



**MT. VIEW SANITARY DISTRICT
BOARD OF DIRECTORS
ADJOURNED REGULAR BOARD MEETING AGENDA**

6:30 P.M., THURSDAY, OCTOBER 21, 2010
MEETING ROOM, 3800 ARTHUR ROAD, MARTINEZ, CALIFORNIA

NOTICE:

Members of the public may address the Board of Directors on any item of interest that is within the subject matter jurisdiction of the Board. Individuals who wish to speak should furnish their name and address to the secretary and the agenda item number. Individuals will be heard during the Board's consideration of the item. If the item is not listed on the agenda, the individual should describe the subject matter to the secretary, and it will be called under agenda item "Public Comment." Time limit is three (3) minutes subject to reasonable modification by the Chairman. If you have a physical impairment that requires special accommodations to participate, please call the Board Secretary's office at least 72 hours in advance of the meeting at 925-228-5635.

Any writings or documents provided to the majority of the Board of Directors after distribution of the agenda packet regarding any item on the Agenda will be made available for public inspection in the Mt. View Sanitary District Office at 3800 Arthur Road during normal business hours.

ROLL CALL OF DIRECTORS

PUBLIC COMMENT

CONSIDER ADOPTION OF MOTIONS APPROVING MINUTES, CHECKS, AND
PAYMENT ORDERS

1. CONSIDER ADOPTION OF A MOTION APPROVING SEPTEMBER 9, 2010
REGULAR BOARD MEETING MINUTES
2. GENERAL FUND NO. 3409
 - A. CONSIDER ADOPTION OF A MOTION RATIFYING CANCELLATION OF
CHECK NUMBERS 44297 & 44299 DATED SEPTEMBER 10, 2010
 - B. CONSIDER ADOPTION OF A MOTION RATIFYING APPROVAL OF
CHECK NUMBER 44371 DATED SEPTEMBER 10, 2010
(See Purchase Journal following this item in packet for details.)
 - C. CONSIDER ADOPTION OF A MOTION RATIFYING APPROVAL OF
CHECK NUMBER 44372 DATED SEPTEMBER 27, 2010
(See Purchase Journal following this item in packet for details.)

- D. CONSIDER ADOPTION OF A MOTION RATIFYING APPROVAL OF CHECK NUMBERS 44373 THROUGH 44468 DATED OCTOBER 15, 2010
(See Purchase Journal following this item in packet for details.)
- 3. FACILITIES REHABILITATION FUND 3410 – CONSIDER ADOPTION OF A MOTION APPROVING FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 316 THROUGH 319 DATED OCTOBER 15, 2010
(See Purchase Journal following this item in packet for details.)
- 4. CAPITAL OUTLAY FUND 3412 – CONSIDER ADOPTION OF A MOTION APPROVING CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2194 THROUGH 2197 DATED OCTOBER 15, 2010
(See Purchase Journal following this item in packet for details.)
- 5. CONSTRUCTION FUND 3415 – CONSIDER ADOPTION OF A MOTION APPROVING CONSTRUCTION FUND 3415 PAYMENT ORDER NUMBERS 626 THROUGH 627 DATED OCTOBER 15, 2010
(See Purchase Journal following this item in packet for details.)

PUBLIC HEARING

- 6. ADOPTION OF DISTRICT CODE
 - A. REPORT FROM STAFF
 - B. CONDUCT PUBLIC HEARING
 - 1) RE-OPEN CONTINUED PUBLIC HEARING
 - 2) RECEIVE PUBLIC TESTIMONY
 - 3) CLOSE THE PUBLIC HEARING
 - C. CONSIDER ADOPTION OF ORDINANCE NO. 2010-103 APPROVING AND ADOPTING GENERAL REGULATION NO. 103 ESTABLISHING THE MT. VIEW SANITARY DISTRICT CODE

NEW BUSINESS

- 7. REQUEST FOR SEWER USER SERVICE CHARGE RELIEF FOR A SINGLE FAMILY RESIDENCE LOCATED AT 2424 MORELLO HEIGHTS CIRCLE
 - A. REPORT FROM STAFF

- B. CONSIDER MRS. KYONG HUI GRAY'S REQUEST FOR RELIEF OF THE SEWER USER SERVICE CHARGE FOR THE SINGLE FAMILY RESIDENCE AT 2424 MORELLO HEIGHTS CIRCLE
 - C. CONSIDER DIRECTION TO STAFF REGARDING INVESTIGATION OF A SENIOR LIFE LINE RATE FOR DISTRICT SEWER USER SERVICE CHARGES
8. HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY ANNUAL REPORT FOR FISCAL YEAR 2009-2010
- A. PRESENTATION BY CENTRAL CONTRA COSTA SANITARY DISTRICT REPRESENTATIVES
9. CONFLICT OF INTEREST CODE – BIENNIAL REVIEW
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF MOTION RATIFYING THE TRANSMISSION OF CORRESPONDENCE TO THE CONTRA COSTA COUNTY CLERK OF THE BOARD OF SUPERVISORS REGARDING THE ANTICIPATED AMENDMENT OF THE CONFLICT OF INTEREST CODE FOR THE MT. VIEW SANITARY DISTRICT
10. ALIGNED ORGANIZATION
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION AMENDING MVSD POLICY AND PROCEDURE MANUAL NUMBER 2400 OFFICE ADMINISTRATOR (FORMERLY KNOW AS OFFICE MANAGER)
 - C. CONSIDER ADOPTION OF A MOTION RATIFYING THE PROMOTION OF LILIA M. CORONA TO THE START LEVEL OF THE DISTRICT CHEMIST POSITION AT A MONTHLY SALARY OF \$6033.66 WITH A RETROACTIVE START DATE OF SEPTEMBER 1, 2010
 - D. CONSIDER ADOPTION OF A MOTION RATIFYING THE HIRING OF KELLY DAVIDSON-CHOU AT THE START LEVEL OF THE DISTRICT BIOLOGIST POSITION AT A MONTHLY SALARY OF \$6033.66 EFFECTIVE NOVEMBER 1, 2010

11. PROFESSIONAL SERVICES AGREEMENT WITH LEPTIEN, CRONIN, COOPER, MORRIS & POORE, INC.
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH LEPTIEN, CRONIN, COOPER, MORRIS & POORE, INC. FOR DISTRICT ENGINEER SERVICES AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE AGREEMENT NOT-TO-EXCEED AMOUNT SET FORTH FOR DISTRICT ENGINEERING SERVICES (ACCOUNT 4554) IN THE ANNUAL BUDGET FOR EACH FISCAL YEAR.

12. QUARTERLY CONTRA COSTA CALIFORNIA SPECIAL DISTRICT'S ASSOCIATION MEETING (CCSDA)
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION DETERMINING ATTENDANCE AT THE QUARTERLY CONTRA COSTA CALIFORNIA SPECIAL DISTRICT'S ASSOCIATION (CCSDA) MEETING ON, OCTOBER 18, 2010, IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND RATIFYING APPROVAL FOR DISTRICT REPRESENTATIVE(S) TO ATTEND

13. PERFORMANCE EVALUATION METHODOLOGY – COORDINATION WITH DISTRICT BUDGET PROCESS AND SEQUENCING OF EVALUATIONS AND PERFORMANCE REVIEWS FOR DISTRICT MANAGER, DISTRICT ENGINEER, AND DISTRICT COUNSEL
 - A. REPORT FROM STAFF
 - B. PROVIDE DIRECTION TO STAFF

REPORTS

14. DISTRICT MANAGER
15. ASSISTANT DISTRICT MANAGER
16. ENGINEER
17. ATTORNEY
18. SECRETARY

19. DIRECTORS
 - A. STANLEY R. CALDWELL- CSDA ANNUAL CONFERENCE – NEWPORT BEACH, CA - SEPTEMBER 21 THROUGH 24, 2010

20. BOARD ITEMS – LIMITED TO REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

COMMUNICATIONS – INFORMATION ONLY – NO ACTION NECESSARY

21. CASA ANNUAL REPORT
22. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION, CONTRA COSTA CHAPTER NEWSLETTER – FALL/WINTER 2010 – OCTOBER 2010
23. LAFCO – NOTICE AND AGENDA – SEPTEMBER 15, 2010 MEETING
24. LAFCO – NOTICE AND AGENDA – OCTOBER 13, 2010 MEETING
25. CONTRA COSTA CHAPTER CSDA – JULY 19, 2010 DRAFT MINUTES

ADJOURNMENT TO NOVEMBER 10, 2010 AT 6:30 p.m.– THE NEXT SCHEDULED MEETING IS AN ADJOURNED REGULAR MEETING ON WEDNESDAY, NOVEMBER 10, 2010 AT 6:30 P.M.

MT. VIEW SANITARY DISTRICT
PLANNED REGULARLY SCHEDULED BOARD MEETINGS
AND PLANNED AGENDA ITEMS FOR THE NEXT YEAR

- November 10, 2010 First Quarter FY 2010-2011 Budget Comparison
- December 9, 2010 Approve Annual Audit
Election of Officers, if needed
Affirm Offices of District Engineer, District Legal Counsel and
Board Secretary
- January 13, 2011 Appointments to Board Committees
Review Board Member Compensation (Board Policy B-30)
Capital Improvement Plan Update
- February 10, 2011 Second Quarter FY 2010-2011 Budget Comparison
- March 10, 2011 Capital Improvement Plan Financing Plan
Review of District staff positions and compensation
Review of District Cost of Living Adjustments, if needed
- April 14, 2011 FY 2011-2012 Budget Workshop, if needed
- May 12, 2011 Third Quarter FY 2010-2011 Budget Comparison
FY 2011-2012 Budget Workshop, if needed
Consideration of new staff positions, if needed
Consideration of District Cost of Living Adjustments, if needed
Review of District Fees and Charges
- June 9, 2011 Adoption of FY 2011-2012 Budget, if needed
- July 14, 2011 Public Hearing Collection of Sewer User Service Charges for FY
2011-2012 on the County Tax Roll
District Manager Evaluation
- August 11, 2011 District Engineer Evaluation
FY 2010-2011 Fourth Quarter Budget Comparison
- September 8, 2011 District Counsel Evaluation
- October 13, 2011 Capital Improvement Plan Update