

MINUTES OF THE SPECIAL MEETING
OF THE DISTRICT BOARD
MT. VIEW SANITARY DISTRICT

FEBRUARY 9, 2013

CONVENE THE MT. VIEW SANITARY DISTRICT BOARD MEETING

The District Board of the Mt. View Sanitary District convened in a properly noticed special session at its regular place of meeting, Mt. View Sanitary District Board Room, 3800 Arthur Road, Martinez, County of Contra Costa, State of California, on February 9, 2013, at 8:10 a.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Gregory T. Pyka, Elmer "Al" J. Schaal, Randell E. Williams, Vice President Stanley R. Caldwell, and President David P. Maggi

ABSENT: None

Also Present: STAFF – District Manager Michael D. Roe, Assistant District Manager Neal B. Allen, District Legal Counsel J. Daniel Adams, and District Engineer Randolph W. Leptien

PUBLIC: None

2. PUBLIC COMMENT

None

3. STRATEGIC PLAN UPDATE SESSION FOR THE MT. VIEW SANITARY DISTRICT

A. PRESENT STATE OF THE DISTRICT

District Manager Roe addressed the Board and provided context for a presentation to the board on the "State of the District". The District Manager explained that the evaluation of where the District is in comparison to the Board's desired state as expressed in its Mission Statement, Vision, and Core Values was an effective way to determine the continued relevance of the District's Strategic Plan. Following his opening remarks the District Manager made a presentation to the Board articulating his views on the State of the District.

The District Manager concluded that the District was:

In alignment with the Board's expressed Mission, Vision, and Core Values and was:

- Achieving the District's Strategic Goals
- Making satisfactory progress towards Rate Parity with CCCSD
- Financially Sound
- Increasingly Cost effective
- In regulatory compliance
- Proactively managing long-term asset care; and
- Organizationally Healthy

After the presentation, discussion ensued with the Board members who, through consensus, expressed concurrence with the District Manager's conclusions as to the State of the District.

B. FY 2012-2013 STRATEGIC PLAN PROGRESS REPORT

1. STAFF PRESENTATION

The District Manager and Assistant Manager made a presentation of the progress made to date on the FY12-13 Managers Goals and Objectives. Progress was reviewed, schedule status discussed and proposed next steps were identified for each goal.

The District Manager introduced discussion that it would soon be time to consider revisiting the SWOT analysis to determine whether the Strengths, Weaknesses, Opportunities, and Threats previously identified were still valid.

Following conclusion of the presentation, the Board provided input to staff on various elements of the Strategic Plan.

2. CONFIRM VALIDITY OF STRATEGIC PLAN GOALS

By consensus the Board confirmed the continued validity of the Strategic Plan Goals

3. PROVIDE DIRECTION TO STAFF

The Board directed staff to continue with the execution of the Strategic Plan and to schedule a time in late fall for the Board to revisit the SWOT analysis.

4. NEW BUSINESS

A. FISCAL YEAR 2013-2014 INTERIM MANAGER'S GOALS AND OBJECTIVES

1. REPORT FROM STAFF

The District Manager presented the FY 2013-2014 Interim Managers Goals and Objectives. The District Manager explained in June 2013 he would present to the Board the final FY 2013-2014 Goals and Objectives that would incorporate the input of today's workshop and upcoming meetings with staff.

2. ADOPT FY 2012-2013 INTERIM MANAGER'S GOALS AND OBJECTIVES

It was moved and seconded to adopt FY 2013-2014 Interim Managers Goals and Objectives.

Motion carried by the following vote:

- AYES: Directors Pyka, Schaal and Williams, Vice President Caldwell, and President Maggi
- NOES: None
- ABSENT: None
- ABSTAIN: None

5. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

None

6. ADJOURNMENT

At 11:37 p.m. President Maggi adjourned the meeting. The next scheduled Board Meeting is a Regular Board Meeting on Thursday, February 14, 2013, at 6:30 p.m.



Neal B. Allen, Assistant District Manager