



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  
Dale McDonald,  
Administrative Services Manager

## **BOARD MEETING AGENDA**

**April 1, 2021**

*On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, April 1, 2021 meeting of the LGVSD Board will be held via Zoom electronic meeting\*. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgvsd.org) by 5:00 pm on Wednesday, March 31, 2021. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email ([tlerch@lgvsd.org](mailto:tlerch@lgvsd.org)) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

*\*Prior to the meeting, participants should download the Zoom app at:*

*<https://zoom.us/download> A link to simplified instructions for use of the Zoom app is:*

*<https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>*

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at:**

<https://us02web.zoom.us/j/86477118389>

**OR**

**By teleconference at: +16699009128 Meeting ID: 864 7711 8389**

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR  
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

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

Estimated  
Time

**OPEN SESSION:**

**3:30 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.

**3:35 PM**

**2. 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 March 10, March 16 and March 18, 2021
- B. Approve the Warrant List for April 1, 2021
- C. Approve Clark attending the virtual CSDA Legislative Days May 18-19, 2021
- D. Approve Schriebman attending the virtual CSDA Legislative Days May 18-19, 2021
- E. Approve Secondary Anaerobic Digester Cleaning Services Contract Award
- F. Approve Contract Amendment 1 to Brown and Caldwell for Additional Peer Review Engineering Services during STPURWE Construction

Possible expenditure of funds: Yes, Items B – F.

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

**3:45 PM**

**3. INFORMATION ITEMS:**

STAFF/CONSULTANT REPORTS:

1. General Manager Report – Verbal
2. District Correspondence – Written
3. Receive Preliminary Cost of Sewer Service and Rate Study Presentation

**4:45 PM**

**4. PROPOSED ORDINANCE 186 – TITLE 2, CHAPTER 10 SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT**

Board to set a Public Hearing Date for Ordinance 186, an Ordinance to Add Chapter 10, Accessory Dwelling Units and Junior Accessory Units to Title 2, District Regulations of the Ordinance Code of the Las Gallinas Valley Sanitary District.

**5:00 PM**

**5. DRAFT 2020-2025 STRATEGIC PLAN**

Board to review The 2020-2025 Strategic Plan document with 2021 Tactical Goals.

- 5:40 PM 6. PUBLIC COMMENT**  
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- 5:45 PM 7. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, 2021 Admin Building Ad Hoc Committee  
Other Reports
  2. ELIAS
    - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation  
Ad Hoc Committee, 2021 Admin Building Ad Hoc Committee, Other Reports
  3. MURRAY
    - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee,  
2021 Legal Services Ad Hoc Committee, Marin Special Districts Association, Other Reports
  4. SCHRIEBMAN
    - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force  
NBWA Tech Advisory Committee, Other Reports
  5. YEZMAN
    - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE  
Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee Other Reports
- 6:05 PM 8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal
  - C. Pending Board Agenda Item Requests
    - i. INFORMATION - Pump Station Vegetation and Safety Report
    - ii. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions
    - iii. INFORMATION – ERAF Allocation/Formula
    - iv. INFORMATION – Marsh Pond Long Term Vegetation Management Comments
    - v. ACTION – Employee Climate Report
- 6:10 PM 9. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:15 PM 10. ADJOURNMENT**

**FUTURE BOARD MEETING DATES: APRIL 9, APRIL 15, AND MAY 6, 2021**

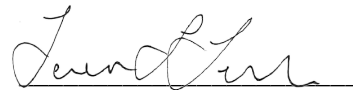
AGENDA APPROVED:

Crystal J. Yezman, Board President

Patrick Richardson, 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 March 29, 2021 at 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held April 1, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

March 26, 2021



Teresa L. Lerch  
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third 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.