



A Friend to the Environment

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

6:30 P.M. JULY 10, 2014
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. CONVENE THE REGULAR MEETING OF THE MT. VIEW SANITARY DISTRICT BOARD OF DIRECTORS
2. ROLL CALL OF DIRECTORS
3. PUBLIC COMMENT
4. ADJOURN TO A MEETING OF THE BOARD OF DIRECTORS OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND NONPROFIT PUBLIC BENEFIT CORPORATION (SEE SEPARATE AGENDA)
5. RECONVENE THE REGULAR MT. VIEW SANITARY DISTRICT BOARD MEETING

6. 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 JUNE 12, 2014 REGULAR BOARD MEETING
- B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 48749 THROUGH 48840 DATED JUNE 13, 2014
(See Purchase Journal following this item for details.)
- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 48841 THROUGH 48844 DATED JUNE 13, 2014
- D. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 444 THROUGH 446 DATED JUNE 13, 2014
(See Purchase Journal following this item in packet for details.)
- E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2350 THROUGH 2354 DATED JUNE 13, 2014
(See Purchase Journal following this item in packet for details.)
- F. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 48845 THROUGH 48850 DATED JUNE 25, 2014
(See Purchase Journal following this item for details.)

7. PUBLIC HEARING

- A. COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 WITH THE GENERAL TAXES
 - 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. _____-2014, OVERRULING OBJECTIONS, ADOPTING THE REPORT OF THE ENGINEER AND ORDERING THE COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 IN THE SAME MANNER, BY THE SAME PERSON, AND AT THE SAME TIME TOGETHER WITH THE GENERAL TAXES. (REQUIRES A VOTE OF TWO THIRDS OR MORE OF THE MEMBERS OF THE BOARD)

B. SEWER SYSTEM MANAGEMENT PLAN (SSMP)

1. REPORT FROM STAFF
2. PUBLIC HEARING
 - a) OPEN PUBLIC HEARING
 - b) RECEIVE PUBLIC TESTIMONY
 - c) CLOSE PUBLIC HEARING
3. CONSIDER ADOPTION OF A RESOLUTION NO. ____-2009 APPROVING AND ADOPTING THE DISTRICT'S SSMP AND DIRECTING DISTRICT MANAGER TO PROVIDE NOTIFICATIONS IN ACCORDANCE WITH THE LAW

8. OLD BUSINESS

A. STRATEGIC PLAN UPDATE

1. REPORT FROM STAFF
2. CONSIDER UPDATING THE DISTRICT MISSION STATEMENT AND THEN ADOPT THE STRATEGIC PLAN FOR THE MT. VIEW SANITARY DISTRICT – JUNE 2014 WITH DIRECTION TO STAFF TO INCORPORATE ANY UPDATE TO THE MISSION STATEMENT

9. NEW BUSINESS

A. CONSIDERATION OF CHANGING MONTHLY SEWER SERVICE CHARGE TO ANNUAL SEWER SERVICE CHARGE

1. REPORT FROM STAFF
2. PROVIDE DIRECTION TO STAFF

B. CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) ANNUAL CONFERENCE – AUGUST 20 - 22, 2014 – MONTEREY, CA

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DETERMINING ATTENDANCE AT THE CASA ANNUAL CONFERENCE IN MONTEREY, CALIFORNIA, AUGUST 20 THROUGH 22, 2014 IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND

C. AGREEMENT FOR PROFESSIONAL LEGAL SERVICES WITH TURNER, HUGUET, ADAMS AND FARR - TASK ORDER NOS. 8 AND 9

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 8 TO THE AGREEMENT FOR PROFESSIONAL LEGAL SERVICES WITH TURNER, HUGUET, ADAMS AND FARR FOR DISTRICT LEGAL COUNSEL SERVICES (AGREEMENT NO. 11-0002) AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 8 NOT-TO-EXCEED \$115,635.60 FOR ROUTINE DISTRICT LEGAL COUNSEL SERVICES FOR FISCAL YEAR 2014-2015
3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 9 TO THE AGREEMENT FOR PROFESSIONAL LEGAL SERVICES WITH TURNER, HUGUET, ADAMS AND FARR (AGREEMENT NO. 11-0002) AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 9 NOT-TO-EXCEED \$19,809 FOR LEGAL SERVICES OUTSIDE THE SCOPE OF THE RETAINER AGREEMENT FOR THE DEVELOPMENT, REVISION, AND LEGAL REVIEW OF DISTRICT POLICIES AND PROCEDURES PER THE DISTRICT STRATEGIC PLAN

D. ADVANCEMENT OF DISTRICT WASTEWATER OPERATOR I KEITH RAYNOR

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION ADVANCING WASTEWATER OPERATOR I KEITH RAYNOR TO WASTEWATER OPERATOR II RETROACTIVELY EFFECTIVE JULY 1, 2014.

E. SURPLUS COMPUTER EQUIPMENT DISPOSAL

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DECLARING THE PROPERTY IDENTIFIED IN THIS STAFF REPORT AS SURPLUS AND DIRECTING ITS DISPOSAL BY TAKING ADVANTAGE OF FREE E-WASTE DISPOSAL OPPORTUNITIES THAT ARE PRESENTLY AVAILABLE

F. CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION AND INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE (ISDSC) MEETINGS ON JULY 21, 2014

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DETERMINING ATTENDANCE AT THE CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION QUARTERLY MEETING AND THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE (ISDSC) MEETING ON JULY 21, 2014 ARE OF A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND
3. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE MVSD INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE (ISDSC) REPRESENTATIVE, STANLEY R. CALDWELL, OR IN HIS ABSENCE, THE ALTERNATE REPRESENTATIVE, ELMER J. SCHAAL, TO VOTE FOR ONE SPECIAL DISTRICT LAFCO REGULAR CANDIDATE AT THE ISDSC MEETING ON MONDAY, JULY 21, 2014

G. FAIR POLITICAL PRACTICES COMMISSION FORM 806

1. REPORT FROM STAFF
2. ADOPT A MOTION DIRECTING THAT FAIR POLITICAL PRACTICES COMMISSION FORM 806 BE COMPLETED AND POSTED ON THE DISTRICT WEBSITE OR IN THE ALTERNATIVE, PROVIDE DIRECTION TO STAFF TO CONTINUE THE DISTRICT'S CURRENT PRACTICE

H. CSDA 2014 BOARD OF DIRECTORS ELECTION – SEAT C

1. REPORT FROM STAFF

2. ADOPT A MOTION VOTING FOR A CANDIDATE TO FILL CSDA 2014 BOARD OF DIRECTORS REGION 3, SEAT C, AND AUTHORIZING PRESIDENT TO EXECUTE BALLOT
- I. 2014-15 SMOKE TESTING
 1. REPORT FROM STAFF
 2. CONSIDER APPROVAL OF THE PROPOSED SCOPE OF WORK AND FEE RECEIVED FROM V&A CONSULTING ENGINEERS FOR THE 2014 SMOKE TESTING PROGRAM AND AUTHORIZE BOARD PRESIDENT TO EXECUTE STANDARD CONSULTANT SERVICES AGREEMENT AND TASK ORDER(S) FOR AN AMOUNT NOT TO EXCEED \$49,800 SUBJECT TO REVIEW BY DISTRICT LEGAL COUNSEL.
 - J. INFLUENT PUMP STATION IMPROVEMENTS, CONTRACT NO. 1-14 - AWARD OF CONTRACT
 1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF RESOLUTION NO. _____ -2014, AWARDING CONTRACT FOR THE INFLUENT PUMP STATION IMPROVEMENTS, CONTRACT NO. 1-14 TO PACIFIC INFRASTRUCTURE FOR THE AMOUNT OF \$902,000
 - K. LAB SUPPORT CONTRACT
 1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION APPROVING AGREEMENT 14-0007 AND TASK ORDER NO. 1 WITH ON ASSIGNMENT, INC., DBA LAB SUPPORT (LAB SUPPORT) TO PROVIDE A TEMPORARY LABORATORY ANALYST (LAB ANALYST) FOR FISCAL YEAR 2014-2015 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE AGREEMENT 14-0007 AND TASK ORDER NO. 1 NOT-TO-EXCEED \$88,400
 - L. CONSULTING SERVICES AGREEMENT – VEGETATION MANAGEMENT AND HABITAT ENHANCEMENT WITHIN MCNABNEY AND MOORHEN MARSHES
 1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE CONTRACT NO. 14-0004 WITH THE WILDLIFE PROJECT TO PROVIDE A VARIETY OF WILDLIFE AND HABITAT MONITORING PROJECTS IN THE DISTRICT'S WETLANDS FROM JULY 1, 2014 THROUGH JUNE 30, 2017, WITH A TOTAL NOT-TO-EXCEED LIMIT OF \$170,000.
3. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 1 TO CONTRACT 14-0004 FOR FISCAL YEAR 2014-2015 WITH A NOT-TO-EXCEED LIMIT OF \$55,000

10. 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 DAVID P. MAGGI
 - R 6.02 DIRECTOR ELMER J. SCHAAL
 - R 6.03 DIRECTOR BEVERLI A. MARSHALL
 - R 6.04 VICE PRESIDENT GREGORY T. PYKA
 - R 6.05 PRESIDENT STANLEY R. CALDWELL

11. COMMUNICATIONS

- A. MVSD JUNE 30, 2014, RESPONSE TO LAFCO RE: MSR SECOND ROUND
- B. LOCAL AGENCY INVESTMENT FUND – JUNE 30, 2014, STATEMENT

12. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

13. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, AUGUST 14, 2014, AT 6:30 P.M.