



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

August 19, 2021, 06:30 PM Pacific Time (US and Canada)

Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board and Committee Meetings online 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/meeting/register/tZMvd--rpj8pHdSfQhUf_VCrZMwYkPDKfUL

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. [RECEIVE THE MINUTES OF THE JUNE 3, 2021 PERSONNEL COMMITTEE MEETING](#)

B. [RECEIVE THE MINUTES OF THE JULY 7, 2021 PERSONNEL COMMITTEE MEETING](#)

- C. [APPROVE THE MINUTES OF THE JULY 8, 2021 REGULAR BOARD MEETING](#)
 - D. [RECEIVE THE MINUTES OF THE JULY 8, 2021 FINANCE COMMITTEE MEETING](#)
 - E. [RECEIVE THE MINUTES OF THE AUGUST 3, 2021 PUBLIC INFORMATION COMMITTEE MEETING](#)
 - F. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58502 THROUGH 58540 DATED JUNE 29, 2021](#) (See purchase journal following this item in packet for details.)
 - G. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58541 THROUGH 58591 DATED JULY 13, 2021](#) (See purchase journal following this item in packet for details.)
 - H. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58592 THROUGH 58635 DATED JULY 27, 2021](#) (See purchase journal following this item in packet for details.)
 - I. [RATIFY APPROVAL OF GENERAL FUND 3410 PAYMENT ORDER NUMBERS 659 THROUGH 660 DATED JUNE 29, 2021](#) (See purchase journal following this item in packet for details.)
 - J. [RATIFY APPROVAL OF GENERAL FUND 3410 PAYMENT ORDER NUMBER 661 DATED JULY 13, 2021](#) (See purchase journal following this item in packet for details.)
 - K. [RATIFY APPROVAL OF GENERAL FUND 3410 PAYMENT ORDER NUMBER 662 DATED JULY 27, 2021](#) (See purchase journal following this item in packet for details.)
 - L. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3017 THROUGH 3020 DATED JUNE 29, 2021](#) (See purchase journal following this item in packet for details.)
 - M. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3021 DATED JULY 13, 2021](#) (See purchase journal following this item in packet for details.)
 - N. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3022 THROUGH 3026 DATED JULY 27, 2021](#) (See purchase journal following this item in packet for details.)
4. NEW BUSINESS

A. PURCHASING POLICY UPDATE

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2021 APPROVING REVISIONS TO DISTRICT POLICY NO. 2270 PURCHASING POLICIES AND PROCEDURES (POLICY NO. 2270) AND ADOPTING THE UPDATED POLICY, AND DIRECTING THE DISTRICT MANAGER TO INCLUDE THE REVISED POLICY IN THE DISTRICT'S POLICY AND PROCEDURE MANUAL

B. REVISED FISCAL YEAR 2021-2022 BUDGET FOR FUNDS 3409, 3410, 3412, AND 3415 AND DRAFT INTERNAL CONTROL POLICY

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING THE REVISED FISCAL YEAR 2021-2022 ANNUAL BUDGET FOR FUNDS 3409, 3410, 3412, AND 3415
3. CONSIDER ADOPTION OF A MOTION APPROVING POLICY AND PROCEDURE NO. 4100 – INTERNAL CONTROLS (NEW)

C. AMENDMENT OF AGREEMENT WITH CAROLLO ENGINEERS, INC. AND TASK ORDER FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR THE UV DISINFECTION REPLACEMENT PROJECT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 3 TO CONTRACT NO. 19-0011 WITH CAROLLO ENGINEERS, INC. (CAROLLO), INCREASING THE TOTAL CONTRACT AMOUNT BY \$397,544 FROM \$628,682 TO \$1,026,226 AND AUTHORIZE THE BOARD PRESIDENT TO EXECUTE THE AMENDMENT
3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 4 TO CONTRACT NO. 19-0011 IN THE AMOUNT OF \$397,544 AUTHORIZING CAROLLO TO PROVIDE ENGINEERING SERVICES DURING CONSTRUCTION AND AUTHORIZE THE BOARD PRESIDENT TO EXECUTE THE TASK ORDER

D. AGREEMENT WITH KENNEDY JENKS CONSULTANTS, INC. AND TASK ORDER FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE UV DISINFECTION REPLACEMENT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING CONTRACT NO. 22-0001 WITH KENNEDY JENKS CONSULTANTS, INC. (KJ) WITH A TOTAL CONTRACT AMOUNT OF \$519,877 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE CONTRACT

3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 1 TO CONTRACT NO. 22-0001 IN THE AMOUNT OF \$519,877 AUTHORIZING KJ TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE TASK ORDER

E. AMENDMENT TO BOARD OF DIRECTOR POLICIES AND PROCEDURES SECTION B-110

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AMENDING POLICY B-110 OR, IN THE ALTERNATIVE, PROVIDE DIRECTION

5. 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

6. COMMUNICATIONS

- A. BANK OF THE WEST MONTHLY STATEMENTS FOR JUNE - JULY

- B. [LAIF MONTHLY STATEMENTS JULY – AUGUST](#)
- C. [LAIF QUARTERLY STATEMENT](#)

7. FUTURE BOARD ITEMS

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

8. CLOSED SESSION

- A. REAL PROPERTY NEGOTIATIONS - NEGOTIATOR: STEVE CASTAELLANO
ARWS - PROPERTY: 888 HOWE ROAD, MARTINEZ CA
- B. REPORT OUT OF CLOSED SESSION

9. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A PERSONNEL COMMITTEE MEETING
ON THURSDAY, AUGUST 26, 2021, At 10:00 AM.