

ORDINANCE NO. 2010-104
(GENERAL REGULATION NO. 104)

AN ORDINANCE OF THE BOARD OF DIRECTORS OF MT. VIEW SANITARY
DISTRICT ADOPTING GENERAL REGULATION NO. 104 AMENDING THE
CONFLICT OF INTEREST CODE FOR THE DISTRICT

WHEREAS, by way of Ordinance 2000-79 (General Regulation No 79) adopted October 12, 2000, a new Conflict of Interest Code for the District was enacted; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2002-83 (General Regulation No. 83), adopted March 14, 2002; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance 2002-85 (General Regulation No. 85), adopted October 10, 2002; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2005-89 (General Regulation No. 89), adopted May 12, 2005; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2006-92 (General Regulation No. 92) adopted August 14, 2006; and

WHEREAS, said Conflict of Interest Code was amended by Ordinance No. 2008-96 (General Regulation No. 96) adopted July 10, 2008; and

WHEREAS, at its July 8, 2010 meeting, the District Board of Directors reclassified the position of Senior Wastewater Operator to Wastewater Operations Supervisor; and

WHEREAS, at its August 12, 2010 meeting, the District Board of Directors established and authorized the positions of Communications/ Wetlands Fieldtrip Coordinator, District Biologist, District Chemist, Executive Assistant/Management Analyst, and SSMP/District

Maintenance Coordinator; and eliminated the positions of Lead Lab Analyst, Senior Administrative Assistant, Operations Manager, and Technical Service Manager; and

WHEREAS, at its October 21, 2010 meeting, the District Board of Directors changed the title of the Office Manager to Office Administrator, and

WHEREAS, the District does not have approved job descriptions nor authorized positions for the positions of Pollution Prevention Coordinator and Project Coordinator, and

WHEREAS, it has been determined that the District's Conflict of Interest Code requires amendment to add and delete the aforementioned positions as applicable, and

WHEREAS, at its October 21, 2010 meeting, the Board ratified the timely transmission of correspondence to the Contra Costa County Clerk of the Board of Supervisors regarding the anticipated amendment of the Conflict of Interest Code for the Mt. View Sanitary District.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MT. VIEW SANITARY DISTRICT DOES ORDAIN AS FOLLOWS:

Section 1. The positions of Wastewater Operations Supervisor, Communications/Environmental Education Coordinator, District Biologist, District Chemist Executive Assistant/Management Analyst, SSMP/District Maintenance Coordinator, and Office Administrator and Board Secretary are added to Appendix "A" of the District's Conflict of Interest Code and the positions of Senior Wastewater Operator, Lead Lab Analyst, Sr. Administrative Assistant, Operations Manager, Office Manager, Pollution Prevention Coordinator, Project Coordinator, and Technical Services Manager are deleted. The revised

Appendix "A" is attached hereto and made a part hereof. The Wastewater Operations Supervisor, Communications/Environmental Education Coordinator, District Biologist, District Chemist, Executive Assistant/Management Analyst, SSMP/District Maintenance Coordinator, and Office Administrator shall file statements of economic interest in conformance with the disclosure categories applicable to said position. The disclosure categories are more particularly described in Appendix "B" to Ordinance 2000-79.

Section 2. All provisions of Ordinance 2000-79 are hereby declared applicable to the positions of Wastewater Operations Supervisor, Communications/Environmental Education Coordinator, District Biologist, District Chemist, Executive Assistant/Management Analyst, SSMP/District Maintenance Coordinator, and Office Administrator.

Section 3. Upon its adoption, the Board Secretary is directed to forward a certified copy of this Ordinance to the Clerk of the Board of Supervisors and the County Administrator of Contra Costa County.

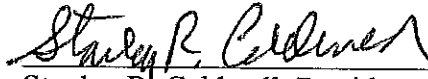
Section 4. Except as amended, Ordinance 2000-79 remains in full force and effect.

Section 5. Copies of this Ordinance and General Regulation shall be entered in the Minutes of the District Board, posted by the Board Secretary in at least 3 public places in the District and published in accordance with California Health and Safety Code Section 6490. The effective date of the Ordinance and General Regulation shall be upon expiration of the week following publication and posting.

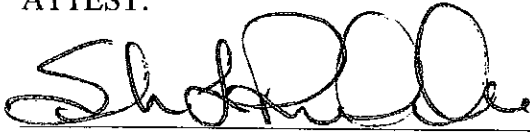
THE FOREGOING ORDINANCE was regularly moved, seconded, passed and adopted and ordered published in accordance with Health & Safety Code Section 6490 at an adjourned regular

meeting of the District Board of Mt. View Sanitary District held on November 15, 2010, by the following vote:

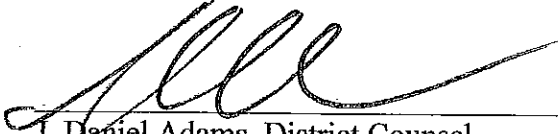
AYES:	Directors Maggi and Williams, Vice President Schaal and President Caldwell
NOES:	None
ABSENT:	Director Pyka
ABSTAIN:	None


Stanley R. Caldwell, President
Mt. View Sanitary District

ATTEST:


Sheri L. Riddle, Secretary

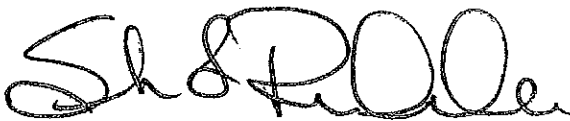
APPROVED AS TO FORM:


J. Daniel Adams, District Counsel

APPROVED AS TO ADMINISTRATION


Michael D. Roe, District Manager

I hereby certify that the foregoing Ordinance was duly passed, enacted and ordered published and posted at an adjourned regular meeting of the Board of Directors of the Mt. View Sanitary District held on November 15, 2010.


Sheri L. Riddle, Secretary

APPENDIX "A"
ORDINANCE NO. 2010-104
MVSD CONFLICT OF INTEREST CODE

<u>Position</u>	<u>Disclosure Category</u>
(a) Director (includes President and Vice President)	All categories
(b) District Manager	All categories
(c) Assistant District Manager	All categories
(d) SSMP/District Maintenance Coordinator	All categories
(e) Office Administrator	All categories
(f) Board Secretary	All categories
(g) Communications/Wetlands Fieldtrip Coordinator	Categories B, C & D
(h) Administrative Assistant	Categories B, C & D
(i) Engineer	All categories
(j) Legal Counsel	All categories
(k) Assistant Legal Counsel	All categories
(l) Wastewater Operations Superintendant	Categories B, C & D
(m) Consultant*	All categories*
(n) Technical Services Director	All categories
(o) Executive Assistant/Management Analyst	All categories
(p) District Biologist	All categories
(q) District Chemist	Categories B, C & D
(r) Accounting Technician	Categories B, C & D

*The District Manager may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

SECRETARY'S CERTIFICATE

I, Sheri L. Riddle, Secretary to the Mt. View Sanitary District, do hereby certify as follows:

The foregoing is a full, true, and correct copy of an ordinance duly adopted at an adjourned regular meeting of the Board of Directors of said District, duly and regularly and legally held at the regular meeting place thereof on November 15, 2010, of which meeting all of the members of said Board had due notice and at which a majority thereof was present.

At said meeting said ordinance was upon motion duly seconded and adopted by the vote as therein set forth.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and that said ordinance is duly entered of record in the minutes and the foregoing is a full, true and correct copy of the original ordinance adopted at said meeting and entered in said minutes.

Said ordinance has not been amended, modified or rescinded since the date of its adoption and the same is now in full force and effect.

Dated: November 16, 2010

A handwritten signature in black ink, appearing to read 'Sh L Riddle', written over a horizontal line.

SHERI L RIDDLE, SECRETARY OF THE
DISTRICT BOARD OF MT. VIEW SANITARY
DISTRICT, COUNTY OF CONTRA COSTA,
STATE OF CALIFORNIA