



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

June 28, 2018 4:15 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

4:15 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.

4:20 PM

**CLOSED SESSION:**

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

4:30 PM

**1. PUBLIC COMMENT**

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4:35 PM

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

District staff and consultants presentation on the proposed Ordinance No 173 Amending Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District.

**B. REVIEW DISTRICT STAFF RECOMMENDATIONS**

Board to consider staff recommendation to amend Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District.

**C. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed rate increase. Presentations are generally limited to three minutes.

**D. CLOSE THE PUBLIC HEARING**

Board to close the public hearing.

**E. BOARD DETERMINATION AND ACTION**

Board to consider comments from public, review administrative record and make determination regarding action to increase Capital Facilities Charge. The Board shall make a finding that its action is consistent with the requirements of the Government Code that implemented Proposition 218.

4:50 PM

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

District staff and consultants presentation on the proposed Ordinance No 174 Adding Chapter 7 of Title 1 to the Sanitary Code of the Las Gallinas Valley Sanitary District.

**G. REVIEW DISTRICT STAFF RECOMMENDATIONS**

Board to consider staff recommendation to adding Chapter 7 of Title 1 to the Sanitary Code of the Las Gallinas Valley Sanitary District.

**H. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed ordinance. Presentations are generally limited to three minutes.

**I. CLOSE THE PUBLIC HEARING**

Board to close the public hearing.

**J. BOARD DETERMINATION AND ACTION**

Board to consider comments from public and make determination regarding action adopt Ordinance 174 Adding Chapter 7 of Title 1 to the Sanitary Code of the Las Gallinas Valley Sanitary District.

5:05 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 June 14, 2018.
- B. Approve the Warrant List for June 28, 2018.
- C. Approve Megan Clark attending the Special District Leadership Academy Conference July 8-11, 2018 in Napa and the 33<sup>rd</sup> Annual WaterReuse Symposium September 9, 21018 in Austin, Texas.
- D. Approve Resolution 2018-2134 A Resolution Approving Board Finance Policies for Purchasing
- E. Approve Award of Contract to Huber Technology for Bid Item #8 – Mechanical Sludge Thickener for the LGVSD Secondary Treatment Plant Upgrade and Recycled Water Expansion.
- F. Approve Call for Bids – Plant Improvements 2018.
- G. Approve Award of Contract for Executive Search Services.
- H. Approve Strategic Plan Update Consultant Selection.

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

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

5:20 PM

**5. INFORMATION ITEMS:****A. STAFF/CONSULTANT REPORTS:**

- 1. Interim General Manager Report – Verbal
- 2. Update on Recommendations from 2017 Employee Climate Report – Written
- 3. Update on Leadership Model Development and Deployment – 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 – Written
- 6. NBWRA – Verbal
- 7. Engineering Subcommittee – Verbal
- 8. Other Reports – Verbal

6:05 PM

**6. BOARD REQUESTS:**

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

6:10 PM

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

6:15 PM

**8. ADJOURNMENT**

AGENDA APPROVED:	Megan Clark, Board President	David Byers, 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 June 25, 2018, at 4:15 p.m., I posted the Agenda for the Board Meeting of said Board to be held June 28, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: June 25, 2018



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, 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.