



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
Greg Pease,
Collection System/Safety Manager
Robert Ruiz,
Administrative Services Manager

BOARD MEETING AGENDA

May 16, 2019

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

3:00 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.

CLOSED SESSION:

3:05 PM

- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.
- 3. CONFERENCE WITH LABOR NEGOTIATORS –** Agency designated representatives: General Manager and Administrative Services Manager; Unrepresented employees: Administrative Services Manager, Collection System/Safety Manager, District Engineer, Plant Manager, pursuant to Governmental Code Section 54957.6
- 4. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION –** Significant exposure to litigation pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: Two Potential Cases.

OPEN SESSION:

4:30 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.

4:35 PM

2. 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 April 25, 2019
- B. Approve the Warrant List for May 16, 2019
- C. Approve Board Compensation for April 2019
- D. Approve Craig Murray attending Stanford Sustainability Webinar May 11, 2019 and Fact-Finding Tour in Denmark June 10-15, 2019.
- E. Approve July Board Meeting Schedule Modification
- F. Approve Job Description and Pay Level of Skilled Maintenance Worker I/II
- G. Approve Bid Award – For Providing Services for Biosolids Removal and Surface Injection (1,000,000 Gallons Minimum) During Fiscal Year 2019-2020
- H. Approve Notice of Completion and Resolution 2019- 2161 Accepting the Miscellaneous Roof Replacement
- I. Approve Notice of Completion and Resolution 2019- 2162 Accepting the Quail Hill CIPP Sewer Rehabilitation
- J. Approve Notice of Completion and Resolution 2019-2163 Accepting the Sewer Main Rehabilitation 2018
- K. Approve Will Serve Letter for APN 180-410-07, 101 McInnis Pkwy Embassy Suites
- L. Approve Amendment to Memorandum of Understanding Dated July 1, 2014 to June 30, 2019 between Las Gallinas Valley Sanitary District and Operating Engineers Local 3 and to authorize the General Manager to execute the Amendment.
- M. Approve Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period of July 1, 2019 – June 30, 2020
- N. Approve Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period of July 1, 2019 – June 30, 2020
- O. Approve Changes to the Board Compensation policy B-60 Board Member Compensation and Resolution 2019-2164 Approving a Revised Policy for B-60 Board Compensation

Possible expenditure of funds: Yes, Items B,C,D, F,G,L, M and N.

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

4:50 PM

3. REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION

Board to review and approve a Request for Proposals for Construction Management Services Secondary Treatment Plant Upgrade and Recycled Water Expansion.

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- 5:15 PM 4. APPROVE CONTRACT AMENDMENT 6 TO AQUA ENGINEERING**
Board to review and approve Contract Amendment 6 to Aqua Engineering.
- 5:20 PM 5. REVIEW OF PRELIMINARY BUDGET**
Staff to present the following proposed budgets for the fiscal year July 1, 2019 to June 30, 2020.
- A. Revenue Budget
 - B. Operation and Maintenance Budget
 - C. Capital Outlay Budget
 - D. Debt Service Budget
 - E. Reserve Budget
- Staff recommendation: Additional review of preliminary FY 2019-20 budget in advance of consideration at the June 6th Public Hearing.
- 5:50 PM 6. INFORMATION ITEMS:**
- A. STAFF/CONSULTANT REPORTS:
 - 1. General Manager Report – Verbal
- 6:00 PM 7. BOARD REPORTS:**
- 1. LAFCO - Verbal
 - 2. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
 - 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal
 - 4. Flood Zone 7 - Verbal
 - 5. NBWA – Verbal
 - 6. NBWRA/North Bay Water – Verbal
 - 7. Engineering Subcommittee – Verbal
 - 8. Other Reports – Written – Murray - EPA Office of Community Revitalization’s Strategies for Food Systems, Health, and Economic Development
- 6:20 PM 8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests - Verbal
- 6:25 PM 9. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**
- 6:30 PM 10. ADJOURNMENT**

11. FUTURE BOARD MEETING DATES – MAY 21, JUNE 6, AND JUNE 20, 2019

AGENDA APPROVED:

Craig K. Murray, Board President

Pat Richardson, Legal Counsel

CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before May 13, 2019 at 3:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held May 16, 2019 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: May 13, 2019



Teresa L. Lerch
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third 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.