



A Friend to the Environment

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

6:30 P.M. FEBRUARY 12, 2015
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. 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 JANUARY 8, 2015, REGULAR BOARD MEETING

- B. RECEIVE THE MINUTES OF THE JANUARY 29, 2015, PERSONNEL COMMITTEE MEETING
- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49471 THROUGH 49543 DATED JANUARY 15, 2015
(See Purchase Journal following this item for details.)
- D. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49544 THROUGH 49548 DATED JANUARY 15, 2015
- E. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 49549 DATED JANUARY 15, 2015
(See Purchase Journal following this item for details.)
- F. RATIFY APPROVAL OF FACILITIES REHABILITATION FUND 3410 PAYMENT ORDER NUMBERS 466 THROUGH 470 DATED JANUARY 15, 2015
(See Purchase Journal following this item in packet for details.)
- G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2389 THROUGH 2395 DATED JANUARY 15, 2015
(See Purchase Journal following this item in packet for details.)
- H. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 49550 THROUGH 49556 DATED JANUARY 30, 2015
(See Purchase Journal following this item for details.)

4. OLD BUSINESS

- A. COLLECTION OF SEWER SERVICE CHARGES FOR 3900 AND 3910 PACHECO BOULEVARD FOR THE 2011-12, 2012-13 AND 2013-14 FISCAL YEARS
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION RESETTING A PUBLIC HEARING FOR MARCH 12, 2015 AND DIRECTING THE BOARD SECRETARY TO PUBLISH AND POST A NOTICE OF PUBLIC HEARING

5. NEW BUSINESS

- A. ANNUAL REVIEW OF BOARD MEMBER COMPENSATION AND PARTICIPATION ON OTHER BOARDS
 - 1. REPORT FROM STAFF
 - 2. REVIEW THE DISTRICT'S CURRENT BOARD MEMBER COMPENSATION FOR ATTENDANCE AT MEETINGS, BOARD MEMBER HEALTH CARE INSURANCE COSTS AND BENEFITS, BOARD MEMBER PENSION/DEFERRED

COMPENSATION BENEFITS, AND BOARD MEMBER EXPENSE REIMBURSEMENTS AND DETERMINE WHETHER THEY ARE REASONABLE, IN LINE WITH THOSE OF OTHER SPECIAL DISTRICTS, AND WHETHER ANY CHANGES SHOULD BE MADE; AND,

3. REVIEW WHETHER THE DISTRICT'S CURRENT POLICY ON BOARD MEMBER PARTICIPATION ON "OTHER" BOARDS REQUIRES ANY CHANGE; AND,
4. EITHER PROVIDE DIRECTION TO STAFF AS NECESSARY; OR
5. CONSIDER ADOPTION OF MOTIONS;
 - a) DECLARING THAT THE BOARD HAS CONDUCTED ITS ANNUAL REVIEW AND DETERMINED THAT THE CURRENT BOARD MEMBER COMPENSATION FOR ATTENDANCE AT MEETINGS, BOARD MEMBER HEALTH CARE INSURANCES COSTS AND BENEFITS, BOARD MEMBER PENSION/DEFERRED COMPENSATION BENEFITS, AND BOARD MEMBER EXPENSE REIMBURSEMENT STANDARDS ARE REASONABLE; AND
 - b) CONTINUING THE DISTRICT'S CURRENT POLICY ON BOARD MEMBER PARTICIPATION ON "OTHER" BOARDS

B. SELECTION OF MANAGER'S REVIEW INSTRUMENT

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION ACCEPTING THE DISTRICT MANAGER'S RECOMMENDATION TO CONDUCT THE MANAGER'S ANNUAL EVALUATION DURING THE REGULAR BOARD MEETING ON MARCH 12, 2015, AGREEING TO THE USE OF THE ATTACHED DISTRICT MANAGER'S EVALUATION FORM AS THE METHOD OF EVALUATION AND ADOPTING THE EVALUATION PROCESS DESCRIBED ON THE ATTACHED DOCUMENT ENTITLED "*PROPOSED MARCH 2015 DISTRICT MANAGER'S EVALUATION PROCEDURE*"

C. AMENDMENT NO. 1 TO CONSULTING SERVICES AGREEMENT WITH V&A CONSULTING ENGINEERS

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENT NO. 1 TO CONSULTING SERVICES AGREEMENT WITH V&A CONSULTING

ENGINEERING FOR AN AMOUNT NOT TO EXCEED \$4,983 FOR SERVICES RELATED TO THE IDENTIFICATION OF STORMWATER CONNECTIONS TO THE SANITARY SEWER SYSTEM IN THE MAYWOOD CONDOMINIUMS

D. APPROVAL OF WASTEWATER CONTRIBUTION PERMIT FOR WATERJET GASKET CUTTER AT 189 ARTHUR ROAD, LAMONS; CALL FOR PUBLIC HEARING

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____ - 2015, SETTING THE PUBLIC HEARING FOR MARCH 12, 2015 FOR APPROVAL OF THE WASTEWATER CONTRIBUTION PERMIT FOR WATERJET GASKET CUTTER AT 189 ARTHUR ROAD AND DECLARING INTENTION TO COLLECT RELATED CHARGES AND FEES OF THE DISTRICT ON THE PROPERTY TAX BILL FOR APN 380-051-044

E. APPROVAL OF WASTEWATER CONTRIBUTION PERMIT FOR WASH PAD AND WASTE HOPPER FOR AMERICAN STAGE TOURS AT 865 HOWE ROAD; CALL FOR PUBLIC HEARING

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____ - 2015, SETTING THE PUBLIC HEARING FOR MARCH 12, 2015 FOR APPROVAL OF THE WASTEWATER CONTRIBUTION PERMIT FOR WASTE HOPPER AND WASH PAD DRAIN AT 865 HOWE ROAD AND DECLARING INTENTION TO COLLECT RELATED CHARGES AND FEES OF THE DISTRICT ON THE PROPERTY TAX BILL FOR APN 377-020-037

F. PEYTON SLOUGH HYDRAULIC RELIEF PROJECT DESIGN AND ENVIRONMENTAL PERMITTING – APPROVAL OF TASK ORDER NO. 2 TO CONTRACT NO. 13-0005 - HDR ENGINEERING, INC.

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 2, CONTRACT NO. 13-0005 WITH HDR ENGINEERING, INC. FOR THE DESIGN AND ENVIRONMENTAL PERMITTING OF THE PEYTON SLOUGH HYDRAULIC RELIEF PROJECT (UPRR BRIDGE REPLACEMENT), NOT TO EXCEED \$390,591 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE TASK ORDER NO. 2, CONTRACT 13-0005

- G. CLAIM FROM PROPERTY OWNER AT 2544 PACHECO BOULEVARD RELATING TO CONSTRUCTION OF 2014 SEWER MANHOLE REPLACEMENT PROJECT, CONTRACT NO. 3-14
1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION DENYING CLAIM FROM THOMAS MAZZA OF 214 CARTER PLACE, BRENTWOOD, CA 94513 AND REFERRING MATTER TO DISTRICT LEGAL COUNSEL
- H. AWARD OF CONTRACT FOR SECONDARY SLUDGE DIGESTER CLEANING PROJECT, CONTRACT NO. 1-15
1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF RESOLUTION NO. _____ -2015, AWARDED CONTRACT FOR THE "SECONDARY SLUDGE DIGESTER CLEANING PROJECT, CONTRACT NO. 1-15" TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, REDWOOD PAINTING CO., INC. IN THE AMOUNT OF \$ 77, 990
- I. ADVANCEMENT OF WASTEWATER OPERATOR GRADE II MARK GONZALEZ TO STEP 4
1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE ADVANCEMENT OF WASTEWATER OPERATOR II MARK J. GONZALEZ FROM STEP 3 TO STEP 4 AT A MONTHLY SALARY OF \$6,226.48 EFFECTIVE MARCH 16, 2015
- J. FY 2014-2015 SECOND QUARTER BUDGET COMPARISON
1. REPORT FROM STAFF
- K. ADOPTION OF POLICY AND PROCEDURE 2710 – SOCIAL MEDIA POLICY
1. REPORT FROM STAFF
 2. CONSIDER ADOPTION OF A MOTION APPROVING POLICY AND PROCEDURE 2710 – SOCIAL MEDIA POLICY AND DIRECTING ITS INCLUSION INTO THE DISTRICT'S POLICIES AND PROCEDURES MANUAL

L. REVISED POLICY AND PROCEDURE 3110 – EMPLOYEE COMPENSATION AND SALARY SURVEY

1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION APPROVING AMENDMENTS TO DISTRICT POLICY 3110 – EMPLOYEE COMPENSATION AND SALARY SURVEY

6. 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 STANLEY R. CALDWELL

R 6.02 DIRECTOR DAVID P. MAGGI

R 6.03 DIRECTOR BEVERLI A. MARSHALL

R 6.04 VICE PRESIDENT ELMER J. SCHAAL

R 6.05 PRESIDENT GREGORY T. PYKA

7. COMMUNICATIONS

A. LOCAL AGENCY INVESTMENT FUND (LAIF) – DECEMBER 31, 2014, STATEMENT

B. LAIF QUARTERLY INTEREST STATEMENT – DECEMBER 31, 2014

C. CSRMA 2014 ANNUAL REPORT

8. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

9. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS SPECIAL BOARD MEETING ON SATURDAY, FEBRUARY 28, 2015, AT 8:00 A.M. THE NEXT MEETING THEREAFTER IS A REGULAR BOARD MEETING ON THURSDAY, MARCH 12, 2015, AT 6:30 P.M.