



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
Russ Greenfield
Craig K. Murray
Judy Schriebman

DISTRICT ADMINISTRATION
Chris DeGabriele,
Interim General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Susan McGuire,
Administrative Services Manager
Greg Pease,
Collection System/Safety Manager

BOARD MEETING AGENDA

June 14, 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:

- 2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54956.8; Regarding a parcel of land Assessor Parcel Number 155-131-22; Real Property Negotiator is the District Counsel.
- 3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54956.8 Regarding a parcel of land Assessor Parcel Number: 155-011-15. Real Property Negotiators are the Interim General Manager and the District Counsel. District may negotiate with representatives from Ciel et Terre. Under negotiation: Price and Terms of Payment.

4:30 PM

OPEN SESSION:

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. RESOLUTION NO. 2018-2125 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE BUDGET FOR THE FISCAL YEAR 2018-19

Staff to present Resolution No. 2018-2125 - A Resolution Certifying that Legal Notice has been given for the Hearing on the Budget for the Fiscal Year 2018-19.

Possible Expenditure of Funds: None.

Staff Recommendation: Adopt Resolution No. 2018-2125 - A Resolution Certifying that Legal Notice has been given for the Hearing on the Budget for the Fiscal Year 2018-19.

4:40 PM

3. RESOLUTION NO. 2018-2126 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE SEWER SERVICE CHARGE RATE INCREASE FOR THE FISCAL YEAR 2018-19

Staff to present Resolution No. 2018-2126 – A Resolution Certifying that Legal Notice has been given for the Hearing on the Sewer Service Charge Rate Increase for the Fiscal Year 2018-19.

Possible expenditure of funds: None.

Staff recommendation: Board adopt Resolution 2018-2126 – A Resolution Certifying that Legal Notice has been given for the Hearing on the Sewer Service Charge Rate Increase for the Fiscal Year 2018-19.

4:45 PM

4. PUBLIC HEARING – SEWER SERVICE CHARGE RATE INCREASE: A HEARING TO CONSIDER RAISING THE ANNUAL SEWER SERVICE CHARGE FOR THE NEXT YEAR CONSISTENT WITH REQUIREMENTS OF THE GOVERNMENT CODE**A. OPEN PUBLIC HEARING****B. RATE INCREASE PRESENTATION:**

District staff and consultants presentation on the proposed sewer service charge rate increases for Fiscal Year 2018-19. The proposed increases are: Fiscal year 2018-18, not to exceed \$898.

C. REVIEW DISTRICT STAFF RECOMMENDATIONS:

Board to consider staff recommendation to increase sewer service charges.

D. PUBLIC COMMENT:

This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed rate increase. Presentations are generally limited to three minutes.

E. CLOSE THE PUBLIC HEARING:

Board to close the public hearing.

F. BOARD DETERMINATION AND ACTION

Board to consider comments from public, review administrative record and make determination regarding action to increase annual sewer service charge. The Board shall make a finding that its action is consistent with the requirements of the Government Code that implemented Proposition 218.

5:00 PM 5. PUBLIC HEARING – BUDGET FOR THE 2018-19 FISCAL YEAR**A. OPEN PUBLIC HEARING****B. BUDGET 2018-19 PRESENTATION:**

District staff to present the following proposed budgets for the fiscal year July 1, 2018 to June 30, 2019:

- a. Revenue
- b. Operating and Maintenance
- c. Reserves
- d. Debt Service
- e. Capital Outlay

C. REVIEW DISTRICT STAFF RECOMMENDATIONS:

Board consider approval of the 2018-19 Budgets as proposed.

D. PUBLIC COMMENT:

This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed Budgets. Presentations are generally limited to three minutes.

E. CLOSE THE PUBLIC HEARING:

Board to close the public hearing.

F. BOARD DETERMINATION AND ACTION

Board to consider comments from public, review administrative record and make determination regarding action to approved the proposed Budgets.

5:15 PM 6. RESOLUTIONS FOR 2018-19 BUDGET:

- A. RESOLUTION NO. 2018-2127 – A RESOLUTION CONFIRMING THE ANNUAL SEWER SERVICE CHARGE AND SUPPLEMENTAL SERVICE CHARGES FOR THE LAS GALLINAS VALLEY SANITARY DISTRICT FOR THE FISCAL YEAR 2018-19.
- B. RESOLUTION NO. 2018-2128 – A RESOLUTION FIXING AND APPROVING THE BUDGET FOR THE FISCAL YEAR 2018-19.
- C. RESOLUTION NO. 2018-2129 – A RESOLUTION PROVIDING FOR THE COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL.
- D. RESOLUTION NO. 2018-2130 – A RESOLUTION DETERMINING THE 2018-19 APPROPRIATION OF TAX PROCEEDS.
- E. RESOLUTION NO. 2018-2131 – A RESOLUTION REQUESTING ALLOCATION OF TAXES FOR THE FISCAL YEAR 2018-19.

5:25 PM

7. 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 May 24, 2018.
- B. Approve the Warrant List for June 14, 2018.
- C. Approve Board Compensation for May 2018.
- D. Approve Rabi Elias attending the Special District Leadership Academy Conference July 8-11, 2018 in Napa.
- E. Approve Call for Bids – Towable 4” & 8” Emergency Pumps.
- F. Approve Du-All Safety Contract Proposal for July 1, 2018 to June 30, 2019.
- G. Approve Interim General Manager Authority to Approve Hanford ARC for Lower Miller Creek Year One Revegetation Maintenance Services.
- H. Approve Interim General Manager Authority to Re-allocate Budget for the Repair of Lower Miller Creek Rock Cross Vane and Levees.
- I. Approve Call for Bids – Sewer Main Rehabilitation 2018.
- J. Approve Amendment No. 6 to the Treated Wastewater Agreement with the Marin Municipal Water District.

Possible expenditure of funds: Yes, Items B – J.

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

5:40 PM

8. ACTION CALENDAR:

- A. Approve Resolution 2018-2132 – Resolution Adopting the Pay Scales Effective July 1, 2018 Pursuant to the California Code of Regulations, Subchapter 1, Employees Retirement System Regulations Section 570.5
- B. Approve Resolution 2018-2133 – Resolution Adopting a Cafeteria Plan Including a Health Flexible Spending Account and Dependent Care Flexible Spending Account for the Employees of the Las Gallinas Valley Sanitary District
- C. Determine CASA 2018 Designation of Agency Representative
- D. Approve Award of Contract for Classification and Compensation Study

5:55 PM

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

1. Interim General Manager Report – Verbal
2. Surplus Items Sold - First Capitol Auction , Inc. – Written
3. Lateral Specification Progress Update – Written
4. Monthly Treasurer Report – 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 – Verbal

- 7. Engineering Subcommittee – Verbal
- 8. Other Reports – Verbal

6:20 PM 10. BOARD REQUESTS:

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


6:25 PM 11. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE

6:30 PM 12. ADJOURNMENT

AGENDA APPROVED:	Megan Clark, 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 June 11, 2018, at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held June 14, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: June 11, 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.