



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  
Vacant  
Administrative Services Manager

## **BOARD MEETING AGENDA**

**May 7, 2020**

*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, the May 7, 2020 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 Board Secretary (tlerch@lgvsd.org) by 5:00 pm on Wednesday, May 6, 2020. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgvsd.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/85338463726>

**OR**

**By teleconference at: +16699009128 Meeting ID 853 3846 3726**

**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

3:15 PM

**CLOSED SESSION:**

- 1. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** pursuant to subdivision (b)(1) of Government Code Section 54957.
- 2. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.

**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 16 and April 17, 2020
- B. Approve the Warrant List for May 7, 2020
- C. Approve Schriebman attending the Adapting Tides Webinar April 28
- D. Approve Murray attending the Budgeting for the Covid-19 Recession Webinar May 5
- E. Approve Resolution 2020-2187 – A Resolution Proposing an Election
- F. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order

Possible expenditure of funds: Yes, Items B through E.

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

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- 4:45 PM**      **3. FEE AGREEMENT FOR LEGAL SERVICES**  
Board to consider proposed fee agreement for legal services.
- 5:00 PM**      **4. SET PUBLIC HEARING FOR PROPOSED ORDINANCE 182 AN ORDINANCE AMENDING TITLE 2, CHAPTER 1 SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT – CAPITAL FACILITIES CHARGE**  
Board to review the proposed Ordinance 182 – An Ordinance Amending Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District which will update the capital facilities charge based on the inflationary adjustment as provided for in the Ordinance. Board to set a Public Hearing for Ordinance No 182, An Ordinance Amending Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District.
- 5:10 PM**      **5. APPROVE THE REVISED CONTRACT AMOUNT WITH PG&E FOR CONSTRUCTION OF PHASE 2 POWER LINE REALIGNMENT PROJECT**  
Board to review and approve the revised contract amount with PG&E for construction of Phase 2 Power line Realignment project.
- 5:25 PM**      **6. BID AWARD – BIOSOLIDS SURFACE INJECTION AND RECLAMATION PASTURELAND IRRIGATION OPERATIONS AND MAINTENANCE SERVICES**  
Board to review and approve Biosolids/Reclamation Bid Award.
- 5:35 PM**      **7. APPROVE BOARD APPOINTMENT ACTING DISTRICT TREASURER**  
Board to review and approve Acting District Treasurer.
- 5:40 PM**      **8. DRAFT SPRING NEWSLETTER**  
Board to review and approve Draft Spring Newsletter.
- 5:55 PM**      **9. INFORMATION ITEMS:**  
A. STAFF/CONSULTANT REPORTS:  
    1. General Manager Report – Verbal  
    2. Retention of CPSHR Consulting for Administrative Services Manager Recruitment Services  
    3. Retention of Regional Government Services for Temporary Assistance  
    4. Marin County Civil Grand Jury Follow-up Report on Web Transparency of Agency Compensation Practices
- 6:15 PM**      **10. BOARD MEMBER REPORTS:**  
1. CLARK  
    a. NBWA Board Committee, NBWA Conference Committee, Ad Hoc HR Committee re: 2019 GM Evaluation, Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports  
2. ELIAS  
    a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, Other Reports  
3. MURRAY  
    a. Marin LAFCO, CASA Energy Committee, Ad Hoc HR Committee re: 2019 GM Evaluation Other Reports

- 4. SCHRIEBMAN
  - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports
- 5. YEZMAN
  - a. Gallinas Watershed Council/Miller Creek Watershed Council Flood Zone 7,CSRMA, Ad Hoc Engineering Committee re: STPURWE, Other Reports

6:25 PM

**11. BOARD REQUESTS:**

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

6:30 PM

**12. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

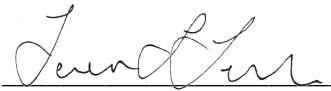
6:35 PM

**13. ADJOURNMENT**

**FUTURE BOARD MEETING DATES: MAY 21, JUNE 4, JUNE 18, 2020**

AGENDA APPROVED:	Rabi Elias 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 May 4, 2020 at 3:15 p.m., I posted the Agenda for the Board Meeting of said Board to be held May 7, 2020 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.



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.