP	Francisco Blvd. East Sewer Rehab. Project - geotechnical services for 7/13/20-8/09/20	300	4336	Francisco Blvd. East-Medway(80)	841.40
NUTE ENGINEERING	Consulting Services - engineering services for planned Marriott Hotel from 7/01/20-7/31/20	100	2325	Consulting services	909.00
NUTE ENGINEERING	South Francisco Pump Station Improvements Project - engineering services from 7/01/20-7/31/20	300	4148	S. Francisco Pump Station (10)	3,079.25
NV5	Francisco Blvd. East Sewer Rehab. Project - COVID-19 jobsite Safety Accountability Supervisor August 2020	300	4336	Francisco Blvd. East-Medway(80)	70.00
PERIN - BATTERIES PLUS	Collection System - batteries for locator	200	2360	O&M - collection systems	28.51
PG&E a/c 2480926202-5	Power - electric service for pump stations 7/09/20-8/09/20	200	2535	Electric utility costs	14,623.39
SCHAAF & WHEELER, INC	Woodland Ave. SLP - engineering services through 4/30/20	300	4339	Woodland Pl/Ave & Octavia (80)	19,483.31
SCHAAF & WHEELER, INC	Woodland Ave. SLP - engineering services through 7/31/20	300	4339	Woodland Pl/Ave & Octavia (80)	1,080.00
SHAMROCK	Collection System - concrete to repair manhole on K street	200	2360	O&M - collection systems	101.89
STAPLES INC	Office Supplies - tape for label maker and headset	100	2133	Office & shop supplies	108.96
US BANK	Collection System - cleaning supplies for sewer cleanups kept on vector truck	200	2360	O&M - collection systems	8.68
US BANK	Pump Stations - parts for Lochinvar sump pump	200	2359	Maint- pump sta's & force mains	34.73
US BANK	Pump Stations - shipping fee for pump station radio	200	2359	Maint- pump sta's & force mains	12.00
US BANK	Pump Stations - shipping fee to send radio from Cayes Main PS to Applied Technology for troubleshooting	200	2359	Maint- pump sta's & force mains	11.45
US BANK	Training and Education - CIWQS Training	100	2388	Training and education	125.00
VERIZON WIRELESS	Telephone Service - wireless service for laptops 7/21/20-8/20/20	100	2534	Telephone service	342.09
WATER COMPONENTS & BLDG SUPPLY	Pump Stations - wasp and hornet spray for Newport PS	200	2359	Maint- pump sta's & force mains	19.18
WORKSMART AUTOMATION, INC	South Francisco Pump Station Improvements Project - programming and associated tasks for South Francisco PS	300	4148	S. Francisco Pump Station (10)	14,756.00
					\$ 1,268,362.98

SAN RAFAEL SANITATION DISTRICT
PAYMENT SUMMARY
October 1, 2020 - October 31, 2020

Vendor/Payee	Memo	Class	Acct #	Account Name	Amount
3T EQUIPMENT COMPANY	Collection System - manhole hooks	200	2360	O&M - collection systems	845.39
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 9/23/20	200	2021	Uniforms	164.66
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 9/30/20	200	2021	Uniforms	164.66
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 10/07/20	200	2021	Uniforms	164.66
ARAMARK UNIFORM SERVICES	Uniforms - weekly service ending 10/14/20	200	2021	Uniforms	164.66
AT&T *4667	Telephone Service - pump stations dialers to CWSA from 8/20/20-9/19/20	100	2534	Telephone service	197.17
AT&T *4667	Telephone Service - pump stations dialers to CWSA from 9/20/20-10/19/20	100	2534	Telephone service	197.49
AT&T *8362	Telephone Service - land lines for pump stations and dialers from 9/02/20-10/01/20	100	2534	Telephone service	329.19
AT&T MOBILITY	Telephone Service - cell phone service from 9/04/20-10/03/20	100	2534	Telephone service	734.79
BWS DISTRIBUTORS	Safety - safety vests	200	2365	Safety equipment and supplies	552.33
CALIFORNIA CAD SOLUTIONS INC(CALCAD)	Consulting Services - annual sewer billing updates for FY 2020-21 and historic billing entries	100	2325	Consulting services	5,750.00
CALIFORNIA CAD SOLUTIONS INC(CALCAD)	Facilities Mapping Services - cleaning system updates from August to September 2020	100	4188	Facilities mapping services	450.00
CALIFORNIA DIESEL & POWER INC. (CD&POWER)	Pump Stations - diagnose backup generator Doosan G325 no start problem	200	2359	Maint- pump sta's & force mains	804.60
CENTRAL MARIN SANITATION AGENCY	Service Charges - second quarter service charges for 10/01/20-12/31/20	400	4112	Sewage treatment	1,349,306.68
CITY OF SAN RAFAEL	Vehicles - diesel and unleaded fuel charges for first quarter FY2020-21	200	2083	Parts and repairs vehicles	7,569.84
COUNTY OF MARIN	Director's Fees - Katie Rice on 10/01/20	100	2282	Director's fees	100.00
CWEA-TCP	Memberships and Dues - CWEA membership renewal, Douglas W St. Cyr	100	2388	Training and education	192.00
CWEA-TCP	Memberships and Dues - CWEA membership renewal, Kris Ozaki	100	2388	Training and education	192.00
CWEA-TCP	Memberships and Dues - CWEA membership renewal, Wes Andrew Stichler	100	2388	Training and education	192.00
DURACABLE MANUFACTURING	Collection System - blades for power rodder	200	2360	O&M - collection systems	678.09
EVOQUA WATER TECHNOLOGIES, LLC	Odor Control - odor control chemical delivered to pump stations on 9/02/20	200	2106	Odor control chemicals	10,737.65
EVOQUA WATER TECHNOLOGIES, LLC	Odor Control - odor control chemical delivered to pump stations on 9/28/20	200	2106	Odor control chemicals	9,696.57
GRAINGER	Collection System - duct tape	200	2360	O&M - collection systems	69.97
GRAINGER	Collection System - fractional digital callipers for measuring depth of sewer spills	200	2360	O&M - collection systems	58.75
GRAINGER	Collection System - green marking paint and flags	200	2360	O&M - collection systems	314.55
JMB CONSTRUCTION, INC.	South Francisco Pump Station Improvements Project - progress payment #6	300	4148	S. Francisco Pump Station (10)	221,239.06
JMB CONSTRUCTION, INC.	South Francisco Pump Station Improvements Project - progress payment #6 retention for escrow account	300	4148	S. Francisco Pump Station (10)	11,644.16
KIMBALL MIDWEST	Pump Stations - electrical tape	200	2359	Maint- pump sta's & force mains	27.69
KIMLEY-HORN AND ASSOCIATES, INC.	Third Street Sewer Rehab. Project Lootens Place to Mary Street - design and construction related services through 8/31/20	300	4340	Third St (Hayes to Ritter) (80)	750.00
KIMLEY-HORN AND ASSOCIATES, INC.	Third Street Sewer Rehab. Project Lootens Place to Mary Street - design and construction related services through 9/30/20	300	4340	Third St (Hayes to Ritter) (80)	1,225.00
KJ WOODS CONSTRUCTION, INC.	Francisco Blvd. East Sewer Rehab. Project - progress payment #1	300	4336	Francisco Blvd. East-Medway(80)	351,167.50
MAHER ACCOUNTANCY	Accounting Services - prepare FY 2019-20 financial statements and prepare and provide documentation to indep. auditors	100	2717	Accounting services	9,900.00
MAHER ACCOUNTANCY	Accounting Services - October 2020	100	2717	Accounting services	3,600.00
MARIBETH BUSHEY	Director's Fees - Maribeth Bushey on 9/18/20	100	2282	Director's fees	100.00
MARIBETH BUSHEY	Director's Fees - Maribeth Bushey on 10/01/20	100	2282	Director's fees	100.00
MARIN COUNTY TAX COLLECTOR	Office Supplies - business cards for new Senior Civil Engineer	100	2133	Office & shop supplies	15.00
MARIN MUNICIPAL WATER DIS	Water - 1271 Andersen Drive from 8/11/20-10/08/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Andersen Dr. from 8/11/20-10/08/20	200	2536	Water utility costs	77.20
MARIN MUNICIPAL WATER DIS	Water - Simms St. from 8/11/20-10/08/20	200	2536	Water utility costs	77.20

MARIN MUNICIPAL WATER DIS	Water - Woodland Ave. from 8/11/20-10/08/20	200	2536	Water utility costs	81.29
MARIN ROTO-ROOTER SEWER SERVICE, INC	Collection System - repair sewer main at 17 Latham Street	200	2360	O&M - collection systems	2,329.51
MARIN ROTO-ROOTER SEWER SERVICE, INC	Collection System - spot repair at 40/46 Scenic Avenue	200	2360	O&M - collection systems	15,248.64
MICHAEL PAUL COMPANY INC.	Rehab Gravity Sewer System - Spring Grove Avenue manhole improvements	300	4302	Rehab of Gravity Sewer (80Yr)	38,712.50
NUTE ENGINEERING	Bayside Acres Beach Sewer Improvements Project - engineering services from 8/01/20-8/31/20	300	4338	Rehab of Beach Swr Bayside (80)	2,496.00
NUTE ENGINEERING	Francisco Blvd. East at Grange Way Sewer and Storm Drain Project - engineering services from 7/01/20-7/31/20	300	4337	Sewer Rep Richmond SR Bridge(80)	6,402.75
NUTE ENGINEERING	Francisco Blvd. East at Grange Way Sewer and Storm Drain Project - engineering services from 8/01/20-8/31/20	300	4337	Sewer Rep Richmond SR Bridge(80)	5,315.75
NUTE ENGINEERING	Francisco Blvd. East at Grange Way Sewer and Storm Drain Project - engineering services from 9/01/20-09/30/20	300	4337	Sewer Rep Richmond SR Bridge(80)	8,854.00
NUTE ENGINEERING	Francisco Blvd. East Sewer Rehab. Project - engineering services from 8/01/20-8/31/20	300	4336	Francisco Blvd. East-Medway(80)	5,071.00
NUTE ENGINEERING	Francisco Blvd. East Sewer Rehab. Project - engineering services from 9/01/20-9/30/20	300	4336	Francisco Blvd. East-Medway(80)	2,407.75
NUTE ENGINEERING	South Francisco Pump Station Improvements Project - engineering services from 8/01/20-8/31/20	300	4148	S. Francisco Pump Station (10)	5,113.50
NUTE ENGINEERING	South Francisco Pump Station Improvements Project - engineering services from 9/01/20-9/30/20	300	4148	S. Francisco Pump Station (10)	5,547.00
OWEN EQUIPMENT SALES	Vehicles - filters for vector truck #8150	200	2083	Parts and repairs vehicles	389.03
PAC MACHINE CO	Pump Stations - one female pedestal adapter	200	2359	Maint- pump sta's & force mains	40.37
PAC MACHINE CO	South Francisco Pump Station Improvements Project - one female pedestal adapter	300	4148	S. Francisco Pump Station (10)	40.37
PARK ENGINEERING, INC	Francisco Blvd. East Sewer Rehab. Project - construction related services for 7/01/20-8/31/20	300	4336	Francisco Blvd. East-Medway(80)	27,200.48
PERIN - BATTERIES PLUS	Office Supplies - pager batteries	100	2133	Office & shop supplies	14.39
PERIN - BATTERIES PLUS	Pump Stations - light bulbs for pump stations	200	2359	Maint- pump sta's & force mains	17.60
PG&E a/c 2480926202-5	Power - electric service for pump stations 8/10/20-9/08/20	200	2535	Electric utility costs	13,935.10
PHILLIPS, GARY	Director's Fees - Gary O. Phillips on 9/18/20	100	2282	Director's fees	100.00
PHILLIPS, GARY	Director's Fees - Gary O. Phillips on 10/01/20	100	2282	Director's fees	100.00
PLATT	Collection System - GFI outlet for the tractor camera	200	2360	O&M - collection systems	19.53
PUMP REPAIR SERVICE CO	Pump Stations - parts for model 3127 and 3170 Flygt pumps	200	2359	Maint- pump sta's & force mains	1,105.26
PUMP REPAIR SERVICE CO	Pump Stations - repair pump at Bedford PS	200	2359	Maint- pump sta's & force mains	3,684.40
PUMP REPAIR SERVICE CO	Pump Stations - repair pump at Biscayne PS	200	2359	Maint- pump sta's & force mains	3,974.40
PUMP REPAIR SERVICE CO	Pump Stations - repair pump at Glenwood PS	200	2359	Maint- pump sta's & force mains	1,480.00
PUMP REPAIR SERVICE CO	Pump Stations - repair pump at the Village Loch Lomond Marina PS (Andy's PS)	200	2359	Maint- pump sta's & force mains	3,914.39
SCHAAF & WHEELER, INC	2020 Sewer Pipe Repair and Replacement Project - design related services through 8/31/20	300	4342	2020-21 Sewer Improvement (80)	1,125.00
SCHAAF & WHEELER, INC	2020 Sewer Pipe Repair and Replacement Project - design related services through 9/30/20	300	4342	2020-21 Sewer Improvement (80)	8,382.50
SCHAAF & WHEELER, INC	Woodland Ave. SIP - engineering services through 8/31/20	300	4339	Woodland Pl/Ave & Octavia (80)	11,233.46
SCHAAF & WHEELER, INC	Woodland Ave. SIP - engineering services through 9/30/20	300	4339	Woodland Pl/Ave & Octavia (80)	9,100.00
URBAN FLORESTRY ASSOCIATES, INC.	Francisco Blvd. East Sewer Rehab. Project - assess condition of palm trees	300	4336	Francisco Blvd. East-Medway(80)	500.00
URBAN FLORESTRY ASSOCIATES, INC.	Francisco Blvd. East Sewer Rehab. Project - oversee trenching near palm trees	300	4336	Francisco Blvd. East-Medway(80)	300.00
US BANK	Office Supplies - ant bait for offices	100	2133	Office & shop supplies	8.63
US BANK	Office Supplies - notebook	100	2133	Office & shop supplies	3.27
US BANK	Subscriptions - Marlin LJ for 8 weeks	100	2534	Memberships and subscriptions	120.00
VERIZON WIRELESS	Telephone Service - wireless service for laptops 8/21/20-9/20/20	100	2534	Telephone service	342.09
WATER COMPONENTS & BLDG SUPPLY	Collection System - concrete and mortar mix for manhole #MH1658 repair at 36 River Oaks Rd.	200	2360	O&M - collection systems	120.63
WATER COMPONENTS & BLDG SUPPLY	Collection System - coupling for sewer repair on Wilson Court	200	2360	O&M - collection systems	98.50
WATER COMPONENTS & BLDG SUPPLY	Collection System - mortar mix for manhole #MH2134 repair at 238 Tiburon Blvd.	200	2360	O&M - collection systems	8.38
WATER COMPONENTS & BLDG SUPPLY	Collection System - parts for spot repair at 135 Tamal Vista Drive	200	2360	O&M - collection systems	181.35

WATER COMPONENTS & BLDG SUPPLY	Pump Stations - sample hose for ARV#86	200	2359	Maint- pump sta's & force mains	54.51
WECO INDUSTRIES LLC	Collection System - troubleshoot problem with push camera and replace battery	200	2360	O&M - collection systems	345.78
WOODLAND CTR AUTO SUPPLY	Collection System - ratchet set to keep on power rodder, vehicle #8199	200	2360	O&M - collection systems	16.34
				\$	2,175,163.36



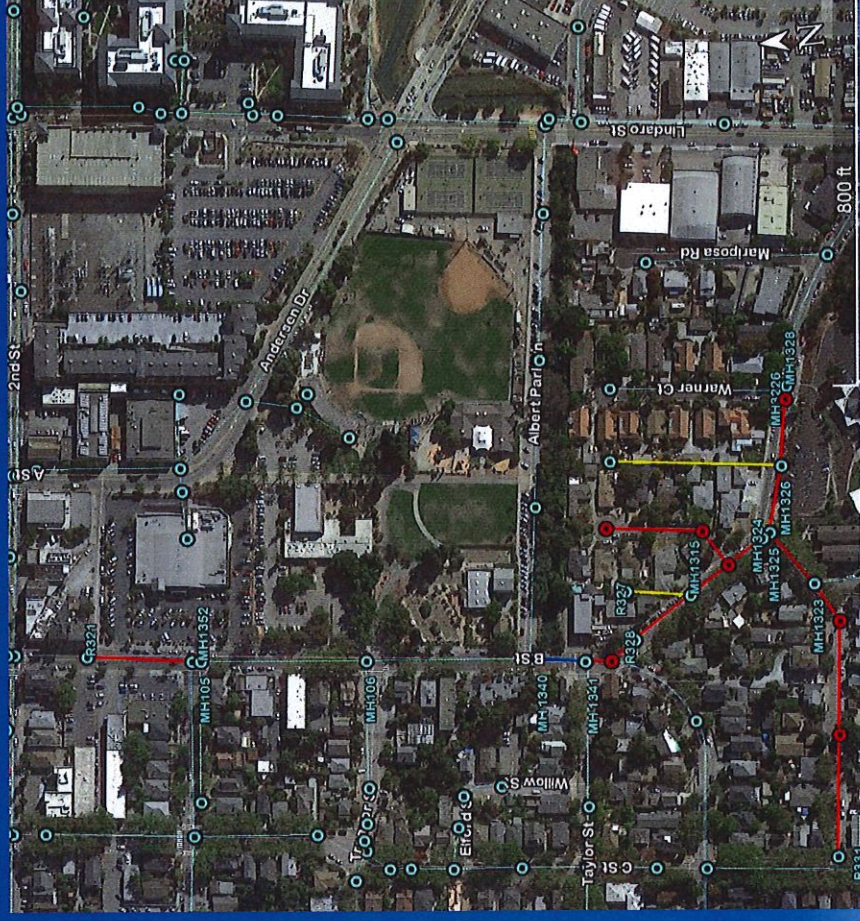
San Rafael Sanitation District
Woodland Avenue Sewer
Improvement Project,
Project Update

December 3, 2020

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Woodland Avenue Sewer Improvement Project

- Pipe Replacement on B Street and Octavia Street
- Re-Slope sewer in Woodland Ave to eliminate low point at Warner Ct (weekly MH cleaning required at Warner Ct)
- Address Condition Related Issues and Maintenance Concerns on Woodland Place



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Woodland Place – Existing Sewer

- Pipes are in Poor Condition
- Pipes have significant sags
- Sewage Backups
- Cannot Adequately Inspect and Maintain
- Increased Maintenance Requirements (6 Times/Yr)



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Woodland Place Sewer Main Relocation

- New Sewer Main in Woodland Place
- Relocation and Extension of 12 Sewer Laterals
 - Requires removing and replacing landscaping, irrigation, and other private improvements
- Abandon Existing Sewer Mains in Easements



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Project Status

Completed:

- Initial Project Outreach & Coordination with Property Owners
- Field Investigations
- Lateral Dye Testing
- Utility Potholing
- Upper Lateral Investigations & Estimates

Upcoming:

- Establish Woodland Place Lateral Responsibility
- Detailed Design
- Community Outreach



December 3, 2020



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Construction Cost Estimate

Item	Estimated Construction Cost	% of Total
Total Project Cost Excluding Woodland Place	\$ 1,200,000	77%
Woodland Place Sewer Main Relocation	\$ 140,000	9%
Woodland Place Lower Laterals	\$ 48,000	3%
Woodland Place Upper Lateral Relocation	\$ 162,000	10%
Total	\$ 1,550,000	
20% Contingency	\$ 310,000	
Total w/ Contingency	\$ 1,860,000	

- Upper Lateral Replacement:

- 12 Laterals
- Requires removal and replacement of landscaping, irrigation, and site improvements
- Average Est. cost = \$13,500 / Lateral

Additional Design Related Costs for Upper Lateral Relocation	Estimated Construction Cost
Topographic Surveying and Mapping	\$ 24,200
Utility Locating & Potholing	\$ 5,830
Design (12 @ \$3k/each)	\$ 36,000
Total	\$ 66,030



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Upper Lateral Responsibility

- Upper Lateral Responsibility Options (between property line and building)

Option	Benefits	Shortcomings
Property Owner Installation	• Reduces District Liability • Reduces District costs	• All laterals may not be re-routed by deadline. • Financial burden on property owners • Continued maintenance on sewer mains in easements until all laterals are relocated (several years?) • Potential for backups and SSOs prior to laterals being relocated
District Installation	• Eliminates financial burden on property owners • Allows District to abandon sewer mains in easements • Reduces potential for Backups and SSOs	• Potential for Claims and Liability for Property damages during construction • Requires extensive site investigations & outreach to design laterals



Upcoming Work

- Establish Responsibility for Woodland Place Upper Lateral Replacement
 - If Property Owner Responsible:
 - Consider methods for funding assistance
 - Consider assisting with design and planning efforts
 - Establish timeframe for compliance
 - Establish methods for enforcement
 - If District Responsible:
 - Detailed Site Investigations, Property Owner Coordination, and Design.
- Detailed Design
- Outreach to Property Owners



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Questions?



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