



A Friend to the Environment

**MT. VIEW SANITARY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING
AND JOINT MEETING OF
THE BOARD OF DIRECTORS OF THE
DOROTHY M. SAKAZAKI
ENVIRONMENTAL ENDOWMENT FUND**

AGENDA

6:30 P.M. SEPTEMBER 11, 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
 - A. A MOMENT OF SILENCE IN REMEMBRANCE OF THE EVENTS OF SEPTEMBER 11, 2001, THE APPROXIMATELY 3,000 PEOPLE WHO DIED AND THE IMPACT ON THEIR LOVED ONES AND OUR ENTIRE COUNTRY
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. CONVENE JOINTLY AS THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND AND THE MT. VIEW SANITARY DISTRICT
 - A. DETERMINATION OF WHETHER MT. VIEW SANITARY DISTRICT OR THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND WILL PAY FOR PREPARATION OF ENDOWMENT FUND TAX RETURN(S)
 1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF MOTION FINDING MT. VIEW SANITARY DISTRICT'S EXPENDITURE ASSOCIATED WITH PREPARING TAX RETURNS FOR TAX YEARS ENDING DECEMBER 31, 2012 AND DECEMBER 31, 2013, NOT TO EXCEED \$3,500, IS DE MINIMIS AND THEREFORE IS CONSISTENT WITH THE DISTRICT'S INTENT AT THE TIME OF INCORPORATION OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND, OR IN THE ALTERNATIVE;
 3. CONSIDER ADOPTION OF MOTION FINDING THAT THE EXPENSE SHOULD BE BORNE BY THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND
6. RECONVENE THE REGULAR MT. VIEW SANITARY DISTRICT BOARD MEETING
7. 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 JULY 30, 2014 PUBLIC INFORMATION COMMITTEE MEETING
 - B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 48953 THROUGH 49035 DATED AUGUST 15, 2014
(See Purchase Journal following this item for details.)

- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49036 THROUGH 49044 DATED AUGUST 15, 2014
- D. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 451 THROUGH 454 DATED AUGUST 15, 2014
(See Purchase Journal following this item in packet for details.)
- E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2360 THROUGH 2364 DATED AUGUST 15, 2014
(See Purchase Journal following this item in packet for details.)
- F. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 49045 DATED AUGUST 18, 2014
(See Purchase Journal following this item in packet for details.)
- G. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49046 THROUGH 49053 DATED AUGUST 29, 2014
(See Purchase Journal following this item for details.)
- H. ACKNOWLEDGE WRITTEN REPORT FROM SECRETARY VERIFYING POSTING AND PUBLICATION OF NOTICE OF ADOPTION OF ORDINANCE NO. 2014-113 (GENERAL REGULATION NO. 113) AND FINDING THAT THE PUBLICATION AND POSTING WERE PROPERLY MADE

8. NEW BUSINESS

- A. SIGNATURE AUTHORITY LETTER – CONTRA COSTA COUNTY AUDITOR-CONTROLLER
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE SIGNATURE AUTHORITY LETTER REFLECTING THE DISTRICT MANAGER, ASSISTANT DISTRICT MANAGER, OFFICE ADMINISTRATOR/BOARD SECRETARY, AND BOARD MEMBERS' AUTHORITY TO SIGN WARRANTS AND PAYMENT ORDERS ISSUED BY AND ON BEHALF OF MT. VIEW SANITARY DISTRICT AND AUTHORIZING FUTURE BOARD PRESIDENTS TO EXECUTE THE SIGNATURE AUTHORITY LETTER AS NEEDED DUE TO PERSONNEL CHANGES IN THESE DESIGNATED POSITIONS
- B. AMENDMENT TO CONTRACT 14-0002 FOR THE MOORHEN MARSH LEVEE AND WATER STRUCTURE ASSESSMENT PROJECT AND TASK ORDER NO 3 - NUTE ENGINEERING
 - 1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE AMENDMENT TO AGREEMENT (CONTRACT 14-0002), INCREASING THE NOT TO EXCEED AMOUNT FROM \$24,000 to \$50,000 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 3 TO AGREEMENT 14-0002 FOR ADDITIONAL RESEARCH INTO PERMIT REQUIREMENTS FOR THE MOORHEN MARSH LEVEE AND WATER STRUCTURE ASSESSMENT PROJECT
- C. FISCAL YEAR 2014-2015 TASK ORDERS - CIRCLEPOINT COMMUNICATION CONSULTANT PROFESSIONAL SERVICES (AGREEMENT 13-0002)
1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE AGREEMENT 13-0002 AND TASK ORDERS 1 THROUGH 4 WITH CIRCLEPOINT IN AN AMOUNT NOT TO EXCEED \$73,715 FOR COMMUNICATION CONSULTING SERVICES TO COMPLETE THE DISTRICT'S COMMUNICATION PLAN, UPDATE THE DISTRICT'S WEBSITE, ASSIST WITH DISTRICT NEWSLETTER PRODUCTION AND PROVIDE ON-CALL CONSULTING SERVICE THROUGH THE END OF FISCAL YEAR 2014-2015
- D. CONFLICT OF INTEREST CODE – 2014 BIENNIAL REVIEW
1. REPORT FROM STAFF
 2. IF AMENDMENTS ARE NOT NECESSARY, CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD SECRETARY TO SUBMIT THE DISTRICT'S BIENNIAL REVIEW IN EDISCLOSURE BY OCTOBER 1, 2014.
OR, ALTERNATIVELY,
IF AMENDMENTS ARE NECESSARY, CONSIDER ADOPTION OF A MOTION CALLING FOR A PUBLIC HEARING ON NOVEMBER 13, 2014, AND DIRECTING THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND NOTICE OF INTENT TO AMEND THE MT. VIEW SANITARY DISTRICT CONFLICT OF INTEREST CODE
- E. CSDA 2015 COMMITTEE & EXPERT FEEDBACK TEAM PARTICIPATION
1. REPORT FROM STAFF

2. CONSIDER REQUEST FROM CSDA FOR COMMITTEE AND EXPERT FEEDBACK TEAM PARTICIPATION, DETERMINE BOARD MEMBER/STAFF INTEREST AND CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE CSDA 2015 COMMITTEE AND EXPERT FEEDBACK TEAM INTEREST FORM AND DIRECTING STAFF TO FORWARD THE DOCUMENT TO CSDA

F. TASK ORDER #2 TO ENVIRONMENTAL HEALTH AND SAFETY SERVICES AGREEMENT 13-0009 WITH DU-ALL SAFETY, LLC

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 2 TO AGREEMENT NO. 13-0009 NOT TO EXCEED \$30,000 WITH DU-ALL SAFETY, LLC

9. 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

10. COMMUNICATIONS

A. CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST (CERBT) – QUARTERLY STATEMENT - JUNE 30, 2014

B. LOCAL AGENCY INVESTMENT FUND – AUGUST 31, 2014, STATEMENT

11. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

12. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, OCTOBER 9, 2014, AT 6:30 P.M.