



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, Mike Prinz  
Plant Operations, Mel Liebmann  
Collections/Safety/Maintenance, Greg Pease  
Engineering, Michael P. Cortez  
Administrative Services, Dale McDonald

**DISTRICT BOARD**  
Megan Clark  
Rabi Elias  
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**

**August 19, 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, August 19, 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 General Manager ([mprinz@lgvsd.org](mailto:mprinz@lgvsd.org)) by 5:00 pm on Wednesday, August 18, 2021. In addition, Persons wishing to address the Board verbally must contact the General Manager, by email ([mprinz@lgvsd.org](mailto:mprinz@lgvsd.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://us06web.zoom.us/j/86810058550>**

**OR**

**By teleconference at: +16699009128 Meeting ID: 868 1005 8550**

**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 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 July 19 and July 30, 2021
- B. Approve the Warrant List for August 19, 2021
- C. Approve Board Compensation for July 2021
- D. Approve Amendment to Agreement Custom Tractor Service Biosolids Surface Injection and Reclamation Pastureland Operations and Maintenance
- E. Approve Resolution 2021-2224 Confirming Report on Sewer Service Charges

Possible expenditure of funds: Yes, Items B and C.

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

3:45 PM

**3. INFORMATION ITEMS:**

STAFF/CONSULTANT REPORTS:

1. Marin Sanitary Service Annual Update
2. General Manager Report – Verbal

4:30 PM

**4. REVISED LABORATORY ANALYST CLASSIFICATION**

Board to receive report from Koff & Associates on TNI Laboratory Standards and approve the job classification description for the Laboratory Analyst position.

4:45 PM

**5. MEMORANDUM OF UNDERSTANDING BETWEEN LAS GALLINAS VALLEY SANITARY DISTRICT AND OPERATING ENGINEERS LOCAL 3 (OE3)**

Board to approve the Memorandum of Understanding for the period of July 1, 2021 through June 30, 2023 between Las Gallinas Valley Sanitary District and Operating Engineers Local 3.

5:00 PM

**6. RESOLUTION 2021-2125 ADOPTING THE PAY SCHEDULE FOR REPRESENTED EMPLOYEES EFFECTIVE THE FIRST PAY PERIOD THAT ENCOMPASSES JULY 1, 2021**

Board to review and approve Resolution 2021-2225 Adopting the Pay Schedule for Represented Employees effective the first pay period that encompasses July 1, 2021.

5:20 PM

**7. STRATEGIC PLAN WORKSHOP PLANNING**

Board and staff to discuss planning a Strategic Plan Workshop.

5:40 PM

**8. AQUA CONTRACT AMENDMENT 8**

Board to review and approve Contract Amendment 8 with Agua Engineering.

- 
- 5:50 PM**      **9. SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT – 2% CONTINGENCY INCREASE.**  
Board to discuss the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project 2% contingency increase.
- 6:05 PM**      **10. SUMMER/FALL 2021 NEWSLETTER**  
Board to approve the Summer/Fall 2021 Newsletter.
- 6:20 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 General Manager before the meeting.
- 6:25 PM**      **12. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, NBWA Conference Committee, 2021 Employee Climate Survey Ad Hoc 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, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports
  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
- 6:35 PM**      **13. 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
- 6:40 PM**      **14. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:45 PM**      **15. ADJOURNMENT**

---

**FUTURE BOARD MEETING DATES: SEPTEMBER 2, SEPTEMBER 16 AND OCTOBER 7, 2021**

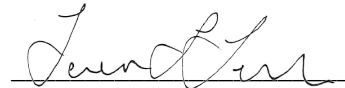
AGENDA APPROVED:

Crystal J. Yezman, Board President

Patrick Richardson, Legal Counsel

**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before August 16, 2021 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held August 19, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: August 12, 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.