



# SAUSALITO-MARIN CITY SANITARY DISTRICT

#1 FORT BAKER ROAD • P.O. BOX 39 • SAUSALITO, CALIFORNIA 94966-0039

OFFICE 415.332.0244 • PLANT 415.332.0240 • FAX 415.332.0453

*Vke*  
JUL 10 2007

**General Manager**  
Robert A. Simmons

**Secretary**  
Joyce Krueger

**Directors**

Norman C. Wohlschlaeger, *President*  
Ann Arnott, *Vice President*  
Don L. Beers,  
William R. Berkman  
Raymond G. Gergus

July 9, 2007

VIA e-mail AND US MAIL

Lila Tang, NPDES Division Chief  
California Regional Water Quality Control Board  
San Francisco Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

**SUBJECT: IMPOSITION OF MANDATORY MINIMUM PENALTY – RWQCB  
COMPLAINT NO. MMP R2-2007-0018**

Dear Ms. Tang,

Pursuant to the Regional Board's letter dated May 21, 2007 regarding the above referenced subject matter, the Sausalito-Marín City Sanitary District hereby agrees to waive its right to a hearing before the Water Board with regard to violations presented in Complaint MMP R2-2007-0018. It further agrees to complete a supplemental environmental project (SEP) in an amount up to \$109,500. Accordingly, the District's transmits, herein, a signed waiver of its right to a hearing and its agreement to make payment and undertake a SEP. Attached is a description of the proposed SEP that the District wishes to complete, which is being submitted to you for your consideration and approval. A description of a secondary proposed SEP is also submit should the primary SEP be found not to be acceptable to the Executive Officer.

If you have any questions, please call me at (415) 332-0244.

Very truly yours,

A handwritten signature in cursive script that reads "Robert A. Simmons".

Robert A. Simmons  
General Manager

ATTACMENT

cc: Vince Christian, Water Resource Control Engineer  
Myriam Zech, Water Resource Control Engineer

Sausalito Marin City Sanitary District  
**Primary Proposal for Supplemental Environmental Project**

7-9-07

<b>Project Name:</b>	Private Sewer Lateral Inspection and Rehabilitation Assistance Program for Properties in the City of Sausalito and the Tamalpais Community Services District (TCSD) Service Areas
<b>Location:</b>	City of Sausalito and Tamalpais Valley, San Francisco Bay Watershed.
<b>Name of Contact:</b>	To be determined
<b>Phone Number:</b>	To be determined
<b>Category:</b>	Pollution Prevention and Reduction
<b>General Cost:</b>	\$109,500 (75% City of Sausalito and 25% TCSD)
<b>Expected Completion Date:</b>	15 months

**Background**

The San Francisco Regional Water Quality Control Board (Regional Water Board) issued Complaint No. MMP R2-2007-0018 (Complaint) to the Sausalito-Marín City Sanitary District (District) on May 21, 2007, assessing \$204,000 in Mandatory Minimum Penalties (MMPs) for the District. A total of \$109,500 of these funds may be spent on a supplemental environmental project (SEP), provided the proposed SEP is acceptable to the Executive Officer.

**Requirements**

SEP proposals must conform to the requirements specified by the State Water Resources Control Board in Section IX of the Water Quality Enforcement Policy (WQEP) and by the Regional Water Board's Standard Criteria and Reporting Requirement for SEP.

Section IX.E of the WQEP states that the SEP must have an appropriate nexus between the violations and the SEP. The proposed SEP is related both geographically and in violation type. The Complaint identified excessive influent flows from inflow and infiltration (I/I) into the collection system as a contributing cause for the ongoing violations. The proposed SEP addresses this problem in nearby collection systems owned and operated by satellite jurisdictions.

The Standard Criteria and Reporting Requirements for SEPs require that a SEP consist of measures that go above and beyond all legal obligations of the District. Private sewer laterals in the City of Sausalito, in particular in the city's Gate 5 Community and the TCSD Service Area, are known to the District to be the source of I/I problems. However, private sewer laterals are the legal responsibility of the property owners, and the laterals feed into collection systems owned and operated by TCSD and the City of Sausalito. These entities are separate legal jurisdictions from the District.

## Regional Water Board Support of Sewer Lateral Inspection and Rehabilitation Programs

In 2005 the Regional Water Board adopted Resolution No. R2-2005-0059, In Support of Programs for Inspection and Rehabilitation of Private Sewer Laterals, which officially recognized that sewer laterals in poor condition may cause surcharging of public sewers, overload pump stations and wastewater treatment plants, and potentially pose localized human health and environmental risks. Local programs for inspection and rehabilitation of private laterals are a means of assuring that laterals are not a source of unreasonable amounts of inflow and infiltration or blockages. The Resolution states that the Regional Water Board supports and encourages local communities and sanitary sewer collection system agencies, especially those experiencing significant infiltration and inflow from private sewer laterals, to have a program that requires inspection and rehabilitation of private sewer laterals.

### Proposed SEP Description and Schedule

The SEP would fund a Sewer Lateral Inspection and Rehabilitation Program (Program) aimed specifically at property owners in the City of Sausalito, (and particularly, in the Gate 5 Community of Sausalito where saltwater inflow and infiltration is known to be a problem) and the TCSD Service Area, exclusive of the Kay Park area (Wastewater from the Kay Park area of TCSD is transported to another treatment agency.) These areas are known to the District to have I/I problems. Targeted areas and low income households would receive preference for receiving financial assistance over median and higher income households under the SEP. The Program is modeled after others of its type already in existence in other communities. SEP funds would cover the cost of inspecting and repairing lateral sewers, and support a manager(s) to efficiently organize and publicize the Program. The District will be discussing with the city of Sausalito, TCSD, and other organizations about providing a staff person(s) to manage the program. The following table outlines program activities and estimates completion times.

	Activity	Estimated Completion Time
	<b>Project Coordination and Start-up:</b> The District will assist in the advertisement of the program in the City of Sausalito and TCSD communities and meet with interest individuals to ensure an understanding of the program and transfer of funds.	1 month
	<b>Program Rules Development:</b> The District will assist the City of Sausalito and TCSD to develop standard procedures for prioritizing and administering funds for inspection and rehabilitation of laterals.	2 month
1	<b>Database Development:</b> Contact information will be compiled for targeted property owners, and a database will	1 months

	be constructed to record the status of each property owner involved in the program.	
2	<b>Publicity and Communication:</b> Targeted property owners will be contacted. Interested property owners will be required to fill out an application.	2 months
3	<b>Lateral Testing and Assessment:</b> Program manager will hire a contractor and schedule TV inspection of laterals. The Program manager will assess video tapes. The Program manager will notify owners if their laterals need repairs or replacements, and have owners sign an agreement form to have the work done.	2 months
4	<b>Repairs and Replacements:</b> The Program manager will request bids and hire contractor(s) to conduct repairs/replacements. The Program manager will work with property owners to schedule the work. The Program manager will make sure the proper City inspections are completed.	6 months
5	<b>Reimbursement:</b> The Program manager will pay the contractor and notify the property owner of completion of work	1 month
6	<b>Record Keeping:</b> The Program manager will record the status of each property owner involved (see database development). These records will be used to monitor the progress of the Program, provide bi-annual progress reports to the Regional Water Board, and track the overall success of the Program.	Ongoing
	<b>Total</b>	<b>15 months</b>

## Cost Breakdown

### Funding Available for Program

The District will make \$109,500 available for the SEP, in accordance with the Complaint.

### Estimated Costs

For SEPs of more than \$10,000, the Regional Water Board requires there to be third party oversight of the project. An estimated 6% of the District SEP funds will be directed to the third party for oversight.

TCSD will provide a Program Manager at no cost. \$4,000 will be provided to fund a Program manager from the city of Sausalito. If the Program manager worked an average of 3 hours a week for the 9 month duration of the project, this would provide about \$34/hr for time worked.

25% and 75% (approximately \$25,732 and \$73,198) of the remaining available funds will be allocated to reimbursing property owners in the TCSD service area and the City of Sausalito, respectively.

It is estimated that each sewer lateral replacement will cost, on average, \$2,000. At this price, the Program could replace about 50 laterals.

Third party oversight	\$ 6,570
Program management	\$ 4,000
TCSD service area inspections and repairs	\$ 25,732
City of Sausalito inspections and repairs	\$ 73,198
<b>Total</b>	<b>\$109,500</b>

**Summary**

The goal of the Program is to repair or replace as many private laterals as possible in areas where there are known I/I problems. The Program is designed to make it as easy as possible, financially and in time and effort, for private property owners to have their leaky laterals replaced. The Program is also planned to work efficiently in a contained timeframe. Similar existing citywide programs elsewhere are designed to be ongoing tax funded programs, whereas this one needs to be more contained, due to the nature of the funding.

The District believes that this Program would be a highly productive and effective way to approach a Complaint related problem in a manner that fulfills all SEP requirements.

Sausalito Marin City Sanitary District  
**Secondary Proposal for Supplemental Environmental Project**

**Requested by: Marin County Flood Control & Water Conservation District**

Objective: Mitigate the potential for and severity of flooding and storm water contamination in the Marin City watershed by developing a geographic information system (GIS) of storm water sewer facilities. This GIS project would facilitate storm water quality protection efforts in the Marin City watershed and San Francisco Bay.

Project Description: Conduct a GPS survey to locate and digitally document attributes of storm water sewer facilities in the Marin City watershed including, but not limited to, the size, location, material, and condition of pipes and channels comprising the drainage system. Following the acquisition and processing of this data, develop a geographic information system (GIS). The GIS will be designed to facilitate the identification of potential flood and stormwater contamination threats, assist with system maintenance, serve as a resource when responding to floods, assist with illicit discharge detection, and afford the possibility for hydraulic modeling.

Schedule:

*Task Duration*

1. Project Planning 6 weeks
2. GPS Survey 12 weeks
3. Data Processing 2 weeks
4. GIS Mapping 8 weeks

Cost: \$49,343 for all tasks listed under the Schedule, plus \$60,157 supplemental funding for addition project work.

Participants:

**Marin County Flood Control and Water Conservation District** was formed in 1955 by an Act of the State Legislature found in Chapter 68 of the State Water Code to control flood and storm waters of the district and of streams which flow into the district and to conserve such waters for beneficial and useful purposes.

Project Follow-up:

Development of a GIS will expand the amount of data available, expedite access to data, and greatly enhance the analysis of data via the use of sophisticated tools. Consequently, storm water system maintenance and management and illicit discharge detection will be made more efficient and effective, thereby mitigating the potential for and severity of flooding and storm water contamination in the Marin City watershed and San Francisco Bay. In addition, this project will assist unincorporated Marin County's storm water pollution prevention program with achieving the goals of its storm water management plan.