

1 **MINUTES OF AUGUST 6, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION BY ZOOM CONFERENCE ON AUGUST 6, 2020 AT 3:58 PM AND STAFF BY ZOOM
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE
6 ROOM, SAN RAFAEL, CA. 94903

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8 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark, R. Elias, C. Murray,
9 J. Schriebman, C. Yezman

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11 **BOARD MEMBERS ABSENT:** None

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13 **STAFF PRESENT:** Mike Prinz , General Manager; Teresa Lerch, District
14 Secretary

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16 **OTHERS PRESENT:** Pat Richardson, District Counsel; Kathy Wood, Realtor;
17 (present for Closed Session)

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19 **ANNOUNCEMENT:** President Elias announced that the agenda had been
20 posted as evidenced by the certification on file in
21 accordance with the law.

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23 **PUBLIC COMMENT:** None.

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25 **ACTION:**

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27 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
28 CLOSED SESSION ON AUGUST 6, 2020 , AT 3:09 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT
29 OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

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31 Lerch left at 4:00 pm.

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33 **CLOSED SESSION:**

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35 **CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION** – Significant exposure
36 to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One potential
37 case.

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39 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
40 § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is
41 Mike Prinz, General Manager.

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43 **ADJOURNMENT:**

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45 **ACTION:**

46 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
47 August 6, 2020 5:16 pm.

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49 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark ,R. Elias, C. Murray,
50 J. Schriebman, C. Yezman

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52 **STAFF PRESENT:** Teresa Lerch, District Secretary; Mike Cortez, District
53 Engineer

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55 **OTHERS PRESENT:** Kendall Flint, Regional Government Services;

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PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Elias reported that there were no reportable actions in Closed Session.

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 July 16, 2020
- B. Approve the Warrant List for August 6, 2020
- C. Approve Contract Amendment 1 to ArcSine Engineering
- D. Approve Murray attending the Overcoming O& M Challenges COVID-19 Webinar July 22, 2020
- E. Approve Murray attending the Buliding and Maintaining an Equity Mindset in Local Government Webinar July 28, 2020
- F. Approve Murray attending the Maximizing Performance Through Documentation, Evaluation and Corrective Action Webinar July 29,2020
- G. Approve Application of Allocation of Capacity for APN 175-25-14, 496 Las Gallinas Ave Northgate III Shopping Center
- H. Approve Application of Allocation of Capacity for APN 165-102-25, 1927 Las Gallinas Ave Accessory Dwelling Unit
- I. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order
- J. Approve Order of the Board that Publication of Ordinance 183 has Occurred

Items D,E, F, G and H were pulled for discussion.

ACTION:

Board approved (M/S Schriebman/Elias 5-0-0-0) the Consent Calendar items A through J.

Roll Call:

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

PUBLIC HEARING – FOR ORDINANCE NO. 184 AMENDING TITLE 1, CHAPER 2 - SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT PUBLIC HEARING -CHANGING THE REGULAR BOARD MEEETING START TIME FROM 4:30 PM TO 3:30 PM

- A. **OPEN PUBLIC HEARING** – President Elias opened the public hearing at 5:27 P.M.
- B. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendations to adopt Ordinance 184, An Ordinance Amending Title 1, Chapter 2 of the Sanitary Code of the Las Gallinas Valley Sanitary District.
- C. **BOARD COMMENT** – Discussion ensued.
- D. **PUBLIC COMMENT** – No members of the public addressed the Board with comments.
- E. **CLOSE THE PUBLIC HEARING** – President Elias closed the Public Hearing at 5:29 P.M.

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ACTION:

Board approved (M/S Schriebman/Elias 5-0-0-0) Ordinance 184 Amending Title 1, Chapter 2 – Sanitary Code of the Las Gallinas Valley Sanitary District – changing the Regular Board Meeting Start time to 3:30 pm.

Roll Call:

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

BOARD MEETING DURATION

Board and staff discussed the regular Board meeting duration times.

CURRENT AND FUTURE AD HOC COMMITTEES

Board and staff discussed dissolving the 2019 General Manager Evaluation Ad Hoc Committee and the 2019 Employee Climate Survey Ad Hoc Committee.

ACTION:

Board approved (M/S Schriebman/ Murray 5-0-0-0) dissolving the 2019 GM Evaluation Ad Hoc Committee and the 2019 Employee Climate Survey Ad Hoc Committee.

Roll Call:

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

Board President Elias appointed Craig Murray and Crystal Yezman to serve on the 2020 GM Evaluation Ad Hoc Committee. The Board will discuss a 2021 Employee Climate Survey Committee in February or March of 2021.

INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. General Manager Report – Verbal – Prinz reported
2. Grand Jury List of Public Agencies Report – Written – Lerch reported

BOARD MEMBER REPORTS:

1. CLARK
 - a. NBWA Board Committee –no report
 - b. NBWA Conference Committee– no report
 - c. Other Reports– no report
2. ELIAS
 - a. NBWRA– no report
 - b. Ad Hoc Engineering Committee— verbal report
 - c. Other Reports– no report
3. MURRAY
 - a. Marin LAFCO – meeting next week
 - b. CASA Energy Committee– meeting on the 27th
 - c. Other Reports– written webinar notes included in the Board packet
4. SCHRIEBMAN
 - a. JPA Local Task Force– no report
 - b. NBWA Tech Advisory Committee– will send in notes
 - c. Other Reports- attending Fire Safe Committees – no report

- 165 5. YEZMAN
166 a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
167 b. Flood Zone 7– meeting today
168 c. CSRMA– meeting next week
169 d. Ad Hoc Engineering Committee– verbal report – had tour of construction site
170 e. Other Reports–no report
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172 **BOARD REQUESTS:**

- 173 A. Board Meeting Attendance Requests – Schriebman requested to attend the Special Districts Summit
174 West Webinar on August 25
175 B. Board Agenda Item Requests – Murray requested a staff report regarding vegetation at our 15 Pump
176 stations.
177 C. Previous Board Requests - Board Conference registration assistance; Administrative Policy A-03,
178 Mobile Computer Devices Used for District Business; 2020 Employee Climate Survey; Donation Policy
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180 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

181 Discussion ensued.
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183 **ACTION:**

184 Board approved (M/S Schriebman/Murray 5-0-0-0) the adjournment of the meeting at 6:26 pm.

185 Roll Call:

- 186 AYES: Clark, Elias, Murray, Schriebman and Yezman.
187 NOES: None.
188 ABSENT: None.
189 ABSTAIN: None.
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191 The next Board Meeting is scheduled for August 13, 2020.
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193 ATTEST

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196 Teresa Lerch, District Secretary
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202 APPROVED:

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206 Judy Schriebman, Vice President
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SEAL

