



101 Lucas Valley Road, Suite 300  
San Rafael, CA 94903  
Tel.: 415-472-1734  
Fax: 415-499-7715  
www.LGVSD.org

**MANAGEMENT TEAM**  
General Manager, Mike Prinz  
Plant Operations, Mel Liebmann  
Collections/Safety/Maintenance, Greg Pease  
Engineering, Michael P. Cortez  
Administrative Services, Dale McDonald

**DISTRICT BOARD**  
Megan Clark  
Rabi Elias  
Craig K. Murray  
Judy Schriebman  
Crystal J. Yezman

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.

## **BOARD MEETING AGENDA**

**November 18, 2021**

*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, which was due to end on September 30, 2021 (Exec. Ord. N-08-21). However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's previous Executive Orders. - In light of this – the November 18, 2021 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, but not required, to submit comments in writing to the Board Secretary ([tlerch@lgsd.org](mailto:tlerch@lgsd.org)) by 5:00 pm on Wednesday, November 17, 2021. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email ([tlerch@lgsd.org](mailto:tlerch@lgsd.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>.*

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at: <https://us02web.zoom.us/j/87686904443>**

**OR**

**By teleconference at: +16699009128 Meeting ID: 876 8690 4443**

---

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR  
PUBLIC INSPECTION ON THE DISTRICT WEBSITE [WWW.LGVSD.ORG](http://WWW.LGVSD.ORG)**

**NOTE: Final board action may be taken on any matter appearing on agenda**

Estimated  
Time

**OPEN SESSION:**

4:00 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.

**CLOSED SESSION:**

4:05 PM

**2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to Government Code Section 54957.

**OPEN SESSION:**

5:05 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.

5:10 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 October 21, 2021
- B. Approve the Warrant List for November 18, 2021
- C. Approve Board Compensation for October, 2021
- D. Approve Resolution 2021-2230 Continuing Remote Board Meetings

Possible expenditure of funds: Yes, Item B and C.

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

5:15 PM

**3. INFORMATION ITEMS:**

**STAFF/CONSULTANT REPORTS:**

- 1. General Manager Report – Verbal
- 2. District Correspondence – Written
- 3. Large Integrated Audit Initial Measures List – Written
- 4. Secondary Treatment Process Upgrade and Recycled Water Expansion Project Update - Presentation

- 
- 6:00 PM**      **4. OAKMONT SENIOR LIVING WILL SERVE AND RESOLUTION GRANTING AN EASEMENT**  
Board to review and approve the Oakmont Senior Living Will Serve letter and Resolution 2021-2231 granting an Easement.
- 6:20 PM**      **5. LOWER MILLER CREEK REVEGETATION MAINTENANCE AWARD**  
Board to review the 1-year contract extension with Hanford ARC for the Lower Miller Creek.
- 6:30 PM**      **6. COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) TECHNICIAN (MAINTENANCE PLANNER) JOB DESCRIPTION AND COMPENSATION**  
Board to review and approve the Job Classification and compensation for the Computerized Maintenance Management System Technician.
- 6:45 PM**      **7. 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.
- 6:50 PM**      **8. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, NBWA Conference Committee, 2021 Employee Climate Survey Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
  2. ELIAS
    - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
  3. MURRAY
    - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee, 2021 Legal Services Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports
  4. SCHRIEBMAN
    - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
  5. YEZMAN
    - a. Flood Zone 7,CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee, Other Reports
- 7:00 PM**      **9. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal
  - C. Pending Board Agenda Item Requests
    - i. ACTION – Relocation Assistance Act Policy for Real Estate Acquisitions
    - ii. ACTION – Environmental Compliance Manager Position
    - iii. ACTION – Unrepresented Employee Contracts

7:05 PM 10. VARIOUS INDUSTRY RELATED ARTICLES

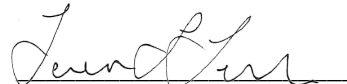
7:10 PM 11. ADJOURNMENT

**FUTURE BOARD MEETING DATES: DECEMBER 2, DECEMBER 16 AND JANUARY 6, 2022**

AGENDA APPROVED:	Crystal J. Yezman, Board President	Patrick Richardson, Legal Counsel
------------------	------------------------------------	-----------------------------------

**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before November 15, 2021 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held November 18, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: November 10, 2021



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.