



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

March 11, 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/tZMuc-yrqz0tE9XpvR_Qm3UU6CqYxrv0T-tF

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. APPROVE THE MINUTES OF THE FEBRUARY 11, 2021 REGULAR BOARD MEETING

B. APPROVE THE MINUTES OF THE JANUARY 30, 2021 ADJOURNED REGULAR MEETING

- C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 58028 DATED FEBRUARY 3, 2021](#) (See purchase journal following this item in packet for details.)
 - D. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58029 THROUGH 58102 DATED FEBRUARY 9, 2021](#) (See purchase journal following this item in packet for details.)
 - E. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 58103 DATED FEBRUARY 17, 2021](#) (See purchase journal following this item in packet for details.)
 - F. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 58104 DATED FEBRUARY 22, 2021](#) (See purchase journal following this item in packet for details.)
 - G. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 58105 THROUGH 58143 DATED FEBRUARY 23, 2021](#) (See purchase journal following this item in packet for details.)
 - H. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2984 THROUGH 2986 DATED FEBRUARY 9, 2021](#) (See purchase journal following this item in packet for details.)
 - I. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2987 THROUGH 2991 DATED FEBRUARY 23, 2021](#) (See purchase journal following this item in packet for details.)
4. [NEW BUSINESS](#)
- A. [ADVANCEMENT OF DISTRICT ENGINEER CHRIS ELLIOTT](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE ADVANCEMENT OF DISTRICT ENGINEER CHRIS ELLIOTT FROM STEP 3 TO STEP 4 EFFECTIVE MARCH 16, 2021
 - B. [ADVANCEMENT OF OPERATOR II ERVIN QUEJADO](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE ADVANCEMENT OF OPERATOR II ERVIN QUEJADO FROM STEP 2 TO STEP 3 EFFECTIVE APRIL 1, 2021
 - C. [RATIFICATION OF H.R. 535 & S. 91 AND A.B. 361 SUPPORT LETTERS](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION RATIFYING THE DISTRICT'S:

- a) H.R. 535 & S. 91 SUPPORT LETTER, DATED FEBRUARY 10, 2021 AND WRITTEN TO US SENATORS FEINSTEIN AND PADILLA, AND US CONGRESSMAN DESAULNIER
- b) A.B. 361 SUPPORT LETTER WRITTEN TO CALIFORNIA ASSEMBLY MEMBER RIVAS

D. DETERMINATION OF DISTRICT INFLATION INDEX & COST OF LIVING ADJUSTMENT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING A 2.00% COST OF LIVING ADJUSTMENT (COLA) TO ALL DISTRICT POSITIONS AND;
3. PROVIDE DIRECTION TO REVISE THE DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES AND PRESENT IT TO THE BOARD FOR APPROVAL AT THE JUNE 10, 2021 REGULAR BOARD MEETING

E. FISCAL YEAR 2020-2021 – 2ND QUARTER BUDGET REPORT

1. REPORT FROM STAFF
2. PROVIDE DIRECTION AS NECESSARY

F. DRAFT 10-YEAR CAPITAL IMPROVEMENT PROGRAM UPDATE

1. REPORT FROM STAFF
2. RECEIVE STAFF REPORT AND PRESENTATION OF THE DRAFT 10-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) UPDATE
3. PROVIDE DIRECTION AS NECESSARY

G. CALL FOR PUBLIC HEARING - DISTRICT CHARGES AND FEES FOR FISCAL YEAR 2021-2022

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION CONFIRMING THE PREVIOUSLY APPROVED INCREASE IN SEWER SERVICE CHARGES FOR FISCAL YEAR 2020-2021 AND INTENT TO INCREASE OTHER FEES AND CHARGES OF THE DISTRICT BY THE DISTRICT INFLATION FACTOR OF 1.722%

3. BY CONSENSUS, DIRECT STAFF TO PREPARE THE DOCUMENTATION, CALL FOR A PUBLIC HEARING ON APRIL 8, 2021, AND FOLLOW THE REQUIRED PROCEDURES NECESSARY FOR THE BOARD OF DIRECTORS TO CONSIDER ADOPTION OF THE PREVIOUSLY APPROVED INCREASE IN THE RESIDENTIAL DWELLING UNIT SEWER SERVICE CHARGE TO \$740.16 PER YEAR, THE PREVIOUSLY APPROVED APARTMENT-MOBILE HOME UNITS TO \$539.04 PER YEAR, AND UP TO A 1.722 PERCENT INCREASE TO ALL OTHER CHARGES AND FEES OF THE DISTRICT TO BE EFFECTIVE JULY 1, 2021

H. CSDA BOARD OF DIRECTORS: CALL FOR NOMINATIONS (SEAT A) BAY AREA NETWORK

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. _____ - 2021 NOMINATING A CANDIDATE FOR ELECTION TO CSDA BOARD OF DIRECTORS SEAT A, BAY AREA NETWORK FOR THE 2022-2024 TERM, AND DIRECTING THE BOARD SECRETARY TO CAST THE DISTRICT'S VOTE ELECTRONICALLY

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 STATEMENT](#)
- B. [LAIF MONTHLY STATEMENT](#)

7. FUTURE BOARD ITEMS

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

8. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, APRIL 8, 2021 At 6:30 P.M.