



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

6:30 P.M. MAY 10, 2018
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. PUBLIC COMMENT
3. ADJOURN TO A MEETING OF THE BOARD OF DIRECTORS OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND NONPROFIT PUBLIC BENEFIT CORPORATION ([SEE SEPARATE AGENDA](#))
4. RECONVENE THE REGULAR MT. VIEW SANITARY DISTRICT BOARD MEETING
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. [RECEIVE THE MINUTES OF THE FEBRUARY 14, 2018, PUBLIC INFORMATION COMMITTEE MEETING](#)

- B. [APPROVE THE MINUTES OF THE MARCH 10, 2018, SPECIAL BOARD MEETING](#)
 - C. [RECEIVE THE MINUTES OF THE MARCH 22, 2018, FINANCE COMMITTEE MEETING](#)
 - D. [APPROVE THE MINUTES OF THE APRIL 12, 2018, REGULAR BOARD MEETING](#)
 - E. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53521 THROUGH 53608 DATED APRIL 13, 2018](#)
(See Purchase Journal following this item for details.)
 - F. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53609 THROUGH 53618 DATED APRIL 13, 2018](#)
 - G. [RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 587 THROUGH 591 DATED APRIL 13, 2018](#)
(See Purchase Journal following this item for details.)
 - H. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2725 THROUGH 2734 DATED APRIL 13, 2018](#)
(See Purchase Journal following this item in packet for details.)
 - I. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53619 THROUGH 53626 DATED APRIL 30, 2018](#)
(See Purchase Journal following this item for details.)
6. [NEW BUSINESS](#)
- A. [MAINTENANCE SCHEDULER PLANNER – JOB CLASSIFICATION DESCRIPTION AND RECOMMENDED SALARY RANGE](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF REVISED DISTRICT POLICY AND PROCEDURE 2300 - AUTHORIZED POSITIONS
 - 3. CONSIDER ADOPTION OF A MOTION ADOPTING DISTRICT POLICY AND PROCEDURE 2420 – MVSD MAINTENANCE SCHEDULER/PLANNER ESTABLISHING THE CLASSIFICATION (JOB DESCRIPTION) FOR NEWLY DEFINED DISTRICT POSITION IDENTIFIED AS THE MVSD MAINTENANCE SCHEDULER/PLANNER TO REPLACE THE PREVIOUSLY APPROVED DISTRICT POSITION IDENTIFIED AS THE MVSD ENGINEERING TECHNICIAN AND AUTHORIZED BY DISTRICT POLICY AND PROCEDURE 2300
 - 4. DIRECT THE DISTRICT MANAGER TO PROCEED WITH FILLING THE EXISTING VACANT POSITION

B. FISCAL YEAR 2017-2018 THIRD QUARTER BUDGET REVIEW

1. REPORT FROM STAFF
2. BY CONSENSUS, PROVIDE DIRECTION AS APPROPRIATE

C. STATE CONTRACT (CCC WORK CODE R-18-2660-2728) WITH THE CALIFORNIA CONSERVATION CORPS FOR \$274,743.20 TO CONSTRUCT A BOARDWALK WITH OBSERVATION DECK AND A VIEWING PLATFORM FOR PHASE B OF THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION TO APPROVE STATE CONTRACT (CCC WORK CODE R-18-2660-2728) WITH THE CALIFORNIA CONSERVATION CORPS (CCC) FOR \$274,743.20 TO CONSTRUCT A BOARDWALK WITH OBSERVATION DECK AND A VIEWING PLATFORM FOR PHASE B OF THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT (PROJECT) AND TO AUTHORIZE THE BOARD PRESIDENT TO EXECUTE THE CONTRACT

D. AMENDMENT OF AGREEMENT WITH NUTE ENGINEERING AND APPROVAL OF TASK ORDER NO. 3 FOR ADDITIONAL DESIGN SERVICES AND ENGINEERING SERVICES DURING CONSTRUCTION (ESDC) FOR THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT PHASE B (PROJECT)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 2 TO CONTRACT NO. 15-0013 WITH NUTE ENGINEERING INCREASING THE TOTAL AMOUNT OF THE CONTRACT BY \$76,686 FROM \$344,800 TO \$421,486 AND AUTHORIZING NUTE ENGINEERING TO PROVIDE ADDITIONAL DESIGN SERVICES AND ESDC
3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 3 TO CONTRACT NO. 15-0013 IDENTIFYING THE SCOPE AND COST OF THE ADDITIONAL DESIGN SERVICES AND ESDC

E. [CONSIDERATION OF SURPLUS – 1996 GMC SAFARI VAN](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DECLARING THE DISTRICT'S 1996 GMC SAFARI VAN (VAN) AS SURPLUS AND AUTHORIZING THE DISTRICT MANAGER TO DISPOSE BY RECYCLING OR DIRECT SURPLUS SALE

F. [PROPOSED FISCAL YEAR 2018-2019 \(FY18-19\) BUDGET FOR FUNDS 3409, 3410 AND 3412](#)

1. REPORT FROM STAFF
2. BY CONSENSUS PROVIDE DIRECTION AS NECESSARY. SPECIFICALLY THE DISTRICT MANAGER WOULD LIKE THE BOARD TO CONSIDER WHETHER THE FY18-19 BUDGET SHOULD ALLOCATE THE PROPORTIONATE STAFF SALARY AND BENEFITS TO THE HIGHER FUNDS BASED ON STAFF TIME SPENT ON CAPITAL PROJECTS. ANOTHER CONSIDERATION IS WHETHER TO EARMARK MONEY FROM THE SEWER SERVICE CHARGES FOR CAPITAL DEBT SERVICE

7. [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 VICE PRESIDENT STANLEY R. CALDWELL

R 6.02 DIRECTOR DAVID P. MAGGI

R 6.03 DIRECTOR GREGORY T. PYKA

R 6.04 DIRECTOR ELMER J. SCHAAL

R 6.05 PRESIDENT BRIAN A. DANLEY

8. COMMUNICATIONS

- A. [MARCH 2018 LOCAL AGENCY INVESTMENT FUND MONTHLY STATEMENT](#)
- B. [MARCH 2018 LOCAL AGENCY INVESTMENT FUND QUARTERLY STATEMENT](#)
- C. [MARCH 2018 CALPERS CERBT QUARTERLY STATEMENT](#)
- D. [APRIL 2018 LOCAL AGENCY INVESTMENT FUND MONTHLY STATEMENT](#)

9. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

10. CLOSED SESSION

- A. PERSONNEL MATTERS – PUBLIC EMPLOYMENT– GOVERNMENT CODE SECTION 54957
TITLE: DISTRICT LEGAL COUNSEL – ANNUAL REVIEW
- B. REPORT OUT OF CLOSED SESSION

11. ADJOURNMENT

- A. ADJOURN TO THURSDAY, MAY 17, 2018, AT 11:00 A.M.
- B. THE NEXT MEETING THEREAFTER IS A REGULAR BOARD MEETING ON THURSDAY, JUNE 14, 2018 AT 6:30 P.M.