



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

AUGUST 13, 2026, 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 the 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 the purpose of public comment, question, or input may request so through the Board President.

A. APPROVE THE MINUTES OF THE JULY 9, 2026, REGULAR BOARD MEETING

B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 64321 THROUGH 64366 DATED JULY 7, 2026 *(See purchase journal following this item in packet for details.)*

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 64367 THROUGH 64404 DATED JULY 21, 2026 *(See purchase journal following this item in packet for details.)*

D. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 773 THROUGH 778 DATED JULY 7, 2026 *(See purchase journal following this item in packet for details.)*

E. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 779 THROUGH 780 DATED JULY 21, 2026 *(See purchase journal following this item in packet for details.)*

- F. **RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3318 THROUGH 3321 DATED JULY 7, 2026** *(See purchase journal following this item in the packet for details.)*
- G. **RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3322 THROUGH 3324 DATED JULY 21, 2026** *(See purchase journal following this item in the packet for details.)*

4. NEW BUSINESS

A. SIXTH AMENDMENT TO GENERAL MANAGER EMPLOYMENT AGREEMENT

1. RECEIVE REPORT FROM STAFF.
2. IN OPEN SESSION, CONSIDER THE PROPOSED SIXTH AMENDMENT TO THE GENERAL MANAGER EMPLOYMENT AGREEMENT AND, IF ACCEPTABLE, ADOPT A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE AMENDMENT AND PRESENT IT TO THE GENERAL MANAGER FOR EXECUTION.
3. PROVIDE DIRECTION TO REVISE THE DISTRICT POLICY AND PROCEDURE 2305—SALARY & WAGE SCHEDULES TO INCLUDE THE APPROVED GENERAL MANAGER'S COMPENSATION.
4. PROVIDE DIRECTION TO THE DISTRICT LEGAL COUNSEL, IF APPLICABLE.

B. DISBANDING OF GENERAL MANAGER CONTRACT NEGOTIATORS

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION FINDING THAT THE GENERAL MANAGER CONTRACT NEGOTIATORS HAVE FULFILLED THEIR PURPOSE AND THAT THE NEGOTIATORS TEAM APPOINTMENT BE DISBANDED.

C. UPDATE TO CERBT DELEGATION OF AUTHORITY

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION APPROVING THE UPDATED CERBT DELEGATION OF AUTHORITY TO REFLECT THE DISTRICT'S ORGANIZATIONAL TITLES.

D. RATIFICATION OF SUPPORT FOR H.R. 2677

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION RATIFYING THE DISTRICT'S SUPPORT FOR PASSAGE OF H.R. 2677 ADVANCED CLEAN FLEETS 15-DAY COMMENT PERIOD LETTER.

E. REVISED INTERNAL CONTROLS POLICY

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION TO APPROVE THE REVISIONS TO POLICY AND PROCEDURE NO. 4100.

F. FISCAL YEAR 2025-2026 (FY26) 4TH QUARTER BUDGET REPORT

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

G. AFFIRMATION OF OFFICE OF BOARD SECRETARY

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION AFFIRMING PAMELA CHRISTOPHER, PRO TEM, TO THE OFFICE OF BOARD SECRETARY.

H. LYTEK 3-YEAR CONTRACT RENEWAL FOR BIOSOLIDS BENEFICIAL REUSE

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION APPROVING THE AGREEMENT BETWEEN MT. VIEW SANITARY DISTRICT AND LYTEK INTERNATIONAL LIMITED (LYTEK) AND AUTHORIZING THE BOARD TO EXECUTE THE DOCUMENT.

I. OUT-OF-SERVICE ASSET LIQUIDATION

1. RECEIVE REPORT FROM STAFF.

2. CONSIDER ADOPTION OF A MOTION APPROVING LIQUIDATION OF OUT-OF-SERVICE EQUIPMENT.

J. AGREEMENT WITH RH BORDEN AND COMPANY LLC AND TASK ORDER FOR THE INFLOW & INFILTRATION REDUCTION INVESTIGATIONS

1. RECEIVE REPORT FROM STAFF.
2. CONSIDER ADOPTION OF A MOTION APPROVING CONTRACT NO. 27-0003 WITH RH BORDEN AND COMPANY LLC (RH BORDEN) WITH A TOTAL CONTRACT AMOUNT OF \$97,299.
3. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 1 TO CONTRACT 27-0003 IN THE AMOUNT OF \$97,299 AUTHORIZING RH BORDEN TO PROVIDE INFLOW & INFILTRATION (I&I) REDUCTION INVESTIGATIONS.

5. REPORTS

- R-1. GENERAL MANAGER
- R-2. DEPUTY GENERAL MANAGER
- R-3. DISTRICT ENGINEER
- R-4. WASTEWATER OPERATIONS MANAGER
- R-5. DISTRICT LEGAL COUNSEL
- R-6. BOARD SECRETARY
- R-7. DIRECTORS
 - R 7.01 PRESIDENT JARED RUDDLELL
 - R 7.02 VICE PRESIDENT JULIA HALSNE
 - R 7.03 DIRECTOR BRIAN A. DANLEY
 - R 7.04 DIRECTOR GREGORY PYKA
 - R7.05 DIRECTOR CAITLIN WILEY-WALKER

6. COMMUNICATIONS

- A. BMO MONTHLY STATEMENT

- B. LAIF MONTHLY & QUARTERLY STATEMENT
- C. UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS

7. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

8. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, SEPTEMBER 10, 2026, AT 3:30 P.M.

**MINUTES OF THE REGULAR MEETING
OF THE DISTRICT BOARD
MT. VIEW SANITARY DISTRICT
July 9, 2026**

The District Board of the Mt. View Sanitary District convened in a regular session at its regular place of meeting, Mt. View Sanitary District Board Room, 3800 Arthur Road, Martinez, County of Contra Costa, State of California, on July 9, 2026, at 3:30 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Brian A. Danley, Gregory T. Pyka, Caitlin Wiley-Walker, Vice President Julia R. Halsne, and President Jared Ruddell.

ABSENT: None

Also Present: STAFF – General Manager Corona, District Engineer Elliott, Board Secretary Pro Tem Christopher, Outreach and Administrative Services Supervisor Robin Mitchell, Grants and Contracts Administrator Kyle Pickett, District Legal Counsel Adams.

PUBLIC: None

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

- A. APPROVE THE MINUTES OF THE MAY 14, 2026, REGULAR BOARD MEETING
- B. APPROVE THE MINUTES OF THE JUNE 11, 2026, REGULAR BOARD MEETING
- C. RATIFY APPROVAL OF GENERAL FUND #3409 CHECK NUMBERS 64248 THROUGH 64279 DATED JUNE 9, 2026
- D. RATIFY APPROVAL OF GENERAL FUND #3409 CHECK NUMBERS 64281 THROUGH 64320 DATED JUNE 23, 2026
- E. RATIFY APPROVAL OF GENERAL FUND #3410 CHECK NUMBERS 765 THROUGH 772, DATED JUNE 23, 2026
- F. RATIFY APPROVAL OF CAPITAL OUTLAY FUND #3412 PAYMENT ORDER NUMBERS 3312 THROUGH 3313 DATED JUNE 9, 2026
- G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND #3412 PAYMENT ORDER NUMBERS 3314 THROUGH 3317 DATED JUNE 23, 2026

It was moved by Director Danley, seconded by Director Halsne, to approve Consent Calendar Items 3A to 3G.

Motion carried by the following vote:

AYES:	Directors Brian A. Danley, Gregory T. Pyka, Caitlin Wiley-Walker, Vice President Julia R. Halsne, and President Jared Ruddell.
NOES:	None
ABSENT:	None
ABSTAIN:	None

4. NEW BUSINESS

A. CONSIDERATION OF CHANGING CERBT INVESTMENT STRATEGY FROM STRATEGY 1 TO STRATEGY 3

1. RECEIVE REPORT FROM STAFF

General Manager reported.

1. CONSIDER ADOPTION OF A MOTION APPROVING THE TRANSFER OF THE DISTRICT'S CERBT ASSETS FROM STRATEGY 1 TO STRATEGY 3.

It was moved by Director Halsne, seconded by Director Danley, to adopt a motion to transfer the District's CERBT assets from Strategy 1 to Strategy 3.

Motion carried by the following vote:

AYES:	Directors Brian A. Danley, Gregory T. Pyka, Caitlin Wiley-Walker, Vice President Julia R. Halsne, and President Jared Ruddell.
NOES:	None
ABSENT:	None
ABSTAIN:	None

B. CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) BOARD OF DIRECTORS, BAY AREA NETWORK, SEAT C ELECTION

1. RECEIVE REPORT FROM STAFF

General Manager reported.

2. DETERMINE THE PREFERRED CANDIDATE BY CONSENSUS AND ADOPT A MOTION VOTING FOR THE PREFERRED CANDIDATE TO FILL CSDA BOARD OF DIRECTORS, BAY AREA NETWORK, SEAT C FOR THE 2027-2029 TERM.

By consensus, the Board authorized Board Secretary Pro Tem, Christopher, to cast a vote electronically on behalf of the District for the preferred CSDA Board of Directors Candidate, Antonio Martinez. It was moved by Director Danley, seconded by Director Pyka, to adopt a motion to appoint the preferred candidate to fill Seat C on the CSDA Board of Directors, Bay Area Network, for the 2027-2029 term.

Motion carried by the following vote:

AYES:	Directors Brian A. Danley, Gregory T. Pyka, Caitlin Wiley-Walker, Vice President Julia R. Halsne, and President Jared Ruddell.
NOES:	None
ABSENT:	None
ABSTAIN:	None

5. REPORTS

R-1. GENERAL MANAGER

General Manager Corona provided updates from the Ad Hoc Committee on behalf of Director Halsne's request detailing MVSD Employee rights, compensation, and benefits. The board noted that this information is essential to support informed decision-making regarding any potential consolidation. Key areas requiring further analysis and evaluation include the anticipated benefits of consolidation for each agency's ratepayers, identifying potential structures that account for consolidation-related expenses, and evaluating employee-related issues, including staff and integration plans, to ensure that employee compensation and benefits are maintained throughout any consolidation process.

R-2. DEPUTY GENERAL MANAGER

General Manager Corona reported on behalf of Deputy General Ambrose and responded to questions from the board regarding Congressman DeSaulnier and his staff's visit and the visit from Supervisor Shanelle Scales Preston and staff.

R-3. DISTRICT ENGINEER

District Engineer responded to questions from the board regarding the Trunk Manholes Rehabilitation Project and the City of Martinez Project. In addition, it was mentioned that the new project, I&I, will be moving forward.

R-4. WASTEWATER OPERATIONS MANAGER

His written report was referenced, and there were no questions.

R-5. DISTRICT LEGAL COUNSEL

None

R-6. BOARD SECRETARY

None

R-7. DIRECTORS

R 7.01 PRESIDENT JARED RUDDELL

President Ruddell advised the Board that he will not be in attendance for the September 10, 2026, Board Meeting.

R 7.02 VICE PRESIDENT JULIA HALSNE

Vice President Halsne advised the Board of her upcoming attendance at the CSDA Special District Leadership Academy, July 19th through July 22nd.

R 7.03 DIRECTOR BRIAN A. DANLEY

Director Danley advised the Board of his upcoming attendance at the CASA Annual Conference.

R 7.04 DIRECTOR GREGORY PYKA

Director Pyka advised the Board of his upcoming attendance at the CASA Annual Conference.

R7.04 DIRECTOR CAITLIN WILEY-WALKER

None

6. COMMUNICATIONS

- A. BMO MONTHLY STATEMENT
- B. UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS

7. FUTURE BOARD ITEMS

None

8. ADJOURNMENT

- A. THE NEXT SCHEDULED MEETING IS A PUBLIC INFORMATION COMMITTEE MEETING ON THURSDAY, JULY 30, 2026, AT 3:00 P.M. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, AUGUST 13, 2026, AT 3:30 P.M.

President Ruddell adjourned the meeting at 3:59 p.m. The next scheduled Meeting is a Regular Board meeting on August 13, 2026, at 3:30 p.m.

Pam Christopher, Board Secretary Pro Tem

MT. VIEW SANITARY DISTRICT

GENERAL FUND NO. 340900

ACCOUNT NO. 0830

CHECKS DATED JULY 7, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
ALLIANT INSURANCE SERVICES INC.	7/7/2026	3409064321	\$ 4,088.00	340900
AT AND T	7/7/2026	3409064323	\$ 1,036.41	340900
AT AND T MOBILITY	7/7/2026	3409064324	\$ 1,345.59	340900
BADGER METER INC	7/7/2026	3409064325	\$ 15,561.00	340900
BILLS ACE HARDWARE	7/7/2026	3409064326	\$ 328.54	340900
CINTAS CORPORATION NO 2	7/7/2026	3409064328	\$ 606.34	340900
CITY OF MARTINEZ	7/7/2026	3409064329	\$ 329.12	340900
CLARK PEST CONTROL	7/7/2026	3409064330	\$ 176.00	340900
CONTRA COSTA WATER DISTRICT	7/7/2026	3409064331	\$ 1,066.92	340900
CSRMA	7/7/2026	3409064332	\$ 406.80	340900
DU-ALL SAFETY LLC	7/7/2026	3409064333	\$ 2,500.00	340900
DUKES ROOT CONTROL INC	7/7/2026	3409064334	\$ 24,757.18	340900
GRAINGER	7/7/2026	3409064335	\$ 370.06	340900
HACH COMPANY	7/7/2026	3409064336	\$ 575.93	340900
HD SUPPLY INC	7/7/2026	3409064337	\$ 294.62	340900
HILLS BROTHERS CHEMICAL CO	7/7/2026	3409064338	\$ 2,670.92	340900
HYDE PRINTING INC	7/7/2026	3409064339	\$ 169.26	340900
INSOURCE SOFTWARE SOLUTIONS INC	7/7/2026	3409064340	\$ 22,075.00	340900
IRON MOUNTAIN INC	7/7/2026	3409064341	\$ 1,315.58	340900
KELLER CANYON LANDFILL	7/7/2026	3409064342	\$ 148.26	340900
LUCAS SEWER SERVICES LLC	7/7/2026	3409064346	\$ 1,000.00	340900
MCMASTER-CARR SUPPLY CO	7/7/2026	3409064347	\$ 689.99	340900
MT VIEW SANITARY DISTRICT	7/7/2026	3409064348	\$ 146,000.00	340900
NICOLE SILVERMAN	7/7/2026	3409064349	\$ 800.00	340900
OWEN EQUIPMENT COMPANY	7/7/2026	3409064350	\$ 8,613.00	340900
PAWAN CHANAL ENTERPRISES INC	7/7/2026	3409064352	\$ 1,097.07	340900
RED WINGS BRANDS OF AMERICA INC	7/7/2026	3409064353	\$ 600.00	340900
ROOTER HERO PLUMBING	7/7/2026	3409064354	\$ 1,000.00	340900
ROTO-ROOTER	7/7/2026	3409064355	\$ 1,000.00	340900
SAF GARD SAFETY SHOE CO	7/7/2026	3409064356	\$ 285.32	340900
SCOTT BIOCIC	7/7/2026	3409064357	\$ 273.79	340900
STANDARD INS CO	7/7/2026	3409064360	\$ 3,160.11	340900
STAR ROOTER & PLUMBING INC.	7/7/2026	3409064361	\$ 1,000.00	340900
VARIABLE ANNUITY LIFE INSURANCE CO	7/7/2026	3409064363	\$ 1,324.07	340900
WECO INDUSTRIES LLC	7/7/2026	3409064365	\$ 2,872.21	340900
WELLS FARGO VENDOR FIN SERV	7/7/2026	3409064366	\$ 531.57	340900
Total			<u>\$ 250,068.66</u>	

MT. VIEW SANITARY DISTRICT

GENERAL FUND NO. 340900

ACCOUNT NO. 0830

CHECKS DATED JULY 7, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
PROTECTED BY HIPPA	7/7/2026	3409064322	\$ 17.08	340900
PROTECTED BY HIPPA	7/7/2026	3409064327	\$ 126.00	340900
PROTECTED BY HIPPA	7/7/2026	3409064343	\$ 39.90	340900
PROTECTED BY HIPPA	7/7/2026	3409064344	\$ 668.94	340900
PROTECTED BY HIPPA	7/7/2026	3409064345	\$ 476.80	340900
PROTECTED BY HIPPA	7/7/2026	3409064351	\$ 465.80	340900
PROTECTED BY HIPPA	7/7/2026	3409064358	\$ 518.00	340900
PROTECTED BY HIPPA	7/7/2026	3409064359	\$ 2,667.19	340900
PROTECTED BY HIPPA	7/7/2026	3409064362	\$ 2,396.45	340900
PROTECTED BY HIPPA	7/7/2026	3409064364	\$ 792.00	340900
Total			<u>\$ 8,168.16</u>	

Report Criteria:
Invoices with totals above \$0.00 included.
Only unpaid invoices included.
[Report].GL Account Number (4 Characters) = "3409"
Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
06/25/2026	3409-00-00-54304 Insurance	38839	ALLIANT INSURANCE SERVICE	3588284	ALLIANT MOBILE VEHICLE PROGRAM POLICY RENEWAL FOR PERIOD 7/1/26 TO 7/1/27	1168	4,088.00	.00
Total 3588284:							4,088.00	.00
09/29/2025	3409-04-11-54804 Travel and Meetings					1373	17.08	.00
							17.08	.00
06/22/2026	3409-01-14-54904 Utilities	38851	AT AND T	925313928900	PS4 MONTHLY SERVICES - ACCOUNT 006 0. PERIOD 6/22/26 - 7/21/26	1262	237.59	.00
Total 92531392890060 26.7:							237.59	.00
06/22/2026	3409-01-14-54904 Utilities	38851	AT AND T	925335961278	PSI MONTHLY SERVICES - ACCOUNT 785 1. PERIOD 6/22/26 - 7/21/26	1262	319.47	.00
Total 92533596127851 26.7:							319.47	.00
06/22/2026	3409-01-14-54904 Utilities	38851	AT AND T	925335983436	PS3 MONTHLY SERVICES - ACCOUNT 366 2. PERIOD 6/22/26 - 7/21/26	1262	237.59	.00
Total 92533598343662 26.7:							237.59	.00
06/22/2026	3409-01-14-54904 Utilities	38851	AT AND T	925372091369	PS2 MONTHLY SERVICES - ACCOUNT 967 7 PERIOD 6/22/26 - 7/21/26	1262	241.76	.00
Total 92537209136977 26.7:							241.76	.00
06/27/2026	3409-01-14-54904 Utilities	38855	AT AND T MOBILITY	287254329541	MOBILE MONTHLY SERVICES			

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
					FOR PERIOD 6/28/26 - 7/27/26	1228	1,345.59	.00
							1,345.59	.00
06/23/2026	3409-04-10-54504 Contractual Services	38796	BADGER METER INC	1814515	COLLECTIONS ANNUAL SMART COVER RENEWAL FOR 7/1/26 - 6/30/27	1195	15,561.00	.00
							15,561.00	.00
06/25/2026	3409-04-11-54704 Repairs and Mainten	38145	BILLS ACE HARDWARE	634271	PLANT MAINTENANCE: RUST STOP	1192	7.89	.00
							7.89	.00
06/25/2026	3409-04-10-54704 Repairs and Mainten	38145	BILLS ACE HARDWARE	634275	COLLECTIONS MAINTENANCE: USA PAINTAND WIRING	1303	28.18	.00
							28.18	.00
06/29/2026	3409-04-11-54704 Repairs and Mainten	38145	BILLS ACE HARDWARE	634359	PLANT MAINTENANCE: PVC HOSE REPLACEMENT FOR MAGNESIUM PUMP	1192	14.18	.00
							14.18	.00
06/30/2026	3409-04-10-54704 Repairs and Mainten	38145	BILLS ACE HARDWARE	634407	COLLECTIONS MAINTENANCE:MARKING PAINT	1324	35.96	.00
06/30/2026	3409-04-11-54704 Repairs and Mainten	38145	BILLS ACE HARDWARE	634407	PLANT MAINTENANCE: SIMPLE GREEN AND ULTRA CLEAR10	1192	102.86	.00
06/30/2026	3409-04-11-54724 Small Tools and Equi	38145	BILLS ACE HARDWARE	634407	PLANT SMALL TOOLS: EXTENSION CORDS X2	1330	139.47	.00
							278.29	.00
04/21/2026	3409-01-14-54104 Employee Benefits	38830				1096	126.00	.00
							126.00	.00
06/22/2026	3409-04-11-54174 Clothing & Personal	38161	CINTAS CORPORATION NO 2	4273311743	WEEKLY UNIFORM SERVICE ON 6/22/26	1375	318.53	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total 4273311743:							318.53	.00
06/29/2026	3409-04-11-54174 Clothing & Personal	38161	CINTAS CORPORATION NO 2	4274045474	WEEKLY UNIFORM SERVICE ON 6/29/26	1375	287.81	.00
Total 4274045474:							287.81	.00
06/30/2026	3409-04-10-54904 Utilities	38617	CITY OF MARTINEZ	1398225	SERVICE ADDRESS: 990040 - HYDRANT METER- CUSTOMER ID # 62030. PERIOD 5/11/26 - 6/30/26	1073	139.50	.00
Total 1398225:							139.50	.00
06/30/2026	3409-04-10-54904 Utilities	38617	CITY OF MARTINEZ	1398253	ADDRESS: 990063 - HYDRANT METER - CUSTOMER ID #62030. PERIOD 5/11/26 - 6/30/26	1073	189.62	.00
Total 1398253:							189.62	.00
06/23/2026	3409-01-14-54504 Contractual Services	38170	CLARK PEST CONTROL	39878761	PEST CONTROL SERVICES FOR PUMP STATIONS, PLANT, AND ADMIN. DATE OF SERVICE 6/23/26	1261	176.00	.00
Total 39878761:							176.00	.00
06/30/2026	3409-04-10-54904 Utilities	38214	CONTRA COSTA WATER DISTR	3022885 26.6	SERVICES FOR BLUM RD/PACHECO RD ACCOUNT #3022885. 5/29/26 - 6/30/26	1059	541.64	.00
Total 3022885 26.6:							541.64	.00
06/30/2026	3409-01-14-54904 Utilities	38214	CONTRA COSTA WATER DISTR	3032241 26.6	SERVICES FOR 3800 ARTHUR ROAD. ACCOUNT #3032241. 5/29/26 - 6/30/26	1058	525.28	.00
Total 3032241 26.6:							525.28	.00
01/17/2025	3409-00-00-54304 Insurance	38860	CSRMA	CW1112	POOLED LIABILITY PROGRAM DEDUCTIBLE RECOVERY. FILE #3078748. VANESSA DAMBRUSIO-40 RUTHERFORD WAY, MARTINEZ	1167	406.80	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total CW1112:							406.80	.00
06/30/2026	3409-01-14-54504 Contractual Services	38255	DU-ALL SAFETY LLC	27357	MONTHLY SAFETY PROGRAM- CONTRACT 25-0004 TASK ORDER NO 1. JUNE 2026	1307	2,500.00	.00
Total 27357:							2,500.00	.00
06/29/2026	3409-04-10-54504 Contractual Services	38856	DUKES ROOT CONTROL INC	42861	COLLECTIONS: ANNUAL ROOT FOAMING PROJECT - FY26	1305	24,757.18	.00
Total 42861:							24,757.18	.00
06/22/2026	3409-04-11-54174 Clothing & Personal	38828	GRAINGER	9961279123	OPERATIONS: HIGH CAPACITY PAPER TOWEL ROLL	1375	189.42	.00
Total 9961279123:							189.42	.00
07/01/2026	3409-04-11-54704 Repairs and Mainten	38852	GRAINGER	9972350830	ADMIN PARKING LOT LIGHTS; HEX HEAD CAP SCREW	1192	8.11	.00
07/01/2026	3409-04-11-54704 Repairs and Mainten	38852	GRAINGER	9972350830	ADMIN PARKING LOT LIGHTS; CPLGNT COUPLING NUTS	1192	77.60	.00
07/01/2026	3409-04-11-54704 Repairs and Mainten	38852	GRAINGER	9972350830	PARKING LOT LIGHTS; LED BULBS	1192	94.93	.00
Total 9972350830:							180.64	.00
06/26/2026	3409-02-11-54474 Chemicals	38836	HACH COMPANY	15060358	SULFURIC ACID 0.1 N	1071	37.19	.00
06/26/2026	3409-02-11-54474 Chemicals	38836	HACH COMPANY	15060358	SULFURIC ACID 0.02 N	1071	155.78	.00
06/26/2026	3409-02-11-54474 Chemicals	38836	HACH COMPANY	15060358	BUFFER pH 10	1071	124.96	.00
06/26/2026	3409-02-14-54454 Operating Supplies	38836	HACH COMPANY	15060358	TSS GLASS FIBER FILTER FOR SOLUBLE BOD FILTERING	1199	258.00	.00
Total 15060358:							575.93	.00
06/24/2026	3409-04-10-54704 Repairs and Mainten	38832	HD SUPPLY INC	INV01083794	CHEMICAL INJECTION QUILL FOR FERROUS CHLORIDE AND SPARE	1104	294.62	.00
Total INV01083794:							294.62	.00
06/22/2026	3409-04-11-54474 Chemicals	38169	HILL BROTHERS CHEMICAL CO	INV13157330	MAGNESIUM HYDROXIDE - THIOGUARD BULK. ORDER DATE 6/15/26	1072	2,670.92	.00

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total INV13157330:								2,670.92	.00
06/25/2026	3409-01-14-54404	Office Supplies	38844	HYDE PRINTING INC	91942	BUSINESS CARDS FOR SCOTT BIOCIC	1243	169.26	.00
Total 91942:								169.26	.00
04/27/2026	3409-04-11-54504	Contractual Services	38708	INSOURCE SOFTWARE SOLUTI	INV1064111	SCADA: WIN-911 PRO SUBSCRIPTION LICENSE. PERIOD 5/24/26 - 5/23/27	1318	2,350.00	.00
04/27/2026	3409-04-11-54504	Contractual Services	38708	INSOURCE SOFTWARE SOLUTI	INV1064111	SCADA: WIN-911 SUBSCRIPTION ADD-ON. PERIOD 5/24/26 - 5/23/27 - FAILOVER FOR WIN-911 PRO SUBSCRIPTION	1318	1,125.00	.00
Total INV1064111:								3,475.00	.00
04/27/2026	3409-04-11-54504	Contractual Services	38708	INSOURCE SOFTWARE SOLUTI	INV106424	SCADA: AVEVAAPPLICATION SERVER PLATFORM (1K I/O W REDUNDANCY, 5 CLIENTS, 5 COM DRIVERS, 5K TAG HISTORIAN), 5GB CLOUD STORAGE, PREMIUM SUPPORT. PERIOD 5/23/26 - 5/23/27	1318	18,600.00	.00
Total INV106424:								18,600.00	.00
06/30/2026	3409-01-14-54504	Contractual Services	38853	IRON MOUNTAIN INC	LKTV119	DOCUMENT STORAGE FOR PERIOD 7/1/26 - 7/31/26	1110	1,315.58	.00
Total LKTV119:								1,315.58	.00
06/30/2026	3409-04-11-54904	Utilities	38199	KELLER CANYON LANDFILL	4212-0000350	GRIT HAULING AND DISPOSAL ON 6/22/26 AND 6/19/26	1157	148.26	.00
Total 4212-000035093:								148.26	.00
03/03/2026	3409-01-14-54104	Employee Benefits	38848				1096	39.90	.00
								39.90	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
06/28/2026	3409-01-14-54104 Employee Benefits	38841				1096	523.94	.00
06/28/2026	3409-01-14-54104 Employee Benefits	38841				1096	145.00	.00
							668.94	.00
06/12/2026	3409-01-14-54104 Employee Benefits	38842				1096	476.80	.00
							476.80	.00
07/06/2026	3409-00-00-22273 Construction Deposit		LUCAS SEWER SERVICES LLC	BOND REFUN	CONTRACTORS' BOND REFUND FOR PERMIT #5459. 803 VINE AVE. APN: 375-293-005 -1. RELEASE DATE 7/6/2026	0	1,000.00	.00
	Total BOND REFUND- P5459:						1,000.00	.00
06/23/2026	3409-04-11-54724 Small Tools and Equi	38831	MCMaster-CARR SUPPLY CO	67179434	OPERATIONS: ALUMINUM CAM & GROOVE HOSE COUPLING; SOCKET WITH LEVERS AND PULL RINGS, 6 SIZE, 6 PIPE SIZE, 11" FLANGE; FOR THE ROAD CROSSING	1330	432.98	.00
06/23/2026	3409-04-11-54724 Small Tools and Equi	38831	MCMaster-CARR SUPPLY CO	67179434	OPERATIONS: ALUMINUM CAM & GROOVE HOSE COUPLING, STRAIGHT PLUG, 6 COUPLING SIZE, 6 PIPE SIZE, 11" FLANGE OD	1330	257.01	.00
	Total 67179434:						689.99	.00
07/03/2026	3409-00-00-11310 Payroll		MT VIEW SANITARY DISTRICT	MVSD PAYRO	PAYROLL 2026.07.17 & OTHER PYMTS	0	146,000.00	.00
	Total MVSD PAYROLL-BMO:						146,000.00	.00
07/06/2026	3409-01-14-54504 Contractual Services	38262	NICOLE SILVERMAN	2026.7	EXECUTIVE COACHING. CONTRACT 26-0004, TASK ORDER #1. PERIOD 6/1/26 - 6/30/26	1130	800.00	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total 2026.7:							800.00	.00
06/22/2026	3409-04-10-54704 Repairs and Mainten	38833	OWEN EQUIPMENT COMPANY	00072050	(H2S MITIGATION PROJ) COMMANDER (1 TOTE/330 GAL)	1324	8,613.00	.00
Total 00072050:							8,613.00	.00
06/29/2026	3409-01-14-54104 Employee Benefits	38847				1096	465.80	.00
							465.80	.00
07/01/2026	3409-04-10-54254 Gas, Oil and Fuel	38859	PAWAN CHANAL ENTERPRISES	260630	COLLECTIONS GAS OIL FUEL JUNE 2026	1142	1,097.07	.00
Total 260630:							1,097.07	.00
06/25/2026	3409-01-14-54104 Employee Benefits	38822	RED WINGS BRANDS OF AMER	202606251077	HUNTER DEOCAMPO; SAFETY BOOTS 2026	1310	300.00	.00
06/25/2026	3409-01-14-54104 Employee Benefits	38822	RED WINGS BRANDS OF AMER	202606251077	LUC BEAUCHEMIN; SAFETY BOOTS 2026	1310	300.00	.00
Total 20260625107724:							600.00	.00
06/29/2026	3409-00-00-22273 Construction Deposit		ROOTER HERO PLUMBING	BOND REFUN	CONTRACTORS' BOND REFUND FOR PERMIT #5455.2334 PINE ST. APN: 375- 112-005-0. RELEASE DATE 6/29/26	0	1,000.00	.00
Total BOND REFUND- P5455:							1,000.00	.00
07/01/2026	3409-00-00-22273 Construction Deposit		ROTO-ROOTER	BOND REFUN	CONTRACTORS' BOND REFUND FOR PERMIT #5456. 1115 VEALE AVE. APN: 375-273- 006-3. RELEASE DATE 7/1/26	0	1,000.00	.00
Total BOND REFUND- P5456:							1,000.00	.00
06/14/2026	3409-01-14-54104 Employee Benefits	38798	SAF GARD SAFETY SHOE CO	IN-4751100	SAFETY BOOTS: ROBERT MARTIN	1310	285.32	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total IN-4751100:							285.32	.00
09/25/2025	3409-01-14-54104 Employee Benefits		SCOTT BIOCIC	S. BIOCIC 9.25	SAFETY SHOES AND INSOLE REIMBURSEMENT FOR S. BIOCIC, INVOICE DATES 9/18/25 AND 9/25/25	1310	273.79	.00
Total S. BIOCIC 9.25.25:							273.79	.00
06/16/2026	3409-01-14-54104 Employee Benefits	38843				1097	278.00	.00
							278.00	.00
06/16/2026	3409-01-14-54104 Employee Benefits	38837				1097	195.00	.00
06/16/2026	3409-01-14-54104 Employee Benefits	38837				1097	45.00	.00
							240.00	.00
06/16/2026	3409-01-14-54104 Employee Benefits	38838				1096	2,009.40	.00
							2,009.40	.00
06/30/2026	3409-01-14-54804 Travel and Meetings					1373	657.79	.00
							657.79	.00
06/18/2026	3409-01-14-54104 Employee Benefits	38858	STANDARD INS CO	001631970001	DISABILITY INSURANCE PREMIUM FOR JULY 2026	1106	3,160.11	.00
Total 001631970001 26.7:							3,160.11	.00
07/01/2026	3409-00-00-22273 Construction Deposit		STAR ROOTER & PLUMBING IN	BOND REFUN	CONTRACTORS' BOND			

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
					REFUND FOR PERMIT #5451. 917 VINE AVE. APN: 375-291-002 -0. RELEASE DATE 7/1/26	0	1,000.00	.00
Total BOND REFUND- P5451:							1,000.00	.00
06/29/2026	3409-01-14-54104 Employee Benefits	38845				1096	2,396.45	.00
							2,396.45	.00
07/03/2026	3409-00-00-22299 457 Plan Deduction		VARIABLE ANNUITY LIFE INSUR	20260703	457 DEFERRED COMPENSATION PLAN CONTRIBUTION FOR PD 2026- 07-03	0	1,324.07	.00
Total 20260703:							1,324.07	.00
06/18/2026	3409-01-14-54104 Employee Benefits	38846				1096	792.00	.00
							792.00	.00
06/30/2026	3409-04-10-54704 Repairs and Mainten	38857	WECO INDUSTRIES LLC	0057614-IN		1034	2,872.21	.00
Total 0057614-IN:							2,872.21	.00
06/17/2026	3409-00-00-22420 Lease Liability - Shor	38850	WELLS FARGO VENDOR FIN SE	5039146160		1089	376.62	.00
06/17/2026	3409-00-14-54951 Interest Expense - Le	38850	WELLS FARGO VENDOR FIN SE	5039146160	PAYMENT #2, RICOH COPIER LEASE, 7/2/26 - 8/1/26 - PRINCIPAL	1089	98.38	.00
06/17/2026	3409-01-14-54504 Contractual Services	38850	WELLS FARGO VENDOR FIN SE	5039146160	PAYMENT #2, RICOH COPIER LEASE, 7/2/26 - 8/1/26 - INTEREST	1089	15.00	.00
06/17/2026	3409-01-14-54504 Contractual Services	38850	WELLS FARGO VENDOR FIN SE	5039146160	PAYMENT #2, RICOH COPIER LEASE, 7/2/26 - 8/1/26 - FREIGHT	1089	41.57	.00
Total 5039146160:							531.57	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Grand Totals:							258,236.82	.00

7/7/2026

J. H. Coan

Dated
General Manager

7/7/26

Stacey Ambrose

Dated
Deputy General Manager

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3409"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

MT. VIEW SANITARY DISTRICT

GENERAL FUND NO. 340900

ACCOUNT NO. 0830

CHECKS DATED JULY 21, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
AT AND T	7/21/2026	3409064369	\$ 1,789.49	340900
AT AND T	7/21/2026	3409064370	\$ 924.95	340900
BILLS ACE HARDWARE	7/21/2026	3409064371	\$ 218.91	340900
BLUETRITON BRANDS INC	7/21/2026	3409064372	\$ 215.44	340900
BUILDING SERVICES SYSTEM MAINTENANCE	7/21/2026	3409064373	\$ 2,305.00	340900
C R FIRELINE INC	7/21/2026	3409064374	\$ 800.00	340900
CALIFORNIA ASSOCIATION OF PUBLIC INFO	7/21/2026	3409064375	\$ 30.00	340900
CALTEST ANALYTICAL LABS	7/21/2026	3409064376	\$ 6,533.15	340900
CINTAS CORPORATION NO 2	7/21/2026	3409064377	\$ 575.62	340900
CIVICPLUS LLC	7/21/2026	3409064378	\$ 4,800.00	340900
CO CO CO AUDITOR CONTROLLER	7/21/2026	3409064379	\$ 5,658.84	340900
CROPPER ACCOUNTANCY CORPORATION	7/21/2026	3409064380	\$ 7,670.00	340900
CSRMA	7/21/2026	3409064381	\$ 112,314.28	340900
CWEA	7/21/2026	3409064382	\$ 123.00	340900
DARLENE D RHODES	7/21/2026	3409064383	\$ 525.00	340900
DXP ENTERPRISES, INC DBA CISCO	7/21/2026	3409064384	\$ 865.00	340900
EMD MILLIPORE CORPORATION	7/21/2026	3409064385	\$ 1,924.03	340900
GRAINGER	7/21/2026	3409064386	\$ 27.78	340900
HILLS BROTHERS CHEMICAL CO	7/21/2026	3409064387	\$ 5,128.59	340900
JESUS DIAZ	7/21/2026	3409064389	\$ 300.00	340900
JUSTIN J FRIEDERS DC	7/21/2026	3409064390	\$ 100.00	340900
KELLER CANYON LANDFILL	7/21/2026	3409064391	\$ 178.45	340900
LARRY WALKER ASSOCIATES	7/21/2026	3409064392	\$ 9,682.00	340900
LONE TREE TRUCKING	7/21/2026	3409064393	\$ 3,482.00	340900
LYSTEK INTERNATIONAL LTD	7/21/2026	3409064394	\$ 20,097.99	340900
MT VIEW SANITARY DISTRICT	7/21/2026	3409064396	\$ 633,000.00	340900
PAMELA SHAFER	7/21/2026	3409064397	\$ 950.00	340900
REGIONAL MONITORING PROGRAM	7/21/2026	3409064398	\$ 18,245.00	340900
SERGIO CALMO PEREZ	7/21/2026	3409064401	\$ 1,000.00	340900
SHARP ELECTRONICS CORPORATION	7/21/2026	3409064402	\$ 24.48	340900
SPRINGBROOK HOLDING COMPANY LLC	7/21/2026	3409064403	\$ 16,833.00	340900
TURNER HUGUET ADAMS AND FARR	7/21/2026	3409064404	\$ 14,973.28	340900

Total \$ 871,295.28

MT. VIEW SANITARY DISTRICT
GENERAL FUND NO. 340900
ACCOUNT NO. 0830
CHECKS DATED JULY 21, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
PROTECTED BY HIPPA	7/21/2026	3409064367	\$ 34.30	340900
PROTECTED BY HIPPA	7/21/2026	3409064368	\$ 475.00	340900
PROTECTED BY HIPPA	7/21/2026	3409064388	\$ 538.40	340900
PROTECTED BY HIPPA	7/21/2026	3409064395	\$ 310.00	340900
PROTECTED BY HIPPA	7/21/2026	3409064399	\$ 471.00	340900
PROTECTED BY HIPPA	7/21/2026	3409064400	\$ 762.00	340900
Total			<u>\$ 2,590.70</u>	

Invoices with totals above \$0.00 included.
Only unpaid invoices included.
[Report].GL Account Number (4 Characters) = "3409"
Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
06/11/2026	3409-01-14-54104 Employee Benefits	38870				1096	34.30	.00
							34.30	.00
07/10/2026	3409-01-14-54104 Employee Benefits	38903				1096	475.00	.00
							475.00	.00
07/07/2026	3409-01-14-54904 Utilities	38854	AT AND T	4759877116	ACCOUNT #831-001-4912 232 INTERNET AND ADMIN PHONE LINES SERVICES FOR PERIOD 7/7/26 - 8/6/26	1262	924.95	.00
	Total 4759877116:						924.95	.00
07/08/2026	3409-01-14-54904 Utilities	38851	AT AND T	925228038045	SECURITY GATE MONTHLY SERVICES FOR PERIOD 7/8/26 - 8/7/26	1262	1,789.49	.00
	Total 92522803804576 26.7:						1,789.49	.00
07/02/2026	3409-04-10-54704 Repairs and Mainten	38827	BILLS ACE HARDWARE	634492	COLLECTIONS: SUPPLIES FOR VEHICLES; SIMPLE GREEN, DETAILER, WINDEX, AND LYSOL	1034	93.21	.00
	Total 634492:						93.21	.00
07/07/2026	3409-04-11-54704 Repairs and Mainten	38827	BILLS ACE HARDWARE	634655	OPERATIONS: CHULKING FOR IC CRITERS; DAP DYNAFLEX	1192	15.78	.00
	Total 634655:						15.78	.00

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
07/13/2026	3409-04-11-54704	Repairs and Mainten	38827	BILLS ACE HARDWARE	634811	PLANT MAINTENANCE (CONSUMABLES): SQUARE HEAD PLUGS	1192	10.78	.00
07/13/2026	3409-04-11-54724	Small Tools and Equi	38827	BILLS ACE HARDWARE	634811	SMALL TOOLS: DEWALT DIAMOND	1330	30.67	.00
Total 634811:								41.45	.00
07/15/2026	3409-04-11-54704	Repairs and Mainten	38827	BILLS ACE HARDWARE	634912	PLANT MAINTENANC: CHAIN, EYEBOLT, & ZNC	1192	33.98	.00
Total 634912:								33.98	.00
07/16/2026	3409-04-11-54704	Repairs and Mainten	38827	BILLS ACE HARDWARE	634990	PLANT MAINTENANCE: IC WATER SYSTEM; PVC AND NIPPLE	1192	36.47	.00
Total 634990:								36.47	.00
07/13/2026	3409-04-11-54704	Repairs and Mainten	38827	BILLS ACE HARDWARE	I71624	PLANT MAINTENANCE (CONSUMABLES): RETURNED SQUARE HEAD PLUGS	1192	10.96-	.00
07/13/2026	3409-04-11-54724	Small Tools and Equi	38827	BILLS ACE HARDWARE	I71624	PLANT MAINTENANCE (CONSUMABLES): 3/4 SQUARE HEAD PLUGS	1330	8.98	.00
Total I71624:								1.98-	.00
07/07/2026	3409-01-14-54904	Utilities	38238	BLUETRITON BRANDS INC	06G872033185	WATER DELIVERY SERVICE FOR PERIOD 6/5/26 - 7/4/26	1111	215.44	.00
Total 06G8720331854:								215.44	.00
07/15/2026	3409-01-14-54504	Contractual Services	38897	BUILDING SERVICES SYSTEM	248020	CONTRACT 26-005. TO #1. ADMIN AND PLANT JANITORIAL SERVICES FOR JULY 2026	1175	1,975.00	.00
Total 248020:								1,975.00	.00
07/15/2026	3409-04-11-54504	Contractual Services	38894	BUILDING SERVICES SYSTEM	248173	REPLACE BROKEN POP UP SPRINKLER, REPAIR DRIP LINES, REPLACE EMITTER, ADJUST TIMER	1179	330.00	.00
Total 248173:								330.00	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
06/18/2026	3409-04-11-54504 Contractual Services	38439	C R FIRELINE INC	129794	QUARTERLY FIRE EXTINGUISHER INSPECTION ON 6/18/26 PLUS COUNTY FEE	1133	325.00	.00
Total 129794:							325.00	.00
06/18/2026	3409-04-11-54504 Contractual Services	38439	C R FIRELINE INC	129795	MONTHLY ELECTRIC FIRE PUMP INSPECTION ON 6/18/26	1133	475.00	.00
Total 129795:							475.00	.00
07/16/2026	3409-01-05-54105 Employee Education	38905	CALIFORNIAASSOCIATION OF	28394	CAPIO WEBINAR FOR R. MITCHELL ON DEVELOPING AI POLICY ON 7/29/26	1125	30.00	.00
Total 28394:							30.00	.00
07/15/2026	3409-02-11-54754 Research and Monito	38166	CALTEST ANALYTICAL LABS	741934	ANALYSES – PROCESS CONTROL - JUNE 2026	1021	1,335.70	.00
07/15/2026	3409-02-11-54754 Research and Monito	38166	CALTEST ANALYTICAL LABS	741934	ANALYSES – BIOSOLIDS & GRIT - JUNE 2026	1011	2,451.00	.00
07/15/2026	3409-02-11-54754 Research and Monito	38166	CALTEST ANALYTICAL LABS	741934	ANALYSES - INFLUENT - JUNE 2026	1017	706.80	.00
07/15/2026	3409-02-12-54754 Research and Monito	38166	CALTEST ANALYTICAL LABS	741934	ANALYSES - EFFLUENT - JUNE 2026	1014	2,039.65	.00
Total 741934:							6,533.15	.00
07/06/2026	3409-04-11-54174 Clothing & Personal	38866	CINTAS CORPORATION NO 2	4274826212	WEEKLY UNIFORM SERVICE ON 7/6/26	1375	287.81	.00
Total 4274826212:							287.81	.00
07/13/2026	3409-04-11-54174 Clothing & Personal	38866	CINTAS CORPORATION NO 2	4275559743	WEEKLY UNIFORM SERVICE ON 7/13/26	1375	287.81	.00
Total 4275559743:							287.81	.00
07/01/2026	3409-01-14-54504 Contractual Services	38886	CIVICPLUS LLC	378213	ANNUAL SUBSCRIPTION PERIOD 7/1/26-6/30/27. TO DOCACCESS PRO FOR WEBSITE ADAACCESSIBILITY	1401	4,800.00	.00
Total 378213:							4,800.00	.00
07/06/2026	3409-01-14-54554 Professional Service	38904	CO CO CO AUDITOR CONTROL	2627-0039	LAFCO NET COST APPNT FEE			

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
						FOR FY 26-27	1177	5,658.84	.00
	Total 2627-0039:							5,658.84	.00
07/14/2026	3409-01-14-54554	Professional Service	38890	CROPPER ACCOUNTANCY CO	3118	AUDIT OF FINANCIAL STATMENTS FOR YEAR ENDED 6/30/26	1032	7,670.00	.00
	Total 3118:							7,670.00	.00
07/01/2026	3409-00-00-54304	Insurance	38863	CSRMA	7683	CSRMA WORKERS COMP INSURANCE PREMIUM TERM 7/1/26-7/1/27	1394	38,741.00	.00
	Total 7683:							38,741.00	.00
07/01/2026	3409-00-00-54304	Insurance	38862	CSRMA	7733	CSRMA PROPERTY INSURANCE PREMIUM TERM 7/1/26-7/1/27	1168	73,573.28	.00
	Total 7733:							73,573.28	.00
07/06/2026	3409-04-11-54354	Memberships and Du	38868	CWEA	16487.KD 26.6	COLLECTION SYSTEM MAINTENANCE GRADE 2 CERTIFICATE RENEWAL FOR KEN DENNISON. VALID 9/30/26 - 9/30/27	1222	123.00	.00
	Total 16487.KD 26.6:							123.00	.00
07/10/2026	3409-01-14-54554	Professional Service		DARLENE D RHODES	MVSD-1-2026-	EXECUTIVE COACHING FOR C. ELLIOTT FOR PERIOD 11/11/25 - 6/25/26	1130	87.50	.00
	Total MVSD-1-2026-CE:							87.50	.00
07/10/2026	3409-01-14-54554	Professional Service		DARLENE D RHODES	MVSD-2-2026-	EXECUTIVE COACHING FOR S. AMBROSE FOR PERIOD 1/26/26 - 7/10/26	1130	437.50	.00
	Total MVSD-2-2026-SA:							437.50	.00
07/15/2026	3409-04-11-54704	Repairs and Mainten	38849	DXP ENTERPRISES INC	318879-1	SAND FITLER AIR COMPRESSOR; DIAGNOSE COMPRESSOR NOT LOADING. 20 HP	1315	865.00	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total 318879-1:							865.00	.00
07/08/2026	3409-02-11-54704 Repairs and Mainten	38861	EMD MILLIPORE CORPORATIO	12260047	ANNUAL DI WATER SYSTEM CONTRACT RENEWAL FY27; ITEMS ZF3000320, MGP04001, SPROLSIA1, AND TANKMOK02	1128	1,924.03	.00
Total 12260047:							1,924.03	.00
07/09/2026	3409-04-11-54704 Repairs and Mainten	38873	GRAINGER	9980903562	REPAIR SAMPLER FOR BIOFILTER INLINE AMMONIA SENSOR; NYLON PUSH-FIT AND ELBOW PUSH-FIT	1230	27.78	.00
Total 9980903562:							27.78	.00
07/06/2026	3409-04-11-54474 Chemicals	38815	HILL BROTHERS CHEMICAL CO	INV13158590	MAGNESIUM HYDROXIDE - THIOGUARD BULK. ORDER DATE 6/29/26	1072	2,670.92	.00
Total INV13158590:							2,670.92	.00
07/16/2026	3409-04-11-54474 Chemicals	38815	HILL BROTHERS CHEMICAL CO	INV13159483	MAGNESIUM HYDROXIDE - THIOGUARD BULK. ORDER DATE 7/13/26	1072	2,457.67	.00
Total INV13159483:							2,457.67	.00
04/24/2026	3409-01-14-54104 Employee Benefits	38882				1096	156.00	.00
							156.00	.00
07/02/2026	3409-01-14-54104 Employee Benefits	38869				1096	382.40	.00
							382.40	.00
07/11/2026	3409-01-14-54104 Employee Benefits		JESUS DIAZ	J.DIAZ 26.7.11	J. DIAZ - REIMBURSEMENT FOR WORK BOOTS.INVOICE DATE 7/11/26	1310	300.00	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total J.DIAZ 26.7.11:							300.00	.00
07/10/2026	3409-01-14-54504 Contractual Services	38883	JUSTIN J FRIEDERS DC	10	DOT PHYSICAL APPOINTMENT FOR EMPLOYEE HUNTER DEOCAMPO ON 3/25/26	1227	100.00	.00
Total 10:							100.00	.00
07/15/2026	3409-04-11-54904 Utilities	38901	KELLER CANYON LANDFILL	4212-0000351	GRIT HAULING AND DISPOSAL ON 7/6/26 AND 7/13/26	1157	178.45	.00
Total 4212-000035137:							178.45	.00
03/13/2026	3409-01-14-54554 Professional Service	38612	LARRY WALKER ASSOCIATES	00237.13-2	CONTRACT 26-0008, NPDES RENEWAL SUPPORT SERVICES THROUGH 2/28/26	1239	5,317.25	.00
Total 00237.13-2:							5,317.25	.00
07/15/2026	3409-01-14-54554 Professional Service	38612	LARRY WALKER ASSOCIATES	00237.13-6	CONTRACT 26-0008, NPDES RENEWAL SUPPORT SERVICES THROUGH 6/30/26	1239	4,364.75	.00
Total 00237.13-6:							4,364.75	.00
07/02/2026	3409-04-11-54504 Contractual Services	38253	LONE TREE TRUCKING	006/2026	BIOSOLIDS HAULING FOR JUNE 2026. FOUR LOADS TO LYSTEK AT \$700, PLUS 15% FUEL SURCHARGE, BRIDGE TOLLS, PLUS HALF HOUR STANDBY PLANT DOWN.	1043	3,482.00	.00
Total 006/2026:							3,482.00	.00
07/10/2026	3409-04-11-54904 Utilities	38887	LYSTEK INTERNATIONAL LTD	91489766	BIOSOLIDS DISPOSAL: JUNE 2026. 84.930 TONS @ 121.46/TON	1042	10,315.60	.00
Total 91489766:							10,315.60	.00
07/14/2026	3409-04-11-54904 Utilities	38891	LYSTEK INTERNATIONAL LTD	91493614	BIOSOLIDS DISPOSAL: MAY 2026. 80.540 TONS @ 121.46/TON	1042	9,782.39	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total 91493614:							9,782.39	.00
07/08/2026	3409-01-14-54104 Employee Benefits	38871		M.RODERICK		1097	310.00	.00
							310.00	.00
07/17/2026	3409-00-00-11310 Payroll		MT VIEW SANITARY DISTRICT	20260731	PAYROLL 2026.07.31 & OTHER PYMTS	0	633,000.00	.00
Total 20260731:							633,000.00	.00
07/20/2026	3409-00-00-54304 Insurance		PAMELA SHAFER	P.SHAFER 26.	SETTLEMENT AGREEMENT AT 311 JORDAN CT, MARTINEZ CA. DATE 4/15/26	1167	950.00	.00
Total P.SHAFER 26.7.20:							950.00	.00
06/23/2026	3409-02-12-54354 Memberships and Du	38865	REGIONAL MONITORING PROG	3026121	ANNUAL RMP 2026 BUDGET MUNICIPAL FEE FOR PERIOD 1/1/26 - 12/31/26	1220	18,245.00	.00
Total 3026121:							18,245.00	.00
07/13/2026	3409-01-14-54104 Employee Benefits	38884				1096	471.00	.00
							471.00	.00
07/01/2026	3409-01-14-54104 Employee Benefits	38864				1096	762.00	.00
							762.00	.00
11/05/2025	3409-00-00-22273 Construction Deposit		SERGIO CALMO PEREZ	BOND REFUN	CONTRACTORS' BOND REFUND FOR PERMIT #5420. 4831 PACHECO BLVD. APN #159 -220-006-5. RELEASE DATE 11/5/25	0	1,000.00	.00

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
Total BOND REFUND- P5420:								1,000.00	.00
07/12/2026	3409-01-05-54504	Contractual Services	38186	SHARP ELECTRONICS CORPO	9005885512	OPERATIONS COPIER/SCANNER MAINTENANCE AGREEMENT ACCOUNT ID#0000796753 FOR 6/10/26 - 7/10/26	1089	24.48	.00
Total 9005885512:								24.48	.00
04/30/2026	3409-01-07-54554	Professional Service	38677	SPRINGBROOK HOLDING COM	TM INV-001033	25-0002 TO#2 FY 26 GIS & MMS TECH SUPPORT FOR MARCH 2026	1148	6,385.50	.00
Total TM INV-001033W:								6,385.50	.00
07/07/2026	3409-01-07-54554	Professional Service	38677	SPRINGBROOK HOLDING COM	TM INV-001058	25-0002 TO#3 FY 26 SEWER SERVICE CHARGES TO TECHNICAL SUPPORT FOR JUNE 2026	1148	9,135.00	.00
Total TM INV-001058W:								9,135.00	.00
07/07/2026	3409-01-07-54554	Professional Service	38677	SPRINGBROOK HOLDING COM	TM INV-001505	25-0002 TO#2 FY 26 GIS & MMS TECH SUPPORT FOR JUNE 2026	1148	1,312.50	.00
Total TM INV-0015057W:								1,312.50	.00
07/09/2026	3409-01-14-54554	Professional Service	38817	TURNER HUGUET ADAMS AND	AA THA 2026-0	PROFESSIONAL LEGAL SERVICES FOR AUGUST 2026; AGREEMENT NO. 11-0002 TASK ORDER NO. 23	1030	14,973.28	.00
Total AA THA 2026-08:								14,973.28	.00
Grand Totals:								873,885.98	.00

Report Criteria:

- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3409"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

MT. VIEW SANITARY DISTRICT
GENERAL FUND NO. 341000
ACCOUNT NO. 0830
CHECKS DATED JULY 7, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
CFM SF INC	7/7/2026	3410000773	\$ 22,950.00	341000
DXP ENTERPRISES, INC TURBO	7/7/2026	3410000774	\$ 18,273.29	341000
PARACHUTE TECHNOLOGY INC	7/7/2026	3410000775	\$ 14,495.00	341000
ULINE INC	7/7/2026	3410000776	\$ 1,972.20	341000
UNITED RENTALS NORTH AMERICA INC	7/7/2026	3410000777	\$ 51,432.14	341000
XYLEM DEWATERING SOULUTION	7/7/2026	3410000778	\$ 11,056.44	341000
Total			<u>\$ 120,179.07</u>	

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3410"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
06/12/2026	3410-04-11-54504 Contractual Services	38601	CFM SF INC	1083125	PARALLEL SCADA SERVER PROJECT OPTIMIZATION, DOCUMENTATION, FACTORY ACCEPTANCE TESTING, SITE ACCEPTANCE TESTING : SCADAAPPLICATION UPDATES	1424	11,475.00	.00
Total 1083125:							11,475.00	.00
06/29/2026	3410-04-11-54504 Contractual Services	38601	CFM SF INC	1083158	PARALLEL SCADA SERVER PROJECT OPTIMIZATION, DOCUMENTATION, FACTORY ACCEPTANCE TESTING, SITE ACCEPTANCE TESTING : INTEGRATED TESTING	1424	11,475.00	.00
Total 1083158:							11,475.00	.00
05/26/2026	3410-04-11-54725 Equipment and Mater	38834	DXP ENTERPRISES INC	55850009	OPERATIONS: SLUDGE PUMP #4 OR CENTRIFUGE PUMP SPARE, SEEPEX COMPLETE PUMP AND DRIVE PACKAGE, BN 17-6LS	1026	18,273.29	.00
Total 55850009:							18,273.29	.00
06/29/2026	3410-04-11-54504 Contractual Services	38689	PARACHUTE TECHNOLOGY IN	PROJ-24899	FY26 SCADA SYSTEM UPGRADE - CONFIGURATION OF TWO SERVERS INCLUDING HYPER-V HOSTS FOR SCADA SUPPORTING SOFTWARE	1424	14,495.00	.00
Total PROJ-24899:							14,495.00	.00
06/17/2026	3410-04-11-54725 Equipment and Mater	38819	ULINE INC	209503986	DRYING BED: SAFETY BOLLARD-REMOVABLE	1443	1,972.20	.00
Total 209503986:							1,972.20	.00
06/23/2026	3410-04-11-54725 Equipment and Mater	38820	UNITED RENTALS NORTH AME	263579398-00	OPERATIONS: DRYING BED; STEEL PLATE, FABRICATED			

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
					WITH CENTER WELD ACTEK COIL NUT. WELDED WEIGHT & WELDED LETTERS "MVSD" ON TOP SURFACE OF PLATES.	1443	51,432.14	.00
Total 263579398-001:							51,432.14	.00
06/18/2026	3410-04-11-54725 Equipment and Mater	38772	XYLEM DEWATERING SOLUTIO	401502114	OPERATIONS: ROAD CROSSING, 6" 150# FLANGE CONNECTIONS	1026	11,056.44	.00
Total 401502114:							11,056.44	.00
Grand Totals:							120,179.07	.00

7/7/2026

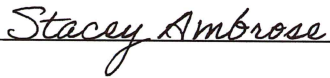
Dated



General Manager

7/7/26

Dated



Deputy General Manager

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3410"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

MT. VIEW SANITARY DISTRICT
GENERAL FUND NO. 341000
ACCOUNT NO. 0830
CHECKS DATED JULY 21, 2026

AGENDA DATE: 8/13/2026
AGENDA ITEM: 3E

Payee Name	Payment Date	Check Number	Amount	Fund
CFM SF INC	7/21/2026	3410000779	\$ 11,475.00	341000
XYLEM DEWATERING SOULUTION	7/21/2026	3410000780	\$ 67,726.92	341000
Total			<u>\$ 79,201.92</u>	

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3410"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
07/17/2026	3410-04-11-54504 Contractual Services	38601	CFM SF INC	1083233	PARALLEL SCADA SERVER PROJECT OPTIMIZATION, DOCUMENTATION, FACTORY ACCEPTANCE TESTING, SITE ACCEPTANCE TESTING : FAT = WESTCO TEAM COMPLETION	1424	11,475.00	.00
Total 1083233:							11,475.00	.00
06/19/2026	3410-04-11-54725 Equipment and Mater	38876	XYLEM DEWATERING SOLUTIO	401502256	OPERATIONS: 6" GODWIN CD150S DRI-PRIME OPEN PUMPSET ON TRAILER DRIVEN BY FT4 ISUZU 4LE2X DIESEL ENGINE	1275	67,726.92	.00
Total 401502256:							67,726.92	.00
Grand Totals:							79,201.92	.00

7/21/26

Dated



General Manager

Dated

Deputy General Manager

AGENDA DATE: 8/13/2026
AGENDA ITEM: 3F

MT. VIEW SANITARY DISTRICT
GENERAL FUND NO. 341200
ACCOUNT NO. 0830
CHECKS DATED JULY 7, 2026

Payee Name	Payment Date	Check Number	Amount	Fund
CAROLLO ENGINEERS	7/7/2026	3412003318	\$ 2,373.00	341200
LCC ENGINEERING AND SURVEYING INC	7/7/2026	3412003319	\$ 1,594.80	341200
SUBTRONIC CORPORATION	7/7/2026	3412003320	\$ 35,087.77	341200
WEST YOST ASSOCIATES INC	7/7/2026	3412003321	\$ 1,861.89	341200
Total			<u>\$ 40,917.46</u>	

Invoices with totals above \$0.00 included.
Only unpaid invoices included.
[Report].GL Account Number (4 Characters) = "3412"
Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
07/02/2026	3412-04-10-54554	Professional Service	38004	CAROLLO ENGINEERS	FB84463	24-0004 TO#4 TRUNK MANHOLES REHABILITATION ESDC, STRUCTURAL SUPPORT AIR COMPRESSOR. SERVICES THROUGH 6/30/26	1414	2,373.00	.00
Total FB84463:								2,373.00	.00
07/01/2026	3412-01-14-54554	Professional Service	38150	LCC ENGINEERING AND SURV	34150	25-0001 TO#1 DEVELOPMENT PLAN REVIEW SERVICES THROUGH 6/30/26	1102	1,594.80	.00
Total 34150:								1,594.80	.00
05/14/2026	3412-04-10-54504	Contractual Services	38032	SUBTRONIC CORPORATION	36599	24-1 PIPELINE CLEANING & TELEVISIONING PHASE 3. SEPTEMBER 2025	1409	35,087.77	.00
Total 36599:								35,087.77	.00
06/26/2026	3412-04-10-54554	Professional Service	37508	WEST YOST ASSOCIATES INC	2067997	888 HOWE RD. SEWER SERVICE REPLACEMENT. CONTRACT / TASK ORDER: 19-0018 / T.O. #7 SERVICES FROM 5/9/26 - 6/5/26	1003	1,030.32	.00
Total 2067997:								1,030.32	.00
06/30/2026	3412-04-10-54554	Professional Service	37508	WEST YOST ASSOCIATES INC	2068247	888 HOWE RD. SEWER SERVICE REPLACEMENT. CONTRACT / TASK ORDER: 19-0018 / T.O. #7 SERVICES FROM 6/6/26 - 6/30/26	1003	831.57	.00
Total 2068247:								831.57	.00
Grand Totals:								40,917.46	.00

Invoice Date	GL Account and Title	Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
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7/7/2026

Dated



General Manager

7/7/26

Dated



Deputy General Manager

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

[Report].GL Account Number (4 Characters) = "3412"

Vendor.Vendor number = 1-1098,1102-1718,1720-9999

MT. VIEW SANITARY DISTRICT
CAPITAL OUTLAY FUND NO. 341200
ACCOUNT NO. 0830
CHECKS DATED: JULY 21, 2026

AGENDA DATE: 8/13/2026
AGENDA ITEM: 3G

Payee Name	Payment Date	Check Number	Amount	Fund
GHD	7/21/2026	3412003322	\$ 48,789.08	341200
GOLDEN STATE CONSTRUCTION AND UTILITY	7/21/2026	3412003323	\$ 200,070.00	341200
LCC ENGINEERING AND SURVEYING INC	7/21/2026	3412003324	\$ 1,410.00	341200
Total			<u>\$ 250,269.08</u>	

Invoices with totals above \$0.00 included.
Only unpaid invoices included.
[Report].GL Account Number (4 Characters) = "3412"
Vendor.Vendor number = 1-1098,1102-1718,1720-9999

Invoice Date	GL Account and Title		Purchase Order Number	Vendor Name	Invoice Number	Description	GL Activity Number	Net Invoice Amount	Amount Paid
07/06/2026	3412-04-10-54554	Professional Service	38779	GHD INC	380-0094341	26-007 TO#1 888 HOWE RD. SS REPLACEMENT FOR SERVICES THROUGH 6/30/26	1003	10,295.33	.00
07/06/2026	3412-04-10-54554	Professional Service	38779	GHD INC	380-0094341	26-007 TO#1 888 HOWE RD. TRUNK MANHOLES REHABILITAION CM & INSPECTION SERVICES THROUGH 6/30/26	1414	38,493.75	.00
Total 380-0094341:								48,789.08	.00
07/08/2026	3412-04-10-54504	Contractual Services	38453	GOLDEN STATE CONSTRUCTIO	PMT NO.2	25-3 TRUNK MANHOLES REHABILITATION ONSTRUCTION CONTRACT FOR PERIOD 6/1/26 - 6/30/26	1414	200,070.00	.00
Total PMT NO.2:								200,070.00	.00
07/01/2026	3412-01-14-54554	Professional Service	38150	LCC ENGINEERING AND SURV	34150B	25-0001 TO#1 DEVELOPMENT PLAN REVIEW SERVICES THROUGH 6/30/26b	1102	1,410.00	.00
Total 34150B:								1,410.00	.00
Grand Totals:								250,269.08	.00

Report Criteria:
Invoices with totals above \$0.00 included.
Only unpaid invoices included.
[Report].GL Account Number (4 Characters) = "3412"
Vendor.Vendor number = 1-1098,1102-1718,1720-9999



Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Dan Adams, District Legal Counsel
DATE: August 13, 2026
SUBJECT: Sixth Amendment to General Manager Employment Agreement

STAFF RECOMMENDATION

1. Receive report from staff.
2. In Open Session, consider the proposed Sixth Amendment to the General Manager Employment Agreement and, if acceptable, adopt a motion authorizing the Board President to execute the amendment and present it to the General Manager for her execution.
3. Provide direction to revise the District Policy and Procedure 2305 – Salary & Wage Schedules to include the approved General Manager's compensation.
4. Provide direction to the District Legal Counsel, if applicable.

BACKGROUND

On February 12, 2026, the Board of Directors appointed President Ruddell and Vice President Halsne to negotiate compensation with the General Manager. The Negotiators have conducted negotiations. Their recommendation to the Board is to approve the attached Sixth Amendment to the General Manager's Employment Agreement.

DISCUSSION

The attached Sixth Amendment to the General Manager's Employment Agreement reflects the negotiated terms and conditions resulting from the General Manager Contract negotiations.

It amends Subparagraph 4. a) 1 "increasing Ms. Corona's annual base salary to \$334,199.32, which reflects a 5% Merit increase and a 3% COLA increase.

The amendment, upon full execution, would be effective August 14, 2026. The District pays 26 times per year and reports salary as a monthly amount. Therefore, the monthly salary is \$27,849.94 per month.

Annual Salary	Monthly Salary	Biweekly Pay
\$ 334,199.32	\$ 27,849.94	\$ 12853.82

The General Manager is prepared to accept the proposed increase and execute the Sixth Amendment if approved by the Board.

FINANCIAL IMPACT

Budget for the annual increase in pay of \$24,755.28 for the General Manager is included in the Board approved Fiscal Year 2026-2027 Annual Budget.

Attachments:

- Proposed Sixth Amendment to Employment Agreement, effective August 14, 2026.
- Employment Agreement commencing on September 16, 2019; First Amendment to Employment Agreement, effective September 16, 2021; Second Amendment to Employment Agreement, effective July 1, 2022; Third Amendment to Employment Agreement, effective July 1, 2023; Fourth Amendment effective July 1, 2024, and Fifth Amendment Effective July 1, 2025.

**SIXTH AMENDMENT TO
EMPLOYMENT AGREEMENT
Lilia M. Corona**

Pursuant to paragraph 14 of the EMPLOYMENT AGREEMENT effective September 16, 2019, as amended on June 11, 2021, by its FIRST AMENDMENT, on June 9, 2022, by its SECOND AMENDMENT, on June 19, 2023 by its THIRD AMENDMENT, on June 13, 2024 by its FOURTH AMENDMENT, on May 8, 2025 by its FIFTH AMENDMENT, said agreement is hereby further amended as set forth herein.

- A. Subparagraph 4. a) 1 is amended by increasing the annual base salary to THREE HUNDRED THIRTY-FOUR THOUSAND ONE HUNDRED NINETY-NINE DOLLARS and THIRTY-TWO CENTS (\$334,199.32), paid in Bi-Weekly installments of \$,12,853.82 which constitutes a merit increase of 5.00% and a 3% COLA increase, said increases to be effective August 14, 2026.

- B. Except as amended herein, the Employment Agreement effective September 16, 2019, as amended June 11, 2021, June 9, 2022, June 19, 2023, June 13, 2024, and May 8, 2025, remains in full force and effect as set forth therein.

In witness thereof, the parties authorized to do so have executed this Sixth Amendment to Employment Agreement on August 13, 2026.

MT. VIEW SANITARY DISTRICT

By: _____
President Jared Ruddell, Board President

LILIA M. CORONA

By: _____
Lilia M. Corona, General Manager



AGENDA DATE: 8/13/2026

AGENDA ITEM: 4B

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Lilia M. Corona, General Manager
DATE: August 13, 2026
SUBJECT: Disbanding of General Manager Contract Negotiators

RECOMMENDATIONS

1. Receive report from staff.
2. Adopt a Motion finding that the General Manager contract negotiators have fulfilled their purpose and that the negotiator team appointment be disbanded.

BACKGROUND

On February 12, 2026, the Board appointed President Ruddell and Vice President Halsne as negotiators for the Board of Directors for the purpose of negotiations with the General Manager regarding compensation.

DISCUSSION

As the Board approved the 6th Amendment to the General Manager's contract earlier in this Board of Directors meeting, the negotiators have fully performed their purpose and may be disbanded.

FISCAL IMPACT

None



Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Lilia M. Corona, General Manager
DATE: August 13, 2026
SUBJECT: Update to CERBT Delegation of Authority

RECOMMENDATIONS

1. Receive report from staff.
2. Adopt a motion approving the updated CERBT Delegation of Authority to reflect the District's current organizational titles.

BACKGROUND

The District participates in the California Employers' Retiree Benefit Trust (CERBT) Program to prefund its Other Post-Employment Benefits (OPEB) obligations.

The current CERBT Delegation of Authority on file identifies the District Manager and Assistant District Manager as the District's authorized representatives. Since that delegation was adopted, the District has updated its organizational titles to General Manager and Deputy General Manager.

DISCUSSION

This update is administrative only and is being made to reflect the District's current job titles. There are no changes to the authority that has already been delegated or to the District's participation in the CERBT program.

Subject: Update to CERBT Delegation of Authority

Date: August 13, 2026

Page: 2 of 2

After the Board approves the update, staff will submit the revised Delegation of Authority form to CERBT.

FISCAL IMPACT

None.

Attachments:

CERBT Delegation of Authority Form



State of California
California Public Employees' Retirement System California
Employers' Retiree Benefit Trust (CERBT) 400 Q Street,
Sacramento, CA 95811
www.calpers.ca.gov

Delegation of Authority to Request Disbursements California Employers' Retiree Benefit Trust (CERBT)

RESOLUTION OF THE BOARD OF DIRECTORS

(GOVERNING BODY)

OF THE MT. VIEW SANITARY DISTRICT

(NAME OF EMPLOYER)

The Board of Directors delegates to the incumbents
(GOVERNING BODY)

in the positions of General Manager and
(TITLE)

_____, and/or
(TITLE)

Deputy General Manager authority to request on behalf of the
(TITLE)

Employer disbursements from the Other Post Employment Prefunding Plan and to certify as
to the purpose for which the disbursed funds will be used.

By _____

Title Board President, Jared Ruddell

Witness _____

Date _____



AGENDA DATE: 8/13/2026

AGENDA ITEM: 4D

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors

FROM: Stacey Ambrose, Deputy General Manager

DATE: August 13, 2026

SUBJECT: Ratification of Support for H.R. 2677, the Special District Fairness and Accessibility Act

RECOMMENDATIONS

1. Receive report from staff.
2. Adopt a motion ratifying the District's support for passage of H.R. 2677 Advanced Clean Fleets 15-Day Comment Period Letter.

BACKGROUND

H.R.2766, the **Special District Fairness and Accessibility Act**, is a bipartisan bill introduced in the 119th Congress to mandate that the Office of Management and Budget (OMB) formally define "special districts" in federal law. It ensures these ~40,000 localized entities receive equal access to federal financial assistance.

Status:

The legislation was advanced out of the House Oversight and Government Reform Committee by a 32-8 bipartisan vote. It is currently awaiting consideration on the full House floor.

Key Details:

- **Purpose:** Requires the OMB to issue guidance recognizing special districts as local governments. This eliminates previous barriers that prevented

them from directly accessing major federal funding, such as pandemic relief.

- **Sponsors:** Led by Rep. Pat Fallon (R-TX) and Rep. Brittany Pettersen (D-CO).
- **Impact:** Affects public services like wastewater, fire protection, clean water, transit, hospitals, libraries, and natural resource conservation.

DISCUSSION

General Manager Corona signed on to an online California Special Districts Association support letter for this bill.

Track the bill's exact status, cosponsors, and text using the [Congress.gov H.R. 2766 Page](#) or read the [GovTrack.us H.R. 2766 Page](#) for real-time legislative developments.

FISCAL IMPACT

If passed, this bill will significantly affect the ability of the District to receive federal assistance during emergencies and funding for capital projects.



MT. VIEW SANITARY DISTRICT

AGENDA DATE: 8/13/2026

AGENDA ITEM: 4E

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Lilia M. Corona, General Manager
DATE: August 13, 2026
SUBJECT: Revised Internal Control Policy

RECOMMENDATION

1. Receive report from staff.
2. Adopt a motion to approve the revisions to Policy and Procedure No. 4100.

BACKGROUND

Policy and Procedure No. 4100 – Internal Control was established by the Board in December 2022 to provide administrative and budgetary control documents that are used to safeguard against and detect fraud to ensure the integrity of accounting records and fiduciary responsibilities of the Finance and Accounting staff.

The District's financial auditor, Cropper Accountancy, recommended the establishment of this policy and provided guidelines and a review of the documents.

The recent reorganization of the Finance and Accounting department requires a review and update of this policy to ensure that the current separation of duties and responsibilities is reflected and followed.

DISCUSSION

Staff is requesting that the Board of Directors consider the updates recommended by staff. The goal was to leave the detailed tasks and position-specific responsibilities to Standard Operating Procedures(SOPs) and other internal documentation. This will make the policy easier to maintain as responsibilities evolve over time. Responsibilities can change frequently due to low head count and the need to cover for staff changes, vacations, and illness.

Accounting and Financial Analyst Relado prepared the attached Internal Controls Narrative for reference during the interim financial audit in May 2026. This will be used as the primary document for controls. The advantage of this document is ease of maintenance and focus on the controls without including the operational process details. SOPs will also be maintained and will primarily document the process and procedures.

Relado validated this approach with Bryce Rojas of Cropper and Associates, the District's financial auditor.

The following catalogs the integral components of the policy:

- Established procedures for the adequate separation of duties.
- An annual Financial Audit will be conducted regularly and reported to the Board for review and approval.
- District's cash reserve account in the Local Agency Investment Fund (LAIF) and established guidelines for transferring funds.
- Guidelines for excess funds that require deposits and transfers.
- Fed-wire or Automated-Clearing House (ACH) Transfers.
- Signing of any checks.
- Claims or losses.
- Review of the Internal Control Policy.

The Separation of Duties section was reorganized by type of operation (i.e., Cash Receipts/Accounts Receivable, Accounts Payable, and Payroll).

FISCAL IMPACT

None

Attachments:

Internal Controls Policy #4100 redlined and clean

Internal Controls FY26 Audit Narrative

Mt. View Sanitary District

POLICY AND PROCEDURE MANUAL

POLICY SECTION: Financial Management
POLICY TITLE: Internal Controls
POLICY NUMBER: 4100
DATE REVISED: ~~October 2025~~ August 2026

Purpose and Authority

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~~The primary purpose of the this Internal Control Policy is to establish checks and balances that help protect a framework of internal controls and accountability that safeguards the assets of Mt. View Sanitary District (MVSD "District") from internal threats, such as theft, embezzlement, and mismanagement of funds by employees, suppliers, or customers; and, to minimize risks and protect assets, ensure accuracy of records, promote operational efficiency, and encourage adherence to policies, rules, regulations, and laws, minimizes risk, promotes the accuracy and reliability of financial records and reporting, supports efficient and effective operations, ensures compliance with applicable laws, regulations, and Board policies, and helps prevent and detect fraud, waste, abuse, and errors.~~

The General Manager is responsible for establishing, implementing, maintaining, and periodically evaluating the District's system of internal controls. Management shall maintain written procedures or other internal documentation, including the Internal Controls Narrative, as appropriate, to implement this policy.

Employees are expected to safeguard District assets and promptly report suspected fraud, theft, misuse of District assets, or other financial irregularities through appropriate supervisory or reporting channels in accordance with District policy.

Definitions

~~GM~~ General Manager

- ~~DGM~~ Deputy General Manager
- ~~AFA~~ Accounting & Financial Analyst
- ~~AP/AR Assistant~~ Accounts Payable & Accounts Receivable Accounting and Administrative Assistant
- ~~Payroll Assistant~~ Payroll Accounting and Administrative Assistant

- ~~GL~~ General Ledger
- ~~CCCACO~~ Contra Costa County Auditor-Controller's Office
- ~~CCCTO~~ Contra Costa County Treasurer's Office

The District will establish procedures for the adequate separation of duties, including at least the following:

Segregation of Duties

The District shall segregate financial responsibilities whenever practical. When staffing limitations prevent complete segregation of duties, compensating controls such as supervisory review or independent review shall be implemented.

Cash Receipts / Accounts Receivable (AR)

The District shall maintain internal controls over cash receipts to ensure that all funds received are properly safeguarded, accurately recorded, deposited in a timely manner, and reconciled to the District's accounting records.

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The District shall establish controls to ensure that:

The AP/AR assistant receives all payments (cash/check), records them in the Receipt Register and Payment Register, and prepares the physical deposit for delivery to CCCACO.

a) All payments received by the District shall be recorded completely and accurately.

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b) Receipts shall be deposited in a timely manner.

a) Cash receipts shall be reviewed and reconciled on a regular basis to verify that payments have been properly recorded and deposited. The AFA records the receipts into the GL and prepares journal entries for electronic payments deposited directly into the District's bank account. The AFA ensures deposits made with CCCACO recorded in the Receipt Register are reflected in the District's accounting records;

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c)

d) Any differences identified during the reconciliation process shall be investigated and resolved in a timely manner.

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Accounts Receivable

The District shall maintain internal controls over accounts receivable to ensure that amounts due to the District are accurately recorded, monitored, collected, and appropriately resolved.

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The District shall establish controls to ensure that:

a) Accounts receivable transactions are recorded completely and accurately.

b) Adjustments to accounts receivable shall be appropriately authorized and supported by appropriate documentation.

c) Outstanding accounts receivable balances shall be periodically reviewed to determine whether adjustments, write-offs, or other collection actions are appropriate.

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- a) ~~The GM or DGM reviews and approves the electronic deposit permit confirmations from the CCCACO to ensure deposits agree with the Receipt Register.~~

Accounts Payable (AP)

The District shall maintain internal controls over accounts payable to ensure that payments are made only for valid District obligations, are properly authorized, supported by appropriate documentation, and accurately recorded.

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The District shall establish controls to ensure that:

- a) All payments shall be supported by appropriate documentation.
- b) All payments shall be reviewed and approved by authorized personnel prior to disbursement.
- c) All accounts payable transactions shall be recorded completely and accurately.
- d) Vendor additions and changes, including changes to payment or banking information, shall be appropriately authorized, documented, and independently verified, when practical.

See also:

Policy 2270 – Purchasing Policies and Procedures

Policy 4310 – District Bank Cards Policy

~~The Payroll assistant maintains an Invoice Log of all invoices presented for payment. All invoices presented for payment must be approved by an employee authorized by the Policy and Procedure 2270 – Purchasing.~~

~~The AP/AR assistant enters the invoices for payment, but does not have access to add/modify vendors in the financial system. Vendor setup and changes are completed by the Payroll assistant with approval from the GM or DGM.~~

- a) ~~The GM and DGM review and authorize all invoices prior to payment via the Purchase Journal review.~~
- b) ~~A Check Control Log, managed by the Payroll Assistant, will be utilized with every AP check run to ensure the number of checks determined in the Select for Payment Report is the number used to ensure no additional checks have been utilized.~~
- c) ~~The Check Control Log will be kept with the locked check stock for review. The Payroll Assistant can access the locked stock. The AP/AR Assistant cannot access the locked check stock.~~
- d) ~~The GM or DGM confirms that the bi-weekly AP checks agree with the Invoice Log, Purchase Journal, and Check Registration List (AKA Check Sequence log). Authorized check signers are 1) General Manager, 2) Deputy General Manager, 3) all Board Members, 4) Board Secretary, and 5) Board Secretary Pro Tem. The Board of Directors receives a copy of paid disbursements and approves/accepts the disbursements at the monthly Board meeting via the Consent Calendar.~~
- e) ~~All paid invoices shall be marked filed on the invoice log and mailed to vendors by the AP/AR Assistant.~~
- f) ~~The signing of any checks written on the accounts of the District will be in accordance with the District's Purchasing Policies and Procedures.~~

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Payroll

The District shall maintain internal controls over payroll to ensure that employee compensation is properly authorized, accurately calculated, timely processed, and recorded in accordance with the applicable laws, regulations, and District policies.

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The District shall establish controls to ensure that:

- a) Payroll is supported by approved time records and other appropriate documentation.
- b) Payroll changes, including employee compensation and deductions, shall be appropriately authorized.
- c) Payroll transactions shall be recorded completely and accurately.
- a) ~~Payroll shall be reviewed by authorized personnel prior to processing to verify the accuracy of payroll transactions. Payroll is prepared by the Payroll Assistant.~~
- b) ~~Payroll is reviewed and submitted (approved) in Paychex by the GM or DGM.~~
- c) ~~New employees and updates are entered in the Paychex database by the Payroll Assistant, AFA, GM, or DGM.~~

See also:

Policy 2007 – Timekeeping

Policy 2008 – On-call Pay

Policy 2010 – Overtime

Policy 2150 – Temporary Reclassification

Policy 2160 – Certification Incentive Pay for Operators

Policy 2305 – Salary and Wage Schedule

Bank Reconciliations

The District shall maintain internal controls over bank reconciliations to ensure that cash balances are accurately reported, differences are identified and investigated, and reconciliations are completed and reviewed in a timely manner.

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The District shall establish controls to ensure that:

- a) Bank reconciliations shall be prepared on a regular basis and completed in a timely manner.
- b) Bank reconciliations compare the District's accounting records to bank statements or other supporting records, as applicable.
- c) Reconciling items are identified, investigated, and resolved as appropriate.
- a) ~~Bank reconciliations shall be reviewed by authorized personnel. AFA prepares the County bank reconciliation promptly (within 7 days) after month end (e.g., by the 13th of the month received from the County). The AFA has no authority to sign checks or approve other debits and transfers against the account.~~
- b) ~~Reconciliations will be reviewed and approved by the GM or DGM with initials and date.~~
- d)

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Audits Monitoring and Oversight

The District shall periodically evaluate its system of internal controls to ensure controls remain effective, comply with applicable requirements, and support the District's operational and financial objectives.

The District shall establish controls to ensure that:

- a) Internal controls are periodically reviewed to evaluate their effectiveness.
- b) Deficiencies identified through internal reviews or external audits are evaluated and addressed as appropriate.
- c) Management shall implement corrective actions, when necessary, to strengthen internal controls.
- d) Management shall periodically review financial and operational activities to help ensure compliance with District policies and the effectiveness of internal controls.

There will be an annual Financial audit, and findings shall be reported to the Board of Directors.

- a) Biennial audits will be performed on Property, Liability, and Workers' Compensation Programs claims paid by the District, and will be promptly reported to the Board of Directors.

Investments and TransfersCash Management

The District shall maintain internal controls over cash management activities to safeguard District assets, ensure proper authorization of transactions, and comply with Board policies and applicable laws.

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The District shall establish controls to ensure that:

- a) Routine cash transfers between District accounts are appropriately authorized and supported by appropriate documentation.
- b) Transfers between District funds or other non-routine cash transfers shall be made only with appropriate authorization and, when required, Board approval.
- c) Electronic fund transfers, including wire transfers and Automated Clearing House (ACH) transactions, require approval by authorized personnel and appropriate segregation of duties, when practicable.
- d) District cash is managed to maintain sufficient funds for operational needs while investing available funds in Board-approved investment accounts, as appropriate.

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—Significant electronic fund transfers, other than routine operational transfers, shall be reported to the Board in accordance with District policy or administrative procedures.

- a) The District will maintain balances in the Local Agency Investment Fund (LAIF) in accordance with authorized LAIF guidelines. Transfers out of LAIF may only be made to the District's General Cash Account with the CCTO and must have the approval of one of the following: 1) General Manager, 2) Deputy General Manager, 3) Board President, or 4) Board Vice President. Requests for such transfers out of LAIF shall be signed by one of these individuals and be supported by detailed information, which shall be maintained by the AFA.
- b) Other excess funds shall be deposited or transferred into long term investment accounts as designated by Board resolution.
- c) Funds in the investment account(s) shall only be withdrawn upon approval of the Board of Directors by resolution.
- d) The requests for such transfers shall be signed by the General Manager or Deputy General Manager and be supported by detailed information, which shall be provided to the Board of Directors approving the transfer. Such information shall be maintained by the General Manager.

- e) ~~The GM will strive to maximize interest earnings and manage the District's cash flow needs by maintaining a reasonable balance in the checking accounts to offset monthly bank charges, while transferring surplus funds to LAIF or the long term investment accounts as appropriate.~~
- f) ~~Templates for Fed wire or Automated Clearing House (ACH) transfers out of the District's bank accounts may only be created by the AFA and approved by the GM or DGM. Subsequent use of these Fed wire or ACH templates shall require two staff – the AFA and the GM or DGM.~~
- g) e) All "fed wires" or ACH transfers that exceed \$50,000 (other than to/from LAIF or from the Payroll Account) shall be considered similar to a "large check" and be disclosed quarterly to the Board.

See also:

Policy 3125 – District Financial Reserves Policy

Insurance Payments

~~Any payment of funds for claims and/or allocated loss adjustment expenses will be made in accordance with the District's California Sanitation Risk Management Authority (CSRMA) Insurance Policies.~~

Policy Review

~~The Board of Directors will review these internal control policies upon completion of each year's audit with input from the external auditor. Staff shall review this policy every two years to ensure compliance with all applicable laws and present updates to the Board as necessary. This policy shall be reviewed periodically by District staff and presented to the Board of Directors for revision, as necessary, to ensure it remains consistent with applicable laws, regulations, accounting standards, and District operations.~~

The Board of Directors may review this policy in conjunction with the District's annual financial audit or at any other time deemed appropriate.

This Policy No. 4100 supersedes any policy inconsistent with the provisions included ~~above~~ herein.

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Mt. View Sanitary District

POLICY AND PROCEDURE MANUAL

POLICY SECTION: Financial Management

POLICY TITLE: Internal Controls

POLICY NUMBER: 4100

DATE REVISED: August 2026

Purpose and Authority

The purpose of this Internal Control Policy is to establish a framework of internal controls and accountability that safeguards the assets of Mt. View Sanitary District ("District"), minimizes risk, promotes the accuracy and reliability of financial records and reporting, supports efficient and effective operations, ensures compliance with applicable laws, regulations, and Board policies, and helps prevent and detect fraud, waste, abuse, and errors.

The General Manager is responsible for establishing, implementing, maintaining, and periodically evaluating the District's system of internal controls. Management shall maintain written procedures or other internal documentation, including the Internal Controls Narrative, as appropriate, to implement this policy.

Employees are expected to safeguard District assets and promptly report suspected fraud, theft, misuse of District assets, or other financial irregularities through appropriate supervisory or reporting channels in accordance with District policy.

Segregation of Duties

The District shall segregate financial responsibilities whenever practical. When staffing limitations prevent complete segregation of duties, compensating controls such as supervisory review or independent review shall be implemented.

Cash Receipts

The District shall maintain internal controls over cash receipts to ensure that all funds received are properly safeguarded, accurately recorded, deposited in a timely manner, and reconciled to the District's accounting records.

The District shall establish controls to ensure that:

- a) All payments received by the District shall be recorded completely and accurately.
- b) Receipts shall be deposited in a timely manner.
- c) Cash receipts shall be reviewed and reconciled on a regular basis to verify that payments have been properly recorded and deposited.

- d) Any differences identified during the reconciliation process shall be investigated and resolved in a timely manner.

Accounts Receivable

The District shall maintain internal controls over accounts receivable to ensure that amounts due to the District are accurately recorded, monitored, collected, and appropriately resolved.

The District shall establish controls to ensure that:

- a) Accounts receivable transactions are recorded completely and accurately.
- b) Adjustments to accounts receivable shall be appropriately authorized and supported by appropriate documentation.
- c) Outstanding accounts receivable balances shall be periodically reviewed to determine whether adjustments, write-offs, or other collection actions are appropriate.

Accounts Payable

The District shall maintain internal controls over accounts payable to ensure that payments are made only for valid District obligations, are properly authorized, supported by appropriate documentation, and accurately recorded.

The District shall establish controls to ensure that:

- a) All payments shall be supported by appropriate documentation.
- b) All payments shall be reviewed and approved by authorized personnel prior to disbursement.
- c) All accounts payable transactions shall be recorded completely and accurately.
- d) Vendor additions and changes, including changes to payment or banking information, shall be appropriately authorized, documented, and independently verified, when practical.

See also:

Policy 2270 – Purchasing Policies and Procedures

Policy 4310 – District Bank Cards Policy

Payroll

The District shall maintain internal controls over payroll to ensure that employee compensation is properly authorized, accurately calculated, timely processed, and recorded in accordance with the applicable laws, regulations, and District policies.

The District shall establish controls to ensure that:

- a) Payroll is supported by approved time records and other appropriate documentation.
- b) Payroll changes, including employee compensation and deductions, shall be appropriately authorized.
- c) Payroll transactions shall be recorded completely and accurately.
- d) Payroll shall be reviewed by authorized personnel prior to processing to verify the accuracy of payroll transactions.

See also:

Policy 2007 – Timekeeping
Policy 2008 – On-call Pay
Policy 2010 – Overtime
Policy 2150 – Temporary Reclassification
Policy 2160 – Certification Incentive Pay for Operators
Policy 2305 – Salary and Wage Schedule

Bank Reconciliations

The District shall maintain internal controls over bank reconciliations to ensure that cash balances are accurately reported, differences are identified and investigated, and reconciliations are completed and reviewed in a timely manner.

The District shall establish controls to ensure that:

- a) Bank reconciliations shall be prepared on a regular basis and completed in a timely manner.
- b) Bank reconciliations compare the District's accounting records to bank statements or other supporting records, as applicable.
- c) Reconciling items are identified, investigated, and resolved as appropriate.
- d) Bank reconciliations shall be reviewed by authorized personnel.

Monitoring and Oversight

The District shall periodically evaluate its system of internal controls to ensure controls remain effective, comply with applicable requirements, and support the District's operational and financial objectives.

The District shall establish controls to ensure that:

- a) Internal controls are periodically reviewed to evaluate their effectiveness.
- b) Deficiencies identified through internal reviews or external audits are evaluated and addressed as appropriate.
- c) Management shall implement corrective actions, when necessary, to strengthen internal controls.
- d) Management shall periodically review financial and operational activities to help ensure compliance with District policies and the effectiveness of internal controls.

Cash Management

The District shall maintain internal controls over cash management activities to safeguard District assets, ensure proper authorization of transactions, and comply with Board policies and applicable laws.

The District shall establish controls to ensure that:

- a) Routine cash transfers between District accounts are appropriately authorized and supported by appropriate documentation.
- b) Transfers between District funds or other non-routine cash transfers shall be made only with appropriate authorization and, when required, Board approval.

- c) Electronic fund transfers, including wire transfers and Automated Clearing House (ACH) transactions, require approval by authorized personnel and appropriate segregation of duties, when practicable.
- d) District cash is managed to maintain sufficient funds for operational needs while investing available funds in Board-approved investment accounts, as appropriate.
- e) Significant electronic fund transfers, other than routine operational transfers, shall be reported to the Board in accordance with District policy or administrative procedures.

See also:

Policy 3125 – District Financial Reserves Policy

Policy Review

This policy shall be reviewed periodically by District staff and presented to the Board of Directors for revision, as necessary, to ensure it remains consistent with applicable laws, regulations, accounting standards, and District operations.

The Board of Directors may review this policy in conjunction with the District's annual financial audit or at any other time deemed appropriate.

This Policy No. 4100 supersedes any policy inconsistent with the provisions included herein.

Internal Controls Narrative

ROLES:

General Manager (GM) – Lilia Corona

Deputy General Manager (DGM) – Stacey Ambrose

Accounting and Financial Analyst (AFA) – Giselle Relado

Accounting and Administrative Assistant (AAA) - Kelli Porras

Board Secretary (BS) – Pamela Christopher

FINANCIAL SOFTWARE (FS)

Caselle is the District's financial management system used for accounting and financial reporting. Data and records maintained within the Caselle application are hosted and maintained by the software provider (FS1).

User access to Caselle is assigned based on job responsibilities and required job functions. Access additions, modifications, and removals are administered by authorized staff (BS or AFA) under management direction (FS2).

Each employee is assigned a unique user ID and password (FS3).

JOURNAL ENTRIES (JE)

The AFA prepares and posts journal entries within the District's ERP system as necessary to record routine and adjusting transactions. Certain journal entries are system-generated through normal transaction processing, including accounts payable batch postings (JE1).

The ERP system maintains an audit trail identifying the user, date, time, description, and amount of each transaction (JE2).

Journal entries are supported by appropriate documentation retained electronically (JE3).

Journal entries and supporting documentation are provided to the GM and DGM for review (JE4).

BANK RECONCILIATIONS (BR)

Bank reconciliations are prepared monthly by the AFA following receipt of month-end statements and related activity reports (BR1).

The AFA does not have authority to sign checks. The AFA may initiate ACH/EFT debit payments in the normal course of business; however, such electronic disbursements require GM or DGM approval prior to processing (BR2).

Reconciliations compare the month-end general ledger cash balances to external account balances reported by the County and other financial institutions, including applicable statements and downloaded account activity files. Outstanding checks, deposits in transit, and other reconciling items are identified and investigated (BR3).

Completed reconciliations and supporting documentation are provided to the GM or DGM for review, with evidence of review maintained (BR4).

Unusual or unresolved reconciling items are followed up and resolved as appropriate (BR5).

TRANSFERS (TR)

The District processes transfers based on operational cash needs or formal Board authorization, depending on the nature of the transfer.

Operating Cash Transfers

Transfers from the District's County operating account may be initiated by the AAA or AFA to provide funding for authorized accounts payable disbursements. All such transfers require GM or DGM approval prior to submission for processing (TR1).

Board-Approved Fund Transfers

Transfers between District funds are processed only after approval by the Board of Directors through the budget or separate Board action, as applicable. Approved transfers are initiated by authorized finance staff (AAA or AFA) and require GM or DGM approval prior to processing (TR2).

Approved transfer requests are submitted to the County for processing. Confirmations or supporting documentation are retained (TR3).

Processed transfers are recorded in the general ledger in accordance with the District's journal entry procedures and are subsequently verified through monthly reconciliation procedures (TR4).

CASH RECEIPTS (CR)

Cash receipts consist of recurring receipts generally received monthly and non-recurring receipts primarily related to sewer permitting and other customer activity.

Cash and check receipts are received and processed by the AAA. Receipt information and supporting documentation are maintained for each deposit, including copies of checks, correspondence, permit support, and County deposit documentation (CR1).

Receipts are entered into the cash receipts module by the AAA. Posting of receipt activity to the general ledger is completed through the ERP system, and the AFA updates the posting process to ensure transactions are reflected in the accounting records (CR2).

Receipts are deposited with the Contra Costa County Treasurer / Auditor-Controller through the applicable County deposit process. County receipt confirmations or deposit records are retained with the supporting documentation (CR3).

Deposit activity and related receipt postings are reviewed by the AFA as part of the monthly cash reconciliation process to ensure amounts recorded in the general ledger agree to external records and supporting documentation (CR4).

CASH DISBURSEMENTS (CD)

Cash disbursements are processed through check payments, ACH/EFT payments, and wire transfers, as applicable.

Check Payments

Purchase requests are initiated by departments as needed and are subject to supervisory or management approval in accordance with District purchasing practices (CD1).

Purchase orders are issued. Supporting documentation may include invoices, purchase orders, receiving documentation, or evidence of department approval, as applicable (CD2).

Invoices are received via postal service, via email to the District accounting email address, or via email to staff. All invoices are routed to the AAA who reviews invoices for completeness and routes items for department approval when required (CD3).

Approved invoices are entered into Caselle by the AAA. A Purchase Journal Report (including vendor names, invoice numbers, invoice descriptions, amounts, etc.) is generated and submitted to the GM or DGM for review and approval (CD4).

Once approved, the AAA generates a Select for Payment Report that lists all vendors and invoices to be paid. The report also includes the total number of invoices to be paid and the total number of checks needed. The GM and the BS approve the Select for Payment Report prior to the BS providing the required checks to the AAA (CD5).

Authorized check signers are the Board Members, GM, DGM, or BS. Checks are released only after required signatures are obtained (CD6).

Supporting payment documentation is submitted to the County under the District's banking arrangement. Issued check activity, including cleared and outstanding checks, is subsequently reviewed through monthly reconciliation procedures using County records and District accounting records (CD7).

Paid disbursement listings are provided to the Board of Directors and approved/accepted through the monthly Consent Calendar process (CD8).

ACH / EFT Debit

ACH / EFT payments are normally used for payroll-related items, including payroll taxes, retirement contributions, benefit payments, and other authorized payroll deductions.

Payroll is processed through Paychex. Payroll accounting activity is recorded in Caselle for general ledger reporting purposes.

Following each payroll cycle, Paychex generates a Payroll Journal Report listing employee pay, withholdings, employer costs, and related deductions. The report is retained as supporting documentation for related ACH debit payments (CD9).

The AFA prepares invoices for payroll-related ACH / EFT payments and submits the supporting documentation to the GM or DGM for review and approval (CD10).

The AFA prepares the invoice and supporting documentation for the vendor payment request. ACH / EFT debit payment instructions are established through the applicable vendor website. The invoice and supporting documentation are submitted to the GM or DGM for review, and approval is obtained prior to the release of funds. Approved payments are deducted from the District's BMO bank account on the scheduled processing date (CD11).

Approved invoices are posted through Caselle, generating system-created general ledger entries and maintaining vendor payment history (CD12).

ACH / EFT debit payment activity is subsequently reviewed through monthly bank reconciliation procedures and related account reconciliations (CD13).

Wire Transfers / ACH Credit

Templates for Fed-wire or Automated Clearing House (ACH) credit transfers from the District's bank accounts may be created only by AFA. Template setup and changes require GM approval (CD14).

Use of Fed-wire or ACH credit transfer templates requires dual involvement by District staff, consisting of the AFA and the GM or DGM, with one staff member initiating the transaction and the GM approving or authorizing release of funds (CD15).

Fed-wire or ACH credit transfers exceeding \$50,000, other than transfers to or from LAIF or the payroll account, are reported quarterly to the Board of Directors (CD16).

Payments related to claims and/or allocated loss adjustment expenses are processed in accordance with the District's California Sanitation Risk Management Authority insurance policies (CD17).

PETTY CASH (PC)

Petty cash is maintained in a locked petty cash box stored within a secured safe. Keys to the petty cash box are limited to the AAA and GM or DGM (PC1).

Requests to replenish petty cash are initiated by authorized staff and submitted to the GM or DGM for approval. Upon approval, a District check is prepared for petty cash replenishment and processed through the County in accordance with required cash request procedures (PC2).

A receipt log and supporting documentation are maintained for petty cash disbursements. The log records amounts advanced, related receipts, change returned, and the business purpose of each expenditure (PC3).

Petty cash expenditures are recorded in Caselle (PC4).

Petty cash is counted periodically by the AFA and AAA, and upon replenishment activity. Cash on hand, receipts, and the general ledger petty cash balance are reconciled (PC5).



AGENDA DATE: 8/13/2026

AGENDA ITEM: 4F

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Lilia M. Corona, General Manager
DATE: August 13, 2026
SUBJECT: Fiscal Year 2025-2026 (FY26) 4th Quarter Budget Report

RECOMMENDATIONS

1. Receive report from staff.
2. Provide direction, as necessary.

EXECUTIVE SUMMARY

The fourth quarter (Q4) report summarizes the District's financial activity for Fiscal Year 2025-2026 (FY26), covering the period from July 1, 2025, through June 30, 2026.

Each of the District's funds is presented within this review.

Fund No.	Fund Name	Fund Purpose
3409	Operations & Maintenance	Funds day-to-day District operations and maintenance.
3410	Facilities Rehabilitation	Funds repair and rehabilitation of existing infrastructure.
3412	Capital Outlay	Funds major capital improvements and capacity projects.
3415	Debt Service	Funds payments on District debt.

DISCUSSION

The following discussion presents the District's fourth quarter (FY26 Q4) budget report, comparing the FY26 adopted budget to actual expenditures for the fiscal year ended June 30, 2026.

Table No. 1
MVSD FY 2025-26 Q4
Expenditures v. Budget by Fund (Unaudited)
As of June 30, 2026

Fund	Budget	YTD Expenditures	Budget Remaining	% Budget Expended
3409 (Operating)	\$ 12,159,738	\$ 11,174,615	\$ 985,123	92%
3410 (Facilities)	942,100	519,047	423,053	55%
3412 (Capital)	2,504,000	1,464,337	1,039,663	58%
3415 (Debt)	846,804	846,804	-	100%
Total	\$ 16,452,642	\$ 14,004,803	\$ 2,447,839	85%

Total expenditures across all funds were \$14.0 million, or 85% of the adopted budget for FY26.

The Operations & Maintenance Fund (3409) expended 92% of its annual budget. The Facilities Rehabilitation Fund (3410) and Capital Outlay Fund (3412) expended 55% and 58% of their annual budgets, respectively. The Debt Service Fund (3415) expended 100% of its adopted budget.

Overall, the District remained within its adopted budget for FY26.

The subsequent tables (No. 2 through No. 4.4) present the District's FY26 financial activity through June 30, 2026, in various formats to provide additional information on revenues, expenditures, and cash position.

Table No. 2 presents a summary of the District's cash position by fund as of June 30, 2026. Beginning balances, net changes in cash, and ending balances are shown to illustrate the District's cash position at June 30, 2026. Ending balances reconcile to the District's bank and general ledger records.

This schedule reflects actual cash activity during FY26 and is intended to provide a high-level view of available cash by fund. The revenue and expenditure tables that follow are prepared for budgetary reporting purposes and reflect activity recorded during the fiscal year. As a result, the net change in cash will not necessarily equal the revenues collected or expenditures reported in subsequent tables.

Table No. 2
MVSD FY 2025-26 Q4
Net Cash Position (Unaudited)
As of June 30, 2026

Fund	Beginning Cash Balance (Audited)	Net Increase (Decrease) in Cash	Ending Cash Balance (Unaudited)
3409 (Operating)	\$ 11,193,266	\$ (1,224,765)	\$ 9,968,502
3410 (Facilities)	1,069,908	(514,695)	555,213
3412 (Capital)	4,839,980	(1,081,633)	3,758,347
3415 (Debt)	7,246	266	7,512
Total	\$ 17,110,400	\$ (2,820,827)	\$ 14,289,573

Table No. 3 presents revenues collected by fund and source through June 30, 2026.

The schedule reflects revenues received for the fiscal year ending June 30, 2026.

The District's primary revenue sources consist of Sewer Service Charges (SSC), Ad Valorem Property Taxes, rents, permit and capacity fees, investment income, and miscellaneous revenues. Sewer Service Charges and Ad Valorem Property Taxes are collected by the County Tax Collector and are received in installments, primarily in December and April.

Amounts shown represent revenues collected and deposited as of June 30, 2026.

Table No. 3
MVSD FY 2025-26 Q4
Revenues Collected by Fund and Source (Unaudited)
As of June 30, 2026

Revenue Source	3409	3410	3412	3415	Total by Source
Sewer Service Charges	\$ 10,452,152	\$ -	\$ -	\$ -	\$ 10,452,152
Ad Valorem Taxes	539,512	-	-	-	539,512
Rents	19,416	-	-	-	19,416
Permit Fees	54,558	-	-	-	54,558
Capacity Fees	-	-	91,289	-	91,289
Investment Income	256,195	8,792	132,943	199	398,129
Miscellaneous Revenues	10,629	-	-	-	10,629
Total Revenues by Fund	\$ 11,332,462	\$ 8,792	\$ 224,232	\$ 199	\$ 11,565,685

Tables 4.1 through 4.4 summarize departmental expenditures compared to the budget for Funds 3409, 3410, 3412, and 3415 through June 30, 2026.

Fund 3409 – Operations & Maintenance

Table No. 4.1 summarizes expenditures for the Operations & Maintenance Fund (3409). Total expenditures for FY26 were 92% of the annual budget.

Administration represents the largest portion of the fund because it includes district-wide payroll costs. The Wages account slightly exceeded its budget by approximately \$31,000. This account includes regular wages, overtime, on-call pay, certification pay, vacation payouts, and other employee compensation.

All other departments remained within their adopted budgets.

The Operations & Maintenance Fund remained within its adopted budget for FY26.

Table No. 4.1
MVSD FY 2025-26 Q4
Expenditures v. Budget by Fund and Department
Fund 3409 - Operating & Maintenance
As of June 30, 2026

Department	Budget	YTD Expenditures	Budget Remaining	% Budget Expended
Public Outreach	\$ 141,730	\$ 125,821	\$ 15,909	89%
Engineering	53,650	52,014	1,636	97%
Operations-Collections	285,590	272,297	13,293	95%
Operations-Treatment	1,842,614	1,299,158	543,456	71%
Laboratory	154,085	156,641	(2,556)	102%
Marsh	137,400	111,256	26,144	81%
Administration	9,544,669	9,157,428	387,241	96%
Insurance	375,219	294,969	80,250	79%
Wages	2,985,668	3,016,458	(30,790)	101%
Benefits	5,183,728	4,983,918	199,810	96%
Total	\$ 12,159,738	\$ 11,174,615	\$ 985,123	92%

Fund 3410 – Facilities Rehabilitation

Table No. 4.2 summarizes expenditures for the Facilities Rehabilitation Fund (3410). Total expenditures for FY26 were 55% of the annual budget.

Administration expenditures exceeded the adopted budget primarily due to repairs and improvements to the Administration Building, including the replacement of the server room air conditioning system, generator repairs, and other building improvements.

Overall, the Facilities Rehabilitation Fund remained within its adopted budget for FY26.

Table No. 4.2
MVSD FY 2025-26 Q4
Expenditures v. Budget by Fund and Department
Fund 3410 - Facilities Rehabilitation
As of June 30, 2026

Department	Budget	YTD Expenditures	Budget Remaining	% Budget Expended
Administration	\$ 35,000	\$ 69,761	\$ (34,761)	199%
Public Outreach	-	-	-	-
Engineering	-	-	-	-
Operations- Collections	452,100	69,276	382,824	15%
Operations- Treatment	394,000	378,853	15,147	96%
Laboratory	10,000	-	10,000	0%
Marsh	51,000	1,157	49,843	2%
Total	\$ 942,100	\$ 519,047	\$ 423,053	55%

Fund 3412 – Capital Outlay

Table No. 4.3 summarizes expenditures for the Capital Outlay Fund (3412). Total expenditures for FY26 were 58% of the annual budget. Expenditures reflect costs incurred for capital improvement projects during the fiscal year. The Capital Outlay Fund remained within its adopted budget for FY26.

Table No. 4.3
MVSD FY 2025-26 Q4
Expenditures v. Budget by Fund and Department
Fund 3412 - Capital Outlay
As of June 30, 2026

Department	Budget	YTD Expenditures	Budget Remaining	% Budget Expended
Administration	\$ 60,000	\$ 12,192	\$ 47,808	20%
Public Outreach	-	-	-	-
Engineering	-	-	-	-
Operations-Collections	1,889,000	1,512,161	376,839	80%
Operations-Treatment	555,000	(60,016)	615,016	-11%
Laboratory	-	-	-	-
Marsh	-	-	-	-
Total	\$ 2,504,000	\$ 1,464,337	\$ 1,039,663	58%

Fund 3415 – Debt Service

Table No. 4.4 summarizes expenditures for the Debt Service Fund (3415). Total expenditures for FY26 were 100% of the annual budget.

Expenditures reflect scheduled principal and interest payments for the District's outstanding debt during FY26. The Debt Service Fund remained within its adopted budget for FY26.

Table No. 4.4
MVSD FY 2025-26 Q4
Expenditures v. Budget by Fund and Department
Fund 3415 - Debt Service
As of June 30, 2026

Department	Budget	YTD Expenditures	Budget Remaining	% Budget Expended
Administration	\$ 846,804	\$ 846,804	\$ 0	100%
Total	\$ 846,804	\$ 846,804	\$ 0	100%

SUMMARY

The District concluded FY26 in a stable financial position. As of June 30, 2026, total cash across all funds was approximately \$14.3 million, and total revenues collected during the fiscal year were approximately \$11.6 million.

Total expenditures across all funds were approximately \$14.0 million, representing 85% of the adopted budget. Although total expenditures exceeded annual revenues, this was primarily due to the District's strategic use of available reserves to pre-fund pension obligations, including a \$1.5 million additional payment to CalPERS and a \$1.5 million contribution to the California Employers' Pension Prefunding Trust (CEPPT). This proactive funding approach strengthens the District's long-term financial position by reducing its unfunded pension liability and future pension costs.

Overall, all funds remained within their adopted budgets, debt service obligations were met, and the District remains financially well-positioned to support ongoing operations, infrastructure improvements, and future capital needs.



MT. VIEW SANITARY DISTRICT

AGENDA DATE: 8/13/2026

AGENDA ITEM: 4G

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors

FROM: Lilia M. Corona, General Manager

DATE: August 13, 2026

SUBJECT: Affirmation of Office of Board Secretary

RECOMMENDATION

1. Receive report from staff.
2. Adopt a Motion affirming Pamela Christopher, Pro Tem, to the Office of Board Secretary.

BACKGROUND

Board Policy B-60 establishes the rules for the election of Board officers and sets forth the duties of the officers. Paragraph B-60-80 of the policy requires that the Board, at its regular meeting each year, consider and, if appropriate, affirm the offices of District Legal Counsel and Board Secretary for the coming Fiscal Year. The past practice has been for the Officers to assume their duties immediately upon Board confirmation. The District Legal Counsel, Adams, was affirmed by the Board of Directors at the June 11, 2026, Regular Board Meeting.

Board Secretary, Seregin, who was also affirmed in June, retired on July 9, 2026. Pamela Christopher has been serving as Board Secretary, Pro Tem, since January 12, 2023. Ms. Christopher has accepted a promotion to Board Secretary/Executive Assistant, which will be effective with the Board's affirmation today.

Office of Board Secretary

Under general direction, provides a variety of highly responsible, confidential, technical, and complex secretarial and administrative duties; prepares agendas, meeting minutes, and maintains District records. This individual acts as Board

Secretary and attends to administrative detail on matters assigned by the General Manager and the Board of Directors, relieving them of a variety of routine administrative details and performs difficult and complex administrative support work as well as serves as a resource for internal and external customers regarding administrative functions and facility needs. Assumes responsibility for a variety of programs, projects, and special assignments; and assists other District management staff in areas of expertise.

Duties of the Board Secretary include the following:

- Attends Board Meetings, sets up recorder, and takes notes on actions taken during meetings.
- Prepares minutes of meetings to be provided to the Board for approval at the next Regular Board Meeting.
- Provides General Manager, Engineer, Attorney, or Board Members with additional information from District files at their request.

DISCUSSION

As required by Board Policy B-160,

The General Manager has evaluated and determined that Board Secretary, Pro Tem, Pamela Christopher has demonstrated satisfactory service to the Board of Directors and the District in her tenure.

The General Manager recommends the affirmation of the current Board Secretary, Pro Tem, to the office of Board Secretary for fiscal year 2027.

FISCAL IMPACT

Board Secretary Christopher will be given a 5% increase, which is accounted for in the Operations & Maintenance Fund budget for fiscal year 2027.



Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Stacey Ambrose, Deputy General Manager
DATE: August 13, 2026
SUBJECT: Lystek 3-year Contract Renewal for Biosolids Beneficial Reuse

RECOMMENDATION

1. Receive report from staff.
2. Adopt a motion approving the Agreement between Mt. View Sanitary District and Lystek International Limited (Lystek) and authorizing the Board President to execute the document.

EXECUTIVE SUMMARY

The District moved away from disposal of biosolids at landfills in response to the State of California's regulations aimed at reducing organics in landfills. Lystek was identified as the best alternate disposal option, and the District has contracted with Lystek since 2020. Lystek continues to be the best disposal option for the District, and staff recommends approving the new three-year agreement to continue biosolids disposal with Lystek.

BACKGROUND

The District historically disposed of its biosolids as Alternative Daily Cover at the Potrero Hills Landfill located outside of Fairfield in Solano County and at the Yolo County Central Landfill near Davis. The ability to continue to dispose of biosolids in

landfills is now limited due to efforts by the State of California to eliminate organic waste and organic waste by-products from California's landfills (SB 32, SB 1383).

SB 32 (2016) – Requires a 40% reduction in statewide GHG emissions below 1990 levels by 2030. SB 1383 (2016) – Requires a 75% diversion of organic waste from landfills by 2025. To meet diversion targets, the District entered into a Memorandum of Understanding (MOU) with Lystek in 2020 as an alternate method of biosolids disposal.

SB 1380 now limits landfill disposal to no more than 25 percent. The landfill is by far a more economical solution, but 25 percent of our annual biosolids production does not meet the minimum requirement set by the landfills for ADC, so 100 percent of the biosolids are now sent to Lystek.

DISCUSSION

Lystek has a sustainable proprietary process to convert biosolids into a highly valued resource with long-term, economic, and environmental benefits. They continue to be a reliable alternative for the District to dispose of biosolids.

The proposed Agreement extends the original relationship for another three years, with the intent to continue to send 100 percent of our annual production to Lystek.

Task Order 1 of the Agreement outlines the dry season and wet season cost of receiving and converting biosolids to beneficial reuse and the quality standard at which they will be delivered. Unless another Agreement is in place at the end of three years, seasonal costs will increase based on the Consumer Price Index for the San Francisco Area published by the Bureau of Labor Statistics.

Staff recommends that the Board approve Agreement 27-0002 and the attached Task Order 1.

FINANCIAL IMPACT

The FY 27 approved budget includes \$140,000 for biosolids removal with Lystek. The cost will increase by \$8,000 a year for the next two years of the contract.

Attachments:

Agreement 27-0002 and Task Order 1

AGREEMENT FOR VENDOR SERVICES

This AGREEMENT made and entered into this 6 day of AUGUST, 2026 by and between Mt. View Sanitary District, (hereinafter "DISTRICT"), and **Lystek International Limited**, (hereinafter "VENDOR").

WITNESSETH:

WHEREAS, the DISTRICT and VENDOR wish to enter into an Agreement (hereinafter "Agreement") for the furnishing of Professional Services in connection with **Beneficial Resuse of Biosolids** (hereinafter "Project"), and

WHEREAS, VENDOR is qualified and prepared to perform the professional services in connection with the Project.

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

SECTION 1 – SPECIAL CONDITIONS

1.1 VENDOR'S Name & Address

**Lystek International Limited
1014 Chadbourne Rd.
Fairfield, CA 94534**

1.2 Effective Date: July 1, 2026

1.3 Payment Limit: **Payment limits for work to be considered under this Agreement shall be as set forth in Task Order(s) to this Agreement, but in no case shall the total aggregate payment exceed \$444,000.**

1.4 Expiration Date: June 30, 2029

SECTION 2 – PROFESSIONAL SERVICES

2.1 VENDOR shall provide professional services as an independent contractor in all phases of the Project to which this Agreement applies. The services furnished by VENDOR will be defined by Task Orders as approved by the DISTRICT, which will set forth VENDOR'S Services, Time of Completion, and Payment. In no event shall the total amount paid to VENDOR exceed \$444,000 without prior written approval of DISTRICT.

- 2.2 It is intended that each Task Order, after execution by both parties, shall become a supplement to and a part of this Agreement. Each Task Order shall describe the work to be completed by the VENDOR, and VENDOR acknowledges it shall have absolute control as to the methods employed to complete the task.

SECTION 3 – PAYMENT TO VENDOR

- 3.1 As consideration for providing the services referred to in Section 2, DISTRICT shall pay VENDOR on the basis to be established in the Task Order(s).
- 3.2 DISTRICT reserves the right to revise the Tasks as may be necessary. VENDOR shall be paid for the extra work at a rate mutually agreed on in writing prior to commencement of any extra work. In no event shall VENDOR be entitled to compensation for extra work unless a written authorization or new Task Order describing the work and payment terms has been executed by DISTRICT prior to the commencement of the extra work.
- 3.3 Unless otherwise identified by Task Order, VENDOR shall bill DISTRICT monthly indicating the services performed and the cost of such services. Payment of invoices is subject to DISTRICT Board approval at the Board's regularly scheduled meeting, typically held the 2nd Thursday of each month. Responsibility for paying the sales tax is upon the seller (retailer). When sales tax is applicable, VENDOR shall charge the appropriate sales tax rate to Mt. View Sanitary District consistent with the unincorporated area of Contra Costa County. Currently, the sales tax rate for the unincorporated area of Contra Costa County is 8.75%. Payment of invoices will be made within 45 days of receipt
- 3.4 All notices shall be in writing and may be given by personal delivery or by mail. Notices sent by mail shall be addressed to the designated responsible person or office, and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices shall be deemed given at the time of actual delivery.

TO DISTRICT:

Mt. View Sanitary District
3800 Arthur Road
Martinez, CA 94553

TO VENDOR:

**Lystek International Limited
1014 Chadbourne Rd.
Fairfield, CA 94534**

All payments are to be mailed to:

Lystek International Limited
1014 Chadbourne Rd.
Fairfield, CA 94534

Tel: 707-419-0084
Fax: 888-501-7429

Unless otherwise informed on the face of the invoice.

SECTION 4 – STATUS OF VENDOR

- 4.1 DISTRICT hereby employs VENDOR as an independent contractor, and VENDOR accepts such employment to perform the contractual services referred to in Section 2 upon the terms and consideration of the payments stated herein. It is understood and agreed that VENDOR (including VENDOR'S employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto.
- 4.2 VENDOR'S assigned personnel shall not be entitled to any benefits payable to employees of DISTRICT. DISTRICT is not required to make any deductions or withholdings from the compensation payable to VENDOR under the provisions of this Agreement; and as an independent contractor, VENDOR hereby agrees to defend, indemnify and hold DISTRICT harmless from any and all claims that may be made against DISTRICT based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
- 4.3 It is further understood and agreed that VENDOR must issue W-2 and 941 Forms for income and employment tax purposes for all of VENDOR's assigned personnel under the terms and conditions of this Agreement.
- 4.4 VENDOR shall provide DISTRICT with the following information for the purpose of compliance with California Unemployment Insurance Code section 1088.8: VENDOR's name, address, telephone number, social security number, or taxpayer-identification number, and whether dependent health insurance coverage is available to VENDOR.

SECTION 5 – INDEMNIFICATION

- 5.1 VENDOR agrees to defend (including litigation costs), indemnify, save and hold harmless the DISTRICT and its agents, officers, and employees from any and all

claims, demands, costs, and liability for any damages, injury, or death (herein collectively "DISTRICT Expenses") arising out of, pertaining to, or relating to the services provided under this Agreement including but not limited to the negligence, recklessness, or willful misconduct of VENDOR and its agents in the performance of services under this Agreement including liability for injury or death to any independent contractor hired by VENDOR, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss (herein collectively "uncovered expenses"), arising from the sole negligence or willful misconduct of DISTRICT or the DISTRICT's agents, servants, or independent contractors other than VENDOR. All DISTRICT Expenses shall be paid by VENDOR as they are incurred.

SECTION 6 – INSURANCE

- 6.1 VENDOR shall, at no cost to DISTRICT, obtain and maintain during the term hereof: (a) Workers' Compensation Insurance pursuant to State Law; (b) Commercial General Liability Insurance and Automobile Liability Insurance including coverage for owned and non-owned automobiles. Both the Commercial and Auto liability policies shall have combined single limit coverage of at least \$2,000,000 for all damages due to bodily injury, sickness or disease, or death to any person and damage to property, including the loss of use thereof, arising out of each accident or occurrence. All insurance shall be issued by an insurer admitted by the State of California and shall include a waiver of subrogation provision. Prior to the commencement of any work, VENDOR shall furnish evidence of such coverage satisfactory to DISTRICT naming the Mt. View Sanitary District, its agents, officers, and employees as additional insured and requiring 30 days written notice of policy lapse or cancellation.

SECTION 7 – MISCELLANEOUS

- 7.1 Except for materials and records delivered to DISTRICT, VENDOR shall retain all material and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three (3) years after VENDOR'S receipt of the final payment under this Agreement. Upon request by DISTRICT, VENDOR shall make such materials and records available to DISTRICT at no additional charge and without restriction or limitation on their use. VENDOR shall also make such materials and records available to authorized representatives of the State and Federal Governments at no additional charge.
- 7.2 VENDOR shall prepare and deliver to DISTRICT at no additional charge the items described in Task Orders to document the performance of this Agreement and shall furnish to DISTRICT such information as is necessary to enable DISTRICT to monitor the performance of this Agreement.

- 7.3 All materials and records of a finished nature, such as final reports prepared or obtained in the performance of this Agreement, shall be delivered to DISTRICT. All materials of a preliminary nature, such as working papers prepared or obtained in the performance of this Agreement, shall be made available, upon request, to DISTRICT.

SECTION 8 – TERMINATION OF AGREEMENT

- 8.1 Termination by DISTRICT: At its option, DISTRICT shall have the right to terminate this Agreement at any time by written notice to VENDOR, whether or not VENDOR is then in default. Upon such termination, VENDOR shall, without delay, deliver to DISTRICT all materials and records prepared or obtained in the performance of this Agreement and shall be paid, without duplication, all amounts due for the services rendered up to the date of termination.
- 8.2 Abandonment by VENDOR: In the event that VENDOR ceases performing services under this Agreement or otherwise abandons the Project prior to completing all of the services described in this Agreement, VENDOR shall, without delay, deliver to DISTRICT all materials and records prepared or obtained in the performance of this Agreement, and shall be paid for the value of the services performed up to the time of cessation or abandonment.
- 8.3 Breach: In the event that VENDOR fails to perform any of the services described in this Agreement or otherwise breaches this Agreement, DISTRICT shall have the right to pursue all remedies provided by law or equity. Any dispute relating to the performance of this Agreement shall not be subject to non-judicial arbitration unless the parties both agree to the arbitrator.

SECTION 9 – COMPLIANCE WITH LAWS

- 9.1 In performing this Agreement, VENDOR shall comply with all applicable laws, statutes, ordinances, rules, and regulations, whether federal, state, or local in origin.

SECTION 10 – ASSIGNMENT

- 10.1 This Agreement shall not be assignable or transferable in whole or in part by VENDOR, whether voluntarily, by operation of law, or otherwise provided, however, VENDOR shall have the right to subcontract that portion of the services for which VENDOR does not have the facilities to perform so long as VENDOR is in compliance with Section 6.1 and notifies DISTRICT of such subcontracting in writing and DISTRICT consents to the subcontract. Subcontractor shall not commence work until DISTRICT has consented in writing. Any other purported assignment, transfer, or subcontracting shall be void.

SECTION 11 – HEIRS, SUCCESSORS, AND ASSIGNS

- 11.1 This Agreement shall ensure to the benefit of and bind the heirs, successors, executors, personal representatives, and assigns of the parties.

SECTION 12 – CONFLICTING TERMS

- 12.1 In the event of any conflict between the terms of this Agreement and those found in any Exhibit attached hereto, the terms found in this Agreement shall be controlling.

SECTION 13 – ENTIRE AGREEMENT

- 13.1 This Agreement, including attachments incorporated herein by reference, represents the entire Agreement and understanding between the parties, and negotiations, proposals, or oral agreements are intended to be integrated herein and to be superseded by this written Agreement. Any supplement or amendment to this Agreement to be effective shall be in writing and signed by DISTRICT and VENDOR.

SECTION 14 – GOVERNING LAW

- 14.1 This Agreement is to be governed by and construed in accordance with the laws of the State of California.

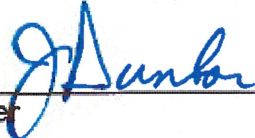
IN WITNESS WHEREOF, duly authorized representatives of the parties have signed in confirmation of this Agreement, with the effective date the day and year first above written.

DISTRICT

By: _____
Jared Ruddell,
Board President

VENDOR

Accepted this 6 day of AUGUST, 2026

By: 
Officer

Name: JAMES DUNBAR

Title: GENERAL MANAGER

**TASK ORDER NO. 1
CONTRACT NO. 27-0002**

**MT. VIEW SANITARY DISTRICT
(DISTRICT)**

AND

**Lystek International Limited
(VENDOR)**

This Task Order is issued by the DISTRICT and accepted by VENDOR pursuant to the mutual promises, covenants and conditions contained in the Agreement between the above-named parties dated the 6 day of AUGUST 2026, in connection with services associated with the Beneficial Reuse of Biosolids (hereinafter "Project").

PURPOSE

The purpose of this Task Order is to provide services related to completion of the organic material recovery from biosolids delivered to Lystek International,

VENDOR'S SERVICES

VENDOR'S services shall include the tasks set forth in this section.

The acceptance and processing of biosolids for beneficial reuse delivered to VENDOR at a Total Solids concentration of at least 18.0 percent and no more than 28.0 percent.

TIME OF PERFORMANCE

Biosolids received from July 1, 2026 through October 31, 2026 shall be invoiced at \$112.27 per US ton.

Biosolids received from November 1, 2026 through April 30, 2027 shall be invoiced at \$125.10 per US ton.

Biosolids received from May 1, 2027 through October 31, 2027 shall be invoiced at \$115.63 per US ton.

Biosolids received from November 1, 2027 through April 30, 2028 shall be invoiced at \$128.85 per US ton.

Biosolids received from May 1, 2028 through October 31, 2028 shall be invoiced at \$119.09 per US ton.

Biosolids received from November 1, 2028 through April 30, 2029 shall be invoiced at \$132.71 per US ton.

Biosolids received from May 1, 2029 through June 30, 2029 shall be invoiced at \$122.66 per US ton.

Biosolids received from July 1, 2029 through October 31, 2029 shall be invoiced at \$122.66 per US ton, or \$119.09 per US ton adjusted by the most recent 12-month Consumer Price Index at the time of invoicing for the San Francisco Area published by the Bureau of Labor Statistic, whichever is greater. Biosolids received from November 1, 2029 through April 30, 2030 will be billed at the rate of \$132.71 per US ton adjusted by the most recent 12-month Consumer Price

Index at the time of invoicing for the San Francisco Area published by the Bureau of Labor Statistics.

PAYMENT

VENDOR shall provide invoices on a monthly basis for work performed toward completion of Task 1 through 3. Payment of invoices will be made within 45 days of receipt. Each Task and its Not-to-Exceed amount set forth in this section as follows:

Task	Total Not-to-Exceed TO# 1
Task 1 – FY27	\$140,000
Task 2 – FY28	\$148,000
Task 3 – FY29	\$156,000
TOTAL TASK ORDER NO. 1	\$444,000

EFFECTIVE DATE

This Task Order No. 1 is effective as of the 1st day of JULY 2026.

IN WITNESS WHEREOF, duly authorized representatives of the DISTRICT and of the VENDOR have executed this Task Order No. 1 evidencing its issuance by DISTRICT and acceptance by VENDOR.

DISTRICT

By: _____
Jared Ruddell,
Board President

VENDOR

Accepted this 6 day of AUGUST 2026

By: J. Dunbar
Officer

Name: JAMES DUNBAR

Title: GENERAL MANAGER



AGENDA DATE: 8/13/2026

AGENDA ITEM: 4I

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Stacey Ambrose, Deputy General Manager
DATE: August 13, 2026
SUBJECT: Out-of-Service Asset Liquidation

RECOMMENDATION

1. Receive report from staff.
2. Adopt a motion approving the liquidation of out-of-service equipment.

EXECUTIVE SUMMARY

The District owns several vehicles and pieces of equipment that have been retired from service because of the lack of availability of replacement parts, the cost to repair, safer equipment is available, and/or regulatory requirements prohibit use. Although this equipment no longer serves the District, it may still retain residual value. In 2023, out-of-service equipment was liquidated through GovDeals and resulted in about \$30,000 in revenue. Staff recommends again authorizing the liquidation of out-of-service equipment through GovDeals, or similar auction venues.

BACKGROUND

The District owns several vehicles and pieces of equipment that have been retired from service because of the lack of availability of replacement parts, cost to repair, safer equipment is available, and/or regulatory requirements.

In 2023, several out-of-service vehicles were auctioned through GovDeals at no cost to the District and generated \$29,608.76 in revenue.

DISCUSSION

Staff has identified out-of-service, obsolete, and/or prohibited equipment that no longer serve the District, including:

- 2004 Ford F-150
- 2005 Ford F-250
- 2008 Vac-Con combination truck
- Portable 6-inch diesel pump
- Portable compressor
- Solid-steel movable gantry
- 12-inch rigid pipe sections and fittings

These items may still retain a residual value that can be realized via GovDeals or a similar venue. Therefore, staff is seeking approval to liquidate the equipment.

FINANCIAL IMPACT

There will be no negative financial impact from liquidating the equipment, but a potential unknown revenue amount may be realized.



AGENDA DATE: 8/13/2026

AGENDA ITEM: 4J

Approved:

Lilia M. Corona
General Manager

STAFF REPORT

TO: Mt. View Sanitary District Board of Directors

FROM: Chris Elliott, District Engineer

DATE: August 13, 2026

SUBJECT: Agreement with RH Borden and Company LLC and Task Order for the Inflow & Infiltration Reduction Investigations

RECOMMENDATION

1. Adopt a motion approving Contract No. 27-0003 with RH Borden and Company LLC (RH Borden) with a total contract amount of \$97,299.
2. Adopt a motion approving Task Order No. 1 to Contract No. 27-0003 in the amount of \$97,299 authorizing RH Borden to provide Inflow & Infiltration (I&I) Reduction Investigations.

EXECUTIVE SUMMARY

The I&I Reduction Investigations builds on the work of the District's 2022 collection system capacity assessment and is the first of likely many steps in the District's Inflow & Infiltration Reduction Program, which was included in the Capital Improvement Program approved by the Board on July 10, 2025. The purpose of this Study is to more deeply investigate and identify specific I&I sources in those collection system areas which the District's 2022 capacity assessment identified as having the worst I&I problems. The findings of this Study will likely be used to help develop capital projects related to I&I, eliminate illicit connections, and reduce wet weather flows, thus alleviating or eliminating other capacity-related capital projects and potentially resulting in substantial future savings to the District.

RH Borden is a nationally recognized leader in wastewater data services and is widely regarded as the industry pioneer in the application of digital twin technology for I&I assessments. It has established a reputation for delivering rapid, highly accurate results that directly inform capital planning and rehabilitation strategies. Using RH Borden's approach up front will significantly improve data accuracy and comprehensiveness and moreover may substantially decrease total costs as compared to using conventional I&I detection and identification methods from start to finish. RH Borden is well qualified to conduct the Study, having extensive experience conducting more than 70 I&I studies across the United States, and at least twelve in California in the last 18 months alone.

The purpose of Task Order No. 1 is to authorize the I&I reduction investigations by RH Borden. The Task Order No. 1 scope of services includes District coordination and support, study planning and setup, data collection and monitoring, data analysis and interpretation, and preparation of a comprehensive final report and other deliverables. The negotiated cost proposal is in the amount of \$97,299. Work will proceed immediately and is scheduled for completion by the end of Fiscal Year 2026-27. Task Order No. 1 will be covered by funds from the approved Capital Outlay (Fund 3412) budget for Fiscal Year 2026-27.

BACKGROUND

2022 Capacity Assessment

In June 2022, the District completed a collection system capacity assessment (2022 Assessment). The 2022 Assessment reviewed the District's service area and land use, conducted a temporary flow monitoring program during the wet weather season, established capacity planning and evaluation criteria and projected design flows based on that criteria, reviewed the District's collection system facilities including pump stations and force mains, developed and calibrated a collection system hydraulic model, analyzed collection system capacity using the hydraulic model, proposed improvements for capacity deficiencies, estimated capital improvement program costs for the recommended capacity improvements, and culminated with and was documented by a final report entitled "Sanitary Sewer Flow Monitoring and Hydraulic Modeling Update."

I&I Reduction Investigations

The I&I Reduction Investigations (Study) builds on the work of the 2022 Assessment and is the first of likely many steps in the District's Inflow & Infiltration Reduction Program, which was included in the Capital Improvement Program approved by the Board on July 10, 2025. The purpose of this Study is to more deeply investigate and

identify specific I&I sources in those collection system areas which the 2022 Assessment identified as having the worst I&I problems. The findings of this Study will likely be used to 1) produce the scope of work for one or more capital projects that will seek to mitigate, if not permanently eliminate, those I&I sources, and 2) provide the District with a list of illicit connections for potential District Code enforcement action. If these short-term goals can be accomplished, the desired long-term effects may also be realized – 1) a reduction of wet weather flows through the collection system, pump stations, and treatment plant, and 2) a corresponding alleviation or perhaps elimination of certain capital projects intended to increase the capacities of assets in those same three infrastructure areas, potentially saving the District millions of dollars in future capital improvement costs.

As noted above, the 2022 Assessment identified collection system areas with the worst I&I problems. Not surprisingly, the area with the worst I&I problems is also the oldest part of the collection system. This area is delineated and defined as the Study Area on Exhibit A and is enlarged in Exhibit B. A previous effort was made in 2011-2012 to reduce I&I in this same area utilizing smoke testing. In Exhibit B, smoke-tested pipelines are shown in blue and non-tested pipelines are shown in red. The previous smoke testing effort produced a considerable list of illicit connections on which the District took Code enforcement actions, and most of those I&I sources were ostensibly eliminated. Additionally, the 2022 Assessment broke down the Study area into eight individual subbasins which are also shown on Exhibit B.

RH Borden

RH Borden is a nationally recognized leader in wastewater data services and is widely regarded as the industry pioneer in the application of digital twin technology for I&I assessments. It has established a reputation for delivering rapid, highly accurate results that directly inform capital planning and rehabilitation strategies. A key differentiator of RH Borden's approach is the use of manhole virtual modeling, a proprietary LiDAR-based scanning process that creates a digital twin of each manhole within the study area. These digital twins provide precise geometric data that, when combined with sensor measurements, allow for accurate flow calculations at a level of detail not previously achievable. When a high-density network of cellularly connected level sensors is deployed, and the flow calculations are correlated to rainfall data, a complete understanding of system behavior is developed. Unlike conventional methods that rely on isolated data points or labor-intensive inspections, this innovative approach provides continuous, system-wide visibility into flow dynamics, enabling precise identification of I&I sources through proprietary analysis algorithms.

DISCUSSION

As noted above, many of RH Borden's professional services are of a proprietary nature. Accordingly, and in accordance with District Policy 2270 – Purchasing Policies and Procedures, Exhibit B – Professional Services Requisitioning Guidelines, General Manager approval was obtained to solicit only one proposal for this Study and step in the District's Inflow & Infiltration Reduction Program.

RH Borden is well qualified to conduct the Study, having extensive experience conducting more than 70 I&I studies across the United States and at least 12 studies in California in the last 18 months alone. Among those 12, in the Bay Area, are the City of Burlingame, East Bay Municipal Utility District, the City of Half Moon Bay, the City of San Rafael, the Sewer Authority Mid-Coastside, Sonoma County Water, and the City of Woodside. The District Engineer conducted a reference check with the City of San Rafael and received a satisfactory response.

The purpose of Task Order No. 1 is to authorize the I&I reduction investigations by RH Borden. The Task Order No. 1 scope of services includes District coordination and support, study planning and setup, data collection and monitoring, data analysis and interpretation, and preparation of a comprehensive final report and other deliverables. The scope of services and their respective fees are summarized as follows, and a partially executed copy of Task Order No. 1 is attached:

Task	Description of Work	Amount
1	Target Basin I&I Assessment	\$70,299
2	Mobilization	\$12,000
3	Allowance for Traffic Control	\$10,000
4	Allowance for Permit and License Fees	\$5,000
	Task Order No. 1 Total	\$97,299

Work will proceed immediately and is scheduled for completion by the end of Fiscal Year 2026-27.

FINANCIAL IMPACT

Task Order No. 1 will be covered by funds from the approved Capital Outlay (Fund 3412) budget for Fiscal Year 2026-27.

Once RH Borden's work is complete, conventional I&I detection and identification methods such as smoke testing, CCTV inspection, nighttime reconnaissance, etc. may still be utilized to pinpoint specific I&I sources or locations, and this would be a

separate and additional cost. However, using RH Borden's approach up front will significantly improve data accuracy and comprehensiveness, and moreover may substantially decrease total costs as compared to using conventional I&I detection and identification methods from start to finish. In this case, financial savings to the District are estimated to be in the high tens of thousands to low hundreds of thousands of dollars.

RECOMMENDATION

1. Adopt a motion approving Contract No. 27-0003 with RH Borden with a total contract amount of \$97,299.
2. Adopt a motion approving Task Order No. 1 to Contract No. 27-0003 in the amount of \$97,299 authorizing RH Borden to provide I&I Reduction Investigations.

Attachments: Contract No. 27-0003
 Task Order No. 1
 Exhibit A – District Service Area Map
 Exhibit B – Previous Smoke Testing and Basins Within Study Area

AGREEMENT FOR PROFESSIONAL SERVICES (General)

This AGREEMENT made and entered into this 4th day of August, 2026, by and between Mt. View Sanitary District, (hereinafter "DISTRICT"), and **RH Borden and Company LLC**, (hereinafter "CONSULTANT").

WITNESSETH:

WHEREAS, the DISTRICT and CONSULTANT wish to enter into an Agreement (hereinafter "Agreement") for the furnishing of Professional Services in connection with the **INFLOW & INFILTRATION REDUCTION PROGRAM** (hereinafter "Project"), and

WHEREAS, CONSULTANT is qualified and prepared to perform the necessary professional services in connection with the Project.

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

SECTION 1 – SPECIAL CONDITIONS

1.1 CONSULTANT's Name & Address

**RH Borden and Company LLC
2961 West Maple Loop Drive, Suite 300
Lehi, UT 84048**

1.2 Effective Date: **August 13, 2026**

1.3 Payment Limit: **Payment limits for work to be considered under this agreement shall be set forth in Task Order(s) to this Agreement, but in no case shall the total aggregate payment exceed: \$97,299.**

1.4 Expiration Date: **June 30, 2027**

SECTION 2 – PROFESSIONAL SERVICES

2.1 CONSULTANT shall provide professional services as an independent contractor in all phases of the Project to which this Agreement applies. The Services furnished by CONSULTANT will be defined by Task Order(s) as approved by the DISTRICT,

which will set forth CONSULTANT'S Services, Time of Completion, and Payment. In no event shall the total amount paid to CONSULTANT exceed \$97,299 without prior written approval of DISTRICT.

- 2.2 It is intended that each Task Order, after execution by both parties, shall become a supplement to and part of this Agreement. Each Task Order shall describe the work to be completed by CONSULTANT and CONSULTANT acknowledges it shall have absolute control as to the methods employed to complete the task.

SECTION 3 – PAYMENT TO CONSULTANT

- 3.1 As consideration for providing the services referred to in Section 2, DISTRICT shall pay CONSULTANT on the basis to be established in the Task Order(s) for Services.
- 3.2 DISTRICT reserves the right to revise Task Orders(s) as may be necessary. CONSULTANT shall be paid for the extra work at a rate mutually agreed on prior to commencement of the extra work. In no event shall CONSULTANT be entitled to compensation for extra work unless a written authorization or new task order describing the work and payment terms has been executed by DISTRICT prior to the commencement of the extra work.
- 3.3 Unless otherwise identified by Task Order, CONSULTANT shall bill DISTRICT monthly indicating the services performed and the cost of such services. Payment of invoices is subject to DISTRICT Board approval at the Board's regularly scheduled meeting, typically held the 2nd Thursday of each month. Responsibility for paying the sales tax is upon the seller (retailer). When sales tax is applicable, CONSULTANT shall charge the appropriate sales tax rate to Mt. View Sanitary District consistent with the unincorporated area of Contra Costa County. Currently, the sales tax rate for the unincorporated area of Contra Costa County is 8.75%. Payment of invoices will be made within 45 days of receipt.
- 3.4 All notices shall be made in writing and may be given by personal delivery or by mail. Notices sent by mail shall be addressed to the designated responsible person or office, and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices and invoices shall be deemed given at the time of actual delivery.

TO DISTRICT:

Chris Elliott, District Engineer
chrise@mvsd.org
Mt. View Sanitary District
3800 Arthur Road
Martinez, CA 94553

TO CONSULTANT:

Kwin Peterson
kwin.peterson@rhborden.com
RH Borden and Company LLC
2961 West Maple Loop Drive, Suite 300
Lehi, UT 84048

All payments are to be mailed to:

TO CONSULTANT:

RH Borden and Company LLC
2961 West Maple Loop Drive, Suite 300
Lehi, UT 84048

Unless otherwise informed on the face of the invoice.

SECTION 4 – STATUS OF CONSULTANT

- 4.1 DISTRICT hereby employs CONSULTANT as an independent contractor, and CONSULTANT accepts such employment to perform the professional services referred to in Section 2 upon the terms and consideration of the payments stated herein.
- 4.2 It is understood and agreed that CONSULTANT (including CONSULTANT'S employees) is an independent contractor, and that no relationship of employer-employee exists between the parties hereto. It is expressly understood that each Task Order shall describe the work to be completed and CONSULTANT shall have absolute control as to the methods employed to complete the task. CONSULTANT'S assigned personnel shall not be required to make any deductions or withholdings from the compensation payable to CONSULTANT under the provisions of this Agreement; and as an independent contractor, Consultant hereby agrees to defend, indemnify, and hold DISTRICT harmless from any and all claims that may be against DISTRICT based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
- 4.3 It is further understood and agreed that CONSULTANT must issue W-2 and 941 Forms for income and employment tax purposes for all of CONSULTANT'S assigned personnel under the terms and conditions of this Agreement.

- 4.4 CONSULTANT shall provide DISTRICT with the following information for the purpose of compliance with California Unemployment Insurance Code section 1088.8: CONSULTANT'S name, address, telephone number, social security number, or taxpayer-identification number, and whether dependent health insurance coverage is available to CONSULTANT.

SECTION 5 – INDEMNIFICATION

- 5.1 CONSULTANT agrees to defend (including litigation costs), indemnify, save and hold harmless the DISTRICT and its agents, officers, and employees from any and all claims, demands, costs, and liability for any damages, injury, or death (herein collectively "DISTRICT Expenses") arising out of, pertaining to, or relating to the services provided under this Agreement including but not limited to the negligence, recklessness, or willful misconduct of CONSULTANT and its agents in the performance of services under this Agreement including liability for injury or death to any independent contractor hired by CONSULTANT, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss (herein collectively "uncovered expenses," arising from the sole negligence or willful misconduct of DISTRICT or the DISTRICT'S agents, servants, or independent contractors other than CONSULTANT. All DISTRICT expenses shall be paid by CONSULTANT as they are incurred.

SECTION 6 – INSURANCE

- 6.1 CONSULTANT shall, at no cost to DISTRICT, obtain and maintain during the term hereof: (a) Workers' Compensation Insurance pursuant to State Law; (b) Professional Liability Insurance with limits of not less than \$2,000,000; and, (c) Commercial General Liability Insurance and Automobile Liability Insurance including coverage for owned and non-owned automobiles. Both the Commercial and Auto liability policies shall have combined single limit coverage of at least \$2,000,000 for all damages due to bodily injury, sickness or disease, or death to any person and damage to property, including the loss of use thereof, arising out of each accident or occurrence. All insurance shall be issued by an insurer admitted by the State of California and shall include a waiver of subrogation provision. Prior to commencement any work, CONSULTANT shall furnish evidence of such coverage satisfactory to DISTRICT, naming the Mt. View Sanitary District, its agents, officers, and employees as additional insured, if applicable, and requiring 30 days written notice of policy lapse or cancellation.

SECTION 7 - MISCELLANEOUS

- 7.1 Except for materials and records delivered to DISTRICT, CONSULTANT shall retain all material and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three (3) years after CONSULTANT'S receipt of the final payment under this Agreement. Upon request by DISTRICT, CONSULTANT shall make such materials and records available to DISTRICT at no additional charge and without restriction or limitation on their use. CONSULTANT shall also make such materials and records available to authorized representatives of the State and Federal Governments at no additional charge.
- 7.2 CONSULTANT shall prepare and deliver to DISTRICT at no additional charge the items described in Task Orders to document the performance of this Agreement and shall furnish to DISTRICT such information as is necessary to enable DISTRICT to monitor the performance of this Agreement.
- 7.3 All materials and records of a finished nature, such as final reports prepared or obtained in the performance of this Agreement, shall be delivered to DISTRICT. All materials of a preliminary nature, such as working papers prepared or obtained in the performance of this Agreement, shall be made available, upon request, to DISTRICT.

SECTION 8 – TERMINATION OF AGREEMENT

- 8.1 Termination By DISTRICT: At its option, DISTRICT shall have the right to terminate this Agreement at any time by written notice to CONSULTANT, whether or not CONSULTANT is then in default. Upon such termination, CONSULTANT shall, without delay, deliver to DISTRICT all materials and records prepared or obtained in the performance of this Agreement and shall be paid, without duplication, all amounts due for the services rendered up to the date of termination.
- 8.2 Abandoned By CONSULTANT: In the event that CONSULTANT ceases performing services under this Agreement or otherwise abandons the Project prior to completing all of the services described in this Agreement, CONSULTANT shall, without delay, deliver to DISTRICT all materials and records prepared or obtained in the performance of this Agreement, and shall be paid for the value of the services performed up to the time of cessation or abandonment.
- 8.3 Breach: In the event that CONSULTANT fails to perform any of the services described in the Agreement or otherwise breaches this Agreement, DISTRICT shall have the right to pursue all remedies provided by law or equity. Any dispute relating to the performance of this Agreement shall not be subject to non-judicial arbitration unless the parties both agree to the arbitrator.

SECTION 9 – COMPLIANCE WITH LAWS

- 9.1 In performing this Agreement, CONSULTANT shall comply with all applicable laws, statutes, ordinances, rules and regulations, whether federal, state, or local in origin.
- 9.2 No contractor or subcontractor may be awarded a contract for a public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. By executing this Agreement, CONSULTANT represents that CONSULTANT is registered and expressly agrees to abide by all requirements of the Department of Industrial Relations.
- 9.3 This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

SECTION 10 – ASSIGNMENT

- 10.1 This Agreement shall not be assignable or transferable in whole or in part by CONSULTANT, whether voluntarily, by operation of law, or otherwise provided. However, CONSULTANT shall have the right to sub-contract that portion of the services for which CONSULTANT does not have the facilities to perform so long as CONSULTANT is in compliance with Section 6.1 and notifies DISTRICT of such sub-contracting in writing and DISTRICT consents in writing to the subcontract. The subcontractor shall not commence work until DISTRICT has consented in writing. Any other purported assignment, transfer, or sub-contracting shall be void.

SECTION 11 – HEIRS, SUCCESSOR, AND ASSIGNS

- 11.1 This Agreement shall ensure to the benefit of and bind the heirs, successors, executors, personal representatives, and assigns of the parties.

SECTION 12 – CONFLICTING TERMS

- 12.1 In the event of any conflict between the terms of this Agreement and those found in any Exhibit attached hereto, the terms found in this Agreement shall be controlling.

SECTION 13 – ENTIRE AGREEMENT

- 13.1 This Agreement, including attachments incorporated herein by reference, represents the entire Agreement and understanding between the parties. Any negotiations, proposals, or oral agreements are intended to be integrated herein and superseded

by this written Agreement. Any supplement or amendment to this Agreement to be effective shall be in writing and signed by DISTRICT and CONSULTANT.

SECTION 14 - GOVERNING LAW

14.1 This Agreement is to be governed by and construed in accordance with the laws of the State of California.

SECTION 15 – GOVERNMENT CODE §1097.6 STATEMENT

15.1 CONSULTANT'S duties and services under this agreement shall not include preparing or assisting DISTRICT with any portion of DISTRICT's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional professional services contract with DISTRICT. DISTRICT shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT'S participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. CONSULTANT shall cooperate with DISTRICT to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this agreement.

IN WITNESS WHEREOF, duly authorized representatives of the parties have signed in confirmation of this Agreement, with an effective date the day and year first above written.

DISTRICT

CONSULTANT

By: _____
Jared Ruddell
Board President

Accepted this 4th day of August, 2026

By:  _____
Officer

Name: Kwin Peterson

Title: Northern California Manager

TASK ORDER NO. 1
CONTRACT NO. 27-0003

MT. VIEW SANITARY DISTRICT
(DISTRICT)

AND

RH BORDEN AND COMPANY LLC
(CONSULTANT)

This Task Order is issued by the DISTRICT and accepted by CONSULTANT pursuant to the mutual promises, covenants, and conditions contained in the Agreement between the above-named parties dated the 4th day of August, 2026, in connection with services associated with the **INFLOW & INFILTRATION REDUCTION PROGRAM**, (hereinafter "Services").

PURPOSE

The purpose of this task order is to authorize inflow & infiltration (I&I) reduction investigations.

SCOPE OF SERVICES

CONSULTANT shall perform the scope of services provided in Attachment A to this Task Order No. 1.

DELIVERABLES

Deliverables are described in Attachment A to this Task Order No. 1.

PAYMENT

Payment to the CONSULTANT shall be on the basis indicated in the table below for services provided, and shall be in accordance with the billing schedule provided in Attachment A to this Task Order No. 1. Any other reimbursable expenses (transportation and subsistence, printing and reproduction, mailing and shipping, identifiable supplies, or other outside services, charges or fees) not indicated in the table below or included in Attachment A shall be billed at actual cost without markup, and mileage shall be billed at the prevailing IRS standard mileage rate. CONSULTANT shall provide invoices in accordance with Section 3.3 of the Agreement for work performed toward completion of Tasks 1 through 4. A detailed estimate of the anticipated distribution of cost between tasks is included in Attachment A to this Task Order No. 1, and is summarized in the following table.

Task	Description	Total Not-to-Exceed Task Order No. 1
1	Target Basin I&I Assessment Shall be billed after completion of work in three roughly equal installments as indicated in Attachment A.	\$70,299

2	Mobilization Shall be billed after completion of work in three roughly equal installments as indicated in Attachment A.	\$12,000
3	Allowance for Traffic Control Shall be billed at either \$2,000 per day or costs plus 10%, whichever is greater.	\$10,000
4	Allowance for Permit and License Fees Shall be billed at costs plus 5%.	\$5,000
4	TOTAL TASK ORDER NO. 1	\$97,299

Task	Description	Total
5	Special discount for District's optional retrieval of sensors within 7 days of delivery of final report	- \$6,000

TIME OF PERFORMANCE

A detailed project schedule is included in Attachment A to this Task Order No. 1.

EFFECTIVE DATE

This Task Order No. 1 is effective as of August 13, 2026, and shall remain in effect through June 30, 2027.

IN WITNESS WHEREOF, duly authorized representatives of the DISTRICT and of the CONSULTANT have executed this Task Order No. 1 evidencing its issuance by DISTRICT and acceptance by CONSULTANT.

DISTRICT

CONSULTANT

By: _____
Jared Ruddell
Board President

Accepted this 4th day of August, 2026

By:  _____
Officer

Name: Kwin Peterson

Title: Northern California Manager



Approach

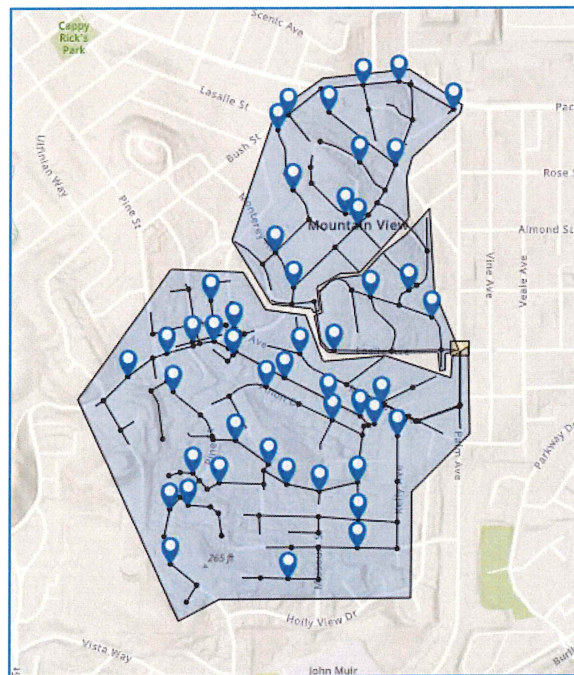
RH Borden proposes a comprehensive, multi-phase methodology to this I&I study that combines advanced monitoring technologies, detailed system analysis, and continuous coordination with project stakeholders.

The BASINiQ™ methodology leverages a combination of high-density sensor networks, digital twin modeling, and rainfall correlation to create a complete understanding of system behavior. Unlike traditional methods that rely on isolated data points or labor-intensive inspections, this provides continuous, system-wide visibility into flow dynamics, enabling precise identification of I&I sources.

Phase 1 – Study Planning and Setup

The initial phase of the project focuses on developing a detailed understanding of the study scope area. Digital Twin Flow Meters are placed at a density of approximately seven per linear mile of pipe, providing a resolution of about 800 feet. Certain areas of the system will receive a higher density to provide even greater detail; these areas are:

- Pine/Glen/Missouri/Wyoming easement in Basin1E
- Basin 1C
- Basin 2C



Suggested Draft Sensor Locations

This phase ensures that the study is designed to capture meaningful data while maximizing efficiency and minimizing disruption to system operations. Steps in this phase include:

- Comprehensive review of GIS and system mapping data
- Identification of major and target basins
- Strategic selection of monitoring locations



- Development of monitoring and rainfall integration plan
- Coordination with District and Engineering staff

Phase 2 – Data Collection and Monitoring

In this phase, RH Borden deploys a network of radar-based level sensors throughout the collection system. These sensors continuously measure water flows within manholes and transmit data for real-time analysis. The deployment is designed to achieve high spatial resolution, allowing for detailed characterization of system performance.

Simultaneously, high-resolution rainfall data is collected via the Baron Weather Network and integrated with the flow data to observe system response during both dry and wet weather conditions.

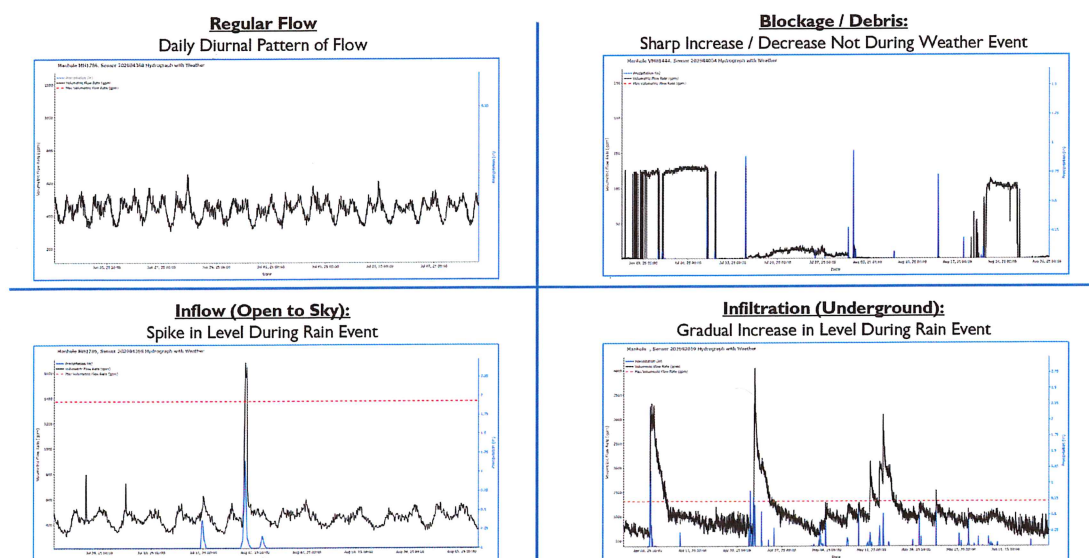
This dual dataset forms the foundation for identifying and quantifying I&I. Steps in this phase include:

- Deployment of high-density radar-based level sensors
- Continuous monitoring of system performance
- Integration of high-resolution rainfall data
- Capture of dry and wet weather flow conditions
- Data validation and quality assurance

Phase 3 – Data Analysis and Interpretation

The analysis phase involves the transformation of raw sensor data into actionable insights. Using proprietary algorithms, RH Borden converts water level data into flow measurements by leveraging the geometric data obtained from digital twin models.

Hydrographs are developed for each monitoring location, enabling detailed analysis of flow patterns. These patterns are used to distinguish between normal diurnal flow, inflow, infiltration, and potential blockages.



Different Hydrographs Produced at Each Sensor Site



The result is a highly accurate identification of I&I sources at the manhole and pipe segment level. Steps in this phase include:

- Development of hydrographs for each monitoring location
- Conversion of level data to flow using digital twins
- Separation of base flow and rainfall-dependent inflow
- Identification of inflow versus infiltration signatures
- Prioritization of high-impact I&I sources

Phase 4 – Reporting and Deliverables

RH Borden will prepare a comprehensive final report that presents the findings of the study in a clear and actionable format. The report will include detailed analysis, visualizations, and recommendations that enable the district to make informed decisions regarding system improvements.

The deliverables are designed to provide both a high-level overview of system performance and detailed insights into specific areas of concern. Steps in this phase include:

- Comprehensive I&I study report
- Mapping and visualization of I&I sources
- Rainfall and flow correlation analysis
- Dry weather versus wet weather flow comparison
- Prioritized recommendations for rehabilitation

The deliverable includes:

1. A dashboard containing all data collected during the study, including links to video inspection files, manhole wall analysis, flow data, hydrographs, and pipe mapping
2. A technical memorandum in Adobe Acrobat describing the work performed, summarizing data collections, and presenting the conclusions and recommendations
3. Downloads of electronic data, including:
 - a. Flow and manhole data in an Excel-compatible format
 - b. 360° manhole video

Phase 5 – Coordination and Agency Support

Throughout the project, RH Borden will maintain close coordination with district staff to ensure alignment and transparency. Regular updates and progress reports will be provided to keep stakeholders informed and engaged. Steps in this phase include:

- Monthly progress reports and invoicing
- Regular coordination meetings
- Schedule updates and communication
- Assistance with agency review and clarification

BASINiQ Target Basin Inflow and Infiltration Assessment Specifications

A Target Basin I&I Assessment shall be conducted as follows:

1. Site Designation: An Interactive GIS Dashboard showing the sites where sensors will be placed shall be created by RH Borden and reviewed and approved by the system operator.



2. Site Preparation - Manhole Virtual Model (MVM):
 - a. A full 360 video and lidar scan shall be taken of each designated manhole or other designated structure.
 - b. A digital twin of the manhole or structure scanned shall be created by generating a 3D high resolution point cloud. This twin will be used to obtain necessary dimensions needed to calculate flow in the specific manhole.
3. Assessment Monitoring shall include:
 - a. Placement of 7 level sensors across each mile of the target basin including all field installation work and sensor setup and provisioning
 - b. 24 X 7 Monitoring of water level within that basin
 - c. Multi-channel cellular connection to facilitate real-time data flow with daily data updates.
 - d. Access to cloud based real-time analytics to view sensor performance, set level alarms, monitor level data and view basin flow changes and I&I detection
 - e. Ongoing maintenance and monitoring of sensors during data collection period
 - f. Integration of current wet weather database and correlation of wet weather to water level
 - g. Collection of data following data collection period in upload onto RH Borden GIS Dashboard for I&I analytics (Sensors shall remain in place until either sufficient data is collected to confirm I&I results or 5 months has elapsed)
 - h. Analysis of all data using proprietary RH Borden I&I analysis algorithm to provide the ranking of each major basin showing contribution of I&I across the basin



Fee Estimate

BASINiQ studies are turnkey I&I assessments with all-inclusive pricing. Target Basin studies of between 20,000 and 50,000 feet are charged at a rate of \$1.80 per linear foot assessed. Other costs may include mobilization, charged at \$6000; traffic control, charged at \$2,000/day if needed; and permitting and licensing. The table below shows the costs associated with the phases identified in the “Approach” section of this proposal.

Phase 1 – Study Planning and Setup

Task	Cost
Review RFP, GIS, and mapping to understanding of study needs	0
Create Quotation Dashboard	0
Strategic selection of Digital Twin Flow Meter locations	0
Development of rainfall integration plan	0
Respond to RFP	0
Review proposal and suggested locations with MVSD staff	0
Cost for Phase 1	No Cost

Phase 2a – Data Collection

Task	Cost
Conduct project kickoff call	Included
Requisition sensors and create crew map	Included
Create study dashboard	Included
Martinez and Contra Costa permits (Not to exceed)	\$1,500
Traffic Control (Not to exceed)	\$2,000
Assign field crews and equipment (mobilization)	1/3 billed
Cost for Phase 2a	\$28,932.97

Phase 2b – Monitoring

Task	Cost
Deploy sensors	Included
Data capture and integration	Included
Data validation and quality assurance	Included
Continuous monitoring	Included
Periodic updates	Included
Mobilization	1/3 billed
Cost for Phase 2b	\$25,432.97

Phase 3 – Data Analysis and Interpretation

Task	Cost
Develop hydrographs for each location	Included
Conversion of level data to flow using digital twins	Included
Data validation, quality assurance, and continuous monitoring	Included
Cost for Phase 3	N/A

ATTACHMENT A



Phase 4 – Reporting and Deliverables

Task	Cost
Develop and deliver comprehensive I&I study report	Included
Package and deliver data (Excel files, videos, models, etc.)	Included
Mapping and visualization of I&I sources	Included
Rainfall and flow correlation analysis	Included
Dry weather versus wet weather flow comparison	Included
Prioritized recommendations for rehabilitation	Included
Mobilization	1/3 billed
Cost for Phase 4	\$25,433.06

Phase 5 – Coordination and Agency Support

This phase stretches across the other four phases and its tasks are included in the project costs.

Subcontractor Tasks and Costs

The field work subcontractor, QPS, is responsible for assigning qualified crew members, arranging flights, lodging, and per diem, renting a vehicle, and shipping specialized tools and equipment to the job site and back, and installing and uninstalling sensors. The cost for this subcontractor's service is \$6,000/deployment, payable across three invoices. The quote attached in the appendix reflects a \$6,000 discount for district retrieval of sensors. The self-retrieval option is very straightforward and almost universally chosen by customers.

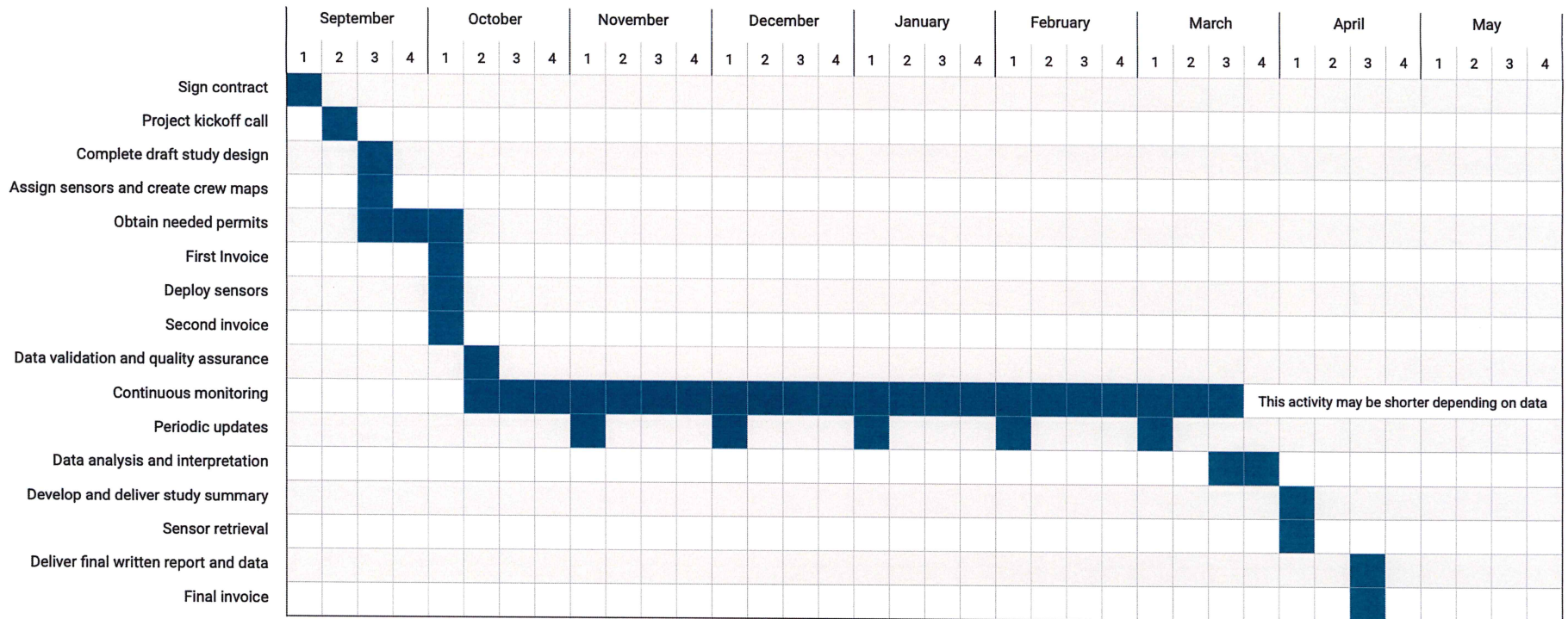
Price Quote

A detailed quote for this project is included in the appendix.

ATTACHMENT A

4 – Anticipated Schedule

The following schedule assumes a study installation date of October 5. Sensors are installed for five months or until sufficient data is gathered to make definitive statements about the location and prioritization of I&I sources.



ATTACHMENT A

RH Borden and Company LLC
2961 W Maple Loop Dr
Ste 300
Lehi, UT 84048-5686 USA



Quotation

ADDRESS

Chris Elliott
CA Mt. View Sanitary District
3800 Aurthur Road
Martinez, CA 94553

QUOTATION # 3333

DATE 07/17/2026

EXPIRATION DATE 09/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Target Basin I&I Assessment	Target Basin I&I Assessment includes the following: Site Designation: 1) Interactive GIS Dashboard showing the sites where sensors will be placed. Site Preparation - Manhole Virtual Model (MVM): 1) Full 360 video and lidar scan of each designated manhole or other designated structure. 2) Creation of a digital twin of the manhole or structure scanned by generating a 3D high resolution point cloud. This twin will be used to obtain necessary dimensions needed to calculate flow in the specific manhole. Study Monitoring: 1) Placement of up to 7 level sensors across each mile of the target basin including all field installation work and sensor setup and provisioning 2) 24 X 7 Monitoring of water level within that basin 3) Multi-channel cellular connection to facilitate real-time data flow with daily data updates. 4) Access to cloud based real-time analytics to view sensor performance, set level alarms, monitor level data and view basin flow changes and I&I detection 5) Ongoing maintenance and	39,055	1.80	70,299.00

ATTACHMENT A

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		monitoring of sensors during data collection period			
		6) Integration of current wet weather database and correlation of wet weather to water level			
		7) Collection of data following data collection period in upload onto RH Borden GIS Dashboard for I&I analytics (Sensors shall remain in place until either sufficient data is collected to confirm I&I results or 5 months has elapsed)			
		8) Analysis of all data using proprietary RH Borden I&I analysis algorithm to provide the ranking of each sensor location showing contribution of I&I across each basin			
		Payment Schedule: Phase 1 - Project Start/PO - 33% Phase 2 - Sensor Installation - 33% Phase 3 - Final Report - 34%			
	Crew Mobilization for Smart Solutions	Mobilization for crew and equipment including: Shipping and logistics for equipment Travel / per diem costs for personnel	2	6,000.00	12,000.00
	Discount for Customer Self Retrieval	Special discount for a self retrieval of sensors within 7 days of final report.	1	-6,000.00	-6,000.00
	Traffic Control for Smart Solutions	Traffic Control Estimate. RH Borden will bill the customer the actual number of Traffic Control days required at a rate of \$2,000 per day or costs plus 10% whichever is greater. If the number of days of Traffic Control exceeds this estimate, RH Borden will seek the customer's approval to proceed.	1	2,000.00	2,000.00
	Permits and License Fee	Permit and license fees	1	1,500.00	1,500.00

Acceptance of this estimate acknowledges that the recipient has received a copy of and agrees to RH Borden's Standard Terms and Conditions. <https://rhborden.com/terms/>

SUBTOTAL	79,799.00
TAX	0.00
TOTAL	\$79,799.00

Accepted By

Accepted Date

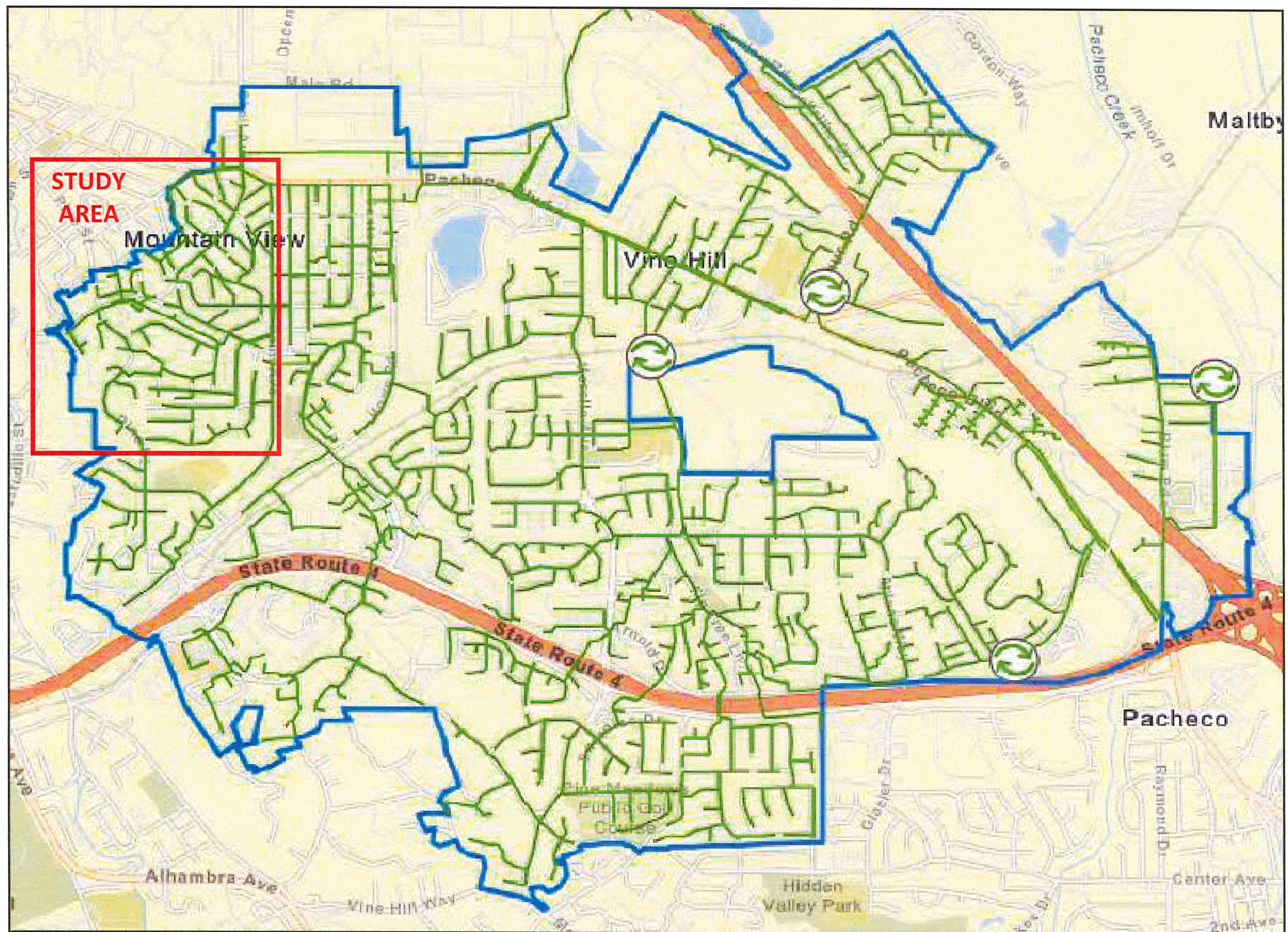


EXHIBIT A - DISTRICT SERVICE AREA MAP

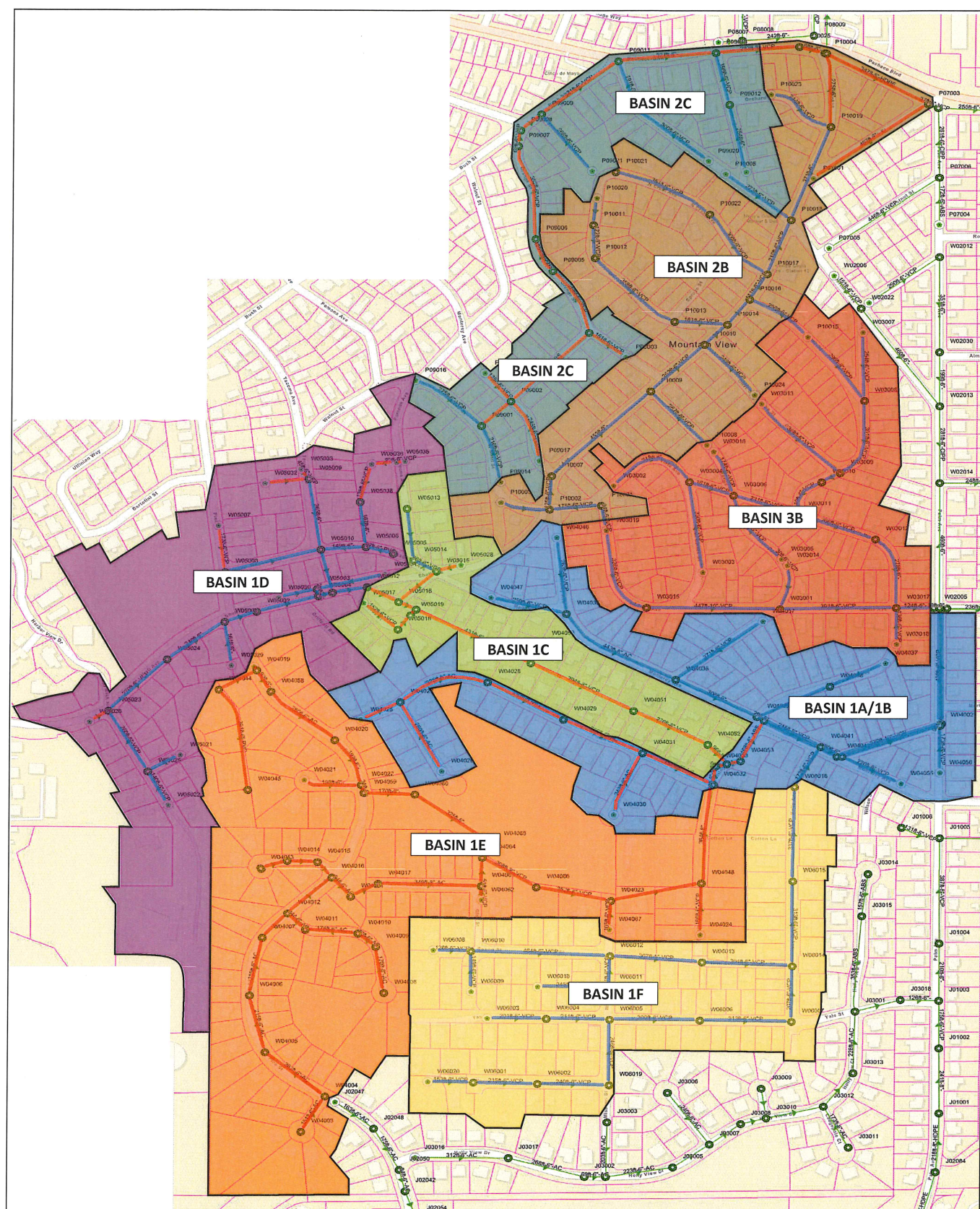


EXHIBIT B - PREVIOUS SMOKE TESTING AND BASINS WITHIN STUDY AREA



MT. VIEW SANITARY DISTRICT

AGENDA DATE: 8/13/2026

AGENDA ITEM: 5R-1

Mt. View Sanitary District

GENERAL MANAGER'S REPORT

A Monthly Report to the Board and Public

August 13, 2026
3:30 PM

The next regular scheduled Board meeting is September 10, 2026

GENERAL MANAGER (GM), LILIA M. CORONA – JULY 2026

SCHEDULE:

1. EMPLOYEE APPRECIATION LUNCH

a. Suggested: Wednesday, September 16 at 12-2 pm

2. STRATEGIC PLANNING WORKSHOP

a. Suggested: Tuesdays and Wednesdays, October 13, 14, 20, 21, 27, 28 at 9-12:30 pm.

b. Breakfast at 8:30 am.

CONSOLIDATION FEASIBILITY STUDY (STUDY) UPDATE

The effort began on November 4, 2024. Previous activities can be found in the June 12, 2025, January 8, 2026, and March 12, 2026, General Manager's Reports. The District's website offers a summary at <https://www.mvsd.org/consolidation-feasibility>

On January 21, 2026, I met with Roger Bailey of Central San and Scott Parker of Raffetis. The February Ratelis Board presentation for MVSD was cancelled per Roger's request. As the funder of the study, he wants to receive information

before either Board. We have scheduled an executive team meeting for February 9 for an update to both agencies. Roger will attend. Following our discussion, an Ad Hoc Committee meeting will be scheduled for both agencies. MVSD District Counsel Adams provided guidance regarding any posting and notice requirements for the Ad Hoc Committee Meeting.

The MVSD Executive team (General Manager, Deputy General Manager, District Engineer, Wastewater Operations Manager) met with Central San's Executive Team on February 9 for several hours. Raftelis presented information and received input and questions from both teams. The data will be presented to the Ad Hoc Committee/Executive Team meeting on March 31.

The Executive teams of both agencies met on March 2 at Central San from 9:30-11 am.

- The Executive teams of both agencies met on March 2 and March 16. Raftelis provided presentations and received feedback.
- The MVSD team, including General Manager Corona, Deputy General Manager Ambrose, District Engineer Elliott, and Wastewater Operations Manager Biocic, met with the Raftelis team on March 2 to clarify the 10-year Capital Improvement Program.
- The Ad Hoc Committees and the Executive Teams from each agency will meet on March 31.

On March 31, the Ad Hoc Committees met along with the Executive Teams from both agencies. The final PowerPoint presentation for that meeting was posted by Central San to their website before MVSD was provided with all their requested changes. Deputy General Manager Ambrose summarized our concerns in an email to Raftelis, and they committed to making sure MVSD has input before finalizing reports and presentations moving forward. The removal of the slide about risks and the less beneficial aspects of consolidation was a concern. Raftelis confirmed that risks and benefits will be addressed in the Study Report.

In the Ad Hoc Committee, MVSD Vice President Halsne said that the projection of rates (not provided in the presentation) is a must for a decision on consolidation. Raftelis responded that projecting rates would be inaccurate and is an expensive endeavor that goes beyond the budget of this Study and therefore must be addressed as a follow-up project. Rate design was identified as a next step. The effect of consolidation on the rates is a crucial factor in a decision and is identified in the Memorandum of Understanding (MOU) signed

by both Board Presidents on 10/5/2023 (Central San) and 10/25/2023 (MVSD). Vice President Halsne also asked about the benefits and rights for MVSD employees if consolidation proceeds. This information is crucial for the Board to make decisions regarding a possible consolidation.

Additionally, MVSD has requested that the Study Report include all assumptions and data that go into the total costs associated with the different options provided for consolidation. For one of the options, Central San intends to shut down the MVSD plant and purchase raw water from Contra Costa Water District (CCWD). The cost of the ongoing O&M water purchase and the decommissioning of the MVSD plant must be included in the cost of that option. Additionally, Raftelis is currently estimating that the raw water purchase will be 75% of the routine flow currently received by Moorhen Marsh. CCWD said they may not be able to provide water for the marsh during a drought. The consequences of reducing the flow must be evaluated, and associated costs determined. The Regional Water Board and the California Department of Fish and Wildlife must be consulted on these matters. Another option is for MVSD to send its flow to Central San. But Central San has indicated concern that they may not be able to take MVSD's entire flow during severe wet weather.

Concern over the lack of union involvement regarding the integration of MVSD employees was communicated. Prompted by Scott Parker with Raftelis, in keeping with the Guiding Principles of the Consolidation Study, Central San invited all MVSD staff to participate in Lunch and Learn sessions on May 19th and 21st, featuring a presentation from Central San Human Resources. Central San Union presidents from Local 1 and Management Support/Confidential Group were also in attendance to provide an overview of their labor organizations. The General Manager attended the May 19th session. Deputy General Manager Ambrose compiled all employees' questions regarding benefits and retirement and provided them to Central San. Melody Labella with Central San responded that the presentation would be from the 30,000 ft. level and would not address specific information regarding whether MVSD employees would be able to bring their years of service with MVSD to Central San (if not, they would begin with zero time served) and how the Rule of 70 applies to those MVSD employees who are approaching retirement. The presentation was a general overview of the benefits for new employees, which is available on their website. The meetings are further addressed in the Deputy General Manager's Report.

Some of these key issues of particular interest to MVSD include:

1. conducting a financial analysis that outlines specific quantified benefits to each agency's ratepayers,

2. identifying potential rate structures that account for consolidation expenses, and
3. identifying issues of concern to employees and addressing staffing and integration plans that ensure compensation and benefits for all employees are maintained.

The questions regarding how Central San benefits will apply to MVSD employees should the two agencies be merged have yet to be answered. The MVSD and Central San Executive teams met on June 22 with the Raffetis team. We learned that the Final Feasibility Study Report has been delayed until September 2026. Currently, there is no commitment to address employee transition needs or the effects of consolidation on rates for each agency's ratepayers in the final Report.

Since [Central San](#) requested a joint consolidation study in 2023, MVSD has delayed capital projects and recruitment. Currently, the final report is expected in September 2026, and MVSD requires clear answers on all ratepayer impacts and employee transition issues to evaluate and determine whether consolidation is appropriate for its ratepayers.

CONTRACTS

Under the authority to sign contracts that do not exceed \$75,000 (Resolutions No. 1070-2004 and No. 1512-2020), I have executed the following agreements and quotes:

- Sanitary Sewer Structure Adjustment Agreement with the City of Martinez for FY25/26 Pavement Maintenance & Rehabilitation Project. The DISTRICT shall pay to CITY \$1,250 per manhole adjustment and \$1,250 per rodding inlet adjustment to facilitate the work necessary for the construction of the Project. It is estimated that there will be 19 manholes and 0 rodding inlets that will be adjusted as part of this Project. The total cost under this Agreement shall not exceed the total of \$23,750 without prior written authorization from DISTRICT.
- Settlement Agreement and Release with District resident for \$950 to refund for cost of plumber.

FUNDING

- **Advancing**

- Community Project Funding request has passed House Appropriations Committee (\$746,868), no movement since last month.
- BACWA is expecting to sign an EPA contract in August, procurement prep is underway (\$400,000)
- WRDA bill has been introduced, DeSaulnier's team has confirmed our project is in (\$4,000,000)
- Beaver Help Desk (~\$8.5K, possibly more) – requires either CCCFW win or other match.
- **Grants Lost**
 - Urban Greening (\$400,000)
 - Benicia Air District Funding (\$2.6M)
 - Coastal Conservancy (\$1M)
- **Grants Submitted**
 - Contra Costa County Fish & Wildlife (\$8.5K)
- **Upcoming**
 - IRWM (8/8)
 - Restoration Grants Concept Proposal (Rolling)
 - SF Bay Restore/Measure AA (8/28 pre-proposal)
 - Martinez Community Foundation (8/28)
- **Long-term Additional Opportunities on Radar**
 - ESCO/design-build-financing RFP after consolidation talks conclude
 - Martinez Refinery grant expected in coming year
 - Working to revive our WaterTA program
 - SRF/WIFIA/iBank if we have sufficient debt carry
- **Organizing**
 - Hosted Sup. Scales Preston (7/1), Beaver Help Desk (7/2), SF Estuary Partnership (7/9)
 - I've reached out to Assemblymember Avila Farias and the Mayor of the City of Martinez

GRANT APPLICATIONS

Under the authority to sign grant applications and procure grants (Resolution No. 1628-2025), I have executed the following documents:

- None (the submissions indicated above did not require a formal application with GM signature).



Approved:

Lilia M. Corona
General Manager

DEPUTY GENERAL MANAGER'S REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Stacey Ambrose, Deputy General Manager
DATE: August 13, 2026
SUBJECT: Report for July 2026

Consolidation Feasibility Study

The MVSD website content regarding the Consolidation Feasibility Study has been updated. A notice for the Study has been placed in the carousel on the main page. Clicking on the language in the carousel will take you to the Study page, or you can visit <https://mvsd.specialdistrict.org/consolidation-feasibility>



At the Lunch and Learn provided by Central San in May, Central San stated that they needed employee retirement status and vacation balances to be able to start evaluating options to transition MVSD staff to Central San should a consolidation occur. Retirement information and benefits summary had previously been provided, but an update was provided in July that included actual vacation balances.

Supervisor Scales-Preston

On July 1, 2026, MVSD hosted Contra Costa County Supervisor, Shanelle Scales-Preston, District 5, and her staff for a tour of the wastewater treatment plant and

parts of Moorhen Marsh. MVSD continues to pursue funding opportunities for projects that will enhance and strengthen its infrastructure. The District appreciates the ongoing support and partnership of Supervisor Scales-Preston and her team in advancing these funding efforts.



Sharps Collection Kiosk

Home medical sharps collection kiosks were originally installed to reduce the risk of injury and prevent the spread of disease associated with improperly disposed needles in household trash. Since then, regulations governing the disposal of home-generated medical sharps have changed, and residents now have access to free mail-back services that provide a safe and convenient disposal option.

In March 2026, MVSD staff posted information on the collection kiosk to notify residents of the free mail-back program. Information about this service has also been made available on the MVSD website, through multiple social media posts, and will be included in the August Mt. View Monitor newsletter.

MVSD staff have evaluated the mail-back program and confirmed its effectiveness, and residents who have used the service have reported that it is easy and convenient. At the same time, MVSD staff have observed an increase in bulk sharps drop-offs at the collection kiosk. Staff became aware of healthcare institutions directing use of the MVSD kiosk, changing the intended use from smaller scale personal use for residents to bulk use for institutions. As a result, the kiosk reaches capacity more frequently, and sharps containers are often left on the ground by the front door, creating safety hazards. To address these concerns and encourage use of the free mail-back program, the MVSD collection kiosk will be removed by the end of October 2026. Staff will continue to inform the community of this transition through increased social media outreach, enhanced website communications, and additional informational signage at the kiosk location.

Quarterly Strategic Plan Performance Metrics

Performance metrics for fiscal year (FY) 2026 Q4 are included in this Board packet, and they include the FY 2026 annual summary. Those metrics not achieved include a note. Significant development of Standard Operating Procedures (SOP) has

been ongoing and this year the metric is based on updating those SOPs updated to ensure they remain relevant. Integrating SOP reviews and updates into the workload will be a focus next fiscal year.

Environmental Engineering Camp

On July 7, 2026, MVSD hosted 23 participants from Diablo Valley College's Environmental Engineering Summer Program which provides summer enrichment opportunities for high school students. Students toured the MVSD treatment plant as well as Moorhen Marsh. This was a collaborative effort with Contra Costa Water District, who also hosted the students for tours of their Concord facility that day.

4th of July Parade

MVSD participated in the annual Downtown Martinez 4th of July parade. Approximately 2,000 people attended the parade which featured 61 entries. The crowd was excited to see the MVSD Jetter with many acknowledging that they had visited the facility (field trips) and expressing appreciation for the service we provide.



Environmental Protection Agency (EPA) Mitigating Insider Threats at Water Utilities

The EPA along with the Cybersecurity and Infrastructure Security Agency (CISA) presented a webinar on mitigating insider threats at water and wastewater utilities on July 9, 2026. The presentation focused on insiders, current or former employees, contractors, and other trusted partners with authorized access who can intentionally or accidentally disrupt operations. Cost-effective strategies to reduce these risks included the principle of least privilege, multi-factor authentication (MFA), and vendor access management. The group presented resources like fact sheets and templates for the creation of mitigation programs.

LABORATORY

Control Charts

Lab Analyst Tran implemented new accuracy and precision control charts and has integrated them into the QA/QC process. Development of a training module is underway to train the operators on the new control charts

NPDES Renewal

Lab Analyst Tran has been assisting in investigating data questions associated with the NPDES renewal five-year data analysis. Detailed investigation into hundreds of data points was completed.

Time Checks

Lab Analyst Tran completed an evaluation of job description versus workload in day-to-day responsibilities. The responsibilities were categorized into main work areas, like general duties, process control analyses, equipment maintenance, and data evaluation and reporting. This effort will inform prioritization of tasks and time management efforts, and will assist operations when the Lab Analyst is on vacation and the operations department is filling in.

Process Control Monitoring

The Nutrient Watershed Permit has a limit that only applies to dry season monitoring, which is May 1 – September 30 each year. During the dry season, monitoring of nutrients increases to more closely monitor performance and compliance. MVSD remains under the current interim limit, as well as the limit effective in 2034.

Laboratory Results

All results were compliant with effluent discharge limits for this quarter. Intermim seasonal load is currently being monitored starting in May 2026.

	Permit Limits		April-26	May-26	June-26
Acute Toxicity (% survival)	single sample maximum	>70%			
	3-sample median	>90%			
Chronic Toxicity (Tuc)	single sample maximum	<2	<1.0		
	3-sample median	<1	<1.0		
Ammonia (mg/L)	maximum daily	3.2	0.20	0.43	.22
	average monthly	1.1	0.20	0.43	.22
Biochemical Oxygen Demand (mg/L)	average weekly	25	8.1	6.8	6.4
	average monthly	15	6.9	5.8	5.8
	percent removal	85	97.4	98.4	98.1
Copper (ug/L)	maximum daily	15	5.6	4.8	6.9
	average monthly	11	5.6	4.8	6.9
Cyanide (ug/L)	maximum daily	13	DNQ1.50	<1.10	DNQ1.20
	average monthly	7	DNQ1.50	<1.10	DNQ1.20
Enterococcus (MPN/100mL)	6-week rolling geometric mean	30	1.0	1.4	1.50
	monthly 90 th percentile	110	1.6	2.0	5.2
Mercury (ug/L)	average monthly	0.025	0.00230		

Subject: Deputy General Manager's Report – July 2026

Date: August 13, 2026

Page: 5 of 5

pH (s.U.)	daily minimum	6.5	7.15	7.06	7.11
	daily maximum	8.5	7.44	7.79	7.43
Total Inorganic Nitrogen (kg/day)	interim seasonal load (kg/day) (10/1/2024- 09/30/2034)	190		74.6	69.8
	final seasonal load (kg/day) (starts 10/01/2034)	78			
Total Suspended Solids (mg/L)	average weekly	25	10.7	10.4	13.0
	average monthly	15	8.2	9.1	8.9
	percent removal	85	97	98	97.2

DNQ = results are detected but not quantifiable (between the Method Detection Limit and the Reporting Limit)

ND = results are non-detected (below both the Method Detection Limit and the Reporting Limit)

2025 - 2030

STRATEGIC PLAN

FINANCIAL VIABILITY

GOAL

1

Manage financial resources to protect financial security and meet funding needs while maintaining fair, affordable, and predictable rates.

Lead	Metric	Annual Target	Fiscal Year 2025 - 26					Comments
			Q 1	Q 2	Q 3	Q 4	END OF FY	
Elliott	Alternate funding research reported to GM for each new project?	Yes	Yes	Yes			Yes	Q4: No new projects.
Biocic		Yes	Yes	Yes	Yes		Yes	Q4: No new projects.
Pickett	Funding opportunity applications and awards reported to the Board?	Yes	Yes	Yes	Yes	Yes	Yes	Q4: Submitted 5 apps worth \$4.4M, worked with Congressional reps to advance \$4.7M in new and outstanding Congressional fund applications, received one grant worth \$400,000
Mitchell	District sewer rates vs Bay Area average	< average	Yes				Yes	26% below BA average, only done in Q1 when new FY rates are effective
Relado	Meaningful and timely budget to actual report provided to leadership team quarterly?	Yes	Yes	Yes	Yes	Yes	Yes	
Relado	O&M Reserves	≥ \$1M	Yes	Yes	Yes	Yes	Yes	
Relado	Capital Reserves	≥ \$1.5M	Yes	Yes	Yes	Yes	Yes	
Relado	Debt service ratio	> 2.0					Yes	Debt Service Coverage Ratio at June 30, 2026 was 3.91.
Relado	Annual Actual Expenditures vs Budget	90 - 100%					No	Actual expenditures were 85% of the annual budget as of June 30, 2026.
Relado	Number of "Material Weaknesses" or "Significant Deficiencies" identified in annual financial audit	0		0			0	Annual audit completed in Q2. No material weaknesses or significant deficiencies were identified in FY 24-25
Relado	Internal Control SOPs reviewed / updated	Yes		Yes			Yes	Only done in Q2 in conjunction with annual audit.



On Task (on track to meet target)



Off Task (in danger of not meeting annual target)



On Hold (target not attainable, outside of MVSD control)



Completed (annual target was met)



Not Completed (annual target not met)



Not applicable (not relevant to particular timeperiod)

2025 - 2030

STRATEGIC PLAN

PRODUCT QUALITY

GOAL 2 Reliably meet environmental regulatory requirements to meet customer, public health, and ecological needs and expectations.

Lead	Metric		Annual Target	Fiscal Year 2025 - 26					Comments
				Q 1	Q 2	Q 3	Q 4	END OF FY	
Raynor	Percentage of collection system PMs completed on time		100%	24%	25%	31%	22%	102%	Target: > 33,618 ft/qtr
Raynor	Percentage of high frequency line segment PMs completed on time		100%	42%	21%	24%	27%	114%	Target: > 66,705 ft/fiscal year
Raynor	Number of Sanitary Sewer Spills (SSS)		0	0	1	1	2	4	3 category 4 spills, 1 cat 3 spill
Raynor	Portion of SSS preventable by District function		0%	0%	100%	100%	100%	100%	
Ambrose	Percentage of staff completing required minimum training		100%						The SP calls for a District training plan that will identify required min training in FY 27
Ambrose	% of staff attending career development or technical training		90%	37%	68%	74%	94%	100%	42 staff hours procedures/SOPs, 174 hr safety, 223 hr prof dev/tech,
Ambrose	Attendance at regional collaboration groups	BACWA Permit	5/year	1	1	1	1	5	
Biocic		BACWA Biosolids	3/year	2	1	4	1	8	
Biocic		CASA/ACE Air	3/year	1	0	0	2	3	
Ambrose		BACWA Lab	5/year	1	1	1	2	5	BACWA + CWEA Cmt
Raynor		BACWA Collections	5/year	1	2	0	1	4	
Mitchell		BAPPG	5/year	1	2	1	1	5	

 On Task (on track to meet target)

 Off Task (in danger of not meeting annual target)

 On Hold (target not attainable, outside of MVSD control)

 Completed (annual target was met)

 Not Completed (annual target not met)

 Not applicable (not relevant to particular timeperiod)

2025 - 2030

STRATEGIC PLAN

INFRASTRUCTURE STABILITY

GOAL

3

Maintain District infrastructure to ensure dependability in providing reliable, high-quality service through prioritized and cost-effective asset management and capital investment.

Lead	Metric	Annual Target	Fiscal Year 2025 - 26					Comments
			Q 1	Q 2	Q 3	Q 4	END OF FY	
Elliott	Capital Improvement Plan project expenditures/year	\$2M /year average	Yes	Yes	Yes	Yes	Yes	Q4: ~\$1.03M spent; ~\$1.5M cumulative for year.
Biocic	Inflow and Infiltration rate	<40%	0%	74%	115%	78%	67%	Two rain events in Q4 (0.79", 0.40")

- On Task (on track to meet target)
- Off Task (in danger of not meeting annual target)
- On Hold (target not attainable, outside of MVSD control)

- Completed (annual target was met)
- Not Completed (annual target not met)
- Not applicable (not relevant to particular timeperiod)

2025 - 2030

STRATEGIC PLAN

OPERATIONAL OPTIMIZATION

GOAL

4

Provide reliable wastewater treatment in a cost-efficient manner that takes advantage of available technologies.

Lead	Metric		Annual Target	Fiscal Year 2025 - 26					Comments
				Q 1	Q 2	Q 3	Q 4	END OF FY	
Mitchell	Percentage of Standard Operating Procedures reviewed and updated	Administration	100%	5%	1%	15%	32%	53%	55 admin SOPs; 19 Board Secretary SOPs
Relado		Finance	100%	10%	0%	49%	18%	77%	SOPs: 15 revised, 34 reviewed, 15 pending
Ambrose		Laboratory	100%	20%	5%	21%	54%	100%	Q3: 43 SOPs revised (78 total SOPs)
Biocic		Operations	100%	0%	16%	30%	27%	73%	Q4: 10 new, 10 revised (96 total SOPs)
Mitchell		Public Outreach	100%	9%	3%	1%	10%	23%	Q4: 2 added, 1 revised, 1 removed (42)
Elliott		Engineering	100%	7%	7%	77%	9%	100%	Q4: 3 of 30 SOPs reviewed & updated.
Biocic	Wastewater treatment units meet established performance targets	Primary Clarifier	Yes	Yes	Yes	Yes	Yes	Yes	Target: Detention Time (DT) > 2.7 hours
		Biofilter	Yes	No	No	No	No	No	Target: BOD removal > 85%
		Biotower	Yes	Yes	Yes	Yes	Yes	Yes	Target: NH ₃ removal > 85%
		Secondary Clarifier	Yes	Yes	Yes	Yes	Yes	Yes	Target: DT > 2.7 hours
		Sand Filter	Yes	Yes	Yes	Yes	Yes	Yes	Target: TSS < 15 mg/L
		Digester	Yes	Yes	Yes	Yes	101.9	Yes	Target: Temp. > 97 F < 101 F / DT > 15 days

 On Task (on track to meet target)

 Off Task (in danger of not meeting annual target)

 On Hold (target not attainable, outside of MVSD control)

 Completed (annual target was met)

 Not Completed (annual target not met)

 Not applicable (not relevant to particular timeperiod)

AGENDA DATE: 8/13/2026

AGENDA ITEM: 5R-3



Approved:

Lilia M. Corona
General Manager

DISTRICT ENGINEER'S REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Chris Elliott, District Engineer
DATE: August 13, 2026
SUBJECT: July 2026 Update

Due to planned vacation leave, the District Engineer's Report for the month of July will be deferred, and a combined report for the months of July and August will be provided at the next Regular Board meeting.



AGENDA DATE: 8/13/2026

AGENDA ITEM: 5R-4

Approved:

Lilia Corona
General Manager

WASTEWATER OPERATIONS MANAGER'S REPORT

TO: Mt. View Sanitary District Board of Directors
FROM: Scott Biocic, Wastewater Operations Manager
DATE: August 13, 2026
SUBJECT: Monthly Report July 2026

OPERATIONS

Overview

Staff installed a road crossing for the 6-inch discharge hose used as part of our wet weather preparedness procedures. The discharge hose is used to send excess flow from the Biotower to the drying bed.

Staff installed 24 road plates over the drying bed French drain trench, making this area safer for operators to work around. At a later time, eight removable bollards will mark both sides of the trench that will stay open. The trench was modified from its original configuration to be used for centrate equalization.

The picture to the right shows Anthony and Jesus setting the 1,960 lb. steel plates over the trench.



Staff tested several portable pump configurations in preparation for bypassing the Influent Pump Station (IPS) pumps in preparation for the Y-pit valve replacement. The portable pumps draw from the IPS wet well and send screened raw sewage to the primary clarifier. This will allow the "Y," the IPS pump discharge manifold, to drain for the valve replacement.

Staff discovered a leak in the levee between ponds A-2 and A-1. It rapidly grew as the crew worked to equalize the two ponds and stop the flow. We have since discovered an extensive network of tunnels that not only connect the two ponds but extend for some length of the levee itself.



The top-right picture shows the main chamber from the Pond A-2 side. The bottom-right picture shows the breach from the Pond A-1 side. The two burrows connect to the main chamber shown above and to other tunnels.



Work to reinforce the levee, fill in the burrow and tunnels, and rodent-proof that section of the levee is underway.

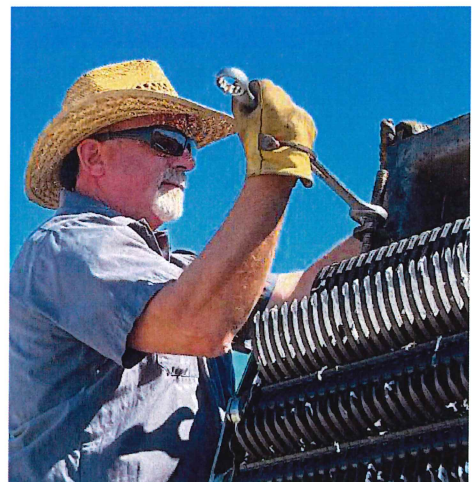
Separately, a specialist in beaver damage mitigation inspected other sites around Moorhen Marsh for the suitability of various current and emerging technologies.

Staff facilitated the installation of two new SCADA servers with true redundancy. The updated hardware and software will improve cybersecurity and make the system more reliable.

Staff have started the foundation work for a concrete patch at the entrance to the I-680 tunnel. A trench plate will cover the affected area until the concrete is poured and cured.

Staff conducted emergency troubleshooting on the automatic bar screen. Two chain guides for the rake belt were found to be worn through. The design of the bar screen is such that this wear part is not visible during inspection and maintenance.

The picture to the right shows Robert re-tensioning the rake belt so he can access the worn parts.



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Date: August 13, 2026
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Total Suspended Solids Control

We regularly check influent and effluent temperatures and changes in weather as leading indicators for process performance. The lagging indicators are Total Suspended Solids (TSS) and Ammonia in the Biotower and the sand filter effluent streams.

Trickling Filter Operation

Biotower performance relies heavily on consistency in water temperature in a certain range and in centrifuge centrate equalization. We have transitioned fully into warm-weather operation. Experiments with adjusting arm rotation speed did not produce an improvement in BOD removal and have been discontinued.

Biofilter performance is being maintained via adequate recirculation and weekly manual flushing.

Sand Filter Operation

Annual deep filter cleaning has been demonstrated to increase solids removal. We are also researching methods for automating the periodic filter influent channel cleaning.

Chemical Addition

We continue to use magnesium hydroxide to supplement alkalinity for nitrification, and to buffer effluent pH. Process performance has improved to the point that the Aluminum Chlorohydrate (ACH) used in the secondary clarifier to improve settling and solids removal has been turned off for the season.

We are currently testing a low ACH dose to the Thickener overflow to study the impact of improved primary settling.

Safety:

There were no safety issues in this reporting period.

Operations Safety Tailgate Meeting (DKF Solutions):

7/9/26 New Laws Going Into Effect In July 2026 Across California.

7/21/26 Traffic Control Safety.

Safety Meeting/Training (Du-All):

Subject: Monthly Report July 2026
Date: August 13, 2026
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None. We are currently reviewing other options for obtaining OSHA-required annual training.

Misc. Training:

6/24/26 CARB Clean Truck Check Vehicle Inspection System training.

7/16/26 District Idling Policy Review: CARB-required policy for off-road diesel equipment and on-road vehicles 10,000 lbs. GVWR or heavier.

Work Orders (as of 7/27/26)

246	Assigned	0	Incomplete
200	Completed	0	Under Review
42	Open	4	Closed

Work Order Definitions:

Completed – The task was performed by staff.

Open – Tasks that have begun but are not completed (generally due to waiting on parts or vendor).

Incomplete – Tasks that were not started in the assigned period.

Under Review – Review is needed before work order completion, or issues were discovered, and corrective work orders need to be created.

Closed – Tasks that were not completed by staff due to extenuating circumstances, like required equipment being out of service.

COLLECTIONS

Overview

Between June 25 and July 24, 2026, 30,703 feet of mainline were cleaned. The hydrogen sulfide mitigation project appears to have reached maximum benefit. The manhole rehabilitation on Martinez Refining Company has been completed.

Sanitary Sewer Overflows and Sewer Service Calls

There were no (0) sanitary sewer overflows (SSO or “spill”).

There were no sanitary sewer calls (SSCs):

6/26/26 A resident called concerned about water around a manhole on Center Ave. After investigation, it was found there was a broken sprinkler nearby, and water was gathering around the manhole. The mainline was flowing fine.

Subject: Monthly Report July 2026
Date: August 13, 2026
Page: 5 of 7

- 7/8/26 Private lateral issue on Lagunita Ct. The mainline was cleaned, and the residents were informed they would need to contact a plumber.
- 7/9/26 Private lateral issue on Plaza Dr. The residents had a blockage in their lateral. The main line was cleaned, and no issues were found. Informed the resident to contact a plumber.

Lateral Inspections

- 6/24/26 Pipe burst final inspection on Robinsdale Rd.
- 7/14/26 Pipe burst final inspection on Allen Way.
- 7/23/26 Pre-pipe burst CCTV inspection on Veterans Ct.

USA North (Underground Service Alert)

During the reporting period:

211	USA Tickets Received	0	Open
135	Closed	0	No Response
76	Duplicate	0	Field Meet Required

USA Ticket Definitions:

Received – Tickets that arrive daily must be evaluated to see if marking is needed.

Closed – Ticket locations marked or cleared due to no conflicts.

Duplicate – Reissuance of past tickets.

Open – Locations yet to be marked.

No Response – No response from USA caller when a contact attempt was made by MVSD.

Field Meet Required – The caller/excavator requested a field meet with MVSD staff at the USA mark location.

Mobile MMS (Maintenance Management System)

Change tickets are being submitted as we find discrepancies in the collections system MMS database.

An improved infrastructure mapping system is being tested.

Automated reports for key performance indicators were requested.

Collections Maintenance

One SmartCover level sensor was relocated from a manhole on Pacheco Blvd. near Arnold Rd. to an easement manhole near a creek next to Old Orchard Ave. The manhole is not easily visible from the street and is difficult to access in an

emergency. The relocated SmartCover device will increase our ability to monitor this critical part of our collection system.

The MRC manhole rehabilitation project has been completed. Several manholes have new manhole covers installed and the barrels epoxy-coated to resist corrosion.

The pictures below show a manhole with a new cover, ring and pad (left) and another with a fresh epoxy coating (right).



In response to concerns regarding hydrogen sulfide (H₂S) levels in the sewer near the refinery, MVSD staff have been investigating additional monitoring options and potential changes to sewer configurations or chemical addition that may help reduce H₂S if it is determined appropriate.

Pump Stations

Staff are working with AT&T to replace landlines to the pump stations with fixed cellular service. AT&T has informed us that they will no longer support their copper/hardwired infrastructure for telephony.

Staff are troubleshooting Pump Station 4, pump 1. The flexible coupling damage led to the discovery of other issues. These other issues will be addressed when the replacement coupling is installed.

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Date: August 13, 2026
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Staff are troubleshooting several instrumentation issues that appeared after a very short power outage at Pump Stations 1, 2 and 3.



P.O. BOX 94033, PALATINE, IL 60094-4033
Return Service Requested

001153

AGENDA DATE: 8/13/2026
AGENDA ITEM: 6A

How to reach us

bmo.com/contact
888-340-2265



MT VIEW SANITARY DISTRICT
PO BOX 2757
MARTINEZ CA 94553-7757

Date
July 01, 2026 through
July 31, 2026
Primary Account Number
00000000

EFFECTIVE 8/10/2026: IF YOUR DEPOSIT PRODUCT HAS A NON-BMO ATM TRANSACTION FEE, BMO IS NO LONGER CHARGING THE \$3 NON-BMO ATM TRANSACTION FEE FOR EACH NON-BMO ATM TRANSFER. IF YOUR DEPOSIT PRODUCT CHARGES A FEE FOR A CASHIER'S CHECK, THE FEE WILL INCREASE FROM \$10 TO \$12. IF YOUR DEPOSIT PRODUCT CHARGES A FEE FOR DOMESTIC OUTGOING WIRE TRANSFERS, THE FEE WILL INCREASE FROM \$30 TO \$40 EACH. IF YOUR DEPOSIT PRODUCT CHARGES A FEE FOR FOREIGN OUTGOING WIRE TRANSFERS, THE FEE WILL INCREASE FROM \$50 TO \$60 EACH. IF YOUR DEPOSIT PRODUCT CHARGES A FEE FOR EXCEEDING ITS CASH DEPOSIT LIMIT, THE FEE WILL INCREASE FROM \$0.25 TO \$0.30 PER \$100 DEPOSITED OVER THE LIMIT.

THE DEPOSIT ACCOUNT AGREEMENT AND BMO BUSINESS SERVICE FEE SCHEDULE WILL BE UPDATED ACCORDINGLY. YOUR CONTINUED USE OF THIS ACCOUNT AS OF 8/10/2026 CONFIRMS YOUR AGREEMENT TO THESE CHANGES. IF YOU HAVE QUESTIONS ABOUT ANY OF YOUR BMO ACCOUNTS, PLEASE CALL US TOLL-FREE AT 1-888-340-2265. BMO BANK N.A. MEMBER FDIC EQUAL HOUSING LENDER. NMLS 401052 VISIT US ONLINE AT WWW.BMO.COM

Statement Summary

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE (AS OF JULY 31, 2026)
PUBLIC FUNDS CHECKING	000000000	\$153,420.83

FOR YOUR PROTECTION

Examine this statement promptly. Any discrepancy must be reported within 30 days. Consumer customers: A discrepancy regarding a consumer electronic transfer, consumer card transaction, and consumer overdraft credit line account must be reported within 60 days.

CONTINUED ON NEXT PAGE



Account Summary - PUBLIC FUNDS CHECKING #00000000

BEGINNING BALANCE AS OF JUNE 30, 2026	NUMBER OF DEPOSITS	DEPOSIT AMOUNT	NUMBER OF WITHDRAWALS	WITHDRAWAL AMOUNT	SERVICE CHARGES	ENDING BALANCE AS OF JULY 31, 2026
\$256,826.23	3	\$779,423.25	23	\$882,828.65	\$0.00	\$153,420.83

Monthly Activity Details

Date	Transaction description	Withdrawal	Deposit	Balance
	BEGINNING BALANCE			\$256,826.23
Jul 01	ACH DEBIT	(\$10.62)		
	CCD EMPLOYMENT DEVEL EDD EFTPMT			
Jul 01	ACH DEBIT	(\$6,717.52)		
	CCD EMPLOYMENT DEVEL EDD EFTPMT			
Jul 01	ACH DEBIT	(\$15,904.00)		\$234,194.09
	CCD CALPERS 1900			
Jul 02	ACH DEBIT	(\$66,748.17)		
	CCD CALPERS 1800			
Jul 02	ACH DEBIT	(\$110,880.75)		\$56,565.17
	CCD PAYCHEX EIB INVOICE			
Jul 08	REMOTE DEPOSIT		\$146,000.00	
	LOCATION DEPOSIT 0			
Jul 08	ACH DEBIT	(\$3,378.66)		
	CCD CALPERS 1900			
Jul 08	ACH DEBIT	(\$10,744.35)		
	CCD CALPERS 3100			
Jul 08	ACH DEBIT	(\$11,372.24)		
	CCD PAYCHEX EIB INVOICE			
Jul 08	ACH DEBIT	(\$12,942.32)		\$164,127.60
	CCD CALPERS 3100			
Jul 10	ACH DEBIT	(\$435.85)		\$163,691.75
	CCD EMPLOYMENT DEVEL EDD EFTPMT			
Jul 16	ACH DEBIT	(\$108,640.83)		\$55,050.92
	CCD PAYCHEX EIB INVOICE			
Jul 17	ACH DEBIT	(\$63.71)		
	CCD EMPLOYMENT DEVEL EDD EFTPMT			
Jul 17	ACH DEBIT	(\$6,692.57)		\$48,294.64
	CCD EMPLOYMENT DEVEL EDD EFTPMT			
Jul 20	ACH DEBIT	(\$92.31)		
	CCD CALPERS 1900			
Jul 20	ACH DEBIT	(\$1,100.43)		
	CCD CALPERS 3100			
Jul 20	ACH DEBIT	(\$3,314.17)		
	CCD CALPERS 1900			
Jul 20	ACH DEBIT	(\$10,979.37)		
	CCD CALPERS 3100			
Jul 20	ACH DEBIT	(\$11,955.12)		\$20,853.24
	CCD CALPERS 3100			

CONTINUED ON NEXT PAGE



bmo.com/contact
888-340-2265

• Monthly Activity Details (cont'd)

Date	Transaction description	Withdrawal	Deposit	Balance
Jul 22	REMOTE DEPOSIT LOCATION DEPOSIT 0		\$633,000.00	
Jul 22	ACCT ANALYSIS SERV CHG	(\$151.84)		\$653,701.40
Jul 23	SERVICE CHARGE REFUND		\$423.25	\$654,124.65
Jul 28	ACH DEBIT CCD CALPERS 1900	(\$382,309.00)		\$271,815.65
Jul 30	ACH DEBIT CCD PAYCHEX EIB INVOICE	(\$3,142.64)		
Jul 30	ACH DEBIT CCD PAYCHEX EIB INVOICE	(\$108,162.22)		\$160,510.79
Jul 31	ACH DEBIT CCD EMPLOYMENT DEVEL EDD EFTPMT	(\$7,089.96)		\$153,420.83
	ENDING BALANCE			\$153,420.83



Official website of the State of California

State of California
Office of the
State TreasurerAGENDA DATE: 8/13/2026
AGENDA ITEM: 6B

LAIF Monthly Statements

LAIF Monthly Statement

MT. VIEW SANITARY DISTRICT
TREASURER-TAX COLLECTOR
625 COURT STREET
FINANCE BUILDING, ROOM 102
MARTINEZ, CA 94553-1281

LAIF Account #: 00-00-000 July
2026 Statement

Effective Date	TXN Date	TXN Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/8/2026	7/8/2026	RW	1802020	1762718	CODY PETTIT	-162,000.00
7/15/2026	7/14/2026	QRD	1803287	N/A	SYSTEM	146,922.57
7/22/2026	7/21/2026	RW	1804893	1765610	CODY PETTIT	-1,205,000.00

Account Summary

Beginning Balance:	12,926,966.28
Total Deposit:	146,922.57
Total Withdrawal:	-1,367,000.00
Ending Balance:	11,706,888.85



AGENDA DATE: 8/13/2026
AGENDA ITEM: 6B

MALIA M. COHEN
California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

MT VIEW SANITARY DIST

Account Number



As of 7/15/2026, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 6/30/2026.

Earnings Ratio		0.00010743238142967
Interest Rate		3.92%
Dollar Day Total	\$	1,367,581,763.80
Quarter End Principal Balance	\$	12,926,966.28
Quarterly Interest Earned	\$	146,922.57

MT. VIEW SANITARY DISTRICT
ANNUAL EVENTS/ REGULAR BOARD MEETINGS SCHEDULE

<i>August 4-7, 2026</i>	<i>California Association of Sanitation Agencies (CASA) 2026 Annual Conference (Napa)</i>
<i>August 2026</i>	<i>Annual Employee Appreciation Luncheon</i>
August 13, 2026	Regular Board Meeting Q4 Budget Review
<i>August 24-27, 2026</i>	<i>California Special District Association (CSDA) Annual Conference & Exhibitor Showcase (Palm Desert)</i>
September 10, 2026	Regular Board Meeting
<i>September 13-16, 2026</i>	<i>California Special District Association (CSDA) Special District Leadership Academy (San Luis Obispo)</i>
October 8, 2026	Regular Board Meeting
November 12, 2026	Regular Board Meeting Q1 Budget Review
<i>November 2026</i>	<i>Annual Strategic Planning Session</i>
December 10, 2026	Board reorganization-Pres, VP. (B-60) Budget Amendments
January 14, 2027	Appointment of standing committees and alternates (B-100)
February 14, 2027	Q2 Budget Review Selection of General Manager's evaluation review instrument (B-170)

Designation of labor negotiators

March 11, 2027

Call for PH Board compensation/benefits (B-30, B-40)
Call for public hearing- district annual charges and fees
Determination of District Inflation Index

April 8, 2027

PH – Board Member Compensation
Call for PH Conflict of Interest Code – Amendment
Call for PH for collection of SSCs with the general taxes
Review of District Cost of Living Adjustment
Closed Session - GM Evaluation (B-170)
Closed Session - Legal Counsel review (B-160)
Staff Positions, Succession Plan
Notice of Source Control Violations
Call for PH AB 2561

April 8, 2027

*Annual Meeting of the Board of Directors of the Dorothy M. Sakazaki
Environmental Endowment Fund*

May 13, 2027

PH - for Consideration of Ordinance and General Regulation adopting
and establishing schedule of Charges and Fees
Signature Authority Letter – Contra Costa County Auditor-Controller
Designation of Treasurer
Draft Fiscal Year 27/28 Budget
Q3 Budget Review
COLA Adjustment
Inter-fund transfer of Ad Valorem from Fund 3409 to Fund 3410; of
Sewer Service Charges (SSC) from Fund 3409 to Fund 3412; and of
3412 reserve funds to 3412 cash for capital projects (as needed).
Budget Amendments
Annual review of district positions and succession/AB2561