

US EPA ARCHIVE DOCUMENT

**United States Environmental Protection Agency
Pacific Southwest Region (Region 9)**



**Clean Water Act Compliance Evaluation Inspection
Richardson Bay Sanitary District Wastewater Collection System
(Satellite Collection System to Sewerage Agency of Southern Marin
WWTP NPDES No. CA 0037711)**

Date of Inspection: October 30, 2007

Inspection team: JoAnn Cola, EPA
Wes Ganter, PG Environmental

Facility representatives: Bonner Buehler

Report prepared by: Wes Ganter, PG Environmental

Date prepared: February 11, 2008 (amended April 7, 2008)

Background

On 10/30/2007, USEPA Region 9 and its contractor inspected the Richardson Bay Sanitary District (District) and its sanitary sewer system. Spills and sanitary sewer overflows (SSOs) from the sewer system are prohibited by the Clean Water Act. Additionally, spills and SSOs from the District's system are prohibited by Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, WQO No. 2006-0003. The District is an enrollee under the Statewide General Waste Discharge Requirements. Additionally, the District is also required to comply with the San Francisco Bay Regional Water Quality Control Board's July 2005 Section 13267 of the California Water Code letter that establishes earlier deadlines for submittal of Sewer System Management Plan (SSMP) components than the SSMP deadlines present in WQO No. 2006-003. As such, the District must comply with both the Section 13267 letter and WQO No. 2006-003 requirements.

The primary purpose of the inspection was to document the history of sewage spills, determine the adequacy of the District's spill response and prevention programs, sewer maintenance activities and the accuracy and reliability of their spill reporting procedures. The primary on-site facility representatives were Mr. Bonner Buehler, District Manager, and Mr. Johnny Tucker, Assistant District Manager. Mr. Wes Ganter from PG Environmental, LLC led the inspection accompanied by JoAnn Cola from USEPA Region 9. The weather at the time of inspection was partly cloudy.

On April 7, 2008, EPA amended Finding 5 of this inspection report in response to comments received from Mr. Buehler in March 2008. The Finding has been corrected to state that the CCTV project was contracted in 2003 as a 3-year project to coincide with the routine cleaning cycle of the collection system. Certain repair projects identified during the course of the project had also been completed. RBSD received the final report of the CCTV inspection project in May 2008.

The District owns and operates approximately 40 miles of gravity sewer pipe, 4 miles of force mains, 15 pump stations, and eight individual home pump stations (i.e., essentially lift stations). The District's service area includes 4,600 sewer connections within portions of the cities of Mill Valley and Tiburon. Sanitary sewage generated within the District is pumped to the Sewerage Agency of Southern Marin's (SASM) Wastewater Treatment Plant (WWTP) located in Mill Valley, California for treatment and discharge to Raccoon Strait in San Francisco Bay. Discharges from the SASM WWTP are regulated under NPDES Permit No. CA0037711. The District is not a listed permittee within SASM's NPDES permit.

Under section 301(a) of the Clean Water Act (CWA), it is unlawful for any person to discharge any pollutant from a point source into "waters of the United States" except in compliance with an NPDES permit. The District does not have an NPDES permit that authorizes the discharge of sewage spills. Therefore, any sewage spill from the District's

collection system that flows to "waters of the United States" constitutes a violation of the Clean Water Act.

Mr. Buehler stated that the District has an ongoing verbal agreement with Roto-Rooter located in Novato, CA to conduct the physical sewer line cleaning, televising and spill response. There is no written agreement with Roto-Rooter. The District prepares and issues a work order annually to Roto-Rooter identifying the sewer lines that are scheduled to be cleaned. Roto-Rooter is responsible for reporting on the conditions found during sewer cleaning operations, including the location of grease deposits, roots, and physical defects. It was stated that Roto-Rooter is tasked to clean 1/3 of the collection system each year. The District's maintenance budget divides the collection system into three distinct and equal sized service areas. The District also maintains a list of 'hot spot' areas that receive more frequent cleaning from Roto-Rooter. Mr. Buehler stated the cleaning intervals for these areas range between three, six and 12 months based on need. District staff operate and maintain the pump stations, inspect the collection system and respond to service calls.

Mr. Buehler stated that during normal business hours, District staff responds to all service calls and determines if a blockage exists within the District's sewer or within the lateral. If the problem resides within the lateral, the occupant is informed to contact a plumber. The District does not clear or repair laterals or report spills originating within laterals. If the blockage is within the sewer main, Roto-Rooter is contacted to contain the spill, clear the blockage, and clean-up the impacted area. District personnel are then tasked with contacting the appropriate regulatory agency and submitting spill reports. After business hours and on weekends, a message on the District's phone system directs the caller to contact Roto-Rooter directly. Roto-Rooter responds and sends the District office a bill and completed call-out form the next business day. Mr. Buehler stated that District personnel respond within 15 – 30 minutes during business hours, and the expectation is that Roto-Rooter will respond within 1 hour of receiving a customer call. The average distance between Tiburon and Novato is approximately 20 miles; therefore, it is unlikely that a response time would be less than 30 minutes. Other factors could lengthen the time considerably, e.g., traffic on US 101. The District maintains an inventory of portable pumps, generators and safety equipment, but does not maintain any equipment that could be used to contain spills or clear a blockage, and is therefore reliant on Roto-Rooter. District staff maintain a daily log book, records of completed Sanitary Sewer Overflow Report forms, and completed Roto-Rooter Spill Reporting Forms.

SASM was formed in 1979 to consolidate the wastewater treatment and disposal interests of the residents in Southern Marin County. SASM consists of six member agencies: City of Mill Valley, Tamalpais Community Services District, Almonte, Alto, Homestead Valley, and Richardson Bay Sanitary District. Each of the six agencies owns and operates their own separate collection system that feeds into SASM's collection system for transportation to the treatment facility. The current average dry weather flow at SASM has been measured at approximately 2.5 million gallons per day (mgd) with an average peak wet weather flow of approximately 17-20 mgd, indicating a wet weather peaking ratio of approximately 6.8 to 8:1.

Mr. Buehler stated there is an existing Joint Powers Agreement for the SASM agencies that was last updated in the 1990s and that the District is billed by SASM based on the number of Equivalent Domicile Units (EDUs) within their system and not by flow. As such, the District did not monitor flow within or leaving its collection system however Mr. Buehler stated that SASM has the ability to measure contributing flows at their pump stations and that the District represents approximately 33% of the influent flow to the SASM WWTP. Residents within the District are assessed \$246 in sewer fees once per year on the tax bill.

The SASM WWTP had experienced problems with total suspended solids (TSS) during periods of heavy rainfall and with conductivity during periods of high tides. These problems are typically associated with inflow and infiltration (I&I) issues within a collection system. SASM currently has a project underway to summarize current I&I reduction measures through the member agencies and to identify and evaluate potential I&I projects throughout the treatment plant's collection system as a whole. To complete this task, SASM has recently contracted with an engineering firm to complete a new I&I study which will also include all of the member agencies.

The District maintains a 5-year Capital Improvement Program (CIP) and a two year operations budget cycle. Copies of past and current CIP budgets and operational cost summaries were obtained during the inspection. Over the past seven years (00/01 – 06/07) the District spent an average of \$134,000 per year on sewer cleaning services. This had increased to \$150,000 in FY 06/07 and FY 07/08. Mr. Buehler stated that the District had hired a contractor to televise all of their sewer lines in 2003 and generate a defect report containing fault ratios. At the time of the inspection, the District had yet to prioritize or pursue remedies for identified defects, but instead, planned to review the data and validate the stated ratios. A timeline for implementing remedies was not provided. For CIP projects, the District had budgeted \$1,125,000 for pump station upgrades and \$145,000 for sewer line rehabilitation over the next five year period (through FY 13/14). The District had no current schedule for a gradual and comprehensive replacement of the collection system. A copy of these documents is provided as Attachment 2 of this report.

Attached to this inspection report are the following documents:

- Attachment 1 contains SSO Summary Report obtained from the State Water Resources Control Board's California Integrated Water Quality System (CIWQS) website and 2005 and 2006 SSO data obtained from the San Francisco Bay Regional Water Quality Control Board website.
- Attachment 2 contains the District's Budget for Fiscal Year 2007 – 2008 and Five Year Capital Improvement Program Cost Summary.
- Attachment 3 contains a copy of the District's daily log book entry for April 16, 2007.

Findings

1. **Occurrence of spills.** Discharges to waters of the United States without a permit are prohibited under Section 301(a) of the Clean Water Act. Additionally, as per Part C.1 Prohibitions of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, WQO No. 2006-0003, any spill that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited. The District reported three sewage spills larger than 100 gallons in 2005, eight spills larger than 100 gallons in 2006, and a total of 11 spills through December 21, 2007. With approximately 44 miles of sewage pipe, the District averaged 6.8, 18.2, and 25 sewage spills/per 100 miles of pipe/per year for 2005, 2006, and 2007, respectively. Table 1 provides information regarding each reported spill.

The 2005, 2006, and January through May 2007 spills were reported to the San Francisco Bay Regional Water Quality Control Board via the Regional Board's SSO website. Since May 2007, the City has been reporting sewage spills to the State Water Resources Control Board's CIWQS website.

Table 1. Reported Spills for 2007, 2006, and 2005 from the Richardson Bay Sanitary District Collection System
(data obtained from the CIWQS website and from the San Francisco Bay Regional Water Quality Control Board website)

Incident Date/ Address	SSO Estimated Volume (gal)	SSO Estimated Volume Recovered	SSO Destination	Cause of SSO
12/09/2007 385 Cecilia Way	200	0	Unpaved Surface	Blockage – Roots
12/07/2007 604 Seminary Drive	10	0	Street/Curb and Gutter	Pipe structural problem/failure
12/07/2007 38 Claire Way	30	0	Paved Surface/Storm Drain	Blockage – Roots
09/21/2007 100 Reed Blvd	20	0	Street/Curb and Gutter	Blockage – Roots
09/06/2007 14 Southridge East	20	0	Street/Curb and Gutter	Blockage – Roots
09/30/2007 11 Benton Court	40	0	Street/Curb and Gutter	Blockage – Grease (FOG)
07/24/2007 Bay Vista Court	50	0	Other Pave Surface	Blockage – Roots
06/18/2007 56 Reed Ranch Road	75	0	Street/Curb and Gutter	Blockage – Roots
05/19/2007 4 Felipa Court	300	0	Yard of home	Blockage – Roots
04/22/2007 26 Sutter Court	250	0	Yard of home	Blockage – Roots
04/16/2007 32 Great Circle Drive	500	0	Yard of home	Blockage – Grease (FOG)
12/12/2006	400	0	Street/Curb and Gutter	Blockage – Roots

125 Stewart Avenue				
09/26/2006 594 Virginia Drive	500	0	Yard of home	Blockage – Roots
08/30/2006 305 Trestle Glen Blvd.	300	0	Yard of home	Blockage – Debris
06/28/2006 2 and 3 Warren Ct.	500	0	Yard of home	Blockage – Debris
04/03/2006 15 Rowley Circle	500	0	Yard of home	Blockage – Roots
02/19/2006 26 Sutter Court	225	0	Yard of home	Blockage – Multiple causes
01/11/2006 213 E. Strawberry Dr.	500	0	Storm Drain	Blockage – Debris
12/31/2005 3 Mercury Avenue	500	0	Street/Curb and Gutter	N/A
11/17/2005 104 Tiburon Blvd.	750	0	Storm Drain	Blockage – Grease (FOG)
06/27/2005 32 Great Circle Way	500	0	Yard of home	Blockage – Grease (FOG)
01/17/2005 In easement between 400 & 402 Hillary Drive	800	0	Yard of home	Blockage – Debris from laterals

2. **Failure to contain and mitigate the impacts of an SSO.** The District needs to improve not only its capabilities to contain and recover SSOs but also realign its focus and practice to make this a priority. As per Part D.3 of the State Water Resources Control Board Order No. 2006-0003-DWQ, in the event of a spill, the enrollee shall take all feasible steps to contain and mitigate the impacts of an SSO. At the time of the inspection, the District did not have adequate equipment or procedures to effectively respond to or contain spills and mitigate impacts from SSOs. This is demonstrated in Table 1 and by the fact that the District is not able to recover sewage after it exits the collection system.
3. **Spill reporting.** The District reported a spill volume of 500 gallons for the SSO that occurred on 4/16/2007 at 32 Great Circle Drive. An entry present within the District's daily log book indicates that the responder estimated that approximately 800 gallons of sewage had spilled and was absorbed by the soil. During the course of the inspection, the District could not immediately provide a completed Sanitary Sewer Overflow Report form or a Roto-Rooter Spill Reporting Form for the 4/16/2007 SSO. However, at the conclusion of the inspection Mr. Beuhler stated that a completed form was ultimately identified in the District's records. Unfortunately, the inspector failed to obtain a copy of the form and therefore could not subsequently determine if suitable documentation or rationale existed for the discrepancy in spill volume. The District needs to provide clarification to EPA Region 9 regarding this apparent discrepancy in the observed and reported spill volumes.
4. **Efforts to reduce I&I and wet weather peaking ratios.** While acknowledging that the inspection focus and time spent on-site was limited, it appeared that the

District has no, or limited, incentive to investigate or minimize I&I or their impacts on the SASM WWTP. This statement is based on the current billing process (e.g., EDUs), the fact that the District is going to allocate only \$145,000 to sewer line rehabilitation over the next five years which is roughly 10% of what it intends to spend to improve its pump stations, and that they have been progressing very slowly to address defects identified in 2003. The District is encouraged to initiate a more aggressive approach to I&I reduction and to actively participate in SASM sponsored studies and activities. Focused and sustained efforts to reduce I&I and ultimately reduce wet weather peaking ratios will benefit both the District and SASM by reducing or eliminating capacity-related SSOs, unnecessary and costly wastewater treatment plant upgrades, and the potential for blending and/or bypasses at the wastewater treatment plant.

5. **Use of CIP funds.** The District should rapidly determine and pursue the necessary remedies as identified in the May 2007 defect report. As previously stated in this report, Mr. Buehler stated that the District had hired a contractor in 2003 to televise all of their sewer lines over a 3-year period which ended in 2006, and generate a defect report containing fault ratios. At the time of the inspection, the District had not yet prioritized or pursued remedies for identified defects. The District planned to review the data and validate the stated ratios. In a written submittal provided to EPA dated March 4, 2008, Mr. Buehler provided another listing of repair and pipe rehabilitation projects totaling approximately \$235,000. According to Mr. Buehler, a number of the projects were undertaken in response to conditions noted during the CCTV inspections. A timeline for implementing remedies was not provided.

Additionally, for CIP projects, the District had budgeted \$1,125,000 for pump station upgrades and \$145,000 for sewer line rehabilitation over the next five year period (through FY 13/14). This is indicative of a program that is focusing largely on conveying sewage to the downstream POTW instead of addressing I&I and increased wet weather flows in its collection system. Last, the District had no current schedule for a gradual and comprehensive replacement of the collection system.

Summary

From the information gathered during the inspection it appears the routine and event driven maintenance of the Richardson Bay Sanitary District's sanitary sewer collection system has been and will continue to be contracted to Roto-Rooter. The use of the contractor is indicative of a reactive program rather than proactive program and response times tend to be slower. Additionally the details provided in work orders to the contractor, records of work performed by the contractor and spill response and reporting were judged to be minimal. SSO frequency was increasing when measured on a SSO per 100 miles/year basis and it was unclear if this was indicative of more overflows or an improved reporting process. The data shows that additional efforts remain necessary to reduce the occurrence of SSOs. The majority of the spills were the result of blockages

which are directly related to and attributable to operation and maintenance issues. Lastly, I&I, SSOs, or collection system replacement did not appear to be priorities for the District.

ATTACHMENT 1

**2007 SSO Summary Report obtained from the CIWQS SSO website
and
2005 and 2006 SSO data obtained from the San Francisco Bay Regional
Water Quality Control Board website**

SSO REPORT

Here is your Customized SSO Report!

SEARCH CRITERIA:

County (**Marin**), Region (**2**), SSO Type (**cat1_2**), End Date (**12/31/2007**).

DRILLDOWN HISTORY:

REGION: 2

SSO ID	Collection Sys	Region	Agency	Start Date	Spill Address	Spill City	SSO Vol	Vol of SSO Recovered	Vol of SSO Reached Surface Water	WDID
<u>709184</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-12-09 11:45:00.0	385 Cecilia Way	Tiburon	200			2SSO10169
<u>709177</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-12-07 12:00:00.0	604 Seminary Drive	Mill Valley	10			2SSO10169
<u>709165</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-12-07 10:30:00.0	38 Claire Way	Tiburon	30	0	30	2SSO10169
<u>658080</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-09-21 15:30:00.0	100 Reed Blvd	Mill Valley	20	0		2SSO10169
<u>657028</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-09-06 08:00:00.0	14 Southridge East	Tiburon	20			2SSO10169
<u>656770</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-08-30 09:45:00.0	11 Benton Court	Tiburon	40	0	0	2SSO10169
<u>654747</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-07-24 15:00:00.0	Bay Vista Court	Tiburon	50			2SSO10169
<u>652452</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-06-18 21:00:00.0	56 Reed Ranch Road	Tiburon	75	0		2SSO10169
<u>650801</u>	Richardson Bay Sd CS	2	RICHARDSON BAY SD/CITY OF TIB.	2007-05-19 14:00:00.0	4 Felipa Court	Tiburon	300	0		2SSO10169

The current report was generated with data as of: Saturday, February 09, 2008

USEPA Region 9 SSO Inspection Report
Richardson Bay Sanitary District

Attachment 1 - Excerpt of San Francisco Bay Water Board - Sanitary Sewer Overflow (SSO) eReporting Program Database Records (from Dec. 1, 2004 to May 2, 2007)

SSO TRACK NUMBER	SSO AGENCY NAME	SUBMIT DATE	SPILL VOLUME (in gallons)	VOLUME RECOVERED (in gallons)	DATE ORIGINALLY REPORTED	INCIDENT LOCATION	INCIDENT CITY	INCIDENT DATE	INCIDENT DESCRIPTION	FINAL SPILL DESTINATION
5126	RichardsonBaySD	4/23/2007	250	0	4/23/2007	26 Sutter Court	Tiburon	4/22/2007	MH TG 240.17. Reported at 1630. Roto Rooter arrived at 1715 hrs. Stoppage cleared at 1810 hrs. Spill in backyard easement due to roots/grease. Cleaned up by RBSD personnel on 4/23/07	YARD/LAND
5088	RichardsonBaySD	4/20/2007	500	0	4/20/2007	32 Great Circle Drive	Mill Valley	4/16/2007	MH HF 220.03 in back yard of 32 Great Circle Drive. Partial stoppage in line due to grease. still flow in pipe to pump station wet well. Spill contained in yard. Reported to Roto Rooter at 0730 hrs, stoppage cleared with Hydrojet at 0915 hrs.	YARD/LAND
4306	RichardsonBaySD	12/14/2006	400	0	12/14/2006	125 Stewart Drive	Tiburon	12/12/2006	Spill @ MH TG 233.01 in front of 125 Stewart Drive. Reported to Roto Rooter at 0800 hrs. Service tech arrived 0820. Spill stopped 0840. Most likely a root ball from lateral hung up at discharge mouth.	STREET/CURB & GUTTER
3935	RichardsonBaySD	9/27/2006	500	0	9/27/2006	594 Virginia Drive	Tiburon	9/26/2006	Overflow from District rod hole RH TG 240.71 in backyard of 594 Virginia Drive. Reported by District staff @ 0800hrs. Called Roto Rooter, they responded to scene @ 0815 hrs. Stoppage cleared @ 0845 hrs. Added to annual cleaning program. Spill mostly contained in backyard.	YARD/LAND
3812	RichardsonBaySD	8/30/2006	300	0	8/30/2006	305 Trestle Glen Blvd.	Tiburon	8/30/2006	Overflow at MH BG 224.03. Reported at 0755 hrs. by 305 Trestle Glen resident. Roto Rooter responded and cleared by 0900 hrs. Partial stoppage, some flow in downspout. MH line serves 13 homes.	YARD/LAND
3591	RichardsonBaySD	7/3/2006	500	0	7/3/2006	2 and 3 Warren Ct. MH BG 225.01 map page F3	Tiburon	6/28/2006	Overflow at MH BG 225.01 by resident 2 Warren Ct. 1123 hrs. MH in back of 3 Warren Ct. Cleared by Roto Rooter @ 1345 hrs. Stoppage appears to be 3/4 drain rock. Vactor and hydro lines to TV for source.	YARD/LAND
3120	RichardsonBaySD	4/4/2006	500	0	4/4/2006	15 Rowley Circle	Tiburon	4/3/2006	MH DM 225.33 in back of 15 Rowley Circle. Off-road easement, overflowing @ 0-2 GPM. Start 1530 stop 2030.	YARD/LAND
2852	RichardsonBaySD	2/21/2006	225	0	2/21/2006	26 Sutter Ct.	Tiburon	2/19/2006	Spill at MH TG 240.17 in backyard of 26 Sutter Ct. Spill reported at 1500 hrs. Roto Rooter arrived at 1600 hrs, cleared blockage at 1645 hrs. Grease and light roots.	YARD/LAND
2603	RichardsonBaySD	1/11/2006	500	0	1/11/2006	MH SW 100.11 in front of 213 E. Strawberry Drive	Mill Valley	1/11/2006	Overflow reported at 0805 hrs. 1/11/2005. Roto Rooter responded and cleared stoppage @ 0905 hrs. Spill appeared to be approximately 5 to 8 gallons per minute. Cleaned gutter with Vactor.	STORM DRAIN
2563	RichardsonBaySD	1/6/2006	500	0	1/6/2006	3 Mercury Avenue	Tiburon	12/31/2005	Lateral surcharged, some overflow from popoff valve at house clean out. 5" of rain during storm, excessive infiltration into sewer.	STREET/CURB & GUTTER
2137	RichardsonBaySD	11/17/2005	750	0	11/17/2005	MH RR 260.15, MH on easement located at 104 Tiburon Blvd., Tiburon, CA 94941.	Mill Valley	11/17/2005	Call reported at 1055 hrs. Roto Rooter and RBSD staff responded. Stoppage cleared by Roto Rooter at about 1145 hrs. Overflow amount approx. 3-5 gallon per minute. Opened with small machine, rerun with Hydrojet/Vactor. Spill on culvert on property edge that runs into area drain.	STORM DRAIN
1564	RichardsonBaySD	6/27/2005	500	0	6/27/2005	MH HP220.03 located in back of 32 Great Circle Way	Mill Valley	6/27/2005	Call received at approx. 0815 hrs. Responded, called Roto Rooter. Set up emergency pump around to stop overflow. Overflow stopped at approx. 0915 hrs. Spill appeared about 2-5 gallons per minute. Contained in planted area in back of house. Roto Rooter cleared stoppage at about 1015 hrs.	YARD/LAND
872	RichardsonBaySD	1/19/2005	850	0	1/19/2005	Rod Hole R-103 Map pg. F-5 in easement between 400 & 402 Hillary Drive	Tiburon	1/17/2005	Spill reported 5:00 pm. Roto-Rooter arrived on scene @ 5:10 pm. Stoppage cleared @ 6:00 pm. Spill contained along flat area at bottom of lots. Roto Rooter pumped contained sewage with pump truck.	YARD/LAND
415	RichardsonBaySD	12/6/2004	200	0	12/6/2004	MH SW 424.09 - Map page C3. Easement in back of Blackfield Drive.	Tiburon	12/6/2004	Stoppage caused by grease stoppage at the mouth of pipe exiting MH SW 424.09. Probed with bar. Stoppage partially cleared, then ran with blades, stoppage cleared	STREET/CURB & GUTTER

ATTACHMENT 2

Richardson Bay Sanitary District Budget for Fiscal Year 2007 – 2008
and
Five Year Capital Improvement Program Cost Summary

US EPA ARCHIVE DOCUMENT

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RICHARDSON BAY SANITARY DISTRICT
500 TIBURON BOULEVARD
TIBURON, CA 94920

BUDGET FOR FISCAL YEAR 2007-2008

Expenditure Classification	Itemized Amounts	Total Amounts
SALARIES		
Stipend	\$10,000	
Payroll	\$419,375	
Payroll Tax Expense	\$28,908	
Employee Benefits	\$150,361	
Total Salaries		\$608,644
MAINTENANCE		
Administration Expense	\$86,900	
Operations Expense	\$305,450	
SASM – Expense	\$704,901	
Total Maintenance		\$1,097,251
CAPITAL OUTLAY		
Pump Station Improvements	\$551,000	
Pipeline Improvements	\$40,000	
Plant and Equipment	\$84,000	
Catastrophic Reserve	\$5,000,000	
Total Capital Outlay		\$5,675,000
TOTAL BUDGET		
Less: Estimate Revenue other than current taxes:		\$1,448,500
Total Amount to be raised thru taxes:		\$1,055,000
District desires to Reserve the June 30, 2006 Balance?		YES

* Sewer service charge remains unchanged at \$246.00

USEPA Region 9 SSO Inspection Report
Richardson Bay Sanitary District

INCOME AND EXPENSE		(1)	(2)	(3)	(4)
Period 1: -	--- Begin	Jul 01,06	Jul 01,06	Jul 01,06	Jul 01,07
	--- End	Jun 30,07	Jun 30,07	Jun 30,07	Jun 30,08
	--- Type	A	B	A	B
(less) Period 2: -	--- Begin	000 00,00	000 00,00	Jul 01,06	000 00,00
	--- End	000 00,00	000 00,00	Jun 30,07	000 00,00
	--- Type			B	B
Ratios:	% of Account				
Graphs:	# of Columns, Scale	0 0	0 0	0 0	0 0

Description	YTD 6-30-07	06-07 BUDGET	BUDGET BALANCE	07-08 BUDGET
REVENUE				
Connection charges	43,639.00	50,000.00	6,361.00-	50,000.00
Interest	413,938.83	235,809.00	178,129.83	300,000.00
Taxes	1,372,778.42	925,000.00	447,778.42	1,055,000.00
Sewer Service Charges	1,025,211.98	1,100,000.00	74,788.02-	1,080,000.00
Inspections	2,965.55	3,000.00	34.45-	3,000.00
Reclaimed water	15,651.86	15,000.00	651.86	15,000.00
Miscellaneous Revenue	9,500.00	500.00	9,000.00	500.00
TOTAL REVENUE	2,883,685.64	2,329,309.00	554,376.64	2,503,500.00
EXPENSES				
ADMINISTRATIVE				
Board Members Stipend	9,625.00	10,000.00	375.00-	10,000.00
Election Expense	0.00	250.00	250.00-	250.00
Payroll Expense	408,011.79	389,851.00	18,160.79	419,375.00
Payroll Taxes	28,681.79	29,824.00	1,142.21-	28,908.68
Benefits	1,178,257.13	1,184,976.00	6,718.87-	150,361.20
Professional Fees	40,495.33	65,000.00	24,504.67-	45,000.00
Permits	490.00	500.00	10.00-	500.00
SASM	704,901.00	704,901.00	0.00	704,901.00-
Insurance	17,178.69	15,000.00	2,178.69	7,500.00
Claims	0.00	6,000.00	6,000.00-	6,000.00
Publishing Legal Notices	370.48	500.00	129.52-	500.00
Administrative Subtotal	2,388,011.21	2,406,802.00	18,790.79-	1,373,295.88
OFFICE EXPENSES				
Administrative Petty Cash	298.76	650.00	351.24-	650.00
Maintenance	2,011.72	2,000.00	11.72	2,000.00
Computer Supplies	3,179.85	3,000.00	179.85	3,000.00
Office Supplies	3,577.05	7,500.00	3,922.95-	7,500.00
Office Equipment Repair	0.00	500.00	500.00-	500.00
Office Equipment Rental	0.00	1,000.00	1,000.00-	1,000.00
Communications	7,292.46	12,500.00	5,207.54-	12,500.00
Other Admin Expense	0.00	0.00	0.00	0.00
Office Expenses Subtotal	16,359.84	27,150.00	10,790.16-	27,150.00
OPERATIONS				
Depreciation Expense	0.00	265,000.00	265,000.00-	0.00
Superintendent Petty Cash	176.51	500.00	323.49-	500.00
Laundry	5,190.54	6,000.00	809.46-	6,000.00
PG&E	25,500.12	30,000.00	4,499.88-	30,000.00

10/30/08

US EPA ARCHIVE DOCUMENT

USEPA Region 9 SSO Inspection Report
Richardson Bay Sanitary District

03/30/07

Water	1,054.52	1,000.00	54.52	1,000.00
Garbage	1,278.60	1,500.00	221.40-	1,500.00
Truck Expense	15,308.93	15,000.00	308.93	15,000.00
Education	3,137.39	5,000.00	1,862.61-	5,000.00
Publications (Magazines)	152.78	500.00	347.22-	500.00
Dues, Memberships	3,921.00	4,000.00	79.00-	4,000.00
Equipment Rental	0.00	750.00	750.00-	750.00
Sewer Repair & Maintenance	167,429.94	150,000.00	17,429.94	150,000.00
Emergency Repair - Other	0.00	15,000.00	15,000.00-	15,000.00
Safety	1,204.99	2,000.00	795.01-	2,000.00
Odor & Grease	0.00	500.00	500.00-	500.00
Other	110.16	1,000.00	889.84-	1,000.00
Operations Expenses Subtotal	224,465.48	497,750.00	273,284.52-	232,750.00
TRESTLE GLEN PLANT MAINTENANCE	9,925.62	20,000.00	10,074.38-	20,000.00
WATER RECLAMATION				
Repair & Maintenance	81.44	6,000.00	5,918.56-	6,000.00
Chemicals - NaOCl	11,522.53	7,500.00	4,022.53	7,500.00
Self Monitoring	79.29	700.00	620.71-	700.00
Water Reclamation Subtotal	11,683.26	14,200.00	2,516.74-	14,200.00
PUMP STATIONS EXPENSES				
Bel Gardens R&M	9,088.84	1,100.00	7,988.84	1,100.00
Del Mar R&M	6,392.84	1,100.00	5,292.84	1,100.00
Hawthorne Terrace R&M	6,615.94	1,100.00	5,515.94	1,100.00
Greenwood Beach R&M	193.88	5,500.00	5,306.12-	5,500.00
Harbor Point I R&M	142.09	1,100.00	957.91-	1,100.00
Harbor Point IIA R&M	142.09	1,100.00	957.91-	1,100.00
Harbor Point IIB R&M	123.75	1,100.00	976.25-	1,100.00
Harbor Point III R&M	1,843.69	1,100.00	743.69	1,100.00
HP III Emergency Generator R&M	0.00	1,500.00	1,500.00-	1,500.00
Cove I R&M	142.08	1,100.00	957.92-	1,100.00
Cove II R&M	142.08	1,100.00	957.92-	1,100.00
Strawberry Circle R&M	142.08	1,100.00	957.92-	1,100.00
Harbor Cove Way R&M	142.08	1,100.00	957.92-	1,100.00
Strawberry Spit I R&M	1,843.68	1,100.00	743.68	1,100.00
Strawberry Spit II R&M	1,843.68	1,100.00	743.68	1,100.00
Strawberry Spit III R&M	2,452.50	1,100.00	1,352.50	1,100.00
Seminary Cove Pump R&M	123.75	1,100.00	976.25-	1,100.00
Emergency Generators R&M	8,273.82	15,000.00	6,726.18-	15,000.00
Pump Stations Subtotal	39,648.87	38,500.00	1,148.87	38,500.00
TOTAL EXPENSES	2,690,094.28	3,004,402.00	314,307.72-	1,705,895.88
NET INCOME	193,591.36	675,093.00-	868,684.36	797,604.12

US EPA ARCHIVE DOCUMENT

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10/20/0

RICHARDSON BAY SANITARY DISTRICT
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2007-2008

DESCRIPTION	PROJECT YEARS					Total 5 Year Plan
	07-08	08-09	09-10	11-12	13-14	
Pump Stations:						
Strawberry Spit I PS Rehab Piping & Pumps	20,000					\$20,000
Strawberry Spit II PS Rehab Piping & Pumps	20,000					\$20,000
Strawberry Spit III PS Rehab Piping & Pumps	20,000					\$20,000
Cove I PS Rehab Piping		80,000				\$80,000
Cove II PS Rehab Piping		80,000				\$80,000
Del Mar PS Rehab Piping			100,000			\$100,000
Hawthorne Terr PS Rehab Piping			100,000			\$100,000
HP III Wet Well Rehabilitation	80,000					\$80,000
Belveron Gardens PS Rehab Piping				\$80,000		\$80,000
Harbor Point 2A & 2B PS Rehab Piping					\$80,000	\$80,000
Greenwood Beach Pump Station Conversion	400,000					\$400,000
Slurry Seal All Pump Stations	11,000					\$11,000
Safety Grates - Wet Wells			39,000			\$39,000
Harbo Point 1 Manhole Rehabilitation		15,000				\$15,000
Pump Station Total	551,000	160,000	239,000	80,000	80,000	1,125,000

10/22/08
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RICHARDSON BAY SANITARY DISTRICT
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2007-2008

DESCRIPTION	PROJECT YEARS					Total 5 Year Plan
	07-08	08-09	09-10	11-12	13-14	
Trestle Glen Upgrades						\$3,000
Office Equipment/Furniture		\$3,000				\$3,500
Small Tools			\$3,500			\$14,000
Slurry Seal	\$7,000			\$7,000		\$70,000
TG Control Bldg & Shop Roof Repair			\$30,000			\$0
Paint TG Buildings & Appurtenances						\$0
Road Easement - Slurry Seal		\$7,000				\$7,000
Re-Fence Property						\$0
Enclose Old Biofilters/new roof reactor room	\$50,000					\$50,000
Trucks	\$27,000			\$30,000		\$57,000
Trestle Glen, Truck & Reclaim Water Total	84,000	10,000	33,500	37,000	40,000	\$204,500
Pump Station Total - Page 4	551,000	175,000	239,000	80,000	80,000	\$1,125,000
Sewer Lines Total - Page 5	\$40,000	\$50,000	\$55,000	\$0	\$0	\$145,000
Catastrophic Relief Reserve	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Total Capital Improvement Budget	\$5,675,000	\$5,235,000	\$5,327,500	\$5,117,000	\$5,120,000	\$6,474,500

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RICHARDSON BAY SANITARY DISTRICT
 CAPITAL IMPROVEMENT BUDGET
 FISCAL YEAR 2007-2008

DESCRIPTION	PROJECT YEARS					Total 5 Year Plan
	07-08	08-09	09-10	11-12	13-14	
Sewer Lines						
Rock Hill Easement Rehabilitation			25,000			\$25,000
Hawthorne Easement Rehabilitation		50,000				\$50,000
37 Reed Blvd Easement Rehabilitation						\$0
Carlotta Circle MH 54 to MH 60						\$0
Silverado MH 57 to MR 60			30,000			\$30,000
Mercury Dr Rehabilitation Approx. 1000ft		40,000				\$40,000
Sewer Lines Total	\$40,000	\$50,000	\$55,000	\$0	\$0	\$145,000

ATTACHMENT 3
Richardson Bay Sanitary District
Daily log Book Entry for April 16, 2007

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WB
10/30/07

[REDACTED]
489 Washington Ct

DR
32 Great Circle
H

9/16 - MH HP 220.03 @ 32 Great Circle
Reported by Dr. King @ 1520 HRS -
partial stoppage in line from 220.01
to West Well - Pooled sewage over MH
Cleared @ 0915 hrs 9/16 approx. 800
gallons spilled absorbed by soil in
backyard. Ran Victor from WW to
MH 220.01. Roto Rooter to clean line
approx. 200 feet upstream.

✓ 4/17 Out off 8.5 hrs

26 Harbor Co. e.

4/19 Repair off 4 hrs

4/20

4/22

1000 - 26 Harbor Ct 1855111

[REDACTED] - 8 man poss. Ct