



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  
Russ Greenfield  
Craig K. Murray  
Judy Schriebman

**DISTRICT ADMINISTRATION**  
Chris DeGabriele,  
Interim General Manager  
Michael Cortez,  
District Engineer  
Mel Liebmann,  
Plant Manager  
Susan McGuire,  
Administrative Services Manager  
Greg Pease,  
Collection System/Safety Manager

## BOARD MEETING AGENDA

July 26, 2018 4:30 PM

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, OR ON THE DISTRICT WEBSITE [WWW.LGVSD.ORG](http://WWW.LGVSD.ORG)**

Estimated  
Time

- 4:30 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.
- 4:35 PM 2. 2017/18 FINANCIAL AUDIT PLANNING DISCUSSION**  
John Cropper, CPA of Cropper Accountancy, will discuss with the Board the upcoming annual financial audit.
- 4:55 PM 3. REVIEW BOARD POLICY B-50 TRAINING/CONFERENCE/SEMINARS TRAVEL**
- 5:25 PM 4. 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 July 12, 2018.
  - B. Approve the Warrant List for July 26, 2018.
  - C. Approve Board Compensation for June 2018.
  - D. Approve Award of Contract for Sewer Main Rehabilitation 2018.
  - E. Approve Award of Contract for Towable 4" & 8" Emergency Pumps to Pac Machine Company.
  - F. Approve Pre-Purchase of Replacement Parts for Grit Classifiers and Resolution 2018-2135.
  - G. Approve Craig Murray attending the Biowest 2018 Conference Sept 9 -12, 2018 in Chelan, Washington and the International Water Conference November 4-8, 2018 in Scottsdale, Arizona.
- Possible expenditure of funds: Yes, Items B through G.  
Staff recommendation: Adopt Consent Calendar – Items A through G.

5:35 PM

**5. ACTION CALENDAR:**

- A. Set Special Meeting Dates for Strategic Plan Update – August 24, September 14 and September 15, 2018.
- B. Draft Recruitment Brochure.
- C. Approve Call for Bids – Secondary Treatment Plant Upgrade and Recycled Water Expansion.

5:55 PM

**6. INFORMATION ITEMS:**

**A. STAFF/CONSULTANT REPORTS:**

- 1. Interim General Manager Report – Verbal
- 2. Administration Department Quarterly Report – Written
- 3. Engineering Department Quarterly Report – Written
- 4. Operations Department Quarterly Report – Written

**B. BOARD REPORTS:**

- 1. Human Resources Subcommittee – Verbal
- 2. LAFCO - Verbal
- 3. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
- 4. JPA Local Task Force on Solid and Hazardous Waste – Verbal
- 5. NBWA – Verbal
- 6. NBWRA/North Bay Water – Verbal
- 7. Engineering Subcommittee – Verbal
- 8. Other Reports – Verbal

6:20 PM

**7. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal

6:25 PM

**8. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

6:30 PM

**9. ADJOURNMENT**

AGENDA APPROVED:	Megan Clark, Board President	Pat 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 July 23, 2018, at 4:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held July 26, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: July 23, 2018



Teresa L. Lerch  
District Secretary

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The Board of the Las Gallinas Valley Sanitary District meets regularly on the second and fourth 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, 300 Smith Ranch Road, San Rafael.

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.