

MEETING MINUTES OF SEPTEMBER 18, 2025

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION AT 4:00 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Nicholas Lavrov, Craig Murray, Gary Robards and Crystal Yezman

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer (by zoom); Don Moore, Plant Manager (by zoom);

OTHERS PRESENT: Patrick Richardson, District Counsel. Lindsay Armstrong and Regan Poston, Alliant Human Capital Consulting;

ANNOUNCEMENT: President Robards announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.

1. PUBLIC COMMENT: None

General Manager Paxton asked the Board President to move the Information Item Employee Pulse Survey up to the first item on the Agenda. President Robards confirmed.

2. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. Employee Pulse Survey results from Alliant Human Capital Consulting– Lindsay Armstrong and Regan Poston presented the survey results to the Board. Discussion ensued.

CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION SEPTEMBER 18, 2025, AT 4:51 PM. AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and McDonald left the meeting at 4:51 pm.

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – (Paragraph (1) of subdivision (d) of Section 54956.9) Name of Case: Myers & Sons Construction, LLC v. Las Gallinas Valley Sanitary District et al. Marin County Superior Court Case No. CV0004963

4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER: pursuant to Government Code Section 54957.

Cortez, Moore and Paxton left the closed session.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on September 18, 2025 at 5:18 p.m.

BOARD MEMBERS PRESENT:

Megan Clark, Nicholas Lavrov, Craig Murray, Gary Robards, Crystal Yezman

STAFF PRESENT:

Curtis Paxton, General Manager, Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer;

OTHERS PRESENT:

Patrick Richardson, District Counsel;

PUBLIC COMMENT:

None.

REPORT ON CLOSED SESSION:

President Robards reported that there was nothing to report. There will be another General Manager Compensation Ad Hoc committee meeting.

5. 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 September 4, 2025
- B. Receive and Ratify the Check Warrant List
- C. Approve August Board Compensation
- D. Approve Resolution 2025-2367 Artificial Intelligence Board Policy O-60 and Artificial Intelligence Policy Implementation and Usage Manual

Item D was pulled for discussion.

ACTION: The Board approved (M/S Murray/Yezman (5-0-0-0) Consent Calendar items A through D with modifications to item D- Artificial Intelligence Policy Implementation and Usage Manual.

AYES: Clark, Lavrov, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 2. General Manager's Report – Paxton reported.
- 3. Board Member Compensation and Benefits Discussion – McDonald distributed the Director Compensation and benefits survey results to the Board. Discussion ensued.

7. APPROVE ORDINANCE NO. 199 PROVIDING INFORMAL BIDDING PROCEDURES UNDER THE UPCCAA AND RESOLUTION 2025-2368 AMENDING BOARD POLICY F-90 PURCHASING

Discussion ensued.

ACTION: The Board approved (M/S Yezman/Clark (5-0-0-0) Ordinance No. 199 and Resolution 2025-2368 Amending Board Policy F-90 Purchasing.

AYES: Clark, Lavrov, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

8. BOARD REPORTS

1. CLARK

- a. NBWA Board Committee – no report
- b. Operation Control Centers Ad Hoc Committee – no report
- c. Human Resources Ad Hoc Committee – no report
- d. Energy Committee Ad Hoc Committee – no report
- e. CASA Workforce Committee – no report
- f. Other Reports – none

2. LAVROV

- a. Operation Control Centers Ad Hoc Committee – no report
- b. Fleet Management Ad Hoc Committee – no report
- c. McInnis Marsh Ad Hoc Committee – no report
- d. San Francisco Bay Trail Ad Hoc Committee – no report
- e. Other Reports – none

3. MURRAY

- a. Marin LAFCO – verbal report
- b. Flood Zone 6 – no report
- c. CASA Energy Committee – no report
- d. Biosolids Ad Hoc Committee – no report
- e. Development Ad Hoc Committee – no report
- f. SF Bay Trail Ad Hoc Committee – no report
- g. Energy Ad Hoc Committee – no report
- h. Other Reports – none

4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek – no report
- b. NBWRA – no report
- c. Engineering Ad Hoc Committee – no report
- d. McInnis Marsh Ad Hoc Committee – no report
- e. Development Ad Hoc Committee – no report
- f. Human Resources Ad Hoc Committee – no report
- g. Other Reports – none

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Marin Special District Association – no report
- d. Engineering Ad Hoc Committee – no report

- e. Biosolids Ad Hoc Committee – no report
- f. Fleet Management Ad Hoc Committee – no report
- g. Other Reports – none

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Lavrov requested to attend the CASA Winter Conference January 13-16, 2026.
- B. Board Agenda Item Requests – None.

10. VARIOUS INDUSTRY ARTICLES

Discussion ensued.

ADJOURNMENT:

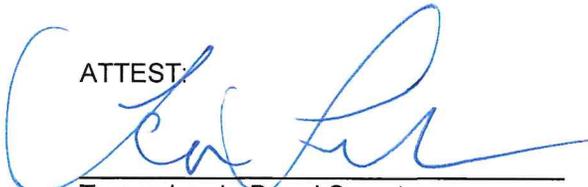
ACTION:

The board approved (M/S Clark/Murray 5-0-0-0) the adjournment of the meeting at 6:05 p.m.

AYES: Clark, Lavrov, Murray, Robards and Yezman
NOES: None.
ABSENT: None.
ABSTAIN: None.

The next Board Meeting is scheduled for Thursday, October 2, 2025 at the District office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Crystal Yezman, Vice-President

