

1 **MINUTES OF DECEMBER 5, 2019**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON DECEMBER 5, 2019 AT 4:30 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY
5 ROAD, SUITE 300. LOCATION OF MEETING-101 LUCAS VALLEY ROAD, 2ND FLOOR CONFERENCE
6 ROOM, SAN RAFAEL.

7
8 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and C.
9 Yezman (arrived at 4:35 pm)

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11 **BOARD MEMBERS ABSENT:** None.

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13 **STAFF PRESENT:** Mike Prinz , General Manager; Robert Ruiz, District
14 Treasurer; Teresa Lerch, District Secretary; Mike Cortez,
15 District Engineer, Greg Pease, Collection and Safety
16 Manager, Mel Liebman, Plant Manager and Irene Huang,
17 Associate Engineer.

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19 **OTHERS PRESENT:** Pat Richardson, District Counsel; Fani Hansen and
20 Gary Hansen, DHA; Gerald Fejarang and Joel Faller,
21 Kennedy Jenks.

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23 **ANNOUNCEMENT:** President Murray announced that the agenda had been
24 posted as evidenced by the certification on file in
25 accordance with the law.

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27 **PUBLIC COMMENT:** None.

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30 **CONSENT CALENDAR:**

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

- 33 A. Approve the Board Minutes for November 15, 2019
34 B. Approve the Warrant List for December 5, 2019
35 C. Approve Board Compensation for November 2019

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37 Item B was discussed.

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39 **ACTION:**

40 Board approved (M/S Schriebman/Clark 5-0-0-0) the Consent Calendar items A, B and C.

41 AYES: Clark, Elias, Murray, Schriebman and Yezman.

42 NOES: None.

43 ABSENT: None.

44 ABSTAIN: None.

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46 **APPROVAL OF CONTRACT TO MWA ARCHITECTS FOR ADMINISTRATION BUILDING SITE**
47 **EVALUATION**

48 Greg Robley from MWA Architects did a presentation for the Board. Fani Hansen from DHA also spoke to
49 the Board. Discussion ensued.

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ACTION:

Board approved (M/S Yezman/Clark 3-1-0-1) the Award of Contract to MWA Architects for the Administration Building Site Evaluation and Authorized a budget revision of \$15,000 to augment the design costs budgeted in the FY 2019-20 CIP Budget.

- AYES: Clark, Murray and Yezman
- NOES: Elias
- ABSENT: None
- ABSTAIN: Schriebman

Liebman and Pease left at 5:50 pm.

APPROVE AWARD OF CONTRACT TO KENNEDY JENKS FOR INTEGRATED WASTEWATER MASTER PLAN

Gerald Fejarang and Joel Faller from Kennedy Jenks did a presentation to the Board. Discussion ensued.

ACTION:

Board approved (M/S Schriebman/Clark 5-0-0-0) awarding the Contract to Kennedy Jenks for the Integrated Wastewater Master Plan in the amount of \$300,000 for Phase 1 and authorized the expenditure of \$800,000 for Phase 2 and Phase 3 in FY 2020-21 and FY 2021-22 respectively, as funds are allocated for those fiscal years and authorized the General Manager to execute agreements with Nute Engineering and EOA for on-call support and assistance to Kennedy Jenks during the master planning effort for \$50,000 each.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

CHANGES TO BOARD POLICY B-60 BOARD MEMBER COMPENSATION – APPROVE RESOLUTION 2019-2178 – A RESOLUTION APPROVING A REVISED POLICY B-60, BOARD COMPENSATION

Board and staff reviewed Resolution 2019-2178, a Resolution approving a revised policy for B-60 Board compensation. Discussion ensued.

ACTION:

Board approved (M/S Yezman/Schriebman 5-0-0-0) Resolution 2019-2178 revising Board Policy for B-60 Board compensation.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

Huang left at 6:57 pm

RESOLUTION 2019-2179 – A RESOLUTION APPROVING REVISIONS TO BOARD FINANCE POLICIES – REVISION TO POLICY F-100 CREDIT CARDS

Board and staff reviewed Resolution 2019-2179 revising policy section F-100 Credit Cards.

ACTION:

Board approved (M/S Schriebman/Yezman 5-0-0-0) Resolution 2019-2179 revising Board Finance Policy F-100 Credit Cards.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

108 **RESOLUTION 2019-2180 – A RESOLUTION APPROVING AND ADOPTING A CEQA ADDENDUM**
109 **NO. 2 FOR THE SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER**
110 **EXPANSION PROJECT**

111 Board and staff reviewed Resolution 2019-2180, approving and adopting a CEQA addendum No. 2 for the
112 Secondary Treatment Plant Upgrade and Recycled Water Expansion Project. Discussion ensued.

113 **ACTION:**

114 Board approved (M/S Schriebman/Elias 5-0-0-0) Resolution 2019-2180 approving and adopting a CEQA
115 addendum No. 2 for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.

116 AYES: Clark, Elias, Murray, Schriebman and Yezman.

117 NOES: None.

118 ABSENT: None.

119 ABSTAIN: None.

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121 Cortez left at 7:26 pm.

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123 **VIDEO RECORDING OF BOARD MEETINGS**

124 Board and staff discussed increasing transparency through Video Recording of Board meetings. Board
125 expressed disinterest in video recording meetings and directed staff not to upload digital audio recordings
126 of board meetings and to continue with the current process.

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128 **INFORMATION ITEMS:**

129 **STAFF / CONSULTANT REPORTS:**

130 General Manager Report – Verbal – Prinz reported.

131 Topics included:

- 132 • STOYRWE Project Update
- 133 • New Staff
- 134 • Future Special Board Meeting
- 135 • Boardroom at new Location

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137 Due to a lack of time, Board Reports and Various Articles were not discussed.

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139 **BOARD REQUESTS:**

140 A. Board Meeting Attendance Requests – Murray requested to attend the CASA Washington DC
141 Conference in February 2020 and the Resilience Along the West Coast Webinar on December 4,
142 2019.

143 B. Board Agenda Item Requests – none.

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145 **ADJOURNMENT:**

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147 **ACTION:**

148 Board approved (M/S Elias/Schriebman 5-0-0-0) the adjournment of the meeting at 8:01 pm.

149 AYES: Clark, Elias, Murray, Schriebman and Yezman.

150 NOES: None.

151 ABSENT: None.

152 ABSTAIN: None.

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154 The next Board Meeting is scheduled for December 13, 2019 at the District Office.

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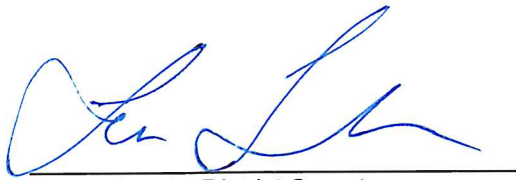
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160 **ATTEST:**

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Teresa Lerch, District Secretary

APPROVED:



Rabi Elias, Board President

