



## MONTHLY NEWSLETTER

July 2009

### PROJECTS

#### Wet Weather Improvement Project

The project's structural work is nearing completion, while the mechanical and electrical aspects of the project are moving forward on schedule. The effluent pump station, chlorine contact tanks, and primary clarifier #6 structures are completed, and primary #7 is almost three-quarters built, and should be completed soon. Concrete placement for the new primary effluent and blending channels should be completed this summer.

All the mechanical equipment has been installed in the new CCTs and they are ready for final water testing. Water testing of primary #6 will also commence in the near future. The effluent pumps are installed and have been connected to their discharge piping. The new Water Champ mixers for disinfection and dechlorination have been installed, and the painting contractor is on-site coating various pipelines and mechanical equipment. Startup and operational testing of the pump station will begin this summer and continue into early fall.

The diesel engines for the 42 MGD effluent pumps are being factory tested the first two weeks in July, and when they pass their tests they will be shipped to CMSA and installed, after which the pump system field testing will begin.

#### Outfall Crack Investigation

Carollo Engineers is developing the specification for the investigation of the potential shoreline crack in the Marine Outfall pipeline. Meanwhile, staff is also pursuing permits from the various regulatory agencies for this work, which is under the oversight of different offices at the lead regulatory agencies than the outfall cleaning and repair work.

#### Outfall Cleaning

This contract has been awarded to Veolia ES Special Services for \$289,420, and the agency has received all necessary regulatory permits for the project work. The Notice-to-Proceed has been issued, and the work is planned to begin on July 6<sup>th</sup>. The work includes penetration diving inside the 84-inch Marine Outfall diffuser section, removing and sidecasting the accumulated interior solids, extending 85 diffuser risers and replacing 6 missing diffuser check valves. The work should be completed by the end of September. Staff is also vigorously pursuing additional permits from the Army Corp of Engineers for more riser extensions that require more dredging than allowed under the project's nationwide dredging permits.

#### Bar Screen Replacement

The bar screens, washer compactors, and control panels have been fabricated and are expected to arrive on site in early July. Western Water plans to begin demolishing the first old barscreen shortly thereafter. To minimize the installation period,

the contractor has begun installing some of the electrical equipment. Agency staff worked to seal the large gate to isolate the barscreens, to hopefully avoid pump station shutdowns by our member agencies. This work is expected to be completed in about three months, well ahead of the onset of wet weather.

#### Emergency Generator Improvements

The contractor, Pacific Infrastructure Company, mobilized in early June. To date, the contractor has begun installing the piping for the backup dechlorination injection system. Preliminary electrical work for the emergency generator improvements has also begun. The project will improve the reliability of the Agency's emergency generator and dechlorination systems during power outages and is scheduled for completion by August 2009.

#### F2E/Digester Predesign

The project's predesign work is underway and should be completed by the end of 2009. CMSA staff has provided facility record drawings, digester and cogeneration system operating data and procedures, and other relevant process information to Kennedy/Jenks to support their various technical analyses.

The Agency's project team has determined that the preferred site for a potential FOG and/or F2E facility is near the digesters. This location has the

lowest construction cost, is easily accessible, does not use valuable real estate, and has all the necessary utilities in the vicinity.

K/J has started the digester cover and mixing system alternatives analysis which will identify the feasible cost effective options for our team's consideration.

### **O & M Projects**

Regular preventive maintenance was performed on the Waukesha, which included changing the oil, spark plugs, and oil and air filters.

The E/I shop installed a new MCC bucket (circuit breaker), disconnect switch, wire and conduit to finish the replacement of the air compressor at gallery A & B.

The control panel for the Effluent Flow Meter vault sump pumps was designed and built by the E/I shop.

The modifications to all three centrifuge backdrives has been completed. The backdrives will now be controlled by the centrifuge PLC, simplifying and improving control.

The MSA gas monitor panel in the headworks was moved to a new location to make room for the Barscreen project's new control panels.

The gates from Grit Hoppers #3 & #4 were removed so the WWIP contractor can sandblast and paint hidden surfaces on the hoppers and gates.

Maintenance replaced the disinfection induction mixer. The old unit was taken out of service and returned to the manufacturer for an annual overhaul.

The San Rafael interceptor Peroxide station tank was replaced as part of our Asset Management Program. This new chemical tank has fully enclosed double containment.

DAF Tank # 2 dump valve was replaced. The Site Sump pump # 1 and discharge 6" pipe fittings were replaced because grit had eroded through three elbow fittings.

Annual preventive maintenance was completed on Primary Clarifiers #1 & #5, and maintenance has started on Secondary #4 and Aeration Tanks #3 & #4 .

Maintenance built 86 two foot long riser extensions that will be provided to the diving contractor working on the outfall cleaning project.

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## **ADMINISTRATION**

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### **Monthly Budget Performance**

As of May 31, 2009, the Agency has received 89.3% of the budgeted revenues and incurred 91% of budgeted operating expenses. Asset Management activities under the Capital Improvement Program are currently at 94.23% of budget as departments finalize purchasing activities for FY 09.

### **FY 09/10 Budget**

During May, managers refined account estimates, and reduced the overall operating budget another \$136,000 before submitting it to the Board for adoption in June. The Board adopted the FY 10 Proposed Budget, which includes operating revenues of \$9.5 million, operating expenditures of \$8.5 million, and Asset Management program expenditures of \$1.2 million.

While the FY 10 Budget will be increasing by 6.2%, this marks the first increase since FY 08. Approximately 90% of the budget is related to fixed operational expenses in which the Agency has limited control once agreements are in place.

### **CAFR Award**

The Government Finance Officers Association (GFOA) has recognized the Agency with a Certificate of Achievement for Excellence in Finance Reporting for its FY 2007-08 Comprehensive Annual Financial Report. This achievement marks the seventh consecutive year that the Agency has received the recognition from GFOA. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a governmental entity.

### **RVSD PRAR**

In an ongoing effort to comply with the changing Public Records request that the Ross Valley Sanitary District served on CMSA, staff provided all electronic documents and email correspondence related to the Agency budget, capital projects, and the Revenue Bond program. The Agency compiled 1,048 document and spreadsheet files and hundreds of emails for transmittal to RVSD. Additionally, two representatives from the RVSD spent over three hours at CMSA to view all Agency financial transactions related to payment to vendors, revenue receipts, contract execution, etc., from FY 04 to the present.

CMSA had previously made available to RVSD copies of its

adopted budgets and audited financial statements for the last six years, and legal documents and transaction details related to the sale of the Revenue Bonds.

Notwithstanding the Public Records Act, it has been the long established practice of the Agency to provide each Member Agency with the our monthly treasurer's report and disbursement register, quarterly budget reports, the draft, proposed and adopted budget documents, the annual financial report (CAFR), and our audited financial statements.

### **Personnel & Training**

Operations completed the semi-annual Shift Change on May 17th, moving from the wet weather to the dry weather schedule. For the next six months we have a modified schedule that has three Leads on Day Shift to ensure all construction coordination issues can be completed.

Jeff Boheim completed his one year probation and promoted to E/I Tech III. Utility Worker Larry Gould passed the CWEA grade two Mechanical Technologist exam. Congratulations to both Jeff and Larry.

Maintenance and Operations employees completed training on work order and time sheet entry in NEXGEN, our new CMMS/Asset Management system.

In June, Boss Effectiveness Institute gave two Leadership Development Training sessions to CMSA personnel.

### **Procurement Contracts**

The current emulsion polymer contract contains periodic cost adjustment provisions that

resulted in a 3% cost reduction last December. The June cost adjustment calculation resulted in a potential cost increase of less than 1%, and, per contract provisions, no cost adjustment was made.

Staff will begin preparing a new nitrate chemical supply contract for bid advertisement in July. Nitrate is used in our two phase collection system odor management program, and it is injected at multiple locations in the collection system. We anticipate having an award recommendation at the August Board meeting.

### **Safety Director Program**

The revised cooperative safety director program agreement was approved by the Board and executed by the managers' group, and our interim safety director's contract was extended for another year. The Du-All Safety improvement contract has been revised, edited, and approved by each participating agency. The contract will be brought to the CMSA Board in July for approval, then the improvement activities for each agency will commence. Recruitment for a new safety director will begin in early 2010.

### **Safety**

In November, CMSA won the CWEA Redwood Section Plant safety award and was entered into the statewide contest. On April 30<sup>th</sup> at the Annual CWEA Conference, CMSA won second place recognition at the State level.

As of June 19, 2009, CMSA employees achieved another six months without a lost time accident and have earned a

safety holiday. To promote employee compliance and encourage safety awareness, CMSA employees receive eight hours of time off after six months of no lost-time accidents (no lost time from work beyond the day the incident occurred). Congratulations!

Agency staff completed their first aid/CPR/AED refresher training.

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## **ENVIRONMENTAL SERVICES**

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### **Laboratory**

Staff is currently performing analyses of performance evaluation samples to maintain our laboratory certification. We submit our sample results to the Environmental Laboratory Accreditation Program (ELAP), State Water Board, and the EPA in order to maintain our laboratory certification and to perform testing that is required in our NPDES permit.

All of the warm weather testing has been going well. The Lagoon testing for Corte Madera has shown low coliform results this year, far below the standards for water contact recreation. The results from the corrosion and odor monitoring in the collection system, performed during the dry weather season, have shown low odor and corrosion producing chemical formation (total sulfide).

### **NPDES Testing**

The CMSA lab testing was in compliance with permit requirements, with 100% fish survival in our June bioassay.

**Biosolids**

Every year during the dry weather we land apply our biosolids as a beneficial soil amendment at a land application site in Sonoma County. The site is located between highways 116 (Lakeville Highway) and highway 39 and is used to grow animal feed stock crops. We began land application on May 8 and we will continue through the end of October as long as there are no early rains.

**Public Outreach**

CMSA staff participated in two very successful outreach events in June. The first event was the Fairfax Ecofest on June 13 and 14, where we administered our environmental education quiz to 348 people. Every year for the last three years, the number of people visiting our outreach booth has substantially increased. We also discussed relevant wastewater treatment, reclamation, and environmental topics with many members of the public attending the event. The overall response was excellent, and people visiting the booth were impressed with our diligent efforts to educate the public and protect the environment.

The second event was the Italian Festival in San Rafael on the same weekend as the Fairfax event. Our cooperative Public Education Program sponsored a square at the street painting event. It was an excellent drawing of our current mascot, the Star Fish, with the message: "Be A Star, Do Your Part To Protect The Bay."

Much of our outreach effort in late June has been focused on preparing for the Marin County Fair. It is our largest outreach event of the year and will be held

from July 1-5. All of the POTWs in Marin County will be participating in staffing the outreach booth, and we have an excellent location on the main pathway through the vendor area.

Environmental services staff have been invited to give a presentation about our successful public education program at the CWEA annual Northern Regional Conference in September in Redding. CWEA requested the presentation after the well attended and popular presentation we gave in March at the annual Pretreatment, Pollution Prevention, and Stormwater Conference in Monterey.

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**CONTRACT/OUTSIDE  
SERVICES**

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**SRSD**

Staff inspects all Food Service Establishments (FSEs) with self clean permits three times a year. They are currently performing these 54 inspections, and opening and measuring the contents of the Grease Removal Devices (GRDs) at each facility. We will provide additional information on the overall compliance of the inspections once they are completed.

Dominican University has applied for a kitchen remodel, triggering a detailed inspection of their kitchen plumbing and installation of a larger GRD.

**LGVSD**

Staff has completed the second round of FOG inspection in the LGVSD service area and all FSEs remain in compliance. There are two FSEs that are

currently in the process of installing new traps - La Toscana received an installation letter to replace their trap due to its age and condition which render it completely ineffective, and Peking Wok was required to install an additional trap on their scrap sink due to FOG building up in the pipes downstream.

**RVSD**

Marin County Environmental Health Services will be submitting the latest list of FSEs that have approved plans for installation of GRDs in the RVSD service area. FSEs that are not on the list will be sent a draft Administrative Order granting them a 6-month extension for plan approval and GRD installation.

**Sanitary District #2**

Maintenance completed regular checks and routine preventive maintenance (including generator checks and wet well cleaning) for all 19 pump stations in May and June. On May 4<sup>th</sup>, AT&T repaired the Lakeside Pump Station data line, which failed on May 3<sup>rd</sup>. In June, oil and filters were changed for the generators at Trailer Court, Trinidad #1 and Seawolf. Staff responded to weekend power failures for Village and Goldenhind pump stations in June, and coordinated with SD#2 to shutdown pump stations Goldenhind, Seawolf and Trinidad #1 as their contractor cleaned the Paradise Drive gravity line.

Maintenance completed 110 USA (underground services dig requests) mark-ups of pump station piping in May and June.