

MINUTES OF MAY 22, 2008

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN REGULAR SESSION ON MAY 22, 2008, AT 4:00 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

BOARD MEMBERS PRESENT: M. Clark, R. Greenfield, C. Murray, L. Loder, J. Schriebman

BOARD MEMBERS ABSENT: None

STAFF PRESENT: M. Williams, District Manager; District Secretary Eva Moore; District Counsel Dave Byers; District Financial Consultant Susan McGuire; Plant Manager Matt Pierce, Collections Supervisor Janice Mandler.

OTHERS PRESENT: None

ANNOUNCEMENT: President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.

PUBLIC COMMENT: None

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.

ACTION:

Board approved (M/S Schriebman / Loder 5-0-0-0) Consent Calendar Items A through F.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
NOES: None
ABSTAIN: None
ABSENT: None

- A. Board Minutes for March 27, 2008
- B. Resolution 2008-1851 A RESOLUTION FIXING TIME AND PLACE FOR HEARING ON BUDGET FOR THE FISCAL YEAR 2008-09
- C. Resolution 2008-1852 A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN ON SEWER SERVICE CHARGE REPORT FOR THE FISCAL YEAR 2008-09
- D. District 2007/2008 Third Quarter Financial Statement for the Period Ending March 31, 2008
- E. Warrant Lists for May 22, 2008
- F. Marin Independent Journal Various Articles / Miscellaneous Correspondence & Articles

STAFF / CONSULTANT REPORTS:

- A. March & April 2008 Collection System Reports – Collections Supervisor presented the March and April 2008 reports and briefly discussed with the Board Members the incident reports and the request for additional information on reports.
- B. Strategic Plan Special Meeting (2 hours) - June 2, 2008 at 1 PM – District Manager reminded the Board of the date and time of the Strategic Plan Special Meeting.

- C. Safety Program Update – Collections Supervisor reported that Elayne Haller, who was previously the Safety Director, has agreed to function as an interim Safety Director two days a week on a temporary basis until the Safety Director role is filled.
- D. Collection System / Plant Training – Collections Supervisor reported on the California Water Environment Association Sanitary Sewer Maintenance Plan training and the Plant Manager reported on the timeframe requirements for reporting Sanitary Sewer Overflow's and unauthorized discharges from the plant.
- E. District Consultant of John Larson Consulting Collection System Lateral Presentation – District Manager reported that information compiled reveals that 768 homes had been sold since the lateral issue was brought before the Board. He recommended that District Consultant John Larson give a Board presentation on the status of the North Bay Water Association development of a model lateral ordinance and also cover issues related to sewer main rehabilitation and sewer lateral issues.
- F. Miller Creek Wet Weather Capacity Meeting – Board Member Murray and District Manager reported on the meeting both attended related to the Silvera's flooding and Miller creek maintenance.

BID AWARD-BIOTOWER STAIRS: The Board considered Award of Bid to lowest bidder W.R. Ford Associates of Richmond for \$41,900 to install the Biotower Stairs, which is a budgeted project. The Bid and references were reviewed by Nute Engineering.

ACTION:

The Board approved (M/S Murray / Loder 5-0-0-0) to approve Award of Bid with W.R. Ford Associates for the Biotower Stairs in the amount of \$41,900.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
 NOES: None
 ABSTAIN: None
 ABSENT: None

INTRODUCTION OF 2008-09 PRELIMINARY BUDGET: District Manager and District Financial Consultant presented the Preliminary Budget, Revenue Budget and Year-end Fund Balances, District staffing and Consultant onsite staffing, O & M Budget and the CIP Budget – 2008-09.

EXCUSED:

Boardmember Loder was excused at 5:46 p.m.

While copies of documents were being made, the Board moved onto the next item on the agenda.

NOTED PRESENT:

Boardmember Loder was noted present at 6:00 p.m.

BOARD/MANAGER WORKFLOW PLANNING SESSION PROPOSAL: District Manager reported on District consultant Brent Ives's proposal to provide Board/Manager Workflow Planning and recommended its approval.

ACTION:

The Board approved (M/S Greenfield / Murray 5-0-0-0) Board/Manager Workflow Planning Session Proposal from Brent Ives, not to exceed \$5,000.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
 NOES: None
 ABSTAIN: None
 ABSENT: None

BOARD COMPENSATION SURVEY: District Manager reported on the Board Compensation Survey, stating the CASA information and expanded survey information was included in the packet.

Board Member Greenfield made a motion to increase the medical benefit for Directors to \$400 per month. The motion failed due to a lack of a second.

The Board discussed significant cost increases for medical coverage, comparison of the District to other agency meeting compensation rates, flexible benefits rates and CPI adjustments. The Board took no action on the item.

ACTION TO EXTEND MEETING

At 6:30 p.m., the Board approved (M/S Murray / Clark 5-0-0-0) extending meeting to 6:50 p.m.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
NOES: None
ABSTAIN: None
ABSENT: None

INTRODUCTION OF 2008-09 PRELIMINARY BUDGET: (Continued)...

District Manager and District Financial Consultant continued discussion of the budget and reviewed line items.

ACTION TO EXTEND MEETING

At 6:50 p.m., the Board approved (M/S Clark / Murray 5-0-0-0) extending meeting to 7:00 p.m.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
NOES: None
ABSTAIN: None
ABSENT: None

District Manager & District Financial Consultant continued review of the Operation & Maintenance and Capital Improvement Plan.

ACTION TO EXTEND MEETING

At 7:00 p.m., the Board approved (M/S Greenfield / Clark 5-0-0-0) extending meeting to 7:10 p.m.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
NOES: None
ABSTAIN: None
ABSENT: None

District Manager & District Financial Consultant continued review of the Operation & Maintenance and Capital Improvement Plan.

ACTION:

The Board approved (M/S Greenfield / Loder 5-0-0-0) the Preliminary 2008/09 Budget.

AYES: Clark, Greenfield, Loder, Murray and Schriebman
NOES: None
ABSTAIN: None
ABSENT: None

BOARD SELECTION OF A NEW DISTRICT LOGO:

District Manager presented several District Logo options developed by Rausch Communication Consultants LLC for Board consideration. Directors discussed their preferences, and narrowed down to Logo's 1, 2 and 4.

BOARD REPORTS:

- A. NBWA
- B. NBWA-Miller Creek Watershed Stewards
- C. NBWRA
- D. California Association of Sanitation Agencies Conference
- E. Board Agenda Item Requests

Boardmember Murray requested that an agenda item be scheduled for June 26 for Laura Thompson of ABAG to report on the Bay Trail.

ADJOURNMENT:

ACTION:

Board approved (M/S Greenfield / Clark 5-0-0-0) the adjournment of the meeting at 7:10 p.m. to the next Regular Board meeting scheduled for Thursday, June 12, 2008 at 4:30 PM at the District Office.

AYES:	Clark, Greenfield, Loder, Murray and Schriebman
NOES:	None
ABSTAIN:	None
ABSENT:	None

Mark R. Williams, District Manager

APPROVED:

Meghan Clark, Board President