

1 **SPECIAL MEETING MINUTES OF APRIL 12, 2019**

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3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
4 SESSION ON APRIL 12, 2019, AT 9:02 AM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN  
5 RAFAEL, CALIFORNIA.  
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7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and  
8 C. Yezman  
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10 **BOARD MEMBERS ABSENT:** None.

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12 **STAFF PRESENT:** Mike Prinz, General Manager; Robert Ruiz, District  
13 Treasurer; Mike Cortez, District Engineer; Kristina Kempf,  
14 Administrative/Financial Specialist; Teresa Lerch, Board  
15 Secretary; Mel Liebmann, Plant Manager; Greg Pease,  
16 Collection and Safety Manager  
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18 **OTHERS PRESENT:** None.

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20 **ANNOUNCEMENT:** President Murray announced that the agenda had been  
21 posted as evidenced by the certification on file in  
22 accordance with the law.  
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24 **PUBLIC COMMENT:** None.  
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27 **INTRODUCTION OF PRELIMINARY 2019-20 BUDGET:**

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29 Ruiz and Prinz presented the Preliminary 2019-2020 Revenue, Operation and Maintenance, Reserves,  
30 Debt Service and Capital Outlay Budgets. Ruiz reported that the budgeted revenue is based on the same  
31 number of sanitary sewer units as 2018-19 and a maximum rate of \$ 927 per unit; noting this as the fifth  
32 year of a five-year rate increase based on the capital outlay plan adopted by the Board in June 2015.  
33 The Board and staff discussed income and expense trends including: personnel costs, insurance,  
34 operating, and general and administrative expenses. Debt service amounts were discussed. The Capital  
35 Outlay budget contains projects specifically identified in the Five Year plan for 2015/2016 through  
36 2019/2020 plus miscellaneous capital needs that change yearly.  
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38 Staff will update the budget and bring it back for further review by the Board on May 16, 2019 after the  
39 preliminary calculations for the user charge for 2019-20 are prepared.  
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41 The Public Hearing for the Budget and Sewer Service Charge is set for June 6, 2019 at 4:30 p.m.  
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43 **ADJOURNMENT:**

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45 **ACTION:**

46 Board approved (M/S Yezman/Schriebman 5-0-0-0) the adjournment of the meeting at 11:20 a.m.  
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48 AYES: Clark, Elias, Murray, Schriebman and Yezman.  
49 NOES: None  
50 ABSENT: None  
51 ABSTAIN: None  
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56 The next Board Meeting is scheduled for Thursday, April 25, 2019 at 4:30 p.m. at the District's office.

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ATTEST:



Teresa Lerch, Board Secretary

64 APPROVED:

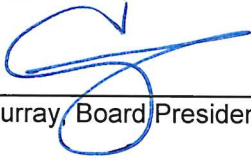
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Craig K. Murray, Board President

