



A Friend to the Environment

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

6:30 P.M. JANUARY 14, 2016
BOARD 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 24 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.

1. ROLL CALL OF DIRECTORS

2. FIELD TRIP TO INFLUENT PUMP STATION

A. ADJOURN TO INFLUENT PUMP STATION AT 3800 ARTHUR ROAD, MARTINEZ, CALIFORNIA FOR TOUR OF PUMP STATION

B. RECONVENE REGULAR BOARD MEETING AT MEETING ROOM, 3800 ARTHUR ROAD, MARTINEZ, CALIFORNIA

3. PUBLIC COMMENT

4. BOARD GOVERNANCE MATTERS

A. APPOINTMENT OF STANDING COMMITTEES (INCLUDING CHAIR AND ALTERNATES) (Conducted by President Schaal)

1. PLANNING COMMITTEE
2. ORDINANCE COMMITTEE
3. PERSONNEL COMMITTEE
4. FINANCE COMMITTEE
5. PUBLIC INFORMATION COMMITTEE

5. CONSENT CALENDAR

Consent Calendar items are typically routine in nature and are considered for approval by the Board of Directors with one single motion. Members of the Board, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Board President

A. APPROVE THE MINUTES OF THE DECMEBER 10, 2015, REGULAR BOARD MEETING

B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 50624 THROUGH 50708 DATED DECEMBER 15, 2015

(See Purchase Journal following this item for details.)

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 50709 THROUGH 50716 DATED DECEMBER 15, 2015

D. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 495 THROUGH 498 DATED DECEMBER 15, 2015

(See Purchase Journal following this item for details.)

E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2472 THROUGH 2481 DATED DECEMBER 15, 2015

(See Purchase Journal following this item in packet for details.)

F. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 50717 THROUGH 50718 DATED DECEMBER 23, 2015

(See Purchase Journal following this item in packet for details.)

G. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 50719 THROUGH 50726 DATED DECEMBER 31, 2015

(See Purchase Journal following this item for details.)

H. ACKNOWLEDGE WRITTEN REPORT FROM SECRETARY VERIFYING POSTING AND PUBLICATION OF ORDINANCE NO. 2015-117 (GENERAL REGULATION NO. 117) AND FINDING THAT THE PUBLICATION AND POSTING WERE PROPERLY MADE

- I. APPROVE REVISED AUTHORIZATION TO DISTRICT MANAGER TO CALL FOR BIDS TO BE RECEIVED FOR THE SLUDGE BOILER, VALVES AND MIXING PUMP REPLACEMENT, CONTRACT NO. 5-15

6. OLD BUSINESS

A. BOARD MEETING TIME

1. REPORT FROM STAFF
2. PROVIDE DIRECTION

B. BOARD OF DIRECTORS VACANCY

1. REPORT FROM STAFF
2. PROVIDE DIRECTION
3. APPOINT AN AD HOC COMMITTEE, IF NECESSARY

7. NEW BUSINESS

A. ADMINISTRATIVE POLICY - PROVISION OF SEWER SERVICE TO AFFORDABLE HOUSING DEVELOPMENTS

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION CONTINUING THE ENFORCEMENT OF THE ADMINISTRATIVE POLICY

B. INFLUENT PUMP STATION IMPROVEMENTS, CONTRACT NO. 1-14 APPROVAL OF CHANGE ORDERS NO. 10 THROUGH 22 AND PROJECT ACCEPTANCE (Revisions provided at meeting)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION RATIFYING APPROVAL OF CHANGE ORDERS NO. 10 THROUGH 24 FOR THE INFLUENT PUMP STATION IMPROVEMENTS, CONTRACT NO. 1-14

3. CONSIDER ADOPTION OF RESOLUTION NO. _____ - 2016 APPROVING AND ACCEPTING PROJECT IMPROVEMENTS AND DIRECTING FILING OF NOTICE OF COMPLETION

C. INTERFUND TRANSFER FROM FUND 3409 TO FUND 3410

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2016 AUTHORIZING THE TRANSFER OF \$173,534.24 FROM FUND 3409 TO FUND 3410

D. FISCAL YEAR 2015-2016 BUDGET REVIEW OF FUNDS 3409, 3410 AND 3412

1. REPORT FROM STAFF
2. PROVIDE DIRECTION

E. SELECTION OF MANAGER'S REVIEW INSTRUMENT

1. REPORT FROM STAFF
2. ADOPT A MOTION ACCEPTING THE DISTRICT MANAGER'S RECOMMENDATION TO CONDUCT THE MANAGER'S ANNUAL EVALUATION DURING THE REGULAR BOARD MEETING TO BE HELD ON MARCH 10, 2016, AGREEING TO THE USE OF THE ATTACHED DISTRICT MANAGER'S EVALUATION FORM AS THE METHOD OF EVALUATION, AND ADOPTING THE EVALUATION PROCESS DESCRIBED ON THE ATTACHED DOCUMENT ENTITLED "PROPOSED MARCH 2016 DISTRICT MANAGER'S EVALUATION PROCEDURE"

F. AMENDMENT OF CONSULTANT SERVICES AGREEMENT WITH NUTE ENGINEERING FOR ADDITIONAL DESIGN SERVICES FOR THE RENOVATIONS TO SLUDGE DIGESTER AND EQUIPMENT REHABILITATION PROJECT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 3 AND TASK ORDERS NO. 5 AND 6 TO CONSULTANT SERVICES AGREEMENT NO. 14-0002 WITH NUTE ENGINEERING PROVIDING FOR PROFESSIONAL DESIGN SERVICES FOR THE REPLACEMENT OF THE SLUDGE BOILER/MIXING PUMP/VALVES AND FLARE

G. [FIRST AMENDMENTS TO DISTRICT ENGINEER AGREEMENTS AND TASK ORDERS NO. 9, 10, 11 AND 12 FOR CONTRACT 15-0008](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING THE FIRST AMENDMENTS TO AGREEMENTS WITH THE DISTRICT ENGINEER EFFECTIVE SEPTEMBER 8, 2015 FOR DISTRICT CONTRACT NO. 15-0006 AND DISTRICT CONTRACT NO. 15-0008 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE EACH FIRST AMENDMENT

H. [CREDIT AGREEMENT FOR PREVIOUSLY PERMITTED DRAINAGE FIXTURE UNITS IN THE MOUNTAIN VIEW LANDING RESIDENTIAL DEVELOPMENT](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2016 APPROVING AND AUTHORIZING THE BOARD PRESIDENT TO SIGN AGREEMENT WITH MT. VIEW ASSOCIATES, A LIMITED PARTNERSHIP CREDITING PREVIOUSLY PERMITTED DRAINAGE FIXTURE UNITS TOWARDS CONNECTION FEES FOR THE MOUNTAIN VIEW LANDING RESIDENTIAL DEVELOPMENT, A NET CREDIT OF \$62,028.82.

I. [BOARD STRATEGIC PLANNING SESSION – FEBRUARY 27, 2016](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION SETTING 8:00 A.M., SATURDAY, FEBRUARY 27, 2016 AT THE DISTRICT BOARD ROOM AS THE TIME AND PLACE FOR THE ANNUAL STRATEGIC PLANNING SESSION TO BE HELD AS AN ADJOURNED REGULAR MEETING OF THE BOARD OF DIRECTORS

8. [REPORTS](#)

- R-1. [DISTRICT MANAGER](#)
- R-2. [ASSISTANT DISTRICT MANAGER](#)
- R-3. [DISTRICT ENGINEER](#)
- R-4. DISTRICT LEGAL COUNSEL
- R-5. BOARD SECRETARY

R-6. DIRECTORS

- R 6.01 DIRECTOR STANLEY R. CALDWELL
- R 6.02 DIRECTOR GREGORY T. PYKA
- R 6.03 VICE PRESIDENT DAVID P. MAGGI
- R 6.04 PRESIDENT ELMER J. SCHAAL

9. COMMUNICATIONS

- A. LOCAL AGENCY INVESTMENT FUND – MONTHLY INVESTMENT REPORT – DECEMBER 31, 2015
- B. MARILOU SEIFF, EXECUTIVE DIRECTOR, MARINE SCIENCE INSTITUTE, DECEMBER 22, 2015 LETTER TO KELLY DAVIDSON CHOU
- C. SUE HAMMOND, DECEMBER 14, 2015, LETTER TO KELLY DAVIDSON CHOU

10. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

11. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, FEBRUARY 11, 2016, AT 6:30 P.M.