



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

Apr 9, 2020 06:30 PM Pacific Time (US and Canada)

Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board Meetings on line until further notice.

**You may attend this virtual meeting via a Zoom meeting by calling
(253) 215-8782 or (929) 205-6099**

You may register in advance for this meeting:

[https://zoom.us/meeting/register/tJEpd-2grDwq40lFiEKPkJOqmjURMzKrUw](https://zoom.us/join/zoom/register/tJEpd-2grDwq40lFiEKPkJOqmjURMzKrUw)

After registering, you will receive a confirmation email containing information about joining the meeting.

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 FEBRUARY 13, 2020 REGULAR BOARD MEETING](#)

B. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 55973 THROUGH 55975 DATED MARCH 5, 2020](#)

- C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 56025 THROUGH 56024 DATED MARCH 13, 2020](#) (See Purchase Journal following this item for details.)
- D. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3410 PAYMENT ORDER NUMBER 625 DATED MARCH 18, 2020](#) (See Purchase Journal following this item in packet for details.)
- E. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2909 THROUGH 2912 DATED MARCH 18, 2020](#) (See Purchase Journal following this item in packet for details.)

4. PUBLIC HEARING

- A. DISTRICT FEES AND CHARGES FOR THE FISCAL YEARS 2020-2021 THROUGH 2024-2025
 - 1. REPORT FROM STAFF
 - 2. OPEN PUBLIC HEARING ON PROPOSED INCREASE IN DISTRICT FEES AND CHARGES FOR FISCAL YEAR 2020-2021
 - a) OPEN PUBLIC HEARING
 - b) RECEIVE PUBLIC TESTIMONY
 - c) CONTINUE PUBLIC HEARING TO MAY 14, 2020 AT 6:30 P.M.

5. NEW BUSINESS

- A. [COVID-19 IMPACTS](#)
 - 1. CONSIDER ADOPTION OF A MOTION APPROVING THE LETTER REQUESTING ADDITIONAL FEDERAL AID AND SUPPLEMENTAL APPROPRIATION MEASURES TO ADDRESS THE ECONOMIC IMPACT OF THE CORONAVIRUS COVID-19 PANDEMIC INCLUDE SPECIAL DISTRICTS
 - 2. PROVIDE DIRECTION
- B. [REVIEW OF RATE INCREASE](#)
 - 1. REPORT FROM STAFF
 - 2. PROVIDE DIRECTION

C. SSC REBATE ASSISTANCE PROGRAM

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING THE SEWER SERVICE CHARGE REBATE ASSISTANCE PROGRAM (SSCRAP) AND AUTHORIZE STAFF TO UTILIZE THE SEWER SERVICE CHARGE REBATE ASSISTANCE FORM

D. DRAFT 10-YEAR CAPITAL IMPROVEMENT PROGRAM UPDATE

1. REPORT FROM STAFF
2. PROVIDE DIRECTION TO DISTRICT MANAGER

E. ANNUAL REVIEW OF DISTRICT STAFF POSITIONS AND SUCCESSION

1. REPORT FROM STAFF
2. BY MOTION ADOPT REVISED POLICY AND PROCEDURE 2300 – AUTHORIZED POSITIONS, AND ADOPT A REVISED ORGANIZATION CHART TO REFLECT CHANGES RESULTING FROM REVISED POLICY AND PROCEDURE 2300
3. BY MOTION ADOPT REVISED POLICY AND PROCEDURE 2415 – ACCOUNTING AND FINANCIAL ANALYST
4. PROVIDE DIRECTION TO THE DISTRICT MANAGER

F. RETROACTIVE RATIFICATION OF SALARY AND WAGE SCHEDULE (POLICY AND PROCEDURE 2305) EFFECTIVE JULY 25, 2019 THAT INCLUDED THE REVISION TO DISTRICT MANAGER ALLEN'S SALARY, AND CONFIRM THE POLICY WAS SUPERSEDED ON OCTOBER 10, 2019

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION RETROACTIVELY RATIFYING THE ATTACHED DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES, TO BE EFFECTIVE JULY 25, 2019 THAT INCLUDED THE BOARD APPROVED REVISION TO DISTRICT MANAGER ALLEN'S SALARY, AND CONFIRMING THE POLICY WAS SUPERSEDED BY BOARD ACTION ON OCTOBER 10, 2019

G. [CSDA BOARD OF DIRECTORS: CALL FOR NOMINATIONS \(SEAT C\) BAY AREA NETWORK](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. _____ - 2020 NOMINATING A CANDIDATE FOR ELECTION TO CSDA BOARD OF DIRECTORS SEAT C, BAY AREA NETWORK FOR THE 2021-2023 TERM

6. [REPORTS](#)

- R-1. [DISTRICT MANAGER](#)
- R-2. [DISTRICT ENGINEER](#)
- R-3. [CFO/ADMINISTRATIVE SERVICES MANAGER](#)
- R-4. [WASTEWATER OPERATIONS 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](#)

8. [FUTURE BOARD ITEMS](#)

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

9. CLOSED SESSION

A. PERSONNEL MATTERS – PUBLIC EMPLOYMENT – GOVERNMENT CODE SECTION 54957 - TITLE: DISTRICT MANAGER'S SIX MONTH EVALUATION

B. REPORT OUT OF CLOSED SESSION

10. ADJOURNMENT

A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, MAY 14, 2020 AT 6:30 P.M.