



The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

DISTRICT BOARD
Megan Clark
Rabi Elias
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

DISTRICT ADMINISTRATION
Mike Prinz,
General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Greg Pease,
Collection System/Safety Manager
Vacant,
Administrative Services Manager

BOARD MEETING AGENDA

August 20, 2020

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, August 20, 2020 meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the General Manger (mprinz@lgsd.org) by 5:00 pm on Wednesday, August 19, 2020. In addition, Persons wishing to address the Board verbally must contact the General Manager, by email (mprinz@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

**Prior to the meeting, participants should download the Zoom app at:*

<https://zoom.us/download> A link to simplified instructions for use of the Zoom app is:

<https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/88437783260?pwd=a3d2OFROYUdQWlZhem5VbGFyVkgyQT09>

OR

By teleconference at: +16699009128 Meeting ID 884 3778 3260

Meeting Passcode 512388

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

NOTE: Final board action may be taken on any matter appearing on agenda

OPEN SESSION:

3:30 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

3:35 PM

2. CONSENT CALENDAR:

These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.

- A. Approve the Board Minutes for August 6, 2020
- B. Approve the Warrant List for August 20, 2020
- C. Approve Board Compensation for July 2020
- D. Approve Schriebman attending the Special Districts Summit West Virtual Meeting August 25
- E. Approve Application of Allocation of Capacity for APN 155-230-12, San Rafael Airport Recreational Facility
- F. Approve Resolution 2020-2198 Accepting Final Completion of Plant Improvements 2018 Project
- G. Approve Resolution 2020-2199 and LGVSD Conflict of Interest Code Biennial Update
- H. Approve Order of the Board that Publication of Ordinance 184 has Occurred
- I. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order

Possible expenditure of funds: Yes, Items B through D

Staff recommendation: Adopt Consent Calendar – Items A through I.

3:45 PM

3. SECONDARY TREATMENT PROCESS UPGRADE AND RECYCLED WATER EXPANSION PROJECT CONTINGENCY INCREASE

Board and staff to discuss the Secondary Treatment Process Upgrade and Recycled Water Expansion Project Contingency Increase.

4:15 PM

4. DRAFT RELOCATION ASSISTANCE POLICY

Board and staff to review the Draft Relocation Assistance Policy.

- 4:30 PM** **5. ADMINSTRATIVE POLICY A-03 – MOBILE COMPUTER DEVICES USED FOR DISTRICT BUSINESS**
Board to review Administrative Policy A-03 Mobile Computer Devises Used for District Business.

5:00 PM **CLOSED SESSION:**

- 1. ASM RECRUITMENT UPDATE – PUBLIC EMPLOYEE APOINTMENT/EMPLOYMENT ADMINISTRATIVE SERVICES MANAGER** – Pursuant to subdivision (b)(1) of Government Code Section 54957.
- 2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is Mike Prinz, General Manager.

OPEN SESSION:

- 5:15 PM** **6. INFORMATION ITEMS:**
- A. STAFF/CONSULTANT REPORTS:
 1. General Manager Report – Verbal
 2. Department Biannual Reports January through June 2020 - Written

- 6:25 PM** **7. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, Other Reports
 2. ELIAS
 - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, Other Reports
 3. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, 2020 GM Evaluation Ad Hoc Committee, Other Reports
 4. SCHRIEBMAN
 - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
 5. YEZMAN
 - a. Flood Zone 7,CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2020 GM Evaluation Ad Hoc Committee, Other Reports

- 6:35 PM** **8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
 - C. Pending Board Agenda Item Requests
 - i. Board Conference Registration Assistance
 - ii. Donation Policy
 - iii. Pump Station Vegetation Report

6:40 PM

9. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE

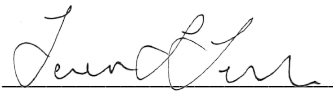
6:45 PM

10. ADJOURNMENT

FUTURE BOARD MEETING DATES: SEPTEMBER 17, OCTOBER 1, and OCTOBER 15, 2020

AGENDA APPROVED:	Rabi Elias Board President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before August 17, 2020 at 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held August 20, 2020 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.



Teresa L. Lerch
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.