



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

6:30 P.M. JUNE 14, 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. 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 APRIL 26, 2018, FINANCE COMMITTEE MEETING](#)
- B. [APPROVE THE MINUTES OF THE APRIL 26, 2018, SPECIAL BOARD MEETING](#)
- C. [RECEIVE THE MINUTES OF THE MAY 3, 2018, PUBLIC INFORMATION COMMITTEE MEETING](#)
- D. [APPROVE THE MINUTES OF THE MAY 10, 2018, REGULAR BOARD MEETING](#)
- E. [APPROVE THE MINUTES OF THE MAY 17, 2018, ADJOURNED REGULAR BOARD MEETING](#)

- F. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53627 THROUGH 53718 DATED MAY 15, 2018](#)
(See Purchase Journal following this item for details.)
 - G. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53719 THROUGH 53724 DATED MAY 15, 2018](#)
 - H. [RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 592 THROUGH 594 DATED MAY 15, 2018](#)
(See Purchase Journal following this item for details.)
 - I. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2735 THROUGH 2746 DATED MAY 15, 2018](#)
(See Purchase Journal following this item in packet for details.)
 - J. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 53725 THROUGH 53732 DATED MAY 31, 2018](#)
(See Purchase Journal following this item for details.)
 - K. [2018 GENERAL ELECTION - ADOPT RESOLUTION NO. 1476-2018 CALLING FOR THE GENERAL ELECTION AND DIRECT THE SECRETARY TO PROVIDE REQUESTED DOCUMENTS TO THE COUNTY](#)
 - L. [DELEGATION OF DISTRICT TREASURER DUTIES - ADOPT RESOLUTION NO. 1477-2018 DELEGATING THE AUTHORITY TO INVEST AND REINVEST DISTRICT FUNDS TO THE CONTRA COSTA COUNTY TREASURER AS DISTRICT TREASURER FOR A ONE YEAR PERIOD](#)
 - M. [COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2018-2019 WITH THE GENERAL TAXES - ADOPT A MOTION DECLARING THE INTENTION OF THE DISTRICT TO COLLECT SEWER SERVICE CHARGES \(SSC\) WITH THE GENERAL TAXES FOR FISCAL YEAR 2018-2019, SETTING TIME AND PLACE FOR PUBLIC HEARING ON THE REPORT OF THE ENGINEER, AND DIRECTING PUBLICATION OF NOTICE](#)
4. [NEW BUSINESS](#)
- A. [PROPOSED FISCAL YEAR 2018-2019 BUDGET FOR FUNDS 3409, 3410 AND 3412](#)
 - 1. REPORT FROM STAFF
 - 2. ADOPT A MOTION APPROVING THE USE OF THE DISTRICT'S UNRESTRICTED RESERVE AS DEFINED BY DISTRICT POLICY AND PROCEDURE 3125 – DISTRICT FINANCIAL RESERVES POLICY TO FUND THE FISCAL YEAR 2018-2019 BUDGET

3. CONSIDER ADOPTION OF A MOTION TO APPROVE THE FISCAL YEAR 2018-2019 BUDGETS FOR FUNDS 3409, 3410 AND 3412

B. [ADVANCEMENT OF ASSISTANT DISTRICT MANAGER LILIA M. CORONA](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AUTHORIZING ADVANCEMENT OF ASSISTANT DISTRICT MANAGER LILIA M. CORONA TO SALARY STEP 5 EFFECTIVE JULY 1, 2018

C. [ADVANCEMENT OF WASTEWATER OPERATOR GRADE II KEITH RAYNOR](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION TO AUTHORIZE THE ADVANCEMENT OF WASTEWATER OPERATOR GRADE II KEITH RAYNOR TO STEP 5 EFFECTIVE July 1, 2018

D. [TASK ORDER NO. 2 FOR THE WILDLIFE PROJECT CONSULTING SERVICES AGREEMENT 17-0005](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 2 FOR AGREEMENT 17-0005 WITH THE WILDLIFE PROJECT AND AUTHORIZING THE BOARD CHAIR TO EXECUTE TASK ORDER NO. 02 WITH A NOT-TO-EXCEED LIMIT OF \$60,000 FOR FISCAL YEAR 2018-2019

E. [APPROVAL OF TASK ORDER NO.3 FOR AGREEMENT 16-0017 WITH LINDSAY WILDLIFE EXPERIENCE FOR PROFESSIONAL SERVICES RELATED TO THE WETLANDS FIELD TRIP PROGRAM AND CLASSROOM PROGRAM FOR SCHOOL YEAR 2018-2019](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 3 TO AGREEMENT 16-0017 WITH THE LINDSAY WILDLIFE EXPERIENCE (LWE) FOR CONDUCTING THE WETLANDS FIELD TRIP PROGRAM AND FOR MARKETING AND DELIVERING THE 1-HOUR CLASSROOM PROGRAMS

FOR FISCAL YEAR 2018-2019 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO.3 WITH A NOT TO EXCEED LIMIT OF \$28,600.00

F. AFFIRMATION OF OFFICES OF DISTRICT LEGAL COUNSEL AND BOARD SECRETARY

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AFFIRMING OFFICE OF DISTRICT LEGAL COUNSEL
3. CONSIDER ADOPTION OF A MOTION AFFIRMING OFFICE OF DISTRICT BOARD SECRETARY

G. LCC ENGINEERING & SURVEYING, INC. AMENDED PROFESSIONAL SERVICES AGREEMENT 15-0008A AND TASK ORDER NO. 27 FOR FISCAL YEAR 2017-2018

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDED PROFESSIONAL SERVICES AGREEMENT 15-0008A WITH LCC, INC. AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE AMENDED AGREEMENT
3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 27 TO AMENDED AGREEMENT 15-0008A WITH LCC, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR FISCAL YEAR 2017-2018 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 27 WITH A TOTAL NOT-TO-EXCEED AMOUNT OF \$167,320.38

H. EMPLOYEE COST OF LIVING ADJUSTMENT AND ADOPTION OF REVISED SALARY AND WAGE SCHEDULE (POLICY AND PROCEDURE 2305)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF REVISED DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES, EFFECTIVE JULY 1, 2018 PROVIDING A 3.000% COST OF LIVING ADJUSTMENT TO ALL DISTRICT POSITIONS AND ADJUSTMENT TO THE DISTRICT MANAGER'S SALARY

3. PROVIDE DIRECTION TO MAKE THE DISTRICT SALARY WAGE SCHEDULE AVAILABLE ON THE DISTRICT'S WEBPAGE
- I. [TASK ORDERS NO. 11 THROUGH 15 – AGREEMENT 16-0013 WITH CIRCLEPOINT FOR COMMUNICATION CONSULTANT PROFESSIONAL SERVICES](#)
 1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDERS 11 THROUGH 15 TO AGREEMENT 16-0013 WITH CIRCLEPOINT FOR COMMUNICATION CONSULTING SERVICES FOR FISCAL YEAR 2018-2019, WITH A TOTAL NOT TO EXCEED AMOUNT OF \$92,232
 - J. [COUNTYWIDE REDEVELOPMENT AGENCY OVERSIGHT BOARD ELECTION – SPECIAL DISTRICT SEAT](#)
 1. REPORT FROM STAFF
 2. DISCUSS AND CONSIDER CANDIDATE TO FILL THE COUNTYWIDE REDEVELOPMENT AGENCY OVERSIGHT BOARD ELECTION – SPECIAL DISTRICT SEAT AND DIRECT THE MVSD REPRESENTATIVE TO THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE TO CAST THE DISTRICT'S VOTE TO FILL THE COUNTYWIDE REDEVELOPMENT AGENCY OVERSIGHT BOARD ELECTION – SPECIAL DISTRICT SEAT
 - K. [AMENDMENT OF AGREEMENT WITH NUTE ENGINEERING AND TASK ORDERS FOR ADDITIONAL ENGINEERING SERVICES DURING CONSTRUCTION \(ESDC\) FOR THE BIOFILTER AND BIOTOWER EQUIPMENT REPLACEMENT PROJECT \(PROJECT\)](#)
 1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 4 TO CONTRACT NO. 15-0004 WITH NUTE ENGINEERING INCREASING THE TOTAL CONTRACT AMOUNT BY \$41,660.00 FROM \$270,495.00 TO \$312,155.00 AND AUTHORIZING NUTE ENGINEERING TO PROVIDE ADDITIONAL ESDC

3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NOS. 6 THROUGH 8 TO CONTRACT NO. 15-0004 IDENTIFYING THE SCOPE AND COST OF THE ADDITIONAL ESDC

L. [RATIFICATION OF DISTRICT LETTER DATED MAY 21, 2018, TO CALIFORNIA ASSEMBLY MEMBER PHIL TING OPPOSING ASSEMBLY BILL 2016 \(TING\) UNLESS AMENDED](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION RATIFYING DISTRICT LETTER DATED MAY 21, 2018 TO CALIFORNIA ASSEMBLY MEMBER PHIL TING OPPOSING ASSEMBLY BILL 2016 (TING) UNLESS AMENDED

M. [FY 2018-2019 LEGAL SERVICES TASK ORDER NO. 15 TO PROFESSIONAL LEGAL SERVICES AGREEMENT \(AGREEMENT 11-0002\) WITH TURNER, HUGUET, ADAMS AND FARR](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 15 TO THE AGREEMENT FOR PROFESSIONAL LEGAL SERVICES (AGREEMENT NO. 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR FOR DISTRICT LEGAL COUNSEL SERVICES, EFFECTIVE JULY 1, 2018, AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 15 NOT-TO-EXCEED \$129,530 FOR ROUTINE DISTRICT LEGAL COUNSEL SERVICES FOR FISCAL YEAR 2018-2019

5. REPORTS

- R-1. [DISTRICT MANAGER](#)
- R-2. [ASSISTANT DISTRICT MANAGER](#)
- R-3. [DISTRICT ENGINEER](#)
- R-4. ASSISTANT 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

6. COMMUNICATIONS

- A. [MAY 2018 LOCAL AGENCY INVESTMENT FUND MONTHLY STATEMENT](#)

7. FUTURE BOARD ITEMS

- A. [REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS](#)

8. ADJOURNMENT

- A. THE NEXT MEETING IS A REGULAR BOARD MEETING ON THURSDAY, JULY 12, 2018 AT 6:30 P.M.