

## MEETING MINUTES OF OCTOBER 17, 2024

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, Barry Nitzberg, Gary Robards and Crystal Yezman

**BOARD MEMBERS ABSENT:** Craig Murray

**STAFF PRESENT:** Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer;

**OTHERS PRESENT:** Patrick Richardson, District Counsel;

**ANNOUNCEMENT:** Vice 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

**2. 101 LUCAS VALLEY ROAD OFFICE LEASE RENEWAL**

Pursuant to Gov. Code Sec. 54956.8, the Board considered the appointment of Curtis Paxton, General Manager, as the District's negotiator regarding the lease of the properties at 101 Lucas Valley Road, Suite 300/301, San Rafael. The appointed negotiator will discuss the lease of said properties with Rathlin Properties LLC (Ciaran Scally).

**ACTION:**

Board approved (M/S Nitzberg/Yezman (4-0-1-0) the appointment of Curtis Paxton, General Manager, as the District's negotiator regarding the lease of the properties at 101 Lucas Valley Road, Suite 300/301, San Rafael.

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

**CLOSED SESSION:**

**ACTION:**

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON OCTOBER 17, 2024, AT 4:03 P.M. AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:03 pm.

**3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54954.5; Commercial Property (101 Lucas Valley Road, Suite 300/301) to be leased on an interim basis. Agency Negotiator: Curtis Paxton, General Manager for the Las Gallinas Valley Sanitary District. Negotiating parties: Rathlin Properties LLC (Ciaran Scally). Under negotiation: Board to provide instruction to Agency Negotiator concerning price and/or terms of payment.

**ADJOURNMENT:**

**ACTION:**

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on October 17, 2024 at 4:18 p.m.

**BOARD MEMBERS PRESENT:** Megan Clark, Barry Nitzberg, Gary Robards and 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:** Vice President Robards reported that there was nothing to report.

**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 October 3, 2024
- B. Receive and Ratify the Check Warrant List
- C. Approve Board Compensation for September 2024
- D. Approve Clark attending the SDLF Leadership Academy in San Rafael on November 3-5, 2024
- E. Approve the Capital Facilities Charge Report
- F. Approve the Employee Relations Resolution 2024-2342 and the Personnel Policies and Procedures Revisions Resolution 2024-2343

Items B and F were pulled for discussion. It was noted that the Agenda Summary Report (ASR) for item 4F.1 was reviewed and the second bullet point of the ASR under Statement of Purpose was corrected to read:

“Second, while the District retains the right to contract and subcontract to ensure continued uninterrupted operations, it may be required to meet and confer with the employee union if the decision would directly impact an existing employee position within the bargaining unit, in accordance with the Meyers-Milias-Brown Act.”

**ACTION:**

Board approved (M/S Clark/Yezman (4-0-1-0) the Consent Calendar items A through F with a modification to item F - Resolution 2024-2342 to section 1.02C replacing “his or her” with “their” and a modification to Resolution 2024-2343 adding the following language:

“Whereas, the General Manager will inform the Board of any minor or compliance amendments to the District’s Personnel Policies and Procedures at the next Regular Board Meeting; and”

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

**5. INFORMATION ITEMS:**

**STAFF / CONSULTANT REPORTS:**

1. General Manager's Report – Paxton reported.
2. Winter Newsletter Topics – McDonald reported. Discussion ensued.

**6. BOARD REPORTS**

1. MURRAY - Absent
  - a. Marin LAFCO –no report
  - b. Flood Zone 6 – no report
  - c. CASA Energy Committee – no report
  - d. Biosolids Ad Hoc Committee – no report
  - e. Energy Ad Hoc Committee - no report
  - f. Development Ad Hoc Committee – no report
  - g. SF Bay Trail Ad Hoc Committee – no report
  - h. Other Reports- none
2. NITZBERG
  - 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. SF Bay Trail Ad Hoc Committee – no report
  - e. Other Reports – reported on attending the Tiburon Marine Open House
3. CLARK
  - a. NBWA Board Committee – no report
  - b. Operation Control Centers Ad Hoc Committee – no report
  - c. Fleet Management Ad Hoc Committee – no report
  - d. FutureSense Ad Hoc Committee – no report
  - e. Energy Ad Hoc Committee – verbal report
  - f. CASA Workforce Committee – no report
  - g. Other Reports – reported on attending the CSDA Board Role in Finance workshop
4. ROBARDS
  - a. Gallinas Watershed Council/Miller Creek – verbal report
  - b. NBWRA – no report
  - c. STPURWE Engineering Ad Hoc Committee –no report
  - d. McInnis Marsh Ad Hoc Committee – no report
  - e. Development Ad Hoc Committee – no report
  - f. FutureSense Ad Hoc Committee – no report
  - g. Other Reports – reported on a new trail in Terra Linda
5. YEZMAN
  - a. Flood Zone 7– verbal report
  - b. CSRMA – no report
  - c. Marin Special District Association – no report
  - d. STPURWE Engineering Ad Hoc Committee – no report
  - e. Biosolids Ad Hoc Committee – no report
  - f. Other Reports– none

**7. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – none
- B. Board Agenda Item Requests – none

**8. VARIOUS INDUSTRY ARTICLES**  
Discussion ensued.


**9. ADJOURNMENT:**  
**ACTION:**

The board approved (Yezman/Nitzberg 4-0-1-0) the adjournment of the meeting at 5:40 p.m.

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

The next Board Meeting is scheduled for November 7, 2024 4:00 PM at the District office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Gary E. Robards, Vice-President

