

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE
DOROTHY M. SAKAZAKI
ENVIRONMENTAL ENDOWMENT FUND

October 8, 2020

1. CONVENE THE SPECIAL MEETING OF THE DOROTHY M. SAKAZAKI
ENVIRONMENTAL ENDOWMENT FUND BOARD OF DIRECTORS

The Directors of the Dorothy M. Sakazaki Environmental Endowment Fund Nonprofit Public Benefit Corporation convened a duly noticed Special Meeting in a virtual meeting online via Zoom at:

https://us02web.zoom.us/meeting/register/tZUlcuGpqjssH9PwF7iCq4_yZXNiRSqWbSLO

October 8, 2020, at 6:40 p.m.

2. ROLL CALL OF BOARD MEMBERS

PRESENT: Directors Gregory T. Pyka, Brian A. Danley, and Elmer J. Schaal, and President Stanley R. Caldwell

ABSENT: Secretary David P. Maggi

ALSO PRESENT: Mt. View Sanitary District (MVSD): District Manager Lilia M. Corona, Secretary Stephanie L. Seregin, Administrative Services Manager Denise D. Gray, District Engineer Chris Elliott, and District Legal Counsel J. Daniel Adams

PUBLIC: None

3. PUBLIC COMMENT

None

4. CONSENT CALENDAR

A. APPROVE THE MINUTES OF THE AUGUST 13, 2019, SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND

It was moved by Director Pyka, seconded by Director Schaal, to adopt a motion approving Consent Calendar Agenda Item 4A.

Motion carried by the following vote:

AYES: Directors Gregory T. Pyka, Brian A. Danley, and Elmer J. Schaal, and President Stanley R. Caldwell
NOES: None
ABSENT: Secretary David P. Maggi
ABSTAIN: None

5. NEW BUSINESS

A. LINDSAY WILDLIFE EXPERIENCE PROFESSIONAL SERVICES AGREEMENT

1. REPORT FROM STAFF

MVSD District Manager Lilia M. Corona reported the Mt. View Sanitary District (District) has previously partnered with Lindsay Wildlife Experience (LWE) to provide high-quality wetlands education programs for students throughout Contra Costa County. These programs include the Wetlands Classroom Program and the award-winning Wetlands Field Trip Program.

Previous contracts were between the District and LWE, whereby LWE would invoice the District and the District would pay the invoices and then request reimbursement from the Dorothy M. Sakazaki Environmental Endowment Fund (DMSEEF).

In order to accurately reflect DMSEEF's role with regard to the wetlands education programs and to streamline workflow and improve efficiencies, the Agreement now expressly includes DMSEEF in order to identify its involvement and allow for direct invoicing and payments between DMSEEF and LWE.

Ms. Corona's recommendation is for the Board to adopt a motion approving Agreement 20-0003 and Task Order No. 1 with Lindsay Wildlife Experience (LWE) and authorizing the Dorothy M. Sakazaki Environmental Endowment Fund (DMSEEF) Board President to execute Agreement 20-0003 with a not-to-exceed limit of \$91,500 and Task Order No. 01 with a not-to-exceed limit of \$30,500 for Fiscal year 2020-2021.

2. COMMENT AND PROVIDE DIRECTION AS MAY BE REQUIRED

By consensus, the Board approved the new process recommendation.

3. CONSIDER ADOPTION OF A MOTION APPROVING AGREEMENT 20-0003 AND TASK ORDER NO. 1 WITH LINDSAY WILDLIFE EXPERIENCE (LWE) AND

AUTHORIZING THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND (DMSEEF) BOARD PRESIDENT TO EXECUTE AGREEMENT 20-0003 WITH A NOT-TO-EXCEED LIMIT OF \$91,500 AND TASK ORDER NO. 01 WITH A NOT-TO-EXCEED LIMIT OF \$30,500 FOR FISCAL YEAR 2020-2021

It was moved by Director Pyka, seconded by Director Schaal, to adopt a motion approving Agreement 20-0003 and Task Order No. 1 with Lindsay Wildlife Experience (LWE) and authorizing the Dorothy M. Sakazaki Environmental Endowment Fund (DMSEEF) Board President to execute Agreement 20-0003 with a not-to-exceed limit of \$91,500 and Task Order No. 01 with a not-to-exceed limit of \$30,500 for Fiscal Year 2020-2021.

Motion carried by the following vote:

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| AYES: | Directors Gregory T. Pyka, Brian A. Danley, and Elmer J. Schaal, and President Stanley R. Caldwell |
| NOES: | None |
| ABSENT: | Secretary David P. Maggi |
| ABSTAIN: | None |

6. COMMUNICATIONS

None

7. FUTURE BOARD ITEMS

A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

None

8. ADJOURN TO THE RESUMED MT. VIEW SANITARY DISTRICT REGULAR BOARD MEETING

At 6:49 p.m., President Caldwell adjourned the meeting to return to the MVSD Regular Board Meeting.



Stanley R. Caldwell, President