



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
Robert, Ruiz,
Administrative Services Manager

BOARD MEETING AGENDA

February 20, 2020

Estimated
Time

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, OR ON THE DISTRICT WEBSITE WWW.LGVSD.ORG

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

LOCATION OF MEETING: 101 LUCAS VALLEY ROAD, EAST LOBBY, THIRD FLOOR CONFERENCE ROOM, SAN RAFAEL

OPEN SESSION:

4:15 PM

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.

CLOSED SESSION:

4:20 PM

1. **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. Seeking instruction/authority concerning price and/or terms of payment.

4:30 PM

OPEN SESSION:

1. **PUBLIC COMMENT**

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CLOSED SESSION:

- 4:35 PM **2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.
- 5:20 PM **3. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section 54956.9 - One potential case.

5:45 PM **OPEN SESSION:****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 February 6, 2020
- B. Approve the Warrant List for February 20, 2020
- C. Approve Board Compensation for January 2020
- D. Approve Webinar attendance for Murray for Comparing Approaches to Inflow & Infiltration Migration – 1 hour Feb 6, 2020
- E. Approve Webinar attendance for Murray for Biogas Driving the US Circular Economy, - 1.5 hours March 18, 2020
- F. Approve Seminiar attendance for Murray for Eminent Domain Seminar – March 25,2020, San Francisco
- G. Approve Conference attendance requests for Clark, Murray, Schriebman and Yezman to attend the NBWA Conference April 3, 2020 in Petaluma.

Possible expenditure of funds: Yes, Items B through G.

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

- 5:55 PM **5. APPROVE ADDITIONAL 6.5% CONSTRUCTION CONTINGENCY AND \$725,000 PG&E PHASE 2 POWER REALIGNMENT BUDGET FOR SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT**
Board to approve 6.5% construction contingency and \$725,000 PG&E Phase 2 Power Realignment Budget for Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.
- 6:15 PM **6. CHANGE ORDER AUTHORIZATION – ELECTRICAL DUCT BANK FOR FUTURE STANDBY GENSET SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION**
Board to approve Change Order Authorization – Electrical Duct Bank for Future Standby Genset Secondary Treatment Plant Upgrade and Recycled water Expansion Project.

- 6:25 PM** **7. BUDGET CALENDAR AND STRATEGY FOR USER RATES FOR 2020-21**
Board and staff to discuss the Budget calendar and strategy for User Rates for 2020-21.
- 6:35 PM** **8. INFORMATION ITEMS:**
A. STAFF/CONSULTANT REPORTS:
 1. General Manager Report – Verbal
 2. 2018-19 Comprehensive Annual Financial Report (CAFR) - Written
 3. Treasurer’s Report as of December 31,2019 - Written
- 6:55 PM** **9. BOARD MEMBER REPORTS:**
1. CLARK
 a. NBWA Board Committee, NBWA Conference Committee,
 Ad Hoc HR Committee re: 2019 GM Evaluation, Ad Hoc
 HR Committee re: 2019 Employee Climate Survey, Other Reports
2. ELIAS
 a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, Other Reports
3. MURRAY
 a. Marin LAFCO, CASA Energy Committee, Ad Hoc HR Committee re: 2019 GM Evaluation
 Other Reports – ESSI Washington DC Resilience West Coast Briefing
4. SCHRIEBMAN
 a. JPA Local Task Force, NBWA Tech Advisory Committee,
 Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports
5. YEZMAN
 a. Gallinas Watershed Council, Flood Zone 7,
 CSRMA, Ad Hoc Engineering Committee re: STPURWE, Other Reports
- 7:05 PM** **10. BOARD REQUESTS:**
A. Board Meeting Attendance Requests – Verbal
B. Board Agenda Item Requests – Verbal
- 7:10 PM** **11. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**
- 7:15 PM** **12. ADJOURNMENT**

FUTURE BOARD MEETING DATES: MARCH 5, MARCH 19, AND APRIL 2, 2020

AGENDA APPROVED:

Rabi Elias Board President

David Byers, Legal Counsel

CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before February 17, 2020 at 4:15 p.m., I posted the Agenda for the Board Meeting of said Board to be held February 20, 2020 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: February 14, 2020



Teresa L. Lerch
District Secretary

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, 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.