



101 Lucas Valley Road, Suite 300
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MANAGEMENT TEAM
General Manager, Vacant
Plant Operations, Mel Liebmann
Collections/Safety/Maintenance, Greg Pease
Engineering, Michael P. Cortez
Administrative Services, Dale McDonald

DISTRICT BOARD
Megan Clark
Ronald Ford
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

January 20, 2022

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 January 20, 2022 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) by 5:00 pm on Wednesday, January 19, 2022. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (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/85047618158> OR

By teleconference at: +16699009128 Meeting ID: 850 4761 8158

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE 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. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: Two cases.

OPEN SESSION:

4:30 PM

1. PUBLIC COMMENT

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4:45 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 Resolution 2022-2235 Remote Meetings
- B. Approve the Board Minutes for December 16 and January 4, 2022
- C. Approve the Warrant List for January 20, 2022
- D. Approve Board Member compensation for December 2021

Possible expenditure of funds: Yes, Item C and D

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

4:55 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. Acting General Manager's Report – Verbal
- 2. District Correspondence - Written
- 3. Quarterly Financial Reports and Treasurer's Report as of December 31, 2021- Written

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- 5:15 PM** **4. DRAFT ORDINANCE 189 ORGANIC RECYCLING SB1383 AND SET PUBLIC HEARING**
Board to discuss draft Ordinance 189 and set Public Hearing date.
- 5:45 PM** **5. AWARD CONTRACT FOR GENERAL MANAGER EXECUTIVE SEARCH**
Board to review and approve award of contract for General Manager Executive search.
- 6:00 PM** **6. INTERIM GENERAL MANAGER'S AGREEMENT**
Board to review and approve the Interim General Manager's Agreement and Resolution 2022-2236.
- 6:15 PM** **7. APPROVE RESOLUTION 2022-2037 AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS**
Board to review and authorize Dale McDonald, Acting General Manager to submit application for SB1383 local assistance grant program.
- 6:25 PM** **8. APPROPRIATE VEHICLE RESERVE FUNDS FOR FY 2021-2022 SERVICE TRUCK PURCHASE**
Board to discuss the purchase of a Service Truck in the amount of \$220,000.
- 6:35 PM** **9. APPROVE AWARD OF CONTRACT FOR THE DEVELOPMENT OF AN EMERGENCY MANAGEMENT SYSTEM**
Board to review the award of contract for the development of an Emergency Management System.
- 6:45 PM** **10. APPROVE SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT CHANGE ORDER AUTHORIZATION – CLEARWELL BYPASS**
Board to review the STPURWE change order for Clearwell Bypass.
- 6:55 PM** **11. 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 Board Secretary before the meeting.
- 7:00 PM** **12. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, 2022 Operations Control Center Ad Hoc Committee, Other Reports
 2. FORD
 - a. NBWRA, Gallinas Watershed Council, Marin Special Districts Association, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 Human Resources Committee, 2022 Ad Hoc CSA 18 Ad Hoc Review committee, Other Reports
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3. MURRAY

- a. Marin LAFCO, CASA Energy Committee, 2022 GM Recruitment Ad Hoc Committee, Other Reports

4. SCHRIEBMAN

- a. Miller Creek Watershed Council, JPA Local Task Force
2022 Legal Services Ad Hoc committee, 2022 Biosolids Ad Hoc Committee, 2022 Human Resources Ad Hoc committee, Other Reports

5. YEZMAN

- a. Flood Zone 7, CSRMA, 2022 Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2022 Legal Services Ad Hoc Committee, 2022 GM Recruitment Ad Hoc Committee, Marin Special Districts, 2022 Biosolids Ad Hoc committee, 2022 Ad Hoc CSA 18 Ad Hoc Review committee, Other Reports

7:10 PM

13. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal
- C. Pending Board Agenda Item Requests
 - i. ACTION – Measure A Discussion
 - ii. ACTION – Parliamentary Procedures
 - iii. ACTION – Recycled Water Signage
 - iv. ACTION – Public Use of Reclamation
 - v. ACTION – Invasive Species in Reclamation
 - vi. ACTION – Low Income Sewer Service Charge Discount

7:15 PM

14. VARIOUS INDUSTRY RELATED ARTICLES

7:20 PM


15. ADJOURNMENT

FUTURE BOARD MEETING DATES: FEBRUARY 3, FEBRUARY 10, 2022

AGENDA APPROVED:	Judy Schriebman, Board President	Patrick Richardson, 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 January 17, 2022, 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held January 20, 2022 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: January 14, 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.