



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

**May 13, 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/tZUudO-hrD0sH9VyeJYluLcofv3jljfU7KB6>

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 APRIL 8, 2021 REGULAR BOARD MEETING](#)

B. [RECEIVE THE MINUTES OF THE APRIL 19, 2021 FINANCE COMMITTEE MEETING](#)

C. [RECEIVE THE MINUTES OF THE APRIL 21, 2021 PLANNING COMMITTEE MEETING](#)

- D. [RECEIVE THE MINUTES OF THE APRIL 22, 2021 PUBLIC INFORMATION COMMITTEE MEETING](#)
- E. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58229 THROUGH 58268 DATED APRIL 7, 2021](#) (See purchase journal following this item in packet for details.)
- F. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBER 58269 DATED APRIL 20, 2021](#) (See purchase journal following this item in packet for details.)
- G. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58270 THROUGH 58309 DATED APRIL 20, 2021](#) (See purchase journal following this item in packet for details.)
- H. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 58310 THROUGH 58349 DATED MAY 4, 2021](#) (See purchase journal following this item in packet for details.)
- I. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 650 THROUGH 651 DATED APRIL 20, 2021](#) (See purchase journal following this item in packet for details.)
- J. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 652 THROUGH 653 DATED MAY 4, 2021](#) (See purchase journal following this item in packet for details.)
- K. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2998 THROUGH 3001 DATED APRIL 7, 2021](#) (See purchase journal following this item in packet for details.)
- L. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3002 THROUGH 3003 DATED APRIL 20, 2021](#) (See purchase journal following this item in packet for details.)
- M. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3004 THROUGH 3006 DATED MAY 4, 2021](#) (See purchase journal following this item in packet for details.)

#### 4. PUBLIC HEARINGS

- A. [PUBLIC HEARING FOR CONSIDERATION OF INCREASE IN CAPACITY CHARGES AND FEES FOR FISCAL YEAR 2021-2022](#)
  - 1. REPORT FROM STAFF
  - 2. CONDUCT CONTINUED PUBLIC HEARING
    - a. Re-Open Continued Public Hearing
    - b. Receive Public Testimony
    - c. Close Continued Public Hearing

3. ADOPT ORDINANCE NO. 2021-132, PROMULGATING GENERAL REGULATION NO. 132 ADOPTING AND ESTABLISHING A SCHEDULE OF CAPACITY CHARGES AND FEES (NOT INCLUDING SEWER SERVICE CHARGES) FOR FISCAL YEAR 2021-2022

B. BOARD MEMBER COMPENSATION

1. REPORT FROM STAFF
2. CONDUCT PUBLIC HEARING ON PROPOSED INCREASE OF BOARD MEMBER COMPENSATION FROM TWO HUNDRED THIRTY-FIVE DOLLARS (\$235.00) TO UP TO TWO HUNDRED FORTY-THREE DOLLARS (\$243.00) FOR A DAY'S SERVICES AS A DIRECTOR, NOT TO EXCEED SIX DAYS A MONTH.
  - a) OPEN PUBLIC HEARING
  - b) RECEIVE PUBLIC TESTIMONY
  - c) CLOSE PUBLIC HEARING
3. CONSIDER ADOPTION OF ORDINANCE NO. 2021-133 ADOPTING GENERAL REGULATION NO. 133 INCREASING THE COMPENSATION TO BE PAID MEMBERS OF THE BOARD OF DIRECTORS FOR A DAY'S SERVICES AS A DIRECTOR FROM \$235.00 TO NOT GREATER THAN \$243.00 TO BE EFFECTIVE JULY 14, 2021

5. NEW BUSINESS

A. ACCEPTANCE OF THE SCADA SYSTEM UPGRADES

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2021 APPROVING AND ACCEPTING AS COMPLETE THE SCADA SYSTEM UPGRADES AND DIRECTING THE BOARD SECRETARY TO FILE A NOTICE OF COMPLETION

B. ANNUAL REVIEW OF DISTRICT POSITIONS AND SUCCESSION

1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF A MOTION TO APPROVE:

- a. THE REVISED POLICY AND PROCEDURE 2300 – AUTHORIZED POSITIONS,
- b. THE REVISED ORGANIZATION CHART TO REFLECT CHANGES RESULTING FROM REVISED POLICY AND PROCEDURE 2300
- c. THE REVISED DISTRICT POLICY 2305 – SALARY AND WAGE SCHEDULE

C. [AFFIRMATION OF OFFICES OF DISTRICT LEGAL COUNSEL AND BOARD SECRETARY](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AFFIRMING J. DANIEL ADAMS TO THE OFFICE OF DISTRICT LEGAL COUNSEL
3. CONSIDER ADOPTION OF A MOTION AFFIRMING STEPHANIE L. SEREGIN TO THE OFFICE OF BOARD SECRETARY

D. [FY 2021-2022 LEGAL SERVICES TASK ORDER NO. 18 TO PROFESSIONAL LEGAL SERVICES AGREEMENT \(AMENDED AGREEMENT 11-0002\) WITH TURNER, HUGUET, ADAMS AND FARR](#)

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 18 TO THE AMENDED AGREEMENT FOR PROFESSIONAL LEGAL SERVICES (AGREEMENT NO. 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR FOR DISTRICT LEGAL COUNSEL SERVICES, EFFECTIVE JULY 1, 2021, NOT-TO-EXCEED \$141,343.52 FOR ROUTINE DISTRICT LEGAL COUNSEL SERVICES FOR FISCAL YEAR 2021-2022

E. [FISCAL YEAR 2020-2021 – 3<sup>RD</sup> QUARTER BUDGET REPORT](#)

1. REPORT FROM STAFF
2. PROVIDE DIRECTION AS NECESSARY

F. [DRAFT FISCAL YEAR 2021-2022 BUDGET](#)

1. REPORT FROM STAFF

2. PROVIDE DIRECTION AS NECESSARY

G. CALL FOR PUBLIC HEARING FOR COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2021-2022 WITH THE GENERAL TAXES

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION DECLARING THE INTENTION OF THE DISTRICT TO COLLECT SEWER SERVICE CHARGES (SSC) WITH THE GENERAL TAXES FOR FISCAL YEAR 2021-2022, SETTING TIME AND PLACE FOR A PUBLIC HEARING ON THE PRELIMINARY REPORT FOR JUNE 10, 2021, AND DIRECTING PUBLICATION OF NOTICE OF THE PUBLIC HEARING

H. NEW TIMEKEEPING POLICY AND REVISED OVERTIME POLICY

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF NEW POLICY AND PROCEDURE 2007 – TIMEKEEPING AND RECORDKEEPING
3. CONSIDER ADOPTION OF REVISED POLICY AND PROCEDURE 2010 – OVERTIME AND ON-CALL PAY

6. 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

7. COMMUNICATIONS

- A. [BANK OF THE WEST MONTHLY STATEMENT](#)
- B. [LAIF MONTHLY STATEMENT](#)
- C. [LAIF QUARTERLY STATEMENT](#)

8. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

9. CLOSED SESSION

- A. PERSONNEL MATTERS – PUBLIC EMPLOYMENT – GOVERNMENT CODE SECTION 54957 - TITLE: DISTRICT MANAGER EMPLOYMENT AGREEMENT
- B. REPORT OUT OF CLOSED SESSION

10. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, JUNE 10, 2021, At 6:30 PM.