

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, OCTOBER 03, 2018**

A_G_E_N_D_A

Meeting to be held at **7:00 p.m.** in the **Stevens Creek Office Center,
Suite 100, 20863 Stevens Creek Boulevard, Cupertino, California.**

1. ROLL CALL:

2. MINUTES:

- A. APPROVAL OF THE MINUTES OF SEPTEMBER 19, 2018
- B. APPROVED MINUTES OF SEPTEMBER 5, 2018

3. PERSONAL PRESENTATIONS:

THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS DESIRING TO ADDRESS THE BOARD ON ANY MATTER NOT ON THE AGENDA. SPEAKERS ARE LIMITED TO THREE (3) MINUTES.

ALL STATEMENTS REQUIRING A RESPONSE WILL BE REFERRED TO STAFF FOR FURTHER ACTION. IN MOST CASES, STATE LAW WILL PROHIBIT THE BOARD FROM MAKING ANY DECISIONS WITH RESPECT TO A MATTER NOT LISTED ON THE AGENDA.

4. CORRESPONDENCE:

NONE

5. MEETINGS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD OCTOBER 9, 2018
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD OCTOBER 11, 2018
- C. LOCAL AGENCY FORMATION COMMISSION OF SANTA CLARA COUNTY (LAFCO) SPECIAL MEETING TO ADOPT PROPOSED AMENDMENTS TO THE LAFCO BYLAWS TO BE HELD OCTOBER 17, 2018

6. REPORTS:

NONE

7. UNFINISHED BUSINESS:

NONE

8. NEW BUSINESS:

NONE

9. STAFF REPORT:

A. LUCITY/ARCGIS UPDATES

10. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
in accordance with government code section Paragraph (1) of Subdivision (d)
of Section 54956.9, existing litigation. Name of Case: County Sanitation District
2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank
Sanitary District and the City of Milpitas v. The City of San Jose, The City of
Santa Clara and Does 1 through 50 inclusive.

11. ADJOURNMENT:

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

OCTOBER 2018

10/03: 1st Regular Meeting
 10/09: TAC
 10/11: TPAC
 10/17: 2nd Regular Meeting,
 LAFCO Meeting

OCTOBER 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 1 st Regular Meeting	4	5	6
7	8	9 TAC	10	11 TPAC	12	13
14	15	16	17 2 nd Regular Meeting LAFCO	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2018

11/06: Election Day
 11/07: 1st Regular Meeting
 11/13: TAC
 11/15: TPAC
 11/21: 2nd Regular Meeting

NOVEMBER 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 Election Day	7 1 st Regular Meeting	8	9	10
11	12	13 TAC	14	15 TPAC	16	17
18	19	20	21 2 nd Regular Meeting	22	23	24
25	26	27	28	29	30	

DECEMBER 2018

12/03: SCCSDA Meeting
 12/05: 1st Regular Meeting,
 LAFCO Meeting
 12/11: TAC
 12/13: TPAC
 12/19: 2nd Regular Meeting

DECEMBER 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 SCCSDA	4	5 1 st Regular Meeting LAFCO	6	7	8
9	10	11 TAC	12	13 TPAC	14	15
16	17	18	19 2 nd Regular Meeting	20	21	22
23	24	25	26	27	28	29
30	31					

SANITARY BOARD MEETING
WEDNESDAY, SEPTEMBER 19, 2018

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

1. ROLL CALL:

President Bosworth called the meeting to order and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors present: William A. Bosworth, John M. Gatto, Patrick S. Kwok, Angela S. Chen, and Taghi S. Saadati.

Staff present: District Manager Richard K. Tanaka, Deputy District Manager Benjamin Porter, and Counsel Marc Hynes.

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Minutes of Wednesday, September 5, 2018 were approved.
- B. The Board reviewed the financials. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the payment of Bills for the month of August were approved as written.
- C. The Directors submitted their September 2018 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. The Board reviewed communication from USA 811 re: Fees. It was to be Noted & Filed.

5. MEETINGS:

There were none.

6. REPORTS:

- A. President Bosworth reported on the Santa Clara County Special Districts Association Meeting held September 10, 2018. Topics of interest were LAFCO billing and the potential for a political arm for SCCSDA.
- B. Manager Tanaka reported on the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held September 11, 2018. Discussion included carbon emissions credits.

- C. Director Kwok reported on the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held September 13, 2018. He mentioned that the meeting was brief, and the Mayor did not attend. Topics discussed included credits and other contracts.
- D. Director Chen and Deputy District Manager Porter reported on the Silicon Valley Fall Festival held September 15, 2018.
- E. Deputy District Manager Porter reported on the Lucity Conference held September 10-13, 2018. Two staff members attended different tracks: Lucity only and GIS/Lucity.

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. All Directors are to renew Ethics AB1234 Compliance Training. Staff is to setup on-demand webinar and provide Directors with link.

9. STAFF REPORTS:

- A. Deputy District Manager Porter reported on the Monthly Maintenance Report.
- B. Manager Tanaka reported on smoke testing. An agreement has been negotiated; Manager Tanaka discussed the workplan.

10. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:52 p.m. in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

President Bosworth adjourned the closed session and the regular meeting was called to order at 8:01 p.m.

There was no reportable action.

11. ADJOURNMENT:

On a motion properly made and seconded, at 8:01 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

Approved

SANITARY BOARD MEETING WEDNESDAY, SEPTEMBER 05, 2018

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

ROLL CALL:

President Bosworth called the meeting to order and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors present: Patrick S. Kwok, William A. Bosworth, Angela S. Chen, Taghi S. Saadati, and John M. Gatto.

Staff present: District Manager Richard K. Tanaka, Deputy District Manager Benjamin Porter, and Counsel Marc Hynes.

Guest present: Oliver Poh with V&A Consulting Engineers.

MINUTES & BILLS:

On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Minutes of Wednesday, August 15, 2018 were approved.

By consensus, the Approved Minutes of July 18, 2018 were Noted & to be Filed.

PERSONAL PRESENTATIONS:

There were none.

CORRESPONDENCE:

- A. The Board reviewed an email from a customer who praised inspector Jason Atherton. The Board commented that it is always nice to hear positive feedback from our customers.
- B. The Board reviewed correspondence regarding California Special Districts Association Scholarships for Best Student Videos Featuring Special Districts. President Bosworth brought it to the Board's attention in case they know of a student who would like to make a video.

MEETINGS:

- A. President Bosworth plans to attend the Santa Clara County Special Districts Association Meeting to be held September 10, 2018.
- B. District Manager Tanaka and Deputy District Manager Porter both plan to attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held September 11, 2018.
- C. Director Kwok plans to attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held September 13, 2018.

REPORTS:

None

UNFINISHED BUSINESS:

- A. Guest Oliver Poh gave a presentation on smoke testing. Particular emphasis was placed on public outreach aspects at the Board's request. Notices that have been hung on doors in the past have information for preparing a home for smoke testing, in addition to other pertinent information. The smoke is not harmful and the typical resident's home would be undergoing testing for less than one hour.

NEW BUSINESS:

- A. The Board discussed the topic of social media presence and the pros and cons of Facebook, Nextdoor, Twitter, etc. Staff was directed to investigate Nextdoor and speak with the City of Cupertino to discuss how the District and City could cooperate.
- B. The Board agreed that all Board members will be Authorized Check Signers.
- C. Manager Tanaka discussed Conflict of Interest Biennial Reporting with no changes required.
- D. Manager Tanaka presented on the District cash flow/financing options. The Board discussed prudence of having a line of credit. The Board directed staff to discuss with local banks.

STAFF REPORTS:

- A. Manager Tanaka reported on Vallco Development Project. The City of Cupertino is adopting Environmental Document. The sewer capacity impact is not much different for the various alternatives. Staff will develop a document that addresses potential strategies to address future development.
- B. Manager Tanaka reported on Completion of Tax Roll.
- C. Manager Tanaka reported on Fall Festival to be held September 15, 2018. Two staff members will attend, outreach items have been ordered, and a ten-minute video will be displayed at the festival.

CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 9:00 p.m. in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

President Bosworth adjourned the closed session and the regular meeting was called to order at 9:05 p.m.

There was no reportable action taken.

ADJOURNMENT:

Director Kwok asked to be excused from the meeting of October 17, 2018. The Board approved.

Director Chen asked to be excused from the meeting of October 3, 2018. The Board approved.

On a motion properly made and seconded, at 9:14 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board