



# ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 100 Years

2960 Kerner Boulevard, San Rafael, Ca 94901

Ph: 415.259.2949 Fax: 415.460.2149

Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

## REGULAR BOARD MEETING AGENDA

**July 17, 2019: Closed Session at 5:00 p.m. – Open Session Convened at 6:00 p.m.**

Central Marin Police Authority Community Room– 250 Doherty Drive, Larkspur, CA

**Note:** Director Meigs will participate in the meeting via telephone conference from the following location: Tara Vista Inn, 425 Gregg Ave., Hinton, Alberta, Canada, T7V 1N1. Teleconference permitted pursuant to Government Code Section 54953(b)(3.)

**Welcome:** The RVSD Board of Directors welcomes members of the public at its meetings and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.

**The Board President will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board members, open the item for public comment and return to the Board for additional comments and action. The public may speak for up to three minutes, as time allows, on agenda items.**

1. Call Meeting to Order
  - a) Roll Call
  - b) Pledge of Allegiance
2. Adjourn to Closed Session
3. Closed Session
  - a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code section 54956.8)  
Property: 1111 Andersen Drive, San Rafael, CA 94901  
Agency negotiator: Steve Moore, Haden Ongaro  
Negotiating Parties: Ross Valley Sanitary District, Comcast Corporation  
Under negotiation: Lease – price and terms of payment
  - b) Conference with Labor Negotiator (Government Code Section § 54957.6) Agency Designated Representative: Patrick Clark. Employee Organization: AFSCME
4. Reconvene to Open Session
5. Report on Action Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1
6. Approval of Agenda

7. Open Time for Public to Raise Items Not on Agenda or for Future Agendas  
*Anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda may do so. Each speaker is limited to three minutes. The Board may not take action on or discuss items not on the agenda but may briefly respond to statements or questions by a member of the public. The Board President may refer any matter to staff for further follow-up or elect to have the matter placed on an agenda for a future meeting.*
8. Committees Report Out
  - a) Finance Committee
  - b) Central Marin Sanitation Agency (CMSA)
  - c) North Bay Watershed Association (NBWA)
9. Verbal Report by Board Members and Staff, and Requests for Future Items
10. Consent Calendar:  
*Matters listed under this item are considered routine and will be enacted by one motion. The consent calendar may include resolutions; therefore, the motion, second, and vote will also be applicable to the resolutions and recorded accordingly. There will be no separate discussion of these items unless requested by a member of the Board or the public prior to the time the Board votes on the motion to*
  - a) Approve the Meeting Minutes of June 19, 2019
  - b) Approve the Meeting Minutes of July 2, 2019
  - c) Accept the Interim Financial Statements of May 2019
  - d) Accept the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the Fiscal Year 2017/18 Comprehensive Annual Financial Report
  - e) Authorize the General Manager, Upon Review and Approval of Counsel, to Approve Task Order No. 8 to the Master Services Agreement with Integral Consulting Inc. for the Ross Valley Sanitary District Cultural Monitoring and Oversight, 2000 Larkspur Landing Remediation Project (Project #900), for an Amount Not to Exceed \$39,295
  - f) Authorize the General Manager, Upon Review and Approval of Counsel, to Execute Amendment No. 1 to the Consultant Services Agreement with TRC Companies, Inc. (formerly Vali Cooper & Associates) for the FY 2016/17 Gravity Sewer Rehabilitation Project for an Additional \$360,171
  - g) Award a Professional Services Agreement with Hildebrand Consulting for a Sewer Connection Fee Study Not to Exceed Twenty-Seven Thousand Five Hundred Ten Dollars (\$27,510)
  - h) Approve Board Members' Attendance at the CSDA Annual Conference and Exhibitor Showcase in Anaheim, CA, on September 25-28, 2019
11. Consideration of Authorizing the General Manager, Upon Review and Approval of Legal Counsel, to Approve Task Order No. 2 with Kaizen Infosource, in an Amount Not to Exceed \$48,510 for Information Management Consulting Services for Fiscal Year 2019/20
12. Consideration of Adopting Resolution No. 19-1561 Approving an Updated Records and Information Management Policy and Records Retention Schedule

13. Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Approve Task Orders No. 5 and 6 to the Master Services Agreement with CTS International Corp. for an Amount Not to Exceed \$125,000
14. Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Approve Task Order No. 4 to the Master Services Agreement with NV5 for an Amount Not to Exceed \$200,000
15. Conduct Public Hearing and Consider Adoption of Resolution No. 19-1562 Approving the Report of Sewer Service Charges for Fiscal Year 2019/20 and Directing the Filing of Charges for Collection by the County Tax Collector
16. Consideration of Approving the Cancellation of the Ross Valley Sanitary District Regular Board Meeting Scheduled for August 21, 2019
17. Consideration of Appointing Board Officers, Representatives, and Committee Members for Fiscal Year 2019/20
18. Informational Items
  - a. Monthly Operations and Maintenance Metrics Report—June 2019

### ***Adjourn***

**Next Meeting:** Regular Meeting on September 18, 2019, at 5:00 p.m. at Central Marin Police Authority Community Room, 250 Doherty Dr., Larkspur, CA

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of all the documents constituting the agenda packet prepared by the local agency or other interested person for this meeting upon request in an appropriate alternative format. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection at least 72 hours before each regularly scheduled Board meeting at the District Office, located at 2960 Kerner Boulevard, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.
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