



District Board
Megan Clark
Douglas A. Colbert
Russell R. Greenfield
Larry Loder
Craig Murray

District Administration
Mark Williams, District Manager

BOARD MEETING AGENDA

THURSDAY, JULY 12, 2007

Resolution Next in Order: No. 2007-1841. Ordinance Next in Order: No. 139

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

4:00 P.M. CLOSED SESSION

1. Conference with Real Property Negotiators – in accordance with Government Code Section 54956.8 – portion of APN 155-010-70 – District Manager, Mark Williams – St. Vincent's Option to Purchase
2. Public Employee Performance Evaluation – District Manager – pursuant to Government Code Section 54957.

REPORT OUT – CLOSED SESSION

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 District Manager before the meeting.

[5 minutes]

2. **PUBLIC HEARING - APPROVAL OF FINAL 2007-08 BUDGET:** District staff presentation of Final Budget:
 1. Revenue Budget and Year-end Fund Balances
 2. District staffing and Consultant onsite staffing
 3. M&O Budget
 4. CIP Budget – 2007-08

POSSIBLE EXPENDITURE OF FUNDS: Yes, approximately \$6.6 million

STAFF RECOMMENDATION: Board approval of final budget as edited at the June 28, Board Meeting.

[10 minutes]

3. **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.
- (1) SFCRWQCB Communication – Monthly Reports
 - (2) EPA Communication – Monthly Report
 - (3) Warrant List for July 12, 2007- Part I in Packet, Part II on Table (Approval)
 - (4) Marin IJ - Various articles (Receive and File)
 - (5) Marin County Public Hearing Notice – Marin County Wide Plan Update & Final Environmental Impact Report (Receive and File)

POSSIBLE EXPENDITURE OF FUNDS: Yes, Warrants

STAFF RECOMMENDATION: Adopt Consent Calendar Items 1-5.

[5 minutes]

4. **BOARD REPORTS:**

- (1) NBWA
- (2) NBWRA

[5 minutes]

5. **STAFF / CONSULTANT REPORTS:**

- (1) Fund Balances
- (2) Injured Collection Line Worker VERBAL
- (3) Declaration of candidacy period July 16, 2007 – August 10, 2007 VERBAL
- (4) Extension of Sodium Hypochlorite contract VERBAL
- (5) Water Environment Federation Conference October 13-17, 2007 VERBAL

[5 minutes]

6. **APPLICATION FOR ALLOCATION OF CAPACITY:** Development of 1 EDU on 12 Bay Hills Drive was granted collection system/treatment plant Allocation of Capacity previously on September 13, 2000. Pursuant to the September 13, 2000 Will Serve Letter, the Allocation of Capacity expired on September 13, 2003. District staff has concluded that sufficient capacity exists in collection system and treatment plant.

POSSIBLE EXPENDITURE OF FUNDS: No.

STAFF RECOMMENDATION: Board approval of the following:

- a. *Line and Plant Capacity*
- b. *Allocation for 1 units x 200 gallons/unit = 200 gallons per day*
- c. *Connection fee: 1 units x \$5,900/unit (acreage fee previously paid) – existing fees paid for lot (\$3,600) = \$2,300 (additional fees owed to District)*
- d. *Issuance of Will Serve Letter*

[5 minutes]

7. **APPLICATION FOR ALLOCATION OF CAPACITY:** Development of 4 EDU's on South Side of Lucas Valley Road East of 101 Lucas Valley Road & West of Las Gallinas Avenue (ANP #'s 165-240-02, 03, 04 & 05) was granted collection system/treatment plant Allocation of Capacity previously on February 13, 2003. Pursuant to the February 13, 2003 Will Serve Letter, the Allocation of Capacity expired on February 13, 2006. District staff has concluded that sufficient capacity exists in collection system and treatment plant.

POSSIBLE EXPENDITURE OF FUNDS: No.

STAFF RECOMMENDATION: Board approval of the following:

- a. *Line and Plant Capacity*
- b. *Allocation for 4 units x 200 gallons/unit = 800 gallons per day*
- c. *Connection fee: 4 units x \$5,900/unit (acreage fee previously paid) – existing fees paid for lot (\$20,000) = \$3,600 (additional fees owed to District)*
- d. *Issuance of Will Serve Letter*

[5 minutes]

8. **APPLICATION FOR ALLOCATION OF CAPACITY:** Development of 1 EDU on 800 Upper Road was granted collection system/treatment plant Allocation of Capacity previously on July 27, 2000. Pursuant to the July 27, 2000 Will Serve Letter, the Allocation of Capacity expired on July 27, 2003. District staff has concluded that sufficient capacity exists in collection system and treatment plant.

POSSIBLE EXPENDITURE OF FUNDS: No.

STAFF RECOMMENDATION: Board approval of the following:

- a. *Line and Plant Capacity*
- b. *Allocation for 1 units x 200 gallons/unit = 200 gallons per day*
- c. *Connection fee: 1 units x \$5,900/unit x 1.5/lift station (acreage fee previously paid) – existing fees paid for lot + lift station (\$5,400) = \$3,450 (additional fees owed to District)*
- d. *Issuance of Will Serve Letter*

[5 minutes]

9. **MAY 2007 COLLECTION SYSTEM REPORT:** District Manager Mark Williams will present the May 2007 Collection System Report completed by Janice Mandler (Line Supervisor).

POSSIBLE EXPENDITURE OF FUNDS: N/A

STAFF RECOMMENDATION: Board discussion and approval

[5 minutes]

10. **DEVELOPMENT OF A DISTRICT STRATEGIC PLAN:** Board to schedule a special workshop date and time to discuss the development of a District Strategic Plan.

POSSIBLE EXPENDITURE OF FUNDS: No

STAFF RECOMMENDATION: Consider setting a special workshop on July 31, 2007 to develop a strategic plan

[5 minutes]

11. **NBWA STAFF COMMITTEE REPORT ON THE STATUS OF DETERMINING**

RECLAMATION ALTERNATIVES: District Manager and Bill Brick of CDM (a consultant to the NBWA reclamation project) will report on the P & G committees efforts to develop recommendations related to the NBRWA water reclamation project alternatives.

POSSIBLE EXPENDITURE OF FUNDS: N/A

STAFF RECOMMENDATION: N/A

[20 minutes]

12. **DEVELOPMENT OF A DISTRICT MISSION STATEMENT:** Board to consider the development and adoption of a mission statement.

POSSIBLE EXPENDITURE OF FUNDS: No

STAFF RECOMMENDATION: A matter of Board Determination

[50 minutes]

ADJOURNMENT – APPROXIMATELY 6:30 P.M. TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR THURSDAY, JULY 26, 2007 @ 4:30 PM AT THE DISTRICT OFFICE.

CERTIFICATION: I, Mark R. Williams, Secretary Pro Tem of the LGVSD, hereby declare under penalty of perjury that on or before July 9, 2007, I had District staff post the AGENDA for the regular meeting to be held on June 28, 2007 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: July 9, 2007

District Manager – Secretary Pro Tem