



**MINUTES OF THE REGULAR MEETING
OF THE DISTRICT BOARD
MT. VIEW SANITARY DISTRICT**

May 9, 2024

The District Board of the Mt. View Sanitary District convened in a regular session at its regular place of meeting, Mt. View Sanitary District Board Room, 3800 Arthur Road, Martinez, County of Contra Costa, State of California, on May 9, 2024, at 3:30 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors David P. Maggi, Jared D. Ruddell, Vice President Brian A. Danley, and President Julia R. Halsne

ABSENT: Vice President Gregory T. Pyka

Also Present: STAFF – General Manager Lilia M. Corona, Deputy General Manager Stacey Ambrose, District Engineer Chris D. Elliott, CFO/ Administrative Services Manager Denise D. Gray, Board Secretary Stephanie L. Seregin, and District Legal Counsel J. Daniel Adams.

PUBLIC: None

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

A. APPROVE THE MINUTES OF THE APRIL 11, 2024, REGULAR BOARD MEETING

B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 61852 THROUGH 61891 DATED APRIL 2, 2024

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 61892 THROUGH 61922 DATED APRIL 16, 2024

D. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 61923 THROUGH 61955 DATED APRIL 30, 2024

E. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 713 DATED APRIL 2, 2024

F. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3221 DATED APRIL 2, 2024

G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3222 THROUGH 3223 DATED APRIL 16, 2024

It was moved by Director Danley, seconded by Director Maggi, to approve Consent Calendar Items 3A to 3G.

Motion carried by the following vote:

AYES:	Directors Danley, Maggi, Ruddell, and President Halsne
NOES:	None
ABSENT:	Vice President Pyka
ABSTAIN:	None

4. CONTINUED PUBLIC HEARING

A. CONTINUED PUBLIC HEARING FOR THE SALE OF BILLBOARD LEASES

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. CONDUCT CONTINUED PUBLIC HEARING

a. OPEN PUBLIC HEARING

President Halsne opened the Public Hearing.

b. RECEIVE PUBLIC COMMENT

There was no public testimony.

c. CLOSE PUBLIC HEARING

President Halsne closed the Public Hearing.

3. CONSIDER ADOPTION OF RESOLUTION NO. 1603-2024, MAKING THE NECESSARY FINDINGS UNDER CALIFORNIA HEALTH AND SAFETY CODE 6514.1 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE VERTICAL BRIDGE LETTER OF INTENT FOR THE PURCHASE OF THE CLEAR CHANNEL BILLBOARD LEASES AND THE CELL SITE SUBLEASE TO AT&T MOBILITY ON THE MT. VIEW SANITARY DISTRICT PROPERTY AT 3800 ARTHUR RD., MARTINEZ, CA

It was moved by Director Ruddell, seconded by Director Maggi, to adopt Resolution No. 1603-2024, making the necessary findings under California Health and Safety Code 6514.1 and authorizing the Board President to execute

the Vertical Bridge Letter of Intent for the purchase of the Clear Channel billboard leases on the Mt. View Sanitary District property at 3800 Arthur Rd., Martinez, CA.

Motion carried by the following vote:

AYES:	Directors Danley, Maggi, Ruddell, and President Halsne
NOES:	None
ABSENT:	Vice President Pyka
ABSTAIN:	None

5. NEW BUSINESS

A. CALL FOR PUBLIC HEARING FOR COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2024-2025 WITH THE GENERAL TAXES

1. RECEIVE REPORT FROM STAFF

CFO/Administrative Services Manager Gray reported.

2. CONSIDER ADOPTION OF A MOTION DECLARING THE INTENTION OF THE DISTRICT TO COLLECT SEWER SERVICE CHARGES (SSC) WITH THE GENERAL TAXES FOR FISCAL YEAR 2024-2025, SETTING TIME AND PLACE FOR A PUBLIC HEARING ON THE PRELIMINARY REPORT FOR JUNE 13, 2024, AND DIRECTING PUBLICATION OF NOTICE OF THE PUBLIC HEARING.

It was moved by Director Danley, seconded by Director Ruddell, to adopt a motion declaring the intention of the District to collect Sewer Service Charges (SSC) with the general taxes for Fiscal Year 2024-2025, setting a time and place for a public hearing on the preliminary report for June 13, 2024, and directing publication of notice of the public hearing.

Motion carried by the following vote:

AYES:	Directors Danley, Maggi, Ruddell, and President Halsne
NOES:	None
ABSENT:	Vice President Pyka
ABSTAIN:	None

B. SIGNATURE AUTHORITY LETTER – CONTRA COSTA COUNTY AUDITOR-CONTROLLER

1. RECEIVE REPORT FROM STAFF

CFO/Administrative Services Manager Gray reported.

2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE SIGNATURE AUTHORITY LETTER REFLECTING THE GENERAL MANAGER, DEPUTY GENERAL MANAGER, CFO/ADMINISTRATIVE SERVICES MANAGER, BOARD SECRETARY/EXECUTIVE ASSISTANT, BOARD SECRETARY PRO TEM, AND BOARD MEMBERS' AUTHORITY TO SIGN WARRANTS AND PAYMENT ORDERS ISSUED BY AND ON BEHALF OF MT. VIEW SANITARY DISTRICT AND AUTHORIZING FUTURE BOARD PRESIDENTS TO EXECUTE THE SIGNATURE AUTHORITY LETTER AS NEEDED DUE TO PERSONNEL CHANGES IN THESE DESIGNATED POSITIONS

It was moved by Director Danley, seconded by Director Ruddell, to adopt a motion authorizing the Board President to execute the Signature Authority Letter reflecting the General Manager, Deputy General Manager, CFO/Administrative Services Manager, Board Secretary/Executive Assistant, Board Secretary Pro Tem, and Board Members' authority to sign warrants and payment orders issued by and on behalf of Mt. View Sanitary District and authorizing future Board Presidents to execute the Signature Authority Letter as needed due to personnel changes in these designated positions.

Motion carried by the following vote:

AYES:	Directors Danley, Maggi, Ruddell, and President Halsne
NOES:	None
ABSENT:	Vice President Pyka
ABSTAIN:	None

C. REQUEST FOR PROPOSALS (RFP) FOR THE FEASIBILITY STUDY RE: CONSOLIDATION WITH CENTRAL SAN

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. PROVIDE DIRECTION

The Board directed General Manager Corona to keep them updated on the process.

D. FISCAL YEAR 2023-2024 – 3RD QUARTER BUDGET REPORT

1. RECEIVE REPORT FROM STAFF

CFO/Administrative Services Manager Gray reported.

2. PROVIDE DIRECTION

The Board thanked CFO/Administrative Services Manager Gray for a job well done.

E. DRAFT FISCAL YEAR 2024-2025 BUDGET

1. RECEIVE REPORT FROM STAFF

CFO/Administrative Services Manager Gray reported.

2. PROVIDE DIRECTION

The Board directed CFO/Administrative Services Manager Gray to present the budget to the Board at the June 13, 2024, meeting for approval.

6. REPORTS

R-1. GENERAL MANAGER

General Manager Corona reported on the following items:

- Local Hazard Mitigation Plan Public Comment Period
- Municipal Service Review
- CSRMA Risk Control Review Meeting

R-2. DEPUTY GENERAL MANAGER

Deputy General Manager Ambrose reported on the following items:

- NPDES permit violation
- Republic Organics program compliance

R-3. DISTRICT ENGINEER

His written report was referenced, and there were no questions.

R-4. CFO/ADMINISTRATIVE SERVICES MANAGER

Her written report was referenced, and there were no questions.

R-5. WASTEWATER OPERATIONS MANAGER

His written report was referenced, and there were no questions.

R-6. DISTRICT LEGAL COUNSEL

District Legal Counsel Adams reported his participation in the CASA attorneys' meeting. He then advised the Board that after Agenda Item 8A is announced, all staff except General Manager Corona and himself should be excused for the Closed Session Items.

R-7. BOARD SECRETARY

Board Secretary Seregin advised the Board that she would need all Board Members to sign the Signature Authority Letter before their departure from the meeting. She also requested they update their vacation schedules with her. She then advised that she had a room reservation available for the 2024 CASA Annual Conference if anyone was interested.

R-8. DIRECTORS

R 8.01 PRESIDENT JULIA HALSNE

None

R 8.02 DIRECTOR BRIAN A. DANLEY

None

R 8.03 DIRECTOR DAVID P. MAGGI

None

R 8.04 DIRECTOR GREGORY T. PYKA

Excused

R 8.05 DIRECTOR JARED RUDDLELL

None

7. COMMUNICATIONS

A. BMO MONTHLY STATEMENT

B. LAIF QUARTERLY STATEMENT

C. UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS

8. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

None

9. CLOSED SESSION

President Halsne announced the below Closed Session items A. and B. and then excused all staff except General Manager Corona and District Legal Counsel Adams.

A. PERSONNEL MATTERS – PUBLIC EMPLOYMENT – GOVERNMENT CODE SECTION 54957 - TITLE: DISTRICT LEGAL COUNSEL ANNUAL REVIEW

B. PERSONNEL MATTERS – PUBLIC EMPLOYMENT – GOVERNMENT CODE SECTION 54957 - TITLE: GENERAL MANAGER'S ANNUAL EVALUATION

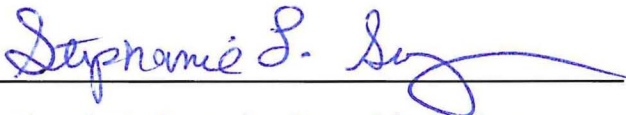
The Board entered into closed session at 4:30 p.m.

C. REPORTS OUT OF CLOSED SESSION

The Board conducted the annual review of the District Legal Counsel and the annual evaluation of the General Manager. President Halsne reported that "No reportable actions were taken." The Closed Session was concluded at 4:49 p.m.

10. ADJOURNMENT - THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, JUNE 13, 2024, AT 3:30 P.M.

President Halsne adjourned the meeting at 4:50 p.m. The next scheduled Board meeting is a regular board meeting on Thursday, June 13, 2024, at 3:30 p.m.



Stephanie L. Seregin, Board Secretary