



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

6:30 P.M., THURSDAY, AUGUST 18, 2011  
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

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*

1. APPROVE THE MINUTES OF THE JULY 12, 2011, PERSONNEL COMMITTEE MEETING
2. APPROVE THE MINUTES OF THE JULY 21, 2011, ADJOURNED REGULAR BOARD MEETING
3. APPROVE THE MINUTES OF THE AUGUST 3, 2011, SPECIAL BOARD MEETING

4. RATIFY CANCELLATION OF GENERAL FUND 3409 CHECKS NUMBERS 45322 AND 45334 DATED JULY 15, 2011
5. RATIFY APPROVAL OF GENERAL FUND 3409 CHECKS DATED JULY 20, 2011 (See Purchase Journal following this item in packet for details.)
6. RATIFY APPROVAL OF GENERAL FUND 3409 CHECKS DATED AUGUST 12, 2011 (See Purchase Journal following this item in packet for details.)
7. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDERS DATED AUGUST 12, 2011 (See Purchase Journal following this item in packet for details.)
8. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDERS DATED AUGUST 12, 2011 (See Purchase Journal following this item in packet for details.)
9. APPROVE PRIVATE METER AGREEMENT CITY OF MARTINEZ/ MUSD (MORELLO PARK ELEMENTARY)
10. ORO LOMA SANITARY DISTRICT – 100<sup>TH</sup> ANNIVERSARY – ADOPT RESOLUTION NO. 1287-2011 COMMEMORATING THE 100<sup>TH</sup> ANNIVERSARY OF THE FORMATION OF THE ORO LOMA SANITARY DISTRICT
11. ADOPT RESOLUTION NO. 1288-2011 AUTHORIZING PRESIDENT TO EXECUTE RELEASE OF RETENTION TO MCGUIRE AND HESTOR

OLD BUSINESS

12. REVIEW USE OF CONSENT CALENDAR
  - A. REPORT FROM STAFF
  - B. PROVIDE DIRECTION TO STAFF REGARDING CONTINUED USE OF CONSENT CALENDAR
13. CONSIDER AMENDMENT TO BOARD POLICIES AND PROCEDURES
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF RESOLUTION \_\_\_\_\_-2011 APPROVING AMENDMENTS TO THE BOARD POLICIES AND PROCEDURES
14. RESPONSE TO CONTRA COSTA GRAND JURY REPORT NO. 1105 - "ETHICS AND TRANSPARENCY ISSUES IN CONTRA COSTA COUNTY"
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION AUTHORIZING AND DIRECTING THE DISTRICT MANAGER TO PREPARE, FINALIZE AND TRANSMIT THE

DISTRICT'S LETTER RESPONSE TO THE CONTRA COSTA COUNTY  
GRAND JURY NO LATER THAN AUGUST 24, 2011

NEW BUSINESS

15. FISCAL YEAR 2010 – 2011 FOURTH QUARTER BUDGET COMPARISON
  - A. REPORT FROM STAFF
16. ADVANCEMENT OF ASSISTANT DISTRICT MANAGER NEAL B. ALLEN
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION AUTHORIZING ADVANCEMENT OF ASSISTANT DISTRICT MANAGER NEAL B. ALLEN TO LEVEL IV AT A MONTHLY SALARY OF \$12,878.16 EFFECTIVE SEPTEMBER 1, 2011
17. ADVANCEMENT OF DISTRICT CHEMIST LILIA M. CORONA
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION AUTHORIZING ADVANCEMENT OF DISTRICT CHEMIST LILIA M. CORONA TO LEVEL III AT A MONTHLY SALARY OF \$6,652.12 EFFECTIVE SEPTEMBER 1, 2011
18. LEGAL SERVICES AGREEMENT – TASK ORDER NO. 2
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 2 TO THE LEGAL SERVICES AGREEMENT WITH TURNER, HUGUET, ADAMS TO PERFORM LEGAL REVIEW OF THE POLICIES AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE TASK ORDER NO. 2
19. DISTRICT CODE – UPDATE SECTION 2.5.2.4
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF ORDINANCE 2011-106 AMENDING DISTRICT CODE SECTION 2.5.2.4 TO DESIGNATE THE USUAL PLACE OF BOARD MEETINGS AS THE "BOARD ROOM"

20. PROFESSIONAL SERVICES AGREEMENT – NUTE ENGINEERING – MARSH MANAGEMENT AND TREATMENT PLANT PROFESSIONAL ASSISTANCE
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH NUTE ENGINEERING, THE SCOPE OF WORK AND BUDGET FOR TASK ORDERS NO. 1 AND NO. 2, AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT AND TASK ORDERS
  
21. CERTIFICATION INCENTIVE PAY FOR OPERATORS
  - A. REPORT FROM PERSONNEL COMMITTEE
  - B. REPORT FROM STAFF
  - C. CONSIDER ADOPTION OF A MOTION APPROVING DISTRICT POLICY NO. 2160 – CERTIFICATION INCENTIVE PAY FOR OPERATORS
  
22. SYSTEMS RELIABILITY EVALUATION (SRE) – CONSIDER PROPOSAL FROM WEST YOST ASSOCIATES FOR SCOPE OF SERVICES – PRELIMINARY DESIGN PROJECT NO. 1
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION ACCEPTING THE PROPOSED SCOPE OF WORK AND FEE FROM WEST YOST ASSOCIATES, INC., FOR THE PRELIMINARY DESIGN OF PHASE I TREATMENT PLANT IMPROVEMENTS, DIRECTING STAFF TO PREPARE THE NECESSARY PROFESSIONAL SERVICES AGREEMENT AND TASK ORDER(S) SUBJECT TO DISTRICT COUNSEL REVIEW NOT TO EXCEED \$179,000, AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE AGREEMENT AND TASK ORDER(S)
  
23. SMOKE TESTING CONTRACT
  - A. REPORT FROM STAFF
  - B. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT AND TASK ORDER NO. 1 WITH MOST QUALIFIED FIRM FOR SMOKE TESTING SANITARY SEWERS IN THE WEST SERVICE AREA

REPORTS

24. DISTRICT MANAGER
25. ASSISTANT DISTRICT MANAGER
26. ENGINEER
27. LEGAL COUNSEL
28. SECRETARY
29. DIRECTORS
  - A. STANLEY R. CALDWELL
  - B. DAVID P. MAGGI
  - C. GREGORY T. PYKA
  - D. VICE PRESIDENT WILLIAMS
  - E. PRESIDENT SCHAAL

FUTURE BOARD ITEMS

30. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

COMMUNICATIONS – INFORMATION ONLY – NO ACTION NECESSARY

ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, SEPTEMBER 8, 2011, AT 6:30 P.M.