

1 **SPECIAL MEETING MINUTES OF APRIL 13, 2018**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON APRIL 13, 2018, AT 9:00 AM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
5 SAN RAFAEL, CALIFORNIA.
6

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, R. Greenfield, C. Murray and
8 J. Schriebman
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10 **BOARD MEMBERS ABSENT:** None.

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12 **STAFF PRESENT:** Chris DeGabriele, Interim General Manager; Susan
13 McGuire, District Treasurer; Kristina Kempf,
14 Administrative/Financial Specialist.
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16 **OTHERS PRESENT:** None.

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18 **ANNOUNCEMENT:** President Clark announced that the agenda had been
19 posted as evidenced by the certification on file in
20 accordance with the law.
21

22 **PUBLIC COMMENT:** None.
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24 **INTRODUCTION OF PRELIMINARY 2018-19 BUDGET:**

25 McGuire and DeGabriele presented the Preliminary 2018-2019 Revenue, Operation and Maintenance,
26 Reserves, Debt Service and Capital Outlay Budgets. McGuire reported that the budgeted revenue is
27 based on the same number of sanitary sewer units as 2017-18 and a maximum rate of \$898 per unit;
28 noting this as the fourth year of a five year rate increase based on the capital outlay plan adopted by the
29 Board in June 2015. The Board and staff discussed income and expense trends including: personnel
30 costs, insurance, operating, and general and administrative expenses. Debt service amounts were
31 discussed. The Capital Outlay budget contains projects specifically identified in the Five Year plan for
32 2015/2016 through 2019/2020 plus miscellaneous capital needs that change yearly.
33

34 Staff will update the budget and bring it back for further review by the Board on May 24, 2018 after the
35 preliminary calculations for the user charge for 2018-19 are prepared.
36

37 The Public Hearing for the Budget and Sewer Service Charge is set for June 14, 2018 at 4:30 p.m.
38

39 **ADJOURNMENT:**

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41 **ACTION:**

42 Board approved (M/S Greenfield/Elias 5-0-0-0) the adjournment of the meeting at 11:04 a.m.
43

44 AYES: Clark, Elias, Greenfield, Murray and Schriebman.
45 NOES: None
46 ABSENT: None
47 ABSTAIN: None
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49 The next Board Meeting is scheduled for Thursday, April 26, 2018 at 4:30 p.m. at the District's office.
50

51 ATTEST:

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54 Kristina Kempf, Administrative/Financial Specialist
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APPROVED:



Megan Clark, Board President

