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3 **MEETING MINUTES JUNE 28, 2018**

4 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
5 SESSION ON JUNE 28, 2018, AT 4:15 P.M., AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,  
6 SAN RAFAEL, CALIFORNIA.

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, R. Greenfield, C. Murray and  
8 J. Schriebman

9  
10 **BOARD MEMBERS ABSENT:** None

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12 **STAFF PRESENT:** Chris DeGabriele, Interim General Manager (Also present  
13 for Closed Sessions); Kristina Kempf, Administrative &  
14 Financial Specialist

15  
16 **OTHERS PRESENT:** Patrick Richardson, District Counsel;

17  
18 **ANNOUNCEMENT:** President Clark announced that the agenda had been  
19 posted as evidenced by the certification on file in  
20 accordance with the law.

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22 **PUBLIC COMMENT:** None

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24 **ADJOURNMENT:**

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26 **ACTION:**

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28 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO  
29 CLOSED SESSION ON JUNE 28, 2018, AT 4:17 P.M., AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,  
30 SAN RAFAEL, CALIFORNIA.

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32 Kempf left at 4:17 p.m.

33  
34 **CLOSED SESSION:**

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36 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code  
37 § 54956.8; Regarding a parcel of land Assessor Parcel Number 155-131-22; Real Property Negotiator  
38 is the District Counsel.

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40 **ADJOURNMENT:**

41  
42 **ACTION:**

43 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on  
44 June 28, 2018 at 4:30 pm.

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46 **STAFF PRESENT:** Kristina Kempf, Administrative & Financial Specialist;  
47 Susan McGuire, District Treasurer

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49 **OTHERS PRESENT:** None.

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51 **PUBLIC COMMENT:** None.

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53  
54 **REPORT ON CLOSED SESSION:** President Clark reported that there were no reportable actions in  
55 Closed Session.

57 Pursuant to Government Code section 54954.2(b)(2), Richardson requested that the following items be  
58 added to the Agenda:  
59 Consent calendar 4I – Approval of Change Order 1 – UV Piping Repair  
60 Action calendar 4.5 – Revised Exhibit A to Resolution 2018-2132 – A Resolution Adopting the Pay Scales  
61 Effective July 1, 2018 Pursuant to the California Code of Regulations, Subchapter 1, Employees'  
62 Retirement System Regulations Section 570.5  
63

64 **ACTION:**

65 Board approved (M/S Schriebman/Murray 5-0-0-0) adding items 4I and 4.5 to agenda.  
66

67 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

68 NOES: None.

69 ABSENT: None.

70 ABSTAIN: None.  
71

72 **PUBLIC HEARING FOR ORDINANCE NO. 173 AMENDING TITLE 2, CHAPTER 1 – SANITARY CODE**  
73 **OF THE LAS GALLINAS VALLEY SANITARY DISTRICT PUBLIC HEARING – TO MAINTAIN PARITY**  
74 **OF THE CAPITAL FACILITIES CHARGE**  
75

- 76 A. **OPEN PUBLIC HEARING** – President Clark opened the public hearing at 4:36 P.M.  
77 B. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendations to  
78 amend Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District. Chris DeGabriele  
79 commented.  
80 C. **BOARD COMMENT** – Discussion ensued.  
81 D. **PUBLIC COMMENT** – None.  
82 E. **CLOSE THE PUBLIC HEARING** – President Clark closed the Public Hearing at 4:38 P.M.  
83 F. **BOARD DETERMINATION AND ACTION**  
84

85 **ACTION:**

86 Board approved (M/S Schriebman/Murray 5-0-0-0) to adopt Ordinance No. 173 Amending Title 2,  
87 Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District  
88

89 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

90 NOES: None.

91 ABSENT: None.

92 ABSTAIN: None.  
93

94 **PUBLIC HEARING – FOR ORDINANCE NO. 174 AN ORDINANCE ADDING CHAPTER 7 OF TITLE 1**  
95 **TO THE SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT – TO PROVIDE**  
96 **INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST**  
97 **ACCOUNTING ACT FOR CONSTRUCTION PROJECTS**  
98

- 99 A. **OPEN PUBLIC HEARING** – President Clark opened the public hearing at 4:40 P.M.  
100 B. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board to consider staff recommendations to  
101 adding Chapter 7 of Title 1 to the Sanitary Code of the Las Gallinas Valley Sanitary District  
102 C. **PUBLIC COMMENT** – None.  
103 D. **BOARD COMMENT** – The Board discussed the proposed Ordinance.  
104 E. **CLOSE THE PUBLIC HEARING** – President Clark closed the Public Hearing at 4:47 P.M.  
105

106 **ACTION:**

107 Board approved (M/S Greenfield/Elias 5-0-0-0) Ordinance No. 174 Adding Chapter 7 of Title 1 to the  
108 Sanitary Code of the Las Gallinas Valley Sanitary District.  
109

110 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

111 NOES: None.

112 ABSENT: None.

113 ABSTAIN: None.

114

115 **CONSENT CALENDAR:**

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

118 A. Approve the Board Minutes for June 14, 2018.

119 B. Approve the Warrant List for June 28, 2018.

120 C. Approve Megan Clark attending the Special District Leadership Academy Conference July 8-11, 2018 in  
121 Napa and the 33<sup>rd</sup> Annual WaterReuse Symposium September 9, 2018 in Austin, TX.

122 D. Approve Resolution 2018-2134 A Resolution Approving Board Finance Policies for Purchasing.

123 E. Approve Award of Contract to Huber Technology for Bid Item #8 – Mechanical Sludge Thickener for the  
124 LGVSD Secondary Treatment Plant Upgrade and Recycled Water Expansion.

125 F. Approve Call for Bids – Plant Improvements 2018.

126 G. Approve Award of Contract for Executive Search Services.

127 H. Approve Strategic Plan Update Consultant Services.

128 I. Approve Interim General Manager Authority to Approve Change Order 1 to Gregory Equipment Inc. for  
129 the UV Piping Repair project in the amount of \$59,470.

130

131 Items F & G were pulled for discussion.

132

133 **ACTION:**

134 Board approved (M/S Murray/Schriebman 5-0-0-0) the Consent Calendar items A through E, H and I.

135

136 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

137 NOES: None

138 ABSENT: None.

139 ABSTAIN: None.

140

141 Items F & G were discussed.

142

143 **ACTION:**

144 Board approved (Greenfield/Elias 5-0-0-0) Consent Calendar items F & G.

145

146 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

147 NOES: None.

148 ABSENT: None.

149 ABSTAIN: None.

150

151 **ACTION CALENDAR:**

152

153 **REVISED EXHIBIT A TO RESOLUTION 2018-2132 – A RESOLUTION ADOPTING THE PAY SCALES**  
154 **EFFECTIVE JULY 1, 2018 PURSUANT TO THE CALIFORNIA CODE OF REGULATIONS,**  
155 **SUBCHAPTER 1, EMPLOYEES' RETIREMENT SYSTEM REGULATIONS SECTION 570.5**

156 Staff recommended the Board approve the revised Exhibit A to Resolution 2018-2132 A Resolution  
157 Adopting the Pay Scales Effective July 1, 2018 Pursuant to the California Code of Regulations,  
158 Subchapter 1, Employees' Retirement System Regulations Section 570.5.

159

160 **ACTION:**

161 Board approved (M/S Schriebman/Murray 5-0-0-0) Revised Exhibit A to Resolution No. 2018-2132 – A  
162 Resolution Adopting the Pay Scales Effective July 1, 2018 Pursuant to the California Code of Regulations,  
163 Subchapter 1, Employees' Retirement System Regulations Section 570.5.

164

165 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

166 NOES: None.

167 ABSENT: None.

168 ABSTAIN: None.



169  
170 Richardson left at 5:30 pm  
171

172 **INFORMATION ITEMS:**

173 **STAFF / CONSULTANT REPORTS:**

- 174 1. Interim General Manager Report – Verbal – DeGabriele reported.  
175 2. Update on Recommendations from 2017 Employee Climate Report. – Written – DeGabriele reported.  
176 3. Update on Leadership Model Development and Deployment – Written – DeGabriele reported.

177  
178 **BOARD REPORTS:**

- 179 1. Human Resources Subcommittee – Verbal – Clark and Murray reported.  
180 2. LAFCO – Verbal – Murray reported.  
181 3. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.  
182 4. JPA Local Task Force on Solid and Hazardous Waste – Verbal – no report.  
183 5. NBWA – Written – Clark and Schriebman reported.  
184 6. NBWRA/North Bay Water – Verbal – no report.  
185 7. Engineering Subcommittee – Verbal – Elias reported.  
186 8. Other Reports – Verbal

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188 **BOARD REQUESTS:**

- 189 A. Board Meeting Attendance Requests – Schriebman would like to attend the 33<sup>rd</sup> Annual WaterReuse  
190 Symposium in Austin, Texas on September 9-12. Murray would like to attend International Water  
191 Conference November 4-8, 2018 and BioFest 2018 Conference September 9-12, 2018  
192 B. Board Agenda Item Requests – Discuss legal team evaluation.

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194 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

195 Discussion ensued.

196  
197 **ADJOURNMENT:**

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199 **ACTION:**

200 Board approved (M/S Greenfield/Schriebman 5-0-0-0) the adjournment of the meeting at 6:05 p.m.

201 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

202 NOES: None.

203 ABSENT: None.

204 ABSTAIN: None.

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206 The next Board Meeting is scheduled for July 12, 2018 at the District Office.

207  
208 **ATTEST:**

209   
210 Kristina Kempf, Administrative/Financial Specialist  
211 for District Secretary  
212

213 **APPROVED:**

214   
215 \_\_\_\_\_  
216 Megan Clark, Board President  
217

SEAL

