



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
Susan McGuire,
Administrative Services Manager
Greg Pease,
Collection System/Safety Manager

BOARD MEETING AGENDA

December 13, 2018 4:00 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

Estimated Time

4:00 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.

4:05 PM

CLOSED SESSION:

- 1. PUBLIC EMPLOYEE APPOINTMENT – ADMINISTRATIVE SERVICES MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.

OPEN SESSION:

4:30 PM

1. PUBLIC COMMENT

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4:35 PM

2. ELECTION RESULTS – SWEARING IN OF BOARD MEMBERS

Board Members Clark and Elias will be officially sworn in for their four year terms as Directors.

4:40 PM

3. GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2019 AND SET PUBLIC HEARING

Staff and Board to discuss the rate increase in garbage and refuse rates. Board to consider setting a Public Hearing on January 10, 2019 to consider adoption of an increase to existing garbage and refuse rates effective January 1, 2019.

5:25 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 November 15, 2018
- B. Approve the Warrant List for November 30, 2018 and December 13, 2018.
- C. Approve Board Compensation for November 2018.
- D. Approve Conference Attendance for Megan Clark, Rabi Elias, Crystal Yezman and Mike Prinz – CASA Winter Conference in Indian Wells, California - January 23-25, 2019.
- E. Approve Revised Revenue, Operations and Maintenance, Debt Service, Reserve Funding and Capital Outlay Budgets for 2018-2019.
- F. Approve Amendment 6 to Nute Engineering Contract for Additional Design Services for Plant Improvements 2018.
- G. Approve the Memorandum of Understanding between the County of Marin and Las Gallinas Valley Sanitary District for the Development of Restoration Plans for McInnis Marsh.
- H. Approve General Manager Authority to Enter into an Agreement with PG&E for Construction of Phase 1 Power Line Realignment Project.
- I. Approve Authorization of Transfer of Funds for Local Agency Investment Fund Accounts.
- J. Approve Resolution 2018-2142 A Resolution Accepting the UV Piping Repair and Notice of Acceptance of Completion.

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

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

5:40 PM

5. CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK INFRASTRUCTURE STATE REVOLVING FUND PROGRAM LOAN APPLICATION UP TO \$12,000,000.

Board to review and approve the California Infrastructure and Economic Development Bank Infrastructure State Revolving Fund Loan Application and Resolutions.

Resolution 2018-2143 - A Resolution Dedicating Revenue to the Payment of Any and All California Infrastructure and Economic Development Bank Revolving Fund Loan Program. This resolution dedicates revenues to pay the debt and authorizing the General Manager to execute the financing application.

Resolution 2018-2144 – A Resolution Confirming Compliance with the State of California Government Code Section 63041 for the Secondary Treatment Plant Upgrade and Recycled Water Expansion.

Resolution 2018-2145 – A Resolution Authorizing the General Manager to Execute the Loan Agreement and Other Related Documents with the California Infrastructure And Economic Development Bank Infrastructure State Revolving Fund Program. This resolution authorizes the General Manager to execute a loan agreement for up to \$12M in financing and any other documents required by the IBank to complete the loan process.

Resolution 2018-2146 – A Resolution Authorizing the Performance of Ongoing Requirements in Connection with a Financing Agreement with the California Infrastructure and Economic Development Bank Revolving Fund Loan Program. This resolution commits the District to maintain compliance with loan covenants and applicable state and federal statutory and regulatory requirements related to any financing.

Resolution 2018-2147 – A Resolution of The Las Gallinas Valley Sanitary District Authorizing the Submission of an Application To The California Infrastructure And Economic Development Bank (“IBank”) For Financing A Capital Improvement Project, Authorizing The Incurring Of An Obligation Payable To IBank For The Financing Of A Capital Improvement Project If IBank Approves Said Application, Declaration Of Official Intent To Reimburse Certain Expenditures From The Proceeds Of An Obligation, And Approving Certain Other Matters In Connection Therewith this resolution was prepared by the IBank and is required in submitting the application.

6:00 PM

6. ACTION CALENDAR:

- A. Approve General Manager Employment Agreement with Mike Prinz.
- B. Approve Temporary Letter Employment Agreement with Chris DeGabriele.
- C. Approve Administrative Services Manager Employment Agreement.
- D. Approve Resolution 2018-2148 – A Resolution Adopting the Pay Scales Effective November 26, 2018 Pursuant to the California Code of Regulations, Subchapter 1, Employee’s Retirement System Regulations Section 570.5
- E. Approve Resolution 2018-2149 – To Express Appreciation for Russ Greenfield.
- F. Approve Resolution 2018-2150 – To Express Appreciation for Chris DeGabriele.
- G. Approve Resolution 2018-2151 – To Express Appreciation for Susan McGuire.

6:45 PM

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

1. General Manager Report – Verbal
2. Monthly Treasurer’s Report – Written
3. January Board Meeting Schedule – 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 – Verbal
6. NBWRA/North Bay Water – Verbal
7. Engineering Subcommittee – Verbal
8. Other Reports – Verbal

7:00 PM

8. BOARD REQUESTS:

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

7:05 PM

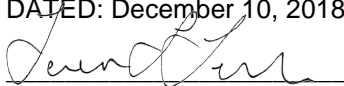
9. VARIOUS ARTICLES and MISCELLANEOUS DISTRICT CORRESPONDENCE

7:10 PM

10. 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 December 10, 2018, at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held December 13, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: December 10, 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.