



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

6:30 P.M., THURSDAY, JANUARY 21, 2010
MEETING 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 72 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.

ROLL CALL OF DIRECTORS

PUBLIC COMMENT

BOARD GOVERNANCE MATTERS

1. CONSIDER ADOPTION OF BOARD POLICIES AND PROCEDURES
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF RESOLUTION NO. ____-2010 APPROVING POLICIES AND PROCEDURES FOR THE BOARD OF DIRECTORS OF THE MT. VIEW SANITARY DISTRICT
2. APPOINTMENT OF STANDING COMMITTEES (INCLUDING ALTERNATES)
(Conducted by President Caldwell)
 - A. Planning Committee
 - B. Ordinance Committee
 - C. Personnel Committee
 - D. Finance Committee
 - E. Public Information Committee

CONSIDER ADOPTION OF MOTIONS APPROVING MINUTES, CHECKS, AND
PAYMENT ORDERS

3. CONSIDER ADOPTION OF A MOTION APPROVING MINUTES
 - A. DECEMBER 10, 2009, REGULAR BOARD MEETING
 - B. DECEMBER 23, 2009, SPECIAL BOARD MEETING
4. GENERAL FUND NO. 3409
 - A. CONSIDER ADOPTION OF A MOTION RATIFYING AND APPROVING THE ISSUANCE OF CHECK NOS. 43458 THROUGH 43460 DATED DECEMBER 31, 2009
(See Payroll Journal and Purchase Journal following this item in packet for details.)
 - B. CONSIDER ADOPTION OF A MOTION RATIFYING AND APPROVING THE ISSUANCE OF CHECK NOS. 43461 THROUGH 43463 DATED JANUARY 5, 2010
(See Payroll Journal and Purchase Journal following this item in packet for details.)
 - C. CONSIDER ADOPTION OF A MOTION APPROVING CHECKS DATED JANUARY 15, 2010
(See Payroll Journal and Purchase Journal following this item in packet for details.)
5. FACILITIES REHABILITATION FUND 3410 – CONSIDER ADOPTION OF A MOTION APPROVING PAYMENT ORDER NUMBERS 296 THROUGH 297
See Purchase Journal following this item in packet for details.)
6. CAPITAL OUTLAY FUND 3412 – CONSIDER ADOPTION OF A MOTION APPROVING PAYMENT ORDER NUMBERS 2160 THROUGH 2163
(See Purchase Journal following this item in packet for details.)
7. CONSTRUCTION FUND 3415 – CONSIDER ADOPTION OF A MOTION APPROVING PAYMENT ORDER NUMBERS 592 THROUGH 593
(See Purchase Journal following this item in packet for details.)

OLD BUSINESS

8. EMERGENCY REPAIR OF MAINLINE V03074-V03059 (MUIR STATION ROAD AND CENTER AVENUE)
 - A. REPORT FROM STAFF

- B. CONSIDER ADOPTION OF A MOTION DETERMINING THAT THERE IS A NEED TO CONTINUE WITH THIS EMERGENCY REPAIR PROJECT (REQUIRES AT LEAST FOUR AFFIRMATIVE VOTES)

NEW BUSINESS

- 9. FISCAL YEAR 2008-2009 AUDIT
 - A. REPORT FROM STAFF
 - B. RECEIVE PRESENTATION FROM AUDITOR
- 10. RETIREE HEALTHCARE BENEFITS
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF RESOLUTION NO. ____-2010 CLARIFYING THE BOARDS INTENT AS SET FORTH IN PRIOR BOARD ACTIONS AND REVISING DISTRICT POLICY 2015 TO EXPRESSLY REFLECT ITS INTENT AS FOLLOWS:
 - 1) CONFIRMING BOARD INTENT TO PROVIDE VESTED RETIREE HEALTHCARE BENEFITS TO EXISTING RETIREES AND CERTAIN ACTIVE DISTRICT EMPLOYEES HIRED BEFORE OCTOBER 1, 2002 AND THEIR SPOUSES
 - 2) CLARIFYING BOARD INTENT REGARDING THE PROVISION OF THESE BENEFITS TO RETIREE DEPENDENTS
 - 3) CLARIFYING BOARD INTENT REGARDING RETIREE HEALTHCARE VESTING REQUIREMENTS FOR EMPLOYEES HIRED AFTER OCTOBER 1, 2002
- 11. VACATION CARRYOVER
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION IN ACCORDANCE WITH DISTRICT POLICY 2020 AUTHORIZING VACATION CARRYOVER FROM 2009 TO 2010 AS RECOMMENDED BY THE DISTRICT MANAGER

12. CONSIDER ADVANCEMENT OF SENIOR ADMINISTRATIVE ASSISTANT CINDY Y. CHEN
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION AUTHORIZING ADVANCEMENT OF SENIOR ADMINISTRATIVE ASSISTANT CINDY Y. CHEN FROM LEVEL III TO LEVEL IV AT A MONTHLY SALARY OF \$5180.52 EFFECTIVE FEBRUARY 1, 2010

13. AQUATIC BIOLOGIST/ANALYST POSITION
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION APPROVING DISTRICT MANAGER'S RECOMMENDATION TO FILL THE AQUATIC BIOLOGIST/ANALYST POSITION BY HIRING FRANCESCA C. DEMGEN WITH A START DATE OF FEBRUARY 1, 2010 AND TO ESTABLISH BEGINNING SALARY AT LEVEL II

14. LEAD LABORATORY ANALYST POSITION
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION RATIFYING THE HIRING OF THE LEAD LABORATORY ANALYST POSITION BY HIRING LILIA M. CORONA WITH A RETROACTIVE START DATE OF DECEMBER 16, 2009

15. LAFCO – DECEMBER 11, 2009 – ANNOUNCEMENT OF LAFCO INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE MEETING ON JANUARY 25, 2010 TO CONSIDER REVISIONS TO PROCEDURES FOR THE COMMITTEE
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION DESIGNATING A DIRECTOR AS MVSD'S REPRESENTATIVE TO THE LAFCO INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE AND DIRECTING THE DIRECTOR TO ATTEND THE SELECTION COMMITTEE MEETING ON MONDAY, JANUARY 25, 2010, AT 10:00 A.M.
 - C. CONSIDER ADOPTION OF A MOTION EITHER APPROVING OR DISAPPROVING THE PROPOSED REVISIONS TO THE PROCEDURES FOR THE LAFCO INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

- D. CONSIDER ADOPTION OF A MOTION DIRECTING MVSD'S REPRESENTATIVE TO LAFCO INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE TO VOTE EITHER FOR OR AGAINST PROPOSED REVISIONS TO THE PROCEDURES AT THE COMMITTEE MEETING ON MONDAY, JANUARY 25, 2010, AT 10:00 A.M.
16. CONTRA COSTA CHAPTER OF THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION QUARTERLY MEETING – JANUARY 25, 2010
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION DETERMINING THAT PRESIDENT CALDWELL'S ATTENDANCE AT THE CONTRA COSTA CHAPTER OF THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION MEETING ON JANUARY 25, 2010 IS A SIGNIFICANT BENEFIT TO THE DISTRICT AND THEREFORE ITS OFFICIAL BUSINESS AND DIRECTING HIM TO ATTEND
17. CSDA LEGISLATIVE DAYS – MAY 11 AND 12, 2010
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION DETERMINING THAT ATTENDANCE IS A SIGNIFICANT BENEFIT TO THE DISTRICT DIRECTING DISTRICT REPRESENTATIVE(S) TO ATTEND CSDA LEGISLATIVE DAYS ON MAY 11 AND 12, 2010, IN SACRAMENTO, CALIFORNIA
18. SIGNATURE AUTHORITY UPDATE
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION CONFIRMING SIGNATURE AUTHORITY OF AS SET FORTH IN EXHIBIT "A" TO THE STAFF REPORT WITH REGARD TO WARRANTS AND PAYMENT ORDERS AND DIRECTING SECRETARY TO TRANSMIT LETTER TO CONTRA COSTA COUNTY AUDITOR CONTROLLER
19. USE OF VOLUNTEERS & INTERNS
- A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF RESOLUTION NO. ____-2010 AUTHORIZING WORKER'S COMPENSATION COVERAGE AS PROVIDED FOR BY LABOR CODE SECTION 3363.5 FOR PERSONS

PROVIDINGS VOLUNTARY SERVICES TO THE MT. VIEW SANITARY DISTRICT

20. DRAFT DISTRICT CODE
 - A. REPORT FROM STAFF
 - B. CONSIDER SCHEDULING AN ORDINANCE COMMITTEE MEETING IN FEBRUARY TO REVIEW THE DRAFT CODE AND MAKE RECOMMENDATIONS
21. REVIEW OF DISTRICT'S 5-YEAR FINANCIAL PROJECTION
 - A. REPORT FROM STAFF
 - B. CONSIDER SCHEDULING A FINANCE COMMITTEE MEETING IN FEBRUARY TO REVIEW DISTRICT'S 5-YEAR FINANCIAL PROJECTION AND MAKE RECOMMENDATIONS
22. MANDATORY BEST MANAGEMENT PRACTICES FOR DENTAL OFFICES INCLUDING REQUIREMENTS FOR AMALGAM SEPARATORS
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION CALLING FOR A PUBLIC HEARING ON THE SUBJECT OF MODIFYING THE DISTRICT'S SOURCE CONTROL ORDINANCE WITH REGARD TO BEST MANAGEMENT PRACTICES FOR DENTAL OFFICES AND REQUIREMENTS FOR AMALGAM SEPARATORS
23. BAYVIEW ESTATES RESIDENTIAL PROJECT
 - A. REPORT FROM STAFF
 - B. CONSIDER ADOPTION OF A MOTION APPROVING OF BAYVIEW ESTATES RESIDENTIAL PROJECT SUBJECT TO COMPLIANCE WITH DISTRICT ORDINANCES, STANDARD SPECIFICATIONS AND ENGINEERS CONDITIONS

REPORTS

24. DISTRICT MANAGER
25. ENGINEER
26. ATTORNEY
27. SECRETARY
28. DIRECTORS

29. BOARD ITEMS – LIMITED TO REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

COMMUNICATIONS – INFORMATION ONLY – NO ACTION NECESSARY

30. RONALD E. YOUNG, PRESIDENT, CALIFORNIA ASSOCIATION OF SANITATION AGENCIES - 2010 CASA MEMBERSHIP DUES RENEWAL LETTER DATED DECEMBER 3, 2009
31. CALIFORNIA DEPARTMENT OF CONSERVATION – DECEMBER 15, 2009 NOTICE – 2010 PROCESSING PAYMENTS
32. CALIFORNIA DEPARTMENT OF CONSERVATION – NOVEMBER 23, 2009 NOTICE – 2010 REFUND VALUE PER SEGREGATED POUND, REFUND VALUE PER COMMINGLED POUND AND CONTAINERS PER SEGREGATED POUND RATES
33. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION – 2010 EDUCATION CATALOG
34. LAFCO – JANUARY 13, 2010, MEETING NOTICE AND AGENDA
35. STRATEGIC PLAN – SEPTEMBER 2009
36. MT. VIEW SANITARY DISTRICT FY 2009-2010 2ND QUARTER BUDGET UPDATE
37. THANK YOU CARD FROM THE FAMILY OF RICHARD BENEDICT
38. THANK YOU CARD FROM THE ARTHRITIS FOUNDATION FOR DONATION IN HONOR OF RICHARD WILLIAM BENEDICT
39. CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION – OCTOBER 19, 2009 – DRAFT MINUTES

ADJOURNMENT – THE NEXT SCHEDULED MEETING IS A REGULAR MEETING ON THURSDAY, FEBRUARY 11, 2010 AT 6:30 P.M.