



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
Russ Greenfield
Craig K. Murray
Judy Schriebman

DISTRICT ADMINISTRATION
Mark R. Williams,
General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Susan McGuire,
Administrative Services Manager
Greg Pease,
Collection System/Safety Manager

BOARD MEETING AGENDA

June 9, 2016

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.

GENERAL SESSION – 3:45 P.M.

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 3:50 p.m.

CLOSED SESSION – 3:50 P.M.

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Government Code § 54956.9: (one potential case).

40 minutes – Approximately 4:30 p.m.

GENERAL SESSION – 4:30 P.M.

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.

2A. 1-4
 2B. 1-2
 2C. 1-6
 2D. 1
 2E. 1-12
 2F. 1
 2G. 1
 2H. 1
 2I. 1
 2J. 1-4
 2K. 1
 2L. 1-7

2. CONSENT CALENDAR:

- A. Approve the Board Minutes for May 26, 2016.
- B. Approve the Warrant List for June 09, 2016.
- C. Approve Board Member Compensation for May, 2016.
- D. Approve Award of Bid to Custom Tractor Service for Biosolids Removal and Surface Injection (1,000,000 Gallons Minimum) During Fiscal Year 2016-2017.
- E. Approve 2015-16 Third Quarter Financial Statements as of March 31, 2016.
- F. Approve Contract Amendment 14 – Cornerstone Redesign Change Order 9 – BioCNG Control Reprogramming
- G. Approve Call for Bids – Lower Miller Creek Channel Maintenance.
- H. Approve Call for Bids – Sewer Main Rehabilitation 2016.
- I. Approve Call for Bids – Descanso and Rafael Meadows Pump Station Generator Installation and Reliability Upgrades.
- J. Approve Control Engineers, PA Contract Proposal for July 1, 2016 to June 30, 2017 for SCADA Control and Electrical Engineering Support.
- K. Approve Wastewater Treatment Plant Operator Recruitment, Hiring and Salary Negotiation.
- L. Approve Resolution 2016-2065 – A Resolution Approving Policies for Board Policy B-50: Training/Conferences/Seminars/Travel/Meals.

Possible expenditure of funds: Yes, Items B –K.

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

5 minutes – Approximately 4:40 p.m.

3A. 1-4
 3B. 1-7

3. STAFF/CONSULTANT REPORTS:

- A. Miscellaneous District Correspondence
- B. CASA 61st Annual Conference

5 minutes – Approximately 4:45 p.m.

4.1

4. RESOLUTION NO. 2016-2066 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE BUDGET FOR THE FISCAL YEAR 2016-17

Staff to present Resolution No. 2016-2066 - A Resolution Certifying that Legal Notice has been given for the Hearing on the Budget for the Fiscal Year 2016-17.

Possible Expenditure of Funds: None.

Staff Recommendation: Adopt Resolution No. 2016-2066 - A Resolution Certifying that Legal Notice has been Given for the Hearing on the Budget for the Fiscal Year 2016-17.

5 minutes – Approximately 4:50 p.m.

5.1

5. RESOLUTION NO. 2016-2067 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE SEWER SERVICE CHARGE RATE INCREASE FOR THE FISCAL YEAR 2016-17

Staff to present Resolution No. 2016-2067 – A Resolution Certifying that Legal Notice has been given for the Hearing on the Sewer Service Charge Rate Increase for the Fiscal Year 2016-17.

Possible expenditure of funds: None.

Staff recommendation: Board adopt Resolution 2016-2067 – A Resolution Certifying that Legal Notice has been given for the Hearing on the Sewer Service Charge Rate Increase for the Fiscal Year 2016-17.

5 minutes – Approximately 4:55 p.m.

6. 1-4

- 6. PUBLIC HEARING – 5:00 P.M. – SEWER SERVICE CHARGE RATE INCREASE: A HEARING TO CONSIDER RAISING THE ANNUAL SEWER SERVICE CHARGE FOR THE NEXT YEAR CONSISTENT WITH REQUIREMENTS OF THE GOVERNMENT CODE**
- A. OPEN PUBLIC HEARING**
- B. RATE INCREASE PRESENTATION:**
District staff and consultants presentation on the proposed sewer service charge rate increases for Fiscal Year 2016-17. The proposed increases are: Fiscal year 2016-17, not to exceed \$835.
- C. REVIEW DISTRICT STAFF RECOMMENDATIONS:**
Board to consider staff recommendation to increase sewer service charges.
- D. PUBLIC COMMENT:**
This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed rate increase. Presentations are generally limited to three minutes.
- E. CLOSE THE PUBLIC HEARING:**
Board to close the public hearing.
- F. BOARD DETERMINATION AND ACTION**
Board to consider comments from public, review administrative record and make determination regarding action to increase annual sewer service charge. The Board shall make a finding that its action is consistent with the requirements of the Government Code that implemented Proposition 218.

30 minutes – Approximately 5:30 p.m.

7. 1-20

- 7. PUBLIC HEARING – 5:30 P.M. – BUDGET FOR THE 2016-17 FISCAL YEAR**
- A. OPEN PUBLIC HEARING**
- B. BUDGET 2016-17 PRESENTATION:**
District staff to present the following proposed budgets for the fiscal year July 1, 2016 to June 30, 2017:
- a. Revenue
 - b. Operating and Maintenance
 - c. Capital Outlay
 - d. Debt Service
- C. REVIEW DISTRICT STAFF RECOMMENDATIONS:**
Board approval of the 2016-17 Budgets as proposed.
- D. PUBLIC COMMENT:**
This portion of the meeting is reserved for persons desiring to address the Board regarding the proposed Budgets. Presentations are generally limited to three minutes.
- E. CLOSE THE PUBLIC HEARING:**
Board to close the public hearing.
- F. BOARD DETERMINATION AND ACTION**
Board to consider comments from public, review administrative record and make determination regarding action to approved the proposed Budgets.

15 minutes – Approximately 5:45 p.m.

8A. 1-13
8B. 1-6
8C. 1
8D. 1-2
8E. 1-1

8. RESOLUTIONS FOR 2016-17 BUDGET:

- A. RESOLUTION NO. 2016-2068 – A RESOLUTION FIXING AND APPROVING THE BUDGET FOR THE FISCAL YEAR 2016-17.
- B. RESOLUTION NO. 2016-2069 – A RESOLUTION CONFIRMING THE ANNUAL SEWER SERVICE CHARGE AND SUPPLEMENTAL SERVICE CHARGES FOR THE LAS GALLINAS VALLEY SANITARY DISTRICT FOR THE FISCAL YEAR 2016-17.
- C. RESOLUTION NO. 2016-2070 – A RESOLUTION PROVIDING FOR THE COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL.
- D. RESOLUTION NO. 2016-2071 – A RESOLUTION DETERMINING THE 2016-17 APPROPRIATION OF TAX PROCEEDS.
- E. RESOLUTION NO. 2016-2072 – A RESOLUTION REQUESTING ALLOCATION OF TAXES FOR THE FISCAL YEAR 2016-17.

5 minutes – Approximately 5:50 p.m.

9. 1-5

9. PUBLIC HEARING – 5:50 P.M. – INITIAL STUDY MITIGATED NEGATIVE DECLARATION FOR THE LAS GALLINAS SECONDARY TREATMENT AND RECYCLED WATER PLANT UPGRADE PROJECT

Possible expenditure of funds: None.

Staff recommendation: Board adopt Resolution 2016-2073 – A Resolution Adopting a Mitigated Negative Declaration for the Secondary Treatment and Recycled Water Plant Upgrade Project.

5 minutes – Approximately 5:55 p.m.

10A.- 10G.1
10A. 1-3
10B. 1-2

10. BOARD REPORTS:

- A. NBWA
- B. NBWRA
- C. JPA Local Task Force on Solid and Hazardous Waste – Verbal
- D. Gallinas Watershed Council – Verbal
- E. Miller Creek Watershed – Verbal
- F. LAFCO – Verbal
- G. Other Reports – Verbal

15 minutes – Approximately 6:10 p.m.

11A. 1
11B. 1

11. BOARD REQUESTS:

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

5 minutes – Approximately 6:15 p.m.

12. 1-33

12. VARIOUS ARTICLES AND MISCELLANEOUS CORRESPONDENCE

5 minutes – Approximately 6:20 p.m.

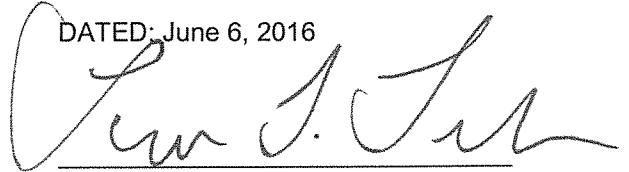
13. ADJOURNMENT

5 minutes – Approximately 6:25 p.m.

AGENDA APPROVED:	Judy Schriebman, Board President	David Byers, 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 June 6, 2016, at 3:45 p.m., I posted the Agenda for the Board Meeting of said Board to be held Thursday, June 9, 2016, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: June 6, 2016



Teresa L. Lerch
District Secretary

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.