



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  
Craig K. Murray  
Judy Schriebman  
Crystal J. Yezman

**DISTRICT ADMINISTRATION**  
Mike Prinz,  
General Manager  
Michael Cortez,  
District Engineer  
Mel Liebmann,  
Plant Manager  
Greg Pease,  
Collection System/Safety Manager  
Dale McDonald,  
Administrative Services Manager

## **BOARD MEETING AGENDA**

**June 3, 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. In light of this, June 3, 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 to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, June 2, 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> A link to simplified instructions for use of the Zoom app is: <https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>*

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at:**

**<https://us02web.zoom.us/j/84329242318>**

**OR**

**By teleconference at: +16699009128 Meeting ID: 843 2924 2318**

**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:**

3:30 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.

3:35 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 May 10<sup>th</sup> and May 20, 2021  
B. Approve the Warrant List for June 3, 2021  
C. Approve Murray webinar attendance Harmful Algal Blooms and Algal Toxins on May 25, 2021  
D. Approve Murray webinar attendance How Data Analytics is Transforming Waste Collections and Recovery May 26, 2021  
E. Approve Thatcher Contract Proposal for Furnishing Liquid Ferric Chloride during the twelve-month period of July 1, 2021 to June 30, 2022.  
F. Approve Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.  
G. Approve Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period of July 1, 2021 to June 30, 2022.  
H. Approve Addendum of Agreement with Operational Technical Services to continue providing independent On-Call Wastewater Operators to the District  
I. Approve Application of Allocation of Capacity for APN 175-250-14, 496 Las Gallinas Ave, The Habit Burger Grill  
J. Approve Resolution 2021-2215 – Authorizing Execution of a Quitclaim Deed from PGE

Possible expenditure of funds: Yes, Item B-H.

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

3:45 PM

**3. INFORMATION ITEMS:**

**STAFF/CONSULTANT REPORTS:**

1. General Manager Report – Verbal
2. World Environment Day – June 5<sup>th</sup> and World Oceans Day – June 8<sup>th</sup> - Verbal
3. District Correspondence - Written
4. COVID-19 Vaccinations - District Counsel Report - Verbal
5. Update on Excess Education Revenue Augmentation Funds (ERAF) – Written
6. Operations Control Center Site 5 Presentation by DHA

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- 5:15 PM**      **4. 2020-2025 STRATEGIC PLAN**  
Board and staff to review updated 2020-2025 Strategic Plan.
- 5:30 PM**      **5. EMPLOYEE CLIMATE REPORT REQUEST FOR PROPOSALS**  
Board to discuss issuing a Request for Proposals for an Employee Climate Report.
- 5:45 PM**      **6. MISCELLANEOUS FEE SCHEDULE**  
Board to consider amending the Miscellaneous Fee Schedule and approving Resolution 2021-2216.
- 6:00 PM**      **7. BOARD NORMS SUMMARY DOCUMENT**  
Board and staff review the Board Norms Summary Document.
- 6:15 PM**      **8. PUBLIC COMMENT**  
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- 6:20 PM**      **9. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, NBWA Conference 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, Marin Special Districts Association, Other Reports – Offshore Wind Webinar
  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
- 6:30 PM**      **10. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal
  - C. Pending Board Agenda Item Requests
    - i. INFORMATION - Pump Station Vegetation and Safety Report
    - ii. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions
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- iii. INFORMATION – Marsh Pond Long Term Vegetation Management Response Comments
- iv. ACTION – Employee Exit Interviews
- v. ACTION – Parliamentary meeting Procedure

**6:35 PM 11. MISCELLANEOUS INDUSTRY ARTICLES**


**6:40 PM 12. ADJOURNMENT**

**FUTURE BOARD MEETING DATES: JUNE 10<sup>TH</sup>, JUNE 17<sup>TH</sup> AND JULY 1, 2021**

AGENDA APPROVED:	Crystal J. Yezman, 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 May 31, 2021 at 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held June 3, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

May 27, 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.