

1 **MINUTES OF FEBRUARY 8, 2018**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON FEBRUARY 8, 2018, AT 4:00 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH
5 ROAD, SAN RAFAEL, CALIFORNIA.
6

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 (Present for
13 Closed Session);
14 Teresa Lerch, District Secretary
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16 **OTHERS PRESENT:** Dave Byers, District Counsel
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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
21

22 **PUBLIC COMMENT:** None
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24 Pursuant to Government Code section 54954.2(b)(2), Byers requested that the following item be added to
25 the Agenda as Item 3.5 - FutureSense Engagement Letter for HR Structural Assessment and Leadership
26 Model Development.
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28 **ACTION:**

29 Board approved (M/S Murray/Greenfield 5-0-0-0) adding Item 3.5 - FutureSense Engagement Letter for
30 HR Structural Assessment and Leadership Model Development to the Agenda.

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

32 NOES: None.

33 ABSENT: None.

34 ABSTAIN: None.
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36 **ADJOURNMENT:**

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38 **ACTION:**

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40 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
41 CLOSED SESSION ON FEBRUARY 8, 2018, AT 4:02 P.M., AT THE DISTRICT OFFICE, 300 SMITH RANCH
42 ROAD, SAN RAFAEL, CALIFORNIA.
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44 Lerch left at 4:02 p.m.
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46 **CLOSED SESSION:**

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48 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
49 § 54956.8 Regarding Assessor Parcel Numbers: 155-121-14, 155-121-15, 155-121-16, 155-121-17, 155-
50 121-18, 155-121-30, 155-011-11 and 155-011-12. Real Property Negotiator is the District Counsel.
51 District may negotiate with representatives of the Silveira family. Under negotiation: Price and Terms of
52 Payment.
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54 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:** Significant exposure to
55 litigation pursuant to subdivision (b) of Gov. Code Section 54956.9 - One potential case.
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57 **ADJOURNMENT:**

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59 **ACTION:**

60 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
61 February 8, 2018 at 4:45 pm.

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63 **STAFF PRESENT:**

Teresa Lerch, District Secretary; Susan McGuire, District
64 Treasurer

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66 **OTHERS PRESENT:**

67 Garth Schultz, R3 Consulting Group, Inc ; Patty Garbarino,
68 and Roger Williams from Marin Sanitary Service;

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69 **PUBLIC COMMENT:**

None

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71 **REPORT ON CLOSED SESSION:**

72 President Clark reported that there were no reportable actions in Closed Session.

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74 **PUBLIC HEARING FOR ORDINANCE NO. 172 AMENDING TITLE 4, CHAPTER 1 – REGULATING
75 SOLID WASTE, RECYCLABLE AND ORGANIC MATERIALS, AND THE COLLECTION, REMOVAL
76 AND DISPOSAL THEREOF INCLUDING THE GARBAGE AND REFUSE RATE AND ADJUSTMENT
77 FOR 2018 AND GARBAGE FRANCHISE FEE**

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79 Garth Schultz from R3 Consulting and Patty Garbarino addressed the Board. Discussion ensued. All
80 comments were from R3 Consulting and Marin Sanitary Service. No members of the Public attended.

81 **OPEN PUBLIC HEARING** – President Clark opened the public hearing at 5:00 p.m.

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83 **CLOSE PUBLIC HEARING** – President Clark closed the public hearing at 5:01 p.m.

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85 **ACTION:**

86 Board approved (M/S Greenfield/Elias 4-1-0-0) the adoption of Ordinance No 172, An Ordinance
87 Amending Title 4, Chapter 1 of the District Ordinance Code and adjusting the garbage and refuse rate by
88 5.57% and directing its publication.

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

90 **NOES:** Clark.

91 **ABSENT:** None.

92 **ABSTAIN:** None.

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94 **CONSENT CALENDAR:**

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

97 A. Approve the Board Minutes for January 11 and January 18, 2018

98 B. Approve the Warrant Lists for January 26 and February 8, 2018

99 C. Approve Board Compensation for January 2018

100 D. Approve Interim General Manager Authority to Award Contract Amendment 16 to Cornerstone
101 Environmental Group for Plant Process Audit and Hot Water Heat Loop Review

102 E. Approve SCADA Historian Software Upgrade

103 F. Approve Resolution 2018-2112 – A Resolution Approving Board Finance Policies

104 G. Approve Resolution 2018-2113 – A Resolution Accepting the Primary Digester Improvements 2016

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106 Items D and E were discussed.

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112 **ACTION:**
 113 Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar Items A, B, C, E, F and G.
 114 AYES: Clark, Elias, Greenfield, Murray and Schriebman
 115 NOES: None.
 116 ABSENT: None.
 117 ABSTAIN: None.

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 119 Board approved (M/S Schriebman/Murray 4-1-0-0) the Consent Calendar Item D.
 120 AYES: Clark, Greenfield, Murray and Schriebman
 121 NOES: Elias.
 122 ABSENT: None.
 123 ABSTAIN: None.

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 125 **FUTURESENSE ENGAGEMENT LETTER FOR HR STRUCTURAL ASSESSMENT AND LEADERSHIP**
 126 **MODEL DEVELOPMENT**

127 The FutureSense February 7, 2018 Engagement Letter for HR Structural Assessment and Leadership Model was
 128 discussed by the Board and Staff.

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 130 **ACTION:**
 131 Board approved (M/S Greenfield/Schriebman 5-0-0-0) accepting the FutureSense Engagement Letter for
 132 HR Structural Assessment and Leadership Model Development.
 133 AYES: Clark, Elias, Greenfield, Murray and Schriebman
 134 NOES: None.
 135 ABSENT: None.
 136 ABSTAIN: None.

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 138 **ACCESSORY DWELLING UNITS**

139 District Counsel updated the Board on legislation regarding Accessory Dwelling Units. Discussion ensued.

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 141 **BOARD PRESIDENT APPOINTMENTS**

142 Discussion ensued.
 143 The committee assignments were updated as follows:
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Committee	Regular Member	Alternate Member
NBWA/NBWA Tech Advisory Committee	Schriebman	Megan
NBWA Communications Committee/Conf.	Clark	None
NBWRA	Elias	None
JPA Local Task Force**	Greenfield	None
Gallinas Watershed Council	Schriebman	Greenfield
Marin LAFCO**	Murray	None
Energy Committee	Murray	None
CSRMA	Greenfield	None
Engineering Subcommittee Includes Operations Control Center Committee	Elias/Greenfield	None
Human Resources Subcommittee	Clark/Murray	None
Flood Zone 7	Greenfield	None

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 146 **Appointments made by JPA Local Task Force and Marin LAFCO not LGVSD
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148 **2018 STRATEGIC PLAN UPDATE**

149 Interim General Manager DeGabriele gave the Board a 2018 Strategic Plan Update. Discussion ensued.
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STAFF / CONSULTANT REPORTS:

- A. Interim General Manager Report – Verbal – DeGabriele reported.
- B. Board Meeting Schedule Modification – Lerch reported.

ACTION:

Board approved (M/S Murray/Elias 5-0-0-0) cancelling the March 8 and March 22, 2018 Board Meetings and holding Special Meetings on March 15, March 28 and April 13, 2018..

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

Byers left the meeting at 6:08 pm.

STAFF / CONSULTANT REPORTS CONTINUED:

- C. General Manager Search Firms – Verbal – DeGabriele reported. This item will be moved to a future Board meeting.

BOARD REPORTS:

- A. LAFCO – Verbal – Murray reported.
- B. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.
- C. JPA Local Task Force on Solid and Hazardous Waste – Verbal – Greenfield reported.
- D. NBWA – Verbal – Clark and Schriebman reported.
- E. NBWRA – Verbal – Elias reported.
- F. Engineering Subcommittee – Verbal – Elias and Greenfield reported.
- G. Human Resources Subcommittee – Verbal – Clark reported.
- H. Other Reports – CASA – Verbal – Clark reported.
 - District-Based City Elections – Verbal – Clark reported
 - IWA Water Reuse Conference in Long Beach – Written – Elias

BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Clark requested to attend the San Rafael City Council meetings to discuss new district based elections.
- B. Board Agenda Item Requests – Clark requested that Human Resources be on a future agenda. Murray requested LAFCO public safety enforcement issue be on a future agenda and a SMART representative speak to the Board regarding a possible trail connection from the SMART station to LGVSD.

Murray left the meeting at 6:40 pm.

VARIOUS ARTICLES AND MISCELLANEOUS CORRESPONDENCE:

Discussion ensued.

ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Elias 4-0-1-0) the adjournment of the meeting at 6:42 p.m.

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

The next regular Board Meeting is scheduled for February 22, 2018 at the District Office.

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ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Megan Clark, Board President

SEAL



