



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
Russ Greenfield
Larry Loder
Craig K. Murray
Judy Schriebman

DISTRICT ADMINISTRATION
Mark R. Williams,
General Manager
Michael Cortez,
District Engineer
Janice Mandler,
Collection System/Safety Manager
Susan McGuire,
Administrative Services Manager
Mark Von Aspern,
Plant Manager

BOARD MEETING AGENDA

January 12, 2012

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL DURING NORMAL BUSINESS HOURS

NOTE: Final Board Action May Be Taken on Any Matter Appearing on Agenda

4:15 P.M. CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:** Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: One potential case.

4:30 P.M. GENERAL SESSION

1. **PUBLIC COMMENT PERIOD:** This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda. 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.

[5 minutes – Approximately 4:35 p.m.]

2. **BOARD ELECTIONS – PRESIDENT, VICE PRESIDENT, SECRETARY, AND TREASURER:** Board to elect a President, Vice President, Secretary and Treasurer.

2.1

POSSIBLE EXPENDITURE OF FUNDS: No.
STAFF RECOMMENDATION: A matter for Board determination.

[5 minutes – Approximately 4:40 p.m.]

3. **BOARD PRESIDENT APPOINTMENTS:** Board President will appoint Board Members to attend various meetings and/or committees.

3.1-3

POSSIBLE EXPENDITURE OF FUNDS: No.
STAFF RECOMMENDATION: A matter for Board President's determination.

[15 minutes – Approximately 4:55 p.m.]

4. **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 December 8 and 16, 2011.
 - B. APPROVE the Warrant Lists for December 20, 2011 and January 12, 2012.
 - C. APPROVE Director's Compensation – December 2011.

4A. 1-6
4B. 1-5
4C. 1

4D1-5
4E1-4

- D. APPROVE Resolution No. 2012-1943 A Resolution Approving Revised Policies for Purchasing, Including Retaining Consultants F-40 and Credit Cards F-50 for the Board of Directors of the District
- E. APPROVE Proposal for Obtaining a Moffitt's Canada Goose Reduction Permit and Field Work Plan to Addle Eggs

POSSIBLE EXPENDITURE OF FUNDS: Yes, Items A and E.
STAFF RECOMMENDATION: Adopt Consent Calendar Items A through E.

[5 minutes– Approximately 5:00 p.m.]

5.1-3

- 5. **CIVIC CENTER NORTH PUMP STATION AND JOHN DUCKETT PUMP STATION STANDBY GENERATOR REPLACEMENT – AWARD OF CONTRACT:** Board will review bids and award the contract for the Project.

POSSIBLE EXPENDITURE OF FUNDS: Yes, \$585,485
STAFF RECOMMENDATION: Board approve award of contract for Civic Center North Pump Station and John Duckett Pump Station Standby Generator Replacement Project.

[10 minutes– Approximately 5:10 p.m.]

6.1

- 6. **MARIN SANITARY SERVICE GARBAGE SERVICE PRESENTATION:** Patty Garbarino of Marin Sanitary Service will give a presentation on the garbage service that Marin Sanitary Service provides and future developments and program priorities in solid waste management to achieve zero waste.

POSSIBLE EXPENDITURE OF FUNDS: No
STAFF RECOMMENDATION: Information Only

[10 minutes – Approximately 5:20 p.m.]

7.1-31

- 7. **GARBAGE AND REFUSE RATE ADJUSTMENT:** Board review of HF&H Consultants, LLC rate review report for a 2012 rate increase in garbage and refuse rates. This matter has tentatively been set for Public Hearing on February 9, 2012 to consider adoption of a retroactive increase to existing garbage and refuse rates effective January 1, 2012. Representatives of Marin Sanitary Service will be in attendance to discuss HF&H Consultants' report.

POSSIBLE EXPENDITURE OF FUNDS: No.
STAFF RECOMMENDATION: Board set Public Hearing date for February 9, 2012.

[20 minutes– Approximately 5:40 p.m.]

8.1-11

- 8. **PROPOSED ORDINANCE – INSPECTION OF SEWER LATERALS OF NON-DOMESTIC/COMMERCIAL PRIVATE PROPERTY SEWER LATERALS AND MAINS:** The Board will review a draft ordinance authorizing the inspection of the sewer laterals of non-domestic/commercial private property owners.

POSSIBLE EXPENDITURE OF FUNDS: No.
STAFF RECOMMENDATION: Board set Public Hearing date for February 9, 2012.

[15 minutes– Approximately 5:55 p.m.]

9A. 1-11
9B. 1
9C. 1

- 9. **STAFF / CONSULTANT REPORTS:**
 - A. Miscellaneous District Correspondence
 - B. Strategic Plan Update
 - C. April Board meeting schedule

9D. 1-2
9E. 1-6
9F. 1

- D. North Bay Watershed Association Conference Sponsorship
- E. Draft Proposal, Renewable Energy Consulting Services for Las Gallinas Valley Sanitary District
- F. LGVSD Recycled Water Facility Construction Update

[15 minutes-- Approximately 6:10 p.m.]

10. **BOARD REPORTS:**

10A-F.1
10G. 1-17
10H. 1-3

- A. NBWA – Verbal
- B. NBWA-Miller Creek Watershed Stewards – Verbal
- C. NBWRA – Verbal
- D. JPA Local Task Force on Solid and Hazardous Waste – Verbal
- E. Gallinas Creek Watershed Council – Verbal
- F. SMART Train Civic Center Station Area Plan Advisory Committee – Verbal
- G. LAFCO
- H. Wholly H2O

[10 minutes-- Approximately 6:20 p.m.]

11. **BOARD REQUESTS:**

11A. 1
11B. 1

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

[5 minutes-- Approximately 6:25 p.m.]

12. **VARIOUS ARTICLES & MISCELLANEOUS CORRESPONDENCE:**

12. 1-15

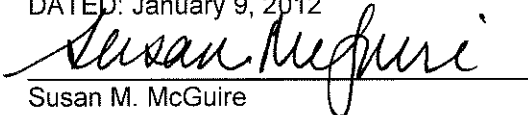
[5 minutes-- Approximately 6:30 p.m.]

ADJOURNMENT – APPROXIMATELY 6:30 P.M.

AGENDA APPROVED: Judy Schriebman, Board President	David Byers, Legal Counsel
---	----------------------------

CERTIFICATION: I, Susan M. McGuire, District Treasurer of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before January 9, 2012 at 3:30 p.m., staff posted the Agenda for the Board Meeting of said Board to be held Thursday, January 12, 2012 at the District Office, located at 300 Smith Ranch Road, San Rafael, California.

DATED: January 9, 2012


 Susan M. McGuire
 District Treasurer

* * * * *

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.