



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

6:30 P.M. JULY 11, 2019  
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. APPROVE THE MINUTES OF THE MAY 29, 2019 ADJOURNED REGULAR BOARD MEETING

B. APPROVE THE MINUTES OF THE JUNE 13, 2019, REGULAR BOARD MEETING

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 54946 THROUGH 54947 DATED JUNE 4, 2019  
(See Purchase Journal following this item for details.)

D. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 54948 THROUGH 55036 DATED JUNE 14, 2019  
(See Purchase Journal following this item for details.)

- E. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 55037 THROUGH 55044 DATED JUNE 14, 2019
- F. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 607 THROUGH 609 DATED JUNE 14, 2019  
(See Purchase Journal following this item for details.)
- G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2855 THROUGH 2860 DATED JUNE 14, 2019  
(See Purchase Journal following this item in packet for details.)
- H. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 55045 THROUGH 55053 DATED JUNE 28, 2019  
(See Purchase Journal following this item for details.)

#### 4. PUBLIC HEARING

- A. COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2019-20 WITH THE GENERAL TAXES
  - 1. REPORT FROM STAFF
  - 2. PUBLIC HEARING
    - a) OPEN PUBLIC HEARING
    - b) RECEIVE PUBLIC TESTIMONY
    - c) CLOSE PUBLIC HEARING
  - 3. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2019, OVERRULING OBJECTIONS, ADOPTING THE REPORT OF THE ENGINEER AND ORDERING THE COLLECTION OF SEWER SERVICE CHARGES FOR THE FISCAL YEAR 2018-19 IN THE SAME MANNER, BY THE SAME PERSON AND AT THE SAME TIME TOGETHER WITH THE GENERAL TAXES

#### 5. NEW BUSINESS

- A. FY 2019-2020 LEGAL SERVICES TASK ORDER NO. 16 TO PROFESSIONAL LEGAL SERVICES AGREEMENT (AMENDED AGREEMENT 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR
  - 1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 16 TO PROFESSIONAL LEGAL SERVICES AGREEMENT (AMENDED AGREEMENT 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR
- B. ADVANCEMENT OF WASTEWATER OPERATOR GRADE II JESSE THOMPSON
1. REPORT FROM STAFF
  
  2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE ADVANCEMENT FROM STEP 3 TO STEP 4 OF THE WASTEWATER OPERATOR II CLASSIFICATION EFFECTIVE JULY 16, 2019
- C. CONFLICT OF INTEREST CODE – AMENDMENT
1. REPORT FROM STAFF
  
  2. CONSIDER ADOPTION OF A MOTION AUTHORIZING 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; AND,
  
  3. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2019 DIRECTING THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND NOTICE OF INTENT TO AMEND THE MT. VIEW SANITARY DISTRICT CONFLICT OF INTEREST CODE AND THE SETTING OF A PUBLIC HEARING FOR SEPTEMBER 12, 2019
- D. FACILITIES REHABILITATION PROGRAM AND CAPITAL IMPROVEMENT PROGRAM UPDATE AND FISCAL YEAR 2019-2020 WORK PLAN
1. REPORT FROM STAFF
  
  2. CONSIDER ADOPTION OF A MOTION APPROVING THE FINAL FACILITIES REHABILITATION PROGRAM AND CAPITAL IMPROVEMENT PROGRAM (FRP / CIP) UPDATE
- E. TASK ORDERS NO. 16 THROUGH 20 – AGREEMENT 16-0013 FOR COMMUNICATION CONSULTANT PROFESSIONAL SERVICES AND

AMENDMENT 1 - AGREEMENT 19-0001 FOR MOORHEN MARSH GRAND RE-OPENING CELEBRATION WITH CIRCLEPOINT

1. REPORT FROM STAFF
2. CONSIDER A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDERS 16 THROUGH 20 TO AGREEMENT 16-0013 WITH CIRCLEPOINT FOR COMMUNICATION CONSULTING SERVICES FOR FISCAL YEAR 2018-2019, WITH A TOTAL NOT TO EXCEED THE AMOUNT OF \$97,247
3. CONSIDER A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE AMENDMENT 1 TO AGREEMENT 19-0001 WITH CIRCLEPOINT FOR EXPANDED SCOPE RELATED TO PROFESSIONAL SERVICES FOR THE MOORHEN MARSH GRAND RE-OPENING CELEBRATION WITH AN AMENDED TOTAL NOT-TO-EXCEED AMOUNT OF \$49,000

F. TASK ORDER NO. 3 TO AGREEMENT 17-0006 FOR ENVIRONMENTAL HEALTH AND SAFETY SERVICES WITH DU-ALL SAFETY, LLC

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 03 TO AGREEMENT NO. 17-0006 FOR ENVIRONMENTAL HEALTH AND SAFETY SERVICES WITH DU-ALL SAFETY, LLC., NOT TO EXCEED \$30,000

G. FIRST AMENDMENT TO DISTRICT MANAGER EMPLOYMENT AGREEMENT

1. REPORT FROM STAFF
2. IN OPEN SESSION CONSIDER THE PROPOSED FIRST AMENDMENT TO THE DISTRICT MANAGER EMPLOYMENT AGREEMENT

H. WASTEWATER OPERATIONS MANAGER/CPO AND UTILITY LABORER JOB DESCRIPTIONS

1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION APPROVING POLICY AND PROCEDURE 2333 – WASTEWATER OPERATIONS MANAGER/CPO JOB DESCRIPTION
  3. CONSIDER ADOPTION OF A MOTION APPROVING REVISED POLICY AND PROCEDURE 2370 – UTILITY LABORER JOB DESCRIPTION
- I. CSDA 2019 BOARD OF DIRECTORS ELECTION – SEAT B
1. REPORT FROM STAFF
  2. DETERMINE THE PREFERRED CANDIDATE BY CONSENSUS AND ADOPT A MOTION VOTING FOR THE PREFERRED CANDIDATE TO FILL CSDA 2019 BOARD OF DIRECTORS, BAY AREA NETWORK, SEAT B (2020-2022 TERM) AND DIRECT THE BOARD SECRETARY PRO TEM TO CAST THE DISTRICT'S VOTE ELECTRONICALLY
- J. MOORHEN MARSH PHASE B CHANGE ORDER NO. 27
1. REPORT FROM STAFF
  2. CONSIDER ADOPTION OF A MOTION APPROVING CHANGE ORDER NO. 27 FOR PHASE B OF THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT (PROJECT) AUTHORIZING A TOTAL NOT TO EXCEED \$225,000.00 INCREASE TO THE CONTRACT AMOUNT

## 6. REPORTS

- R-1. DISTRICT MANAGER
- R-2. ASSISTANT DISTRICT MANAGER
- R-3. DISTRICT ENGINEER
- R-4. ADMINISTRATIVE SERVICES MANAGER
- R-5. DISTRICT LEGAL COUNSEL
- R-6. BOARD SECRETARY

R-7. DIRECTORS

- R 7.01 DIRECTOR BRIAN A. DANLEY
- R 7.02 DIRECTOR DAVID P. MAGGI
- R 7.03 DIRECTOR GREGORY T. PYKA
- R 7.04 DIRECTOR ELMER J. SCHAAL
- R 7.05 DIRECTOR STANLEY R. CALDWELL

7. COMMUNICATIONS

- A. DEPARTMENT OF CONSERVATION AND DEVELOPMENT AB1826 NOTICE

8. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

9. ADJOURNMENT

- A. THE NEXT SCHEDULED MEETING IS A REGULAR BOARD MEETING ON THURSDAY, AUGUST 8, 2019 AT 6:30 P.M.