



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

FEBRUARY 13, 2025, 3:30 PM PACIFIC TIME
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." The 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 the purpose of public comment, question or input may request so through the Board President

- A. [APPROVE THE MINUTES OF THE JANUARY 9, 2025, REGULAR BOARD MEETING](#)
- B. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 62652 THROUGH 62712 DATED JANUARY 7, 2025](#) *(See purchase journal following this item in packet for details.)*
- C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 62713 THROUGH 62782 DATED JANUARY 21, 2025](#) *(See purchase journal following this item in packet for details.)*
- D. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 62783 THROUGH 62824 DATED FEBRUARY 4, 2025](#) *(See purchase journal following this item in packet for details.)*
- E. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 724, DATED JANUARY 7, 2025](#)
- F. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 725, DATED JANUARY 21, 2025](#)

G. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 726, DATED FEBRUARY 4, 2025

H. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3246 DATED JANUARY 21, 2025 (See purchase journal following this item in the packet for details.)

4. CONTINUED PUBLIC HEARING

A. HOLD THE CONTINUED PUBLIC HEARING FOR THE SALE OF THE BILLBOARD LEASES AND ASSIGN EASEMENT TO ACCELERATE

1. RECEIVE REPORT FROM STAFF
2. CONDUCT CONTINUED PUBLIC HEARING
 - a. OPEN CONTINUED PUBLIC HEARING
 - b. RECEIVE PUBLIC TESTIMONY
 - c. CLOSE PUBLIC HEARING
3. CONSIDER ADOPTION OF RESOLUTION ____-2025, MAKING THE NECESSARY FINDINGS UNDER CALIFORNIA HEALTH AND SAFETY CODE 6514.1 AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE ACCELERATE TERMS OF AGREEMENT FOR THE SALE OF THE CLEAR CHANNEL BILLBOARD LEASES AND THE CELL SITE SUBLEASE TO AT&T MOBILITY ON THE MT. VIEW SANITARY DISTRICT PROPERTY AT 3800 ARTHUR RD., MARTINEZ, CA

5. NEW BUSINESS

A. INTER-FUND TRANSFER OF SEWER SERVICE CHARGES (SSC) FROM FUND 3409 TO FUND 3412

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2025, AUTHORIZING THE TRANSFER OF \$1,900,000 FROM FUND 3409 TO FUND 3412.

B. FISCAL YEAR 2024-2025 – 2ND QUARTER BUDGET REPORT

1. RECEIVE REPORT FROM STAFF
2. PROVIDE DIRECTION AS NECESSARY.

C. DESIGNATION OF LABOR NEGOTIATOR(S)

1. RECEIVE REPORT FROM STAFF
2. APPOINT ONE OR MORE MEMBERS OF THE BOARD OF DIRECTORS AS ITS NEGOTIATOR(S) FOR THE PURPOSE OF NEGOTIATIONS WITH THE GENERAL MANAGER REGARDING COMPENSATION. RECENT PRACTICE OF THE DISTRICT HAS BEEN THAT THE BOARD PRESIDENT AND VICE PRESIDENT HAVE BEEN APPOINTED AS THE NEGOTIATORS; HOWEVER, THE BOARD MAY DESIGNATE UP TO ALL MEMBERS OF THE BOARD AS NEGOTIATORS.

D. SELECTION OF GENERAL MANAGER'S 2025 EVALUATION REVIEW INSTRUMENT

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION ACCEPTING THE GENERAL MANAGER'S RECOMMENDATION TO CONDUCT THE MANAGER'S ANNUAL EVALUATION DURING THE REGULAR BOARD MEETING ON APRIL 10, 2025, AGREEING TO THE USE OF THE ATTACHED GENERAL MANAGER'S EVALUATION FORM AS THE METHOD OF EVALUATION AND ADOPTING THE EVALUATION PROCESS DESCRIBED ON THE ATTACHED DOCUMENT ENTITLED "PROPOSED APRIL 2025 GENERAL MANAGER'S EVALUATION PROCEDURE".

E. PRIVATE METER AGREEMENT FOR DIVERSION WITH MARTINEZ UNIFIED SCHOOL DISTRICT

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. _____-2025, APPROVING A PRIVATE METER AGREEMENT FOR DIVERSION WITH MARTINEZ UNIFIED SCHOOL DISTRICT.

F. SIGNATURE AUTHORITY LETTER – CONTRA COSTA COUNTY AUDITOR-CONTROLLER

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE SIGNATURE AUTHORITY LETTER REFLECTING THE GENERAL MANAGER, DEPUTY GENERAL MANAGER, CFO/ADMINISTRATIVE SERVICES MANAGER, BOARD SECRETARY/EXECUTIVE ASSISTANT, BOARD SECRETARY PRO TEM, 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.

G. NEW DRAFT POLICY 4310 – DISTRICT CREDIT CARDS AND CARDHOLDER ACKNOWLEDGEMENT FORM (4310A)

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING THE NEW POLICY AND PROCEDURE 4310 – DISTRICT CREDIT CARDS AND CARDHOLDER ACKNOWLEDGEMENT FORM (4310A).

H. DISTRICT VISION

1. RECEIVE REPORT FROM STAFF
2. PARTICIPATE IN A VISION WORKSHOP AND PROVIDE DIRECTION.

6. REPORTS

- R-1. GENERAL MANAGER
- R-2. DEPUTY GENERAL MANAGER
- R-3. DISTRICT ENGINEER
- R-4. CFO/ADMINISTRATIVE SERVICES MANAGER
- R-5. WASTEWATER OPERATIONS MANAGER
- R-6. DISTRICT LEGAL COUNSEL
- R-7. BOARD SECRETARY
- R-8. DIRECTORS
 - R 8.01 PRESIDENT GREGORY T. PYKA
 - R 8.02 VICE PRESIDENT JARED RUDELL
 - R 8.03 DIRECTOR BRIAN A. DANLEY
 - R 8.04 DIRECTOR JULIA HALSNE
 - R 8.05 DIRECTOR MARJAN JAVADI

7. COMMUNICATIONS

- A. [BMO MONTHLY STATEMENT](#)
- B. [LAIF MONTHLY STATEMENTS](#)
- C. [LAIF QUARTERLY STATEMENT](#)
- D. [UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS](#)

8. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

9. ADJOURN TO A MEETING OF THE BOARD OF DIRECTORS OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND NONPROFIT PUBLIC BENEFIT CORPORATION ([SEE SEPARATE AGENDA](#))

10. RECONVENE THE REGULAR MT. VIEW SANITARY DISTRICT BOARD MEETING

11. CLOSED SESSION

- A. REAL PROPERTY NEGOTIATIONS-NEGOTIATORS: CHRIS ELLIOTT AND J. DANIEL ADAMS, PROPERTY: 888 HOWE ROAD, MARTINEZ CA, OWNER BARRY THOMPSON
- B. REPORT OUT OF CLOSED SESSION

12. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, MARCH 13, 2025, AT 3:30 P.M. THE NEXT SCHEDULED MEETINGS ARE A PLANNING COMMITTEE MEETING ON WEDNESDAY, FEBRUARY 26, 2025 AT 3:00 P.M., AND AN ORDINANCE COMMITTEE MEETING ON THURSDAY, FEBRUARY 27, 2025 AT 2:30 P.M.