



A Friend to the Environment

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

6:30 P.M. APRIL 9, 2015  
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. [RATIFY THE MINUTES OF THE FEBRUARY 11, 2015, PUBLIC INFORMATION COMMITTEE MEETING](#)

- B. APPROVE THE MINUTES OF THE MARCH 12, 2015, REGULAR BOARD MEETING
- C. RATIFY THE MINUTES OF THE MARCH 26, 2015, PERSONNEL COMMITTEE MEETING
- D. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49645 THROUGH 49723 DATED MARCH 13, 2015  
(See Purchase Journal following this item for details.)
- E. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49724 THROUGH 49728 DATED MARCH 13, 2015
- F. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 473 THROUGH 474 DATED MARCH 13, 2015  
(See Purchase Journal following this item in packet for details.)
- G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2405 THROUGH 2410 DATED MARCH 13, 2015  
(See Purchase Journal following this item for details.)
- H. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49729 THROUGH 49730 DATED MARCH 18, 2015  
(See Purchase Journal following this item in packet for details.)
- I. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 2411 DATED MARCH 18, 2015  
(See Purchase Journal following this item in packet for details.)
- J. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49731 THROUGH 49737 DATED MARCH 31, 2015  
(See Purchase Journal following this item for details.)

#### 4. PUBLIC HEARING

- A. COLLECTION OF SEWER SERVICE CHARGES FOR 3900 AND 3910 PACHECO BOULEVARD FOR THE 2011-12, 2012-13 AND 2013-14 FISCAL YEARS
  - 1. RECEIVE REPORT FROM STAFF
  - 2. PUBLIC HEARING
    - a) OPEN PUBLIC HEARING
    - b) RECEIVE PUBLIC TESTIMONY
    - c) CLOSE PUBLIC HEARING
  - 3. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_\_ - 2015 APPROVING AND AUTHORIZING COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2011-12, 2012-13 AND 2013-14 FOR ASSESSOR'S PARCEL

NO. 161-231-048-0 ON COUNTY TAX ROLL FOR TAX YEARS 2015-16, 2016-17, 2017-18, 2018-19 AND 2019-20

4. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_\_ - 2015 APPROVING AND AUTHORIZING COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2011-12, 2012-13 AND 2013-14 FOR ASSESSOR'S PARCEL NO. 161-231-049-8 (3900 PACHECO BLVD.) ON COUNTY TAX ROLL FOR TAX YEARS 2015-16, 2016-17 AND 2017-18

## 5. NEW BUSINESS

### A. DISTRICT CHARGES AND FEES FOR FISCAL YEAR 2015-2016

1. REPORT FROM STAFF ON POTENTIAL RATE AND FEE ADJUSTMENTS BASED ON DISTRICT INFLATION INDEX
2. DIRECT STAFF TO PREPARE THE DOCUMENTATION, CALL FOR A PUBLIC HEARING AND FOLLOW THE REQUIRED PROCEDURES NECESSARY FOR THE BOARD OF DIRECTORS TO CONSIDER A 2.841% INCREASE TO DISTRICT RATES AND FEES TO BE EFFECTIVE JULY 1, 2015

### B. ACCEPTANCE OF SEWER MAIN LINES "E", "G", "H", "I" & "J" IN SUBDIVISION 8967, FIELD BODHAINE COURTYARD HOMES (ASHFORD PLACE)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2015 APPROVING AND ACCEPTING SANITARY SEWER MAIN LINES "E", "G", "H", "I" & "J" FOR MAINTENANCE IN SUBDIVISION 8967, FIELD BODHAINE COURTYARD HOMES (ASHFORD PLACE)

### C. CONTRA COSTA SPECIAL DISTRICT ASSOCIATION (CCSDA) – QUARTERLY MEETING – APRIL 20, 2015

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DETERMINING WHETHER ATTENDANCE AT THE CCSDA APRIL 20, 2015, IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND

D. DELEGATION OF AUTHORITY - CONSTRUCTION CHANGE ORDER APPROVAL

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_\_ - 2015 DELEGATING AUTHORITY TO THE DISTRICT MANAGER TO SIGN CONSTRUCTION CONTRACT CHANGE ORDERS IN THE NAME OF THE DISTRICT WITHIN THE FINANCIAL LIMITS OF THE CONTRACT BUDGET, SO LONG AS THE CUMULATIVE AMOUNT SET FORTH DOES NOT EXCEED THE LESSER OF 10% OF THE CONTRACT VALUE OR \$25,000

E. DESIGNATION OF LABOR NEGOTIATOR(S)

1. REPORT FROM STAFF
2. CONSIDER APPOINTMENT OF ONE OR MORE MEMBERS OF THE BOARD OF DIRECTORS AS YOUR NEGOTIATOR(S) FOR THE PURPOSE OF NEGOTIATIONS WITH THE DISTRICT MANAGER REGARDING COMPENSATION AND DIRECT STAFF TO PLACE A CLOSED SESSION ITEM ON THE REGULAR BOARD MEETING AGENDA FOR MAY 2015 FOR THE PURPOSE OF DISTRICT MANAGER COMPENSATION NEGOTIATION SUBJECT TO GOVERNMENT CODE SECTION 54957.6

F. ANNUAL REVIEW OF DISTRICT STAFF POSITIONS AND COMPENSATION

1. REPORT FROM STAFF
2. CONSIDER THE DRAFT 2015 STAFF ORGANIZATION CHART AND PROVIDE DIRECTION TO THE DISTRICT MANAGER TO REVISE POLICY AND PROCEDURE 2300 – AUTHORIZED POSITIONS, INCREASING THE TOTAL NUMBER OF AUTHORIZED POSITIONS FROM 14 TO 16 FOR FUTURE CONSIDERATION, AND
3. PROVIDE DIRECTION TO STAFF ON WHETHER TO INCLUDE THE RECOMMENDATIONS CONTAINED IN THE 2015 CLASSIFICATION AND COMPENSATION STUDY IN THE PROPOSED FY 2015-2016 ANNUAL BUDGET AND WHETHER TO INCLUDE AN ADDITIONAL COST OF LIVING ADJUSTMENT FOR ALL DISTRICT EMPLOYEES BASED ON THE DISTRICT'S INFLATION INDEX OF 2.841% PER THE DISTRICT FINANCE COMMITTEE'S RECOMMENDATION

6. 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 [DIRECTOR STANLEY R. CALDWELL](#)

R 6.02 DIRECTOR DAVID P. MAGGI

R 6.03 DIRECTOR BEVERLI A. MARSHALL

R 6.04 VICE PRESIDENT ELMER J. SCHAAL

R 6.05 PRESIDENT GREGORY T. PYKA

7. COMMUNICATIONS

A. [CCSDA JANUARY 26, 2015, MEETING MINUTES](#)

B. [CCSDA MARCH 13, 2015, LETTER TO GENERAL MANAGER AND BOARD OF DIRECTORS](#)

C. [LOCAL AGENCY INVESTMENT FUND \(LAIF\) – MARCH 31, 2015, STATEMENT](#)

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 ENGINEER – ANNUAL EVALUATION

- B. PERSONNEL MATTERS – PUBLIC EMPLOYMENT– GOVERNMENT CODE SECTION 54957  
TITLE: DISTRICT LEGAL COUNSEL – ANNUAL EVALUATION

10. REPORT OUT OF CLOSED SESSION

- 11. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, MAY 14, 2015, AT 6:30 P.M.