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**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  
 Nicholas Lavrov  
 Craig K. Murray  
 Gary E. Robards  
 Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and our environment, providing effective wastewater collection, treatment, and resource recovery.

## SPECIAL BOARD MEETING AGENDA

**June 18, 2025**

**In accordance with Government Code Section 54956**

**Gary E. Robards, Board President, has called for a Special Meeting**

**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 the agenda**

Estimated  
Time

**OPEN SESSION:**

4:00 PM

**1. PUBLIC COMMENT**

This portion of the meeting is reserved for people 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.

4:05 PM

**2. PUBLIC HEARING – LOCAL PUBLIC VACANCY REPORT**

**A. OPEN PUBLIC HEARING**

**B. DISTRICT REPORT ON VACANCIES, RECRUITMENT AND RETENTION**

District staff to present the report on Vacancies, Recruitment and Retention.

**C. EMPLOYEE ORGANIZATION PRESENTATION**

Operating Engineers Local No. 3 to present to the Board.

**D. PUBLIC COMMENT:**

This portion of the meeting is reserved for people desiring to address the Board regarding the Local Public Vacancy Report.

**E. CLOSE THE PUBLIC HEARING**

Board to close the public hearing.

4:30 PM

**3. PUBLIC HEARING - BUDGET FOR THE 2025-2026 FISCAL YEAR**

**A. OPEN PUBLIC HEARING**

**B. BUDGET 2025-2026 PRESENTATION:**

District staff to present the following proposed budgets for Fiscal Year July 1, 2025, to June 30, 2026:

- a. Revenue
- b. Operating and Maintenance
- c. Reserves
- d. Debt Service
- e. Capital Outlay

**C. REVIEW DISTRICT STAFF RECOMMENDATIONS:**

Board to consider staff recommendation to approve the 2025-2026 Budget as proposed.

**D. PUBLIC COMMENT:**

This portion of the meeting is reserved for people desiring to address the Board regarding the proposed Budget. 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 approve the proposed Budgets.

4:50 PM

**4. RESOLUTIONS**

Resolutions necessary to effectuate transmittal of the District's assessment roll to and acceptance by the Marin County Tax Collector for collection pursuant to Health & Safety Code Sec. 6760.

- A. RESOLUTION NO. 2025-2357– A RESOLUTION CONFIRMING THE ANNUAL SEWER SERVICE CHARGE AND SUPPLEMENTAL SERVICE CHARGES FOR THE LAS GALLINAS VALLEY SANITARY DISTRICT FOR THE FISCAL YEAR 2025-26 AND PROVIDING FOR THE COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL.**
- B. RESOLUTION NO. 2025-2358 – A RESOLUTION FIXING AND APPROVING THE BUDGET FOR THE FISCAL YEAR 2025-2026.**
- C. RESOLUTION NO. 2025-2359 – A RESOLUTION DETERMINING THE FISCAL YEAR 2025-2026 APPROPRIATION OF TAX PROCEEDS.**
- D. RESOLUTION NO. 2025-2360– A RESOLUTION REQUESTING ALLOCATION OF TAXES FOR THE FISCAL YEAR 2025-2026.**

5:00 PM

**5. 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 June 5, 2025
- B. Receive and Ratify the Check Warrant List
- C. Approve May Board Compensation
- D. Approve Clark attending CSDA Webinar Mastering Good Governance for a Better District on June 10<sup>th</sup>, 2025
- E. Approve Clark attending CSDA Webinar Developing and Updating Comprehensive Emergency Operations Plans for Special Districts June 17, 2025
- F. Approve Clark attending CSDA Annual Conference August 25 - 28, 2025 in Monterey, CA.
- G. Approve Murray attending CASA Annual Conference July 30 - Aug 1, 2025 in San Diego, CA.
- H. Approve Reimbursement Resolution 2025-2361 in Connection with the Issuance of Tax Exempt Financing for the Solar Photovoltaic Replacement and Battery Energy Storage System projects.

Possible expenditure of funds: Yes, Item B through G

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

5:15 PM

**6. INFORMATION ITEMS:**

STAFF/CONSULTANT REPORTS:

1. General Manager's Report – verbal
2. Summer Newsletter – written

5:45 PM

**7. BOARD MEMBER REPORTS:**

1. CLARK

- a. NBWA Board Committee, Operations Control Centers Ad Hoc Committee, Human Resources Ad Hoc Committee, Energy Ad Hoc Committee, CASA Workforce Committee, Other Reports

2. LAVROV

- a. Operations Control Centers Ad Hoc Committee, Fleet Management Ad Hoc Committee, McInnis Marsh Ad Hoc Committee, San Francisco Bay Trail Ad Hoc Committee, GM Evaluation Ad Hoc Committee, Other Reports

3. MURRAY

- a. Marin LAFCo, Flood Zone 6, Biosolids Ad Hoc Committee, CASA Energy Committee, Development Ad Hoc Committee, San Francisco Bay Trail Ad Hoc Committee, Energy Ad Hoc Committee, Other Reports

4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek, NBWRA, Engineering Ad Hoc Committee,
- b. McInnis Marsh Ad Hoc Committee, Development Ad Hoc Committee, Human Resources Ad Hoc Committee, GM Evaluation Ad Hoc Committee, Other Reports

5. YEZMAN

- a. Flood Zone 7, CSRMA, Engineering Ad Hoc Committee, Marin Special Districts, Biosolids Ad Hoc Committee, Fleet Management Ad Hoc Committee, Other Reports

6:00 PM 8. BOARD REQUESTS:

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

6:05 PM 9. VARIOUS INDUSTRY RELATED ARTICLES

6:15 PM 10. ADJOURNMENT

**FUTURE BOARD MEETING DATES: JULY 17 AND AUGUST 7, 2025**

AGENDA APPROVED:

Gary E. Robards, President

Patrick Richardson, 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 June 17, 2025 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held on June 18, 2025.

DATED: June 13, 2025



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 sessions. 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 of 1990 (42 U.S.C. Sec. 12132), if you need special assistance to participate in this meeting, please contact the Board Secretary at 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 disability-related modifications or accommodations, including auxiliary aids or services, to help ensure accessibility to this meeting.**