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3 **MINUTES OF FEBRUARY 20, 2020**

4 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
5 SESSION ON FEBRUARY 20, 2020 AT 4:16 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY
6 ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and
8 C. Yezman

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10 **BOARD MEMBERS ABSENT:** None.

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12 **STAFF PRESENT:** Mike Prinz , General Manager; Robert Ruiz, District
13 Treasurer, Teresa Lerch, District Secretary

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15 **OTHERS PRESENT:** David Byers District Counsel

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

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21 **PUBLIC COMMENT:** None.

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23 **ACTION:**

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25 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
26 CLOSED SESSION ON FEBRUARY 20, 2020 , AT 4:17 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY
27 ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

28
29 Lerch left at 4:17 pm.

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31 **CLOSED SESSION:**

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33 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
34 § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator
35 Is Mike Prinz, General Manager. Seeking instruction/authority concerning price and/or terms of payment.

36
37 **ADJOURNMENT:**

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39 **ACTION:**

40 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
41 February 20, 2020 at 5:00 pm.

42
43 **STAFF PRESENT:** Teresa Lerch, District Secretary, Mike Cortez, District
44 Engineer, Irene Huang, Associate Engineer

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46 **OTHERS PRESENT:** Tom Gorman, Kennedy Jenks;

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48 **PUBLIC COMMENT:** None.

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

56 **ACTION:**
57 Board approved (M/S Schriebman/Murray 5-0-0-0) moving items 5 and 6 of the Agenda calendar before the
58 Closed Sessions and the Consent Calendar.

59 AYES: Clark, Elias, Murray, Schriebman and Yezman.
60 NOES: None.
61 ABSENT: None.
62 ABSTAIN: None.

63
64 **APPROVE ADDITIONAL 6.5% CONSTRUCTION CONTINGENCY AND \$725,000 PG&E PHASE 2**
65 **POWER REALIGNMENT BUDGET FOR SECONDARY TREATMENT PLANT UPGRADE AND**
66 **RECYCLED WATER EXPANSION PROJECT**

67 Board and staff discussed the additional 6.5% Construction Contingency and \$725,000 PG&E Phase 2
68 Power Realignment Budget for the Secondary Treatment Plant Upgrade and Recycled Water Expansion
69 project.

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71 **ACTION:**
72 Board approved (M/S Schriebman/Murray 5-0-0-0) additional 5% Construction Contingency in the amount
73 of \$2,430,000 and an additional 1.5% in the amount of \$725,000 for the PG&E Phase 2 Power
74 Realignment for a total of 6.5% contingency increase and the Board authorized the General Manager to
75 execute a contract change order for the PG&E Phase 2 Power Realignment and a budget reallocation in
76 the Fiscal 2019-20 CIP Budget in the amount of \$3,155,000.

77 AYES: Clark, Elias, Murray, Schriebman and Yezman.
78 NOES: None.
79 ABSENT: None.
80 ABSTAIN: None.

81
82 **CHANGE ORDER AUTHORIZATION – ELECTRICAL DUCT BANK FOR FUTURE STANDBY GENSET**
83 **SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION**

84 Board and staff discussed the Change Order Authorization – Electrical Duct Bank for future standby Genset
85 for the Secondary Treatment Plan Upgrade and Recycled Water Expansion Project.

86
87 **ACTION:**
88 Board approved (M/S Yezman/Schriebman 5-0-0-0) the General Manger to execute Change Order
89 No. 18 – Electrical Duct Bank for Future Standby Genset in the amount of approximately \$250,000.

90 AYES: Clark, Elias, Murray, Schriebman and Yezman.
91 NOES: None.
92 ABSENT: None.
93 ABSTAIN: None.

94
95 Cortez and Huang left at 5:40 pm.

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97 **ACTION:**

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99 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
100 CLOSED SESSION ON FEBRUARY 20, 2020 , AT 5:40 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY
101 ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

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103 Lerch left at 5:40 pm.

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105 **CLOSED SESSION:**

106
107 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS – ANTICIPATED LITIGATION: Significant.**
108 Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code Section 54956.9 – One
109 potential case.

110 Prinz , Ruiz left at 6:00 pm

111

112 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER** – Pursuant to subdivision
113 (b) (1) of Government Code Section 54957.

114

115 **ADJOURNMENT:**

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117 **ACTION:**

118 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
119 February 20, 2020 at 6:20 pm.

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121 **STAFF PRESENT:** Mike Prinz , General Manager; Robert Ruiz, District
122 Treasurer, Teresa Lerch, District Secretary

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124 **OTHERS PRESENT:** None.

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126 **PUBLIC COMMENT:** None.

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

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131 **CONSENT CALENDAR:**

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

134

135 A. Approve the Board Minutes for February 6, 2020

136 B. Approve the Warrant List for February 20, 2020

137 C. Approve Board Compensation for January 2019

138 D. Approve Webinar attendance for Murray for Comparing Approaches to Inflow & Infiltration
139 Migration – 1 hour Feb 6, 2020

140 E. Approve Webinar attendance for Murray for Biogas Driving the US Circular Economy – 1.5
141 hours March 18, 2020

142 F. Approve Seminar attendance for Murray for Eminent Domain Seminar – March 25, 2020 San
143 Francisco

144 G. Approve Conference attendance requests for Clark, Murray, Schriebman and Yezman to
145 attend the NBWA Conference April 3, 2020 in Petaluma.

146

147 **ACTION:**

148 Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar items A through G.

149 AYES: Clark, Elias, Murray, Schriebman and Yezman.

150 NOES: None.

151 ABSENT: None.

152 ABSTAIN: None.

153

154 **BUDGET CALENDAR AND STRATEGY FOR USER RATES FOR 2020-21**

155 Board and staff discussed the Budget Calendar and strategy for User Rates for 2020-21.

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157 **INFORMATION ITEMS:**

158 **STAFF / CONSULTANT REPORTS:**

159 1. General Manager's Report – Verbal – Prinz reported.

160 2. 2018-19 Comprehensive Annual Financial Report (CAFR) – Written – Ruiz reported

161 3. Treasurer's Report as of December 31, 2019 – Written – Ruiz reported

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163 Byers left at 7:05 pm.

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BOARD MEMBER REPORTS:

- 1. CLARK
 - a. NBWA Board Committee – no report
 - b. NBWA Conference Committee– no report
 - c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report
 - d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
 - e. Other Reports– no report
- 2. ELIAS
 - a. NBWRA– no report
 - b. Ad Hoc Engineering Committee— no report
 - c. Other Reports– no report
- 3. MURRAY
 - a. Marin LAFCO– verbal report
 - b. CASA Energy Committee– no report
 - c. Ad Hoc HR Committee re: GM Evaluation – no report
 - d. Other Reports– ESSI Washington DC Resilience West Coast Briefing – written report
- 4. SCHRIEBMAN
 - a. JPA Local Task Force– no report
 - b. NBWA Tech Advisory Committee– no report
 - c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
 - d. Other Reports– no report
- 5. YEZMAN
 - a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
 - b. Flood Zone 7– no report
 - c. CSRMA– Written report
 - d. Ad Hoc Engineering Committee— no report
 - e. Other Reports– no report

BOARD REQUESTS:

- A. Board Meeting Attendance Requests –none.
- B. Board Agenda Item Requests – County yearly 218 Notice request and ADU policy.

VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.


ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Clark 5-0-0-0) the adjournment of the meeting at 7:15 pm.
AYES: Clark, Elias, Murray, Schriebman and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

The next Board Meeting is scheduled for March 5, 2020 at the District Office.

221 ATTEST
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225 Teresa Lerch, District Secretary

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229 APPROVED:
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233 Judy Schriebman, Vice- President
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SEAL



