



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

**June 11, 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://us02web.zoom.us/j/9250kM-QKr>**

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 MAY 14, 2020 REGULAR BOARD MEETING](#)

B. [RECEIVE THE MINUTES OF THE MAY 6, 2020 FINANCE COMMITTEE MEETING](#)

- C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 56159 THROUGH 56220 DATED MAY 7, 2020](#) (See Purchase Journal following this item in packet for details.)
- D. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2919 THROUGH 2925 DATED MAY 7, 2020](#) (See Purchase Journal following this item in packet for details.)
- E. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3410 PAYMENT ORDER NUMBER 626 THROUGH 627 DATED MAY 7, 2020](#) (See Purchase Journal following this item in packet for details.)
- F. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3410 PAYMENT ORDER NUMBER 628 THROUGH 629 DATED MAY 20, 2020](#) (See Purchase Journal following this item in packet for details.)
- G. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 57224 THROUGH 57281 DATED MAY 21, 2020](#) (See Purchase Journal following this item for details.)
- H. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2926 THROUGH 2927 DATED MAY 21, 2020](#) (See Purchase Journal following this item in packet for details.)

#### 4. PUBLIC HEARING

- A. [CONTINUED PUBLIC HEARING TO CONSIDER INCREASE IN SEWER SERVICE CHARGE FOR FISCAL YEARS 2020-2021 THROUGH 2022-2023](#)
  - 1. RECEIVE REPORT FROM STAFF
  - 2. CONDUCT CONTINUED PUBLIC HEARING
    - a. OPEN CONTINUED PUBLIC HEARING
    - b. RECEIVE PUBLIC TESTIMONY
    - c. CLOSE PUBLIC HEARING
  - 3. DETERMINE WHETHER A VALID PROTEST EXISTS IN ACCORDANCE WITH CALIFORNIA CONSTITUTION ARTICLE XIII. D. SEC. 6, (2).
  - 4. CONSIDER ADOPTION OF A MOTION TO REVISE THE 3.00% COST OF LIVING ADJUSTMENT (COLA) APPROVED BY THE BOARD ON MAY 14, 2020 TO A 2.00% COLA FOR ALL DISTRICT POSITIONS EXCLUDING THE DISTRICT MANAGER WHOSE COMPENSATION IS BY CONTRACT.
  - 5. CONSIDER ADOPTION OF A MOTION TO APPROVE THE REVISED DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES EFFECTIVE JULY 1, 2020.

AND:

6. CONSIDER ADOPTION OF A MOTION APPROVING THE 3-YEAR SEWER SERVICE CHARGE SCHEDULE AS RECOMMENDED IN TABLE 3
7. CONSIDER ADOPTION OF ORDINANCE NO. 2020-129, PROMULGATING GENERAL REGULATION NO. 129 ADOPTING AND ESTABLISHING A 3-YEAR SCHEDULE OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2020-2021 THROUGH 2022-2023

OR ALTERNATELY (TO 6 AND 7):

8. DIRECT THE DISTRICT MANAGER TO SEND OUT AB3030 NOTICES UNDER GOVERNMENT CODE 53756 TO PROVIDE A 30-DAY NOTICE FOR THE RATE SCHEDULE APPROVED BY THE BOARD IN 2017 UNDER ORDINANCE 2017-120 THAT INCLUDES A SINGLE-FAMILY RESIDENCE SEWER SERVICE CHARGE OF \$641.28 FOR FISCAL YEAR 2020-2021

B. [PUBLIC HEARING FOR CONSIDERATION OF INCREASE IN CAPACITY CHARGES AND FEES FOR FISCAL YEAR 2020-2021](#)

1. REPORT FROM STAFF
2. CONDUCT PUBLIC HEARING
  - d. OPEN PUBLIC HEARING
  - e. RECEIVE PUBLIC TESTIMONY
  - f. CLOSE PUBLIC HEARING
3. CONSIDER ADOPTION OF ORDINANCE NO. 2020-130, PROMULGATING GENERAL REGULATION NO. 130 ADOPTING AND ESTABLISHING A SCHEDULE OF CAPACITY CHARGES AND FEES (NOT INCLUDING SEWER SERVICE CHARGES) FOR FISCAL YEAR 2020-2021

5. NEW BUSINESS

A. [CALL FOR PUBLIC HEARING FOR COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2020-2021 WITH THE GENERAL TAXES](#)

- A. REPORT FROM STAFF

- B. CONSIDER ADOPTION OF A MOTION DECLARING THE INTENTION OF THE DISTRICT TO COLLECT SEWER SERVICE CHARGES (SSC) WITH THE GENERAL TAXES FOR FISCAL YEAR 2020-2021, SETTING TIME AND PLACE FOR A PUBLIC HEARING ON THE PRELIMINARY REPORT, AND DIRECTING PUBLICATION OF NOTICE
  
- B. DELEGATION OF DISTRICT TREASURER DUTIES
  - A. REPORT FROM STAFF
  
  - B. CONSIDER ADOPTION OF RESOLUTION NO. 1517-2020 DELEGATING THE AUTHORITY TO INVEST AND REINVEST DISTRICT FUNDS TO THE CONTRA COSTA COUNTY TREASURER AS DISTRICT TREASURER FOR A ONE-YEAR PERIOD
  
- C. AFFIRMATION OF OFFICES OF DISTRICT LEGAL COUNSEL AND BOARD SECRETARY
  - 1. REPORT FROM STAFF
  
  - 2. CONSIDER ADOPTION OF A MOTION AFFIRMING J. DANIEL ADAMS TO THE OFFICE OF DISTRICT LEGAL COUNSEL
  
  - 3. CONSIDER ADOPTION OF A MOTION AFFIRMING STEPHANIE L. SEREGIN TO THE OFFICE OF BOARD SECRETARY
  
- D. FY 2020-2021 LEGAL SERVICES TASK ORDER NO. 17 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. 17 TO THE AMENDED AGREEMENT FOR PROFESSIONAL LEGAL SERVICES (AGREEMENT NO. 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR FOR DISTRICT LEGAL COUNSEL SERVICES, EFFECTIVE JULY 1, 2020, NOT-TO-EXCEED \$138,572.08 FOR ROUTINE DISTRICT LEGAL COUNSEL SERVICES FOR FISCAL YEAR 2020-2021
  
- E. PROPOSED FISCAL YEAR 2020-21 BUDGET FOR FUNDS 3409, 3410, 3412 AND 3415

1. REPORT FROM STAFF
  2. CONSIDER ADOPTION OF A MOTION TO APPROVE THE FISCAL YEAR 2020-2021 ANNUAL BUDGETS FOR FUNDS 3409, 3410, 3412, AND 3415
- F. [AMENDMENT OF AGREEMENT WITH HARRIS & ASSOCIATES AND TASK ORDER FOR ENGINEERING STAFF AUGMENTATION DURING FISCAL YEAR 2020-2021](#)
1. REPORT FROM STAFF
  2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 1 TO CONTRACT NO. 19-0021 WITH HARRIS & ASSOCIATES (H&A) INCREASING THE TOTAL CONTRACT AMOUNT BY \$198,000 FROM \$86,590 TO \$284,590
  3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 2 TO CONTRACT NO. 19-0021 IN THE AMOUNT OF \$198,000 AUTHORIZING H&A TO PROVIDE STAFF AUGMENTATION SERVICES
- G. [INTER-FUND TRANSFER OF AD VALOREM FROM FUND 3409 TO FUND 3410](#)
1. REPORT FROM STAFF
  2. CONSIDER ADOPTION OF RESOLUTION NO. 1518-2020, AUTHORIZING THE TRANSFER OF \$422,729 FROM FUND 3409 TO FUND 3410
6. REPORTS
- R-1. [DISTRICT MANAGER](#)
  - R-2. [DISTRICT ENGINEER](#)
  - R-3. [CFO/ADMINISTRATIVE SERVICES MANAGER](#)
  - R-4. [ENVIRONMENTAL SERVICES MANAGER](#)
  - R-5. [WASTEWATER OPERATIONS MANAGER](#)
  - R-6. DISTRICT LEGAL COUNSEL

R-7. BOARD SECRETARY

R-8. DIRECTORS

- R 8.01 DIRECTOR BRIAN A. DANLEY
- R 8.02 DIRECTOR DAVID P. MAGGI
- R 8.03 DIRECTOR GREGORY T. PYKA
- R 8.04 DIRECTOR ELMER J. SCHAAL
- R 8.05 DIRECTOR STANLEY R. CALDWELL

7. COMMUNICATIONS

- A. [LAIF MONTHLY STATEMENT](#)
- B. [BANK OF THE WEST STATEMENT](#)

8. FUTURE BOARD ITEMS

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

9. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, JULY 9, 2020 At 6:30 P.M.