

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

FEBRUARY 11, 2012

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 11, 2012, at 8:01 a.m.

ROLL CALL OF DIRECTORS

PRESENT: Directors Stanley R. Caldwell, Gregory T. Pyka (departed meeting at 11 a.m.) and Elmer "Al" J. Schaal, Vice President David P. Maggi, and President Randell E. Williams

ABSENT: None

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

PUBLIC: None

PUBLIC COMMENT

None

STRATEGIC PLAN UPDATE SESSION FOR THE MT. VIEW SANITARY DISTRICT

1. 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:

- On a trajectory of strategic improvement
- Financially Sound
- Cost effective
- In regulatory compliance
- Proactively managing long-term asset care; and
- Organizationally Healthy

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

## 2. FY 2011-2012 STRATEGIC PLAN PROGRESS REPORT

### A. STAFF PRESENTATION

The District Manager and Assistant Manager made a presentation of the progress made to date on the FY11-12 Managers Goals and Objectives. Progress was reviewed, schedule status discussed and proposed next steps were identified for each goal. After the Goals within each Strategic Element were presented, time was taken to allow the board to comment and provide input. The Board addressed the questions "Are We Doing Enough?" and "Are We Doing the Right Things?"

Following this framework the presentation was concluded and staff received input on various elements of the Strategic plan from the Board.

### B. CONFIRM VALIDITY OF STRATEGIC PLAN GOALS

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

### C. PROVIDE DIRECTION TO STAFF

The Board directed staff to continue with the execution of the Strategic Plan

NEW BUSINESS

## 3. FISCAL YEAR 2012-2013 INTERIM MANAGER'S GOALS AND OBJECTIVES

## A. REPORT FROM STAFF

The District Manager presented the FY 2012-2013 Interim Managers Goals and Objectives. The District Manager explained in June 2012 he would present to the Board the final FY 2012-2013 Goals and Objectives that would incorporate the input of today's workshop and upcoming meetings with staff.

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

It was moved by Vice President Maggi, seconded by Director Caldwell, to adopt FY 2012-2013 Interim Managers Goals and Objectives.

Motion carried by the following vote:

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

## 4. WATER EDUCATION FOUNDATION – 2012 WATER TOUR

## A. REPORT FROM STAFF

The District Manager presented a report describing the potential benefits to the District of providing Reclaimed Water to the Shell Martinez Refinery. The Manager articulated environmental and potential financial benefits and also discussed some prior history in the County respecting Reclaimed Water sales. The Manager recommended that the District study this issue in more detail to better understand and develop an approach to moving a Reclaimed Water project forward. The Manager suggested that a better understanding of Statewide water supply issues and the environmental issues in the Delta would be an important context for this effort. The Manager identified the Water Education Foundation as useful resource for the District to become more informed on these subjects and recommended attendance at the June 13-15, 2012 Bay-Delta Tour as it would be of significant benefit to the District.

Director Caldwell stated that he thought the District had previously completed engineering work on plant modifications that would be required to deliver Reclaimed Water to the Shell Martinez Refinery. Staff indicated they would look into this.

- B. CONSIDER ADOPTION OF A MOTION DETERMINING ATTENDANCE AT THE WATER EDUCATION FOUNDATION 2012 BAY-DELTA TOUR (FIELD TRIP) ON JUNE 13-15, 2012 IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING THE DISTRICT MANAGER AND A DESIGNATED BOARD MEMBER TO ATTEND

It was moved and seconded to adopt a motion determining that attendance at the Water Education Foundation 2012 Bay-Delta Tour (Field Trip) on June 13 – 15, 2012 is a significant benefit to the District and therefore its official business and directing the District Manager and a designated board member to attend

Motion carried by the following vote:


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

FUTURE BOARD ITEMS

- 5. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

None

At 12:07p.m. President Williams adjourned the meeting. The next scheduled Board Meeting is a Regular Board Meeting is on Thursday, March 8, 2012, at 6:30 p.m.



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Michael D. Roe, District Manager