



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  
Robert Ruiz,  
Administrative Services Manager

## BOARD MEETING AGENDA

December 5, 2019

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, OR ON THE DISTRICT WEBSITE [WWW.LGVSD.ORG](http://WWW.LGVSD.ORG)**

Estimated Time

**LOCATION OF MEETING: 101 LUCAS VALLEY ROAD, MAIN ENTRANCE, WEST LOBBY, 2<sup>ND</sup> FLOOR CONFERENCE ROOM, SAN RAFAEL**

4:30 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.

4:35 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 November 15, 2019
- B. Approve the Warrant List for December 5, 2019
- C. Approve Board Compensation for November 2019

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

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

4:45 PM

**3. APPROVE AWARD OF CONTRACT TO MWA ARCHTECTS FOR ADMINSTATION BUILDING SITE EVALUATION**

Board to review and approve the award of contract to MWA Architects for the Administration Building Site Evaluation.

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- 5:00 PM**      **4. APPROVE AWARD OF CONTRACT TO KENNEDY JENKS FOR INTEGRATED WASTEWATER MASTER PLAN**  
Board for review and approve the award of Contract to Kennedy Jenks for the Integrated Wastewater Master Plan.
- 5:20 PM**      **5. CHANGES TO BOARD POLICY B-60 BOARD MEMBER COMPENSATION – APPROVE RESOLUTION 2019-2178 – A RESOLUTION APPROVING A REVISED POLICY B-60, BOARD COMPENSATION**  
Board and staff to review Resolution 2019-2178, a Resolution approving a revised policy for B-60 Board Compensation.
- 5:30 PM**      **6. RESOLUTION 2019-2179 – A RESOLUTION APROVING REVISIONS TO BOARD FINANCE POLICIES – REVISION TO POLICY F-100 CREDIT CARDS**  
Board and staff to review Resolution 2019-2179 revising policy section F-100 Credit Cards.
- 5:45 PM**      **7. RESOLUTION 2019-2180 – A RESOLUTION APPROVING AND ADOPTING A CEQA ADDENDUM NO. 2 FOR THE SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT**  
Board and staff to review Resolution 2019-2180 approving and adopting a CEQA addendum No. 2 for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project
- 6:00 PM**      **8. VIDEO RECORDING OF BOARD MEETINGS**  
Board and staff to discuss increasing transparency through Video recording Board meetings.
- 6:20 PM**      **9. INFORMATION ITEMS:**  
A. STAFF/CONSULTANT REPORTS:  
    1. General Manager Report – Verbal
- 6:30 PM**      **10. BOARD REPORTS:**  
    1. LAFCO - Verbal  
    2. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal  
    3. JPA Local Task Force on Solid and Hazardous Waste – Verbal  
    4. Flood Zone 7 - Verbal  
    5. NBWA – Verbal  
    6. NBWRA/North Bay Water – Verbal  
    7. Engineering Subcommittee – Verbal  
    8. Other Reports – Verbal

- 6:45 PM**      **11. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal

**6:50 PM**      **12. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

**7:00 PM**      **13. ADJOURNMENT**

**FUTURE BOARD MEETING DATES – DECEMBER 13, DECEMBER 19 AND DECEMBER 20**

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| AGENDA APPROVED: | Craig K. Murray, Board President | Pat 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 December 2, 2019 at 4:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held December 5, 2019 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA. 94903

DATED: December 2, 2019



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. 94903

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.