



A Friend to the Environment

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

6:30 P.M., THURSDAY, MARCH 14, 2013
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 72 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 9, 2013, SPECIAL BOARD MEETING
- B. APPROVE THE MINUTES OF THE FEBRUARY 14, 2013, REGULAR BOARD MEETING

- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 47215 THROUGH 47309 DATED FEBRUARY 15, 2013
(See Purchase Journal following this item for details.)
- D. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 47310 THROUGH 47315 DATED FEBRUARY 28, 2013
(See Purchase Journal following this item for details.)
- E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2292 THROUGH 2295 DATED FEBRUARY 15, 2013
(See Purchase Journal following this item in packet for details.)

4. OLD BUSINESS

- A. REVISED POLICY AND PROCEDURE (2020)XXXX - VACATIONS
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF MOTION APPROVING MT. VIEW SANITARY DISTRICT POLICY AND PROCEDURE (2020) XXXX – VACATIONS

5. NEW BUSINESS

- A. CSDA - SPECIAL DISTRICTS LEGISLATIVE DAYS
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION DETERMINING THAT ATTENDANCE AT THE CSDA LEGISLATIVE DAYS ON MAY 14-15, 2013, IN SACRAMENTO, CALIFORNIA, IS A SIGNIFICANT BENEFIT TO THE DISTRICT DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND
- B. ANNUAL REVIEW OF DISTRICT STAFF POSITIONS AND COMPENSATION
 - 1. REPORT FROM STAFF
 - 2. PROVIDE DIRECTION TO STAFF ON WHETHER TO INCLUDE IN THE PROPOSED FY 2013-2014 ANNUAL BUDGET, A COST OF LIVING ADJUSTMENT FOR DISTRICT EMPLOYEES OF 2% PER THE DISTRICT MANAGER'S RECOMMENDATION

C. DISTRICT FEES AND CHARGES

1. REPORT FROM STAFF

D. AMENDMENTS NO. 1 & 2 TO AGREEMENT WITH EL DORADO ENGINEERING & ARCHITECTURE FOR DESIGN OF THE GREASE RECEIVING STATION

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENTS NO. 1 & 2 TO CONSULTING SERVICES AGREEMENT WITH EL DORADO ENGINEERING AND ARCHITECTURE FOR AN AMOUNT NOT TO EXCEED \$40,000

E. CASA SPRING CONFERENCE IN NEWPORT BEACH, CA, APRIL 24-26, 2013 – APPROVAL OF ATTENDANCE

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DETERMINING ATTENDANCE AT THE CASA SPRING CONFERENCE IN NEWPORT BEACH, CALIFORNIA; APRIL 24 THROUGH 26, 2013 IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND

F. RELIABILITY 2.0 CONFERENCE

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DETERMINING THAT ATTENDANCE AT THE RELIABILITY 2.0 CONFERENCE ON APRIL 8-12, 2013, IN LAS VEGAS, NEVADA, IS A SIGNIFICANT BENEFIT TO THE DISTRICT DIRECTING SSMP MAINTENANCE COORDINATOR DALE W. RIDDLE TO ATTEND

G. SELECTION OF MANAGER'S REVIEW INSTRUMENT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION ACCEPTING THE DISTRICT MANAGER'S RECOMMENDATION TO CONDUCT THE MANAGER'S ANNUAL EVALUATION DURING THE REGULAR BOARD MEETING ON APRIL

11, 2013, AGREEING TO THE USE OF THE MANAGER'S EVALUATION FORM AS THE METHOD OF EVALUATION AND ADOPTING THE PROPOSED EVALUATION PROCESS DESCRIBED ON THE DOCUMENT ENTITLED "APRIL 2013 MANAGER'S EVALUATION PROCEDURE"

H. CONSIDER POSTPONING ANNUAL REVIEW OF DISTRICT COUNSEL AND DISTRICT ENGINEER FROM APRIL 11, 2013 TO MAY 9, 2013

1. REPORT FROM STAFF

2. ADOPT MOTION TO POSTPONE ANNUAL REVIEW OF DISTRICT COUNSEL AND DISTRICT ENGINEER FROM APRIL 11, 2013 TO MAY 9, 2013

6. REPORTS

R-1. DISTRICT MANAGER

R-2. ASSISTANT DISTRICT MANAGER

R-3. DISTRICT ENGINEER

R-4. DISTRICT LEGAL COUNSEL

R-5. SECRETARY

R-6. DIRECTORS

R 6.01 VICE PRESIDENT STANLEY R. CALDWELL
A) REPORT ON VARIOUS MEETINGS

R 6.02 DIRECTOR GREGORY T. PYKA

R 6.03 DIRECTOR ELMER J. SCHAAL

R 6.04 DIRECTOR RANDELL E. WILLIAMS

R 6.05 PRESIDENT DAVID P. MAGGI

7. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

8. COMMUNICATIONS

A. NOTICE OF INTENTION TO INCREASE DISTRICT FEES AND CHARGES – DISTRICT ENGINEER LEPTIEN'S FEBRUARY 27, 2013 LETTER TO BUILDING INDUSTRY ASSOCIATION BAY AREA

B. BRUCE JOAB, COORDINATOR, ENVIRONMENTAL ENHANCEMENT FUND, STATE OF CALIFORNIA, DEPARTMENT OF FISH AND WILDLIFE – APPROVAL OF FUNDING FOR PEYTON SLOUGH HYDRAULIC RELIEF PROJECT

9. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, APRIL 11, 2013, AT 6:30 P.M.