



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, Curtis Paxton  
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**

**December 1, 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 December 1, 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, November 30, 2022. 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/87140620864>**

**OR**

**By teleconference at: +16699009128 Meeting ID: Meeting ID: 871 4062 0864**

**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 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.

4:05 PM

**2. ELECTION RESULTS – SWEARING IN OF BOARD MEMBERS**

Board Members Clark, Ford and Yezman will be officially sworn in for their four-year terms as Directors.

4:10 PM

**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.

- A. Approve the Board Minutes for November 17, 2022
- B. Approve the Warrant List for December 1, 2022
- C. Approve Murray attending the EESI Climate Summit Recap Webinar on December 2, 2022
- D. Approve Murray attending the CASA Winter Conference January 25-27 in Palm Springs
- E. Approve 1 Year Contract with Hanford ARC for Lower Miller Creek Revegetation Maintenance Requirements
- F. Approve Resolution 2022-2290 Board Policy F-140 Donation Policy

Possible expenditure of funds: Yes, Item B through E.

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

4:20 PM

**4. INFORMATION ITEMS:**

**STAFF/CONSULTANT REPORTS:**

1. General Manager's Report – verbal
2. Letter of Commitment as Participating Jurisdiction in Marin County Multijurisdictional Hazard Mitigation Planning - written
3. Board Policy Review – F-130 Disposal of Surplus Equipment and Property - Written

4:40 PM

**5. RECORDS RETENTION BOARD POLICY F-110 AND RESOLUTION 2022-2291**

Diane Gladwell from Gladwell Governmental Services will review the updated LGVSD Records Retention Policy, District Retention Schedules and Policy Resolution with the Board.

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- 5:10 PM**      **6. APPROVAL OF POWER PURCHASE AGREEMENT WITH FOREFRONT POWER AND SET PUBLIC HEARINGS PER GOVERNMENT CODE 4217**  
Board to review Power Purchase Agreement (PPA) with ForeFront Power and set Public Hearings.
- 6:10 PM**      **7. NOTIFICATION REGARDING VACANCY ON THE BOARD**  
Notification to the Board regarding the passing of former Board Director and President, Judy Schriebman. Board to discuss and approve the process to fill the vacancy. Board to consider all appropriate actions regarding the passing of Board President Schriebman.
- 6:25 PM**      **8. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, 2022 Operations Control Center Ad Hoc Committee, 2022 Legal Services Ad Hoc committee, 2022 Human Resources Ad Hoc committee, Other Reports
  2. FORD
    - a. NBWRA, Marin Special Districts Association, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 Human Resources Ad Hoc Committee, 2022 McInnis Marsh Ad Hoc Committee, Other Reports
  3. MURRAY
    - a. Marin LAFCO, 2022 Biosolids Ad Hoc Committee, CASA Energy Committee, Other Reports
  4. YEZMAN
    - a. Flood Zone 7, CSRMA, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Legal Services Ad Hoc Committee, Marin Special Districts, 2022 Biosolids Ad Hoc committee, 2022 McInnis Marsh Ad Hoc Committee, Other Reports
- 6:20 PM**      **9. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal
- 6:25 PM**      **10. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:30 PM**      **11. ADJOURNMENT**

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**FUTURE BOARD MEETING DATES: DECEMBER 15, 2022 AND JANUARY 5, 2023**

AGENDA APPROVED:

Crystal Yezman, Board Vice-President

David Byers, Legal Counsel

**CERTIFICATION:** I, Teresa Lerch, Board Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before November 28, 2022 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held by Zoom December 1, 2022, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: November 28, 2022



Teresa L. Lerch  
Board Secretary

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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.