



101 Lucas Valley Road, Suite 300
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MANAGEMENT TEAM
General Manager, Mike Prinz
Plant Operations, Mel Liebmann
Collections/Safety/Maintenance, Greg Pease
Engineering, Michael P. Cortez
Administrative Services, Dale McDonald

DISTRICT BOARD
Megan Clark
Rabi Elias
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

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.

SPECIAL BOARD MEETING AGENDA REVISED

September 2, 2021

In accordance with Government Code Section 54956

Crystal J. Yezman, Board President, has called for a Special Meeting

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this September 2, 2021 meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the General Manager (mprinz@lgsd.org) by 5:00 pm on Wednesday, September 1, 2021. In addition, Persons wishing to address the Board verbally must contact the General Manager, by email (mprinz@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

**Prior to the meeting, participants should download the Zoom app at:*

*<https://zoom.us/download> A link to simplified instructions for use of the Zoom app is:
<https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>*

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/83906661392>

OR

By teleconference at: +16699009128 Meeting ID: 839 0666 1392

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

NOTE: Final board action may be taken on any matter appearing on agenda

Estimated
Time

OPEN SESSION:

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

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 August 5th, and August 11, 2021
- B. Approve the Warrant List for September 2, 2021
- C. Approve Murray to attend the Bisolids & Renewable Energy Seminar on Oct 13 in Oakland, CA.

Possible expenditure of funds: Yes, Item B and C.

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

4:15 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. General Manager Report – Verbal
- 2. Fourth Quarter Finance Report – Written

4:45 PM

4. PROMOTIONAL CONVERSIONS – COLLECTION SYSTEM OPERATOR III TO LEAD COLLECTION SYSTEM OPERATOR AND PLANT OPERATOR III POSITION TO LEAD PLANT OPERATOR

Board to discuss the promotional conversion of Plant Operator III to Plant Operator Lead and Collection Systems Operator III to Collections System Lead.

5:15 PM

5. DONATION POLICY

Board to consider the adoption of an updated Donation Policy.

5:45 PM

6. BOARD NORMS SUMMARY DOCUMENT

Board to review the revised Board Norms summary document.

6:00 PM

7. APPOINTMENT IN THE EVENT OF A VACANCY

Board to review policy B-90 regarding an appointment in the event of a Board vacancy.

6:30 PM

8. BOARD MEMBER REPORTS:

- 1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, 2021 Employee Climate Survey Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
- 2. ELIAS
 - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
- 3. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee, 2021 Legal Services Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports
- 4. SCHRIEBMAN
 - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
- 5. YEZMAN
 - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee, Other Reports

6:40 PM

9. BOARD REQUESTS:

- 1. Board Meeting Attendance Requests – Verbal
- 2. Board Agenda Item Requests – Verbal
- 3. Pending Board Agenda Item Requests
 - i. INFORMATION - Pump Station Vegetation and Safety Report
 - ii. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions

6:45 PM

10. VARIOUS INDUSTRY ARTICLES

6:50 PM

11. ADJOURNMENT

FUTURE BOARD MEETING DATES: SEPTEMBER 16, SEPTEMBER 20 AND OCTOBER 7, 2021

AGENDA APPROVED:	Crystal J. Yezman, Board President	Patrick Richardson, 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 September 1, 2021 at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held September 2, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

August 30, 2021



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, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

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.