

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, FEBRUARY 05, 2020**

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 JANUARY 15, 2020
- B. APPROVED MINUTES OF DECEMBER 18, 2019

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:

- A. SANTA CLARA LAFCO – RANCHO RINCONADA RECREATION AND PARK DISTRICT SPECIAL STUDY-PUBLIC REVIEW DRAFT REPORT

5. MEETINGS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD FEBRUARY 10, 2020
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD FEBRUARY 13, 2020

6. REPORTS:

- A. CASA WINTER CONFERENCE HELD JANUARY 21-23, 2020 IN INDIAN WELLS, CA
 - a. CSRMA training seminar
 - b. Roundtable series

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- c. CSRMA Board of Directors meeting
- d. Attorneys Committee meeting
- e. Other conference sessions

7. UNFINISHED BUSINESS:

NONE

8. NEW BUSINESS:

- A. OUTREACH PRESENTATION – FORUM
- B. ESRI CONFERENCE ATTENDANCE IN JULY
- C. GOING GREEN – REDUCTION OF WASTE GENERATION

9. STAFF REPORT:

- A. PROSPECT PUMP STATION
- B. CITY OF SANTA CLARA JOINT INTERCEPTOR
- C. STATUS - APPLE CAMPUS 2 PROJECT CLOSE-OUT

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. CALENDAR ITEMS:

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, FEBRUARY 19, 2020

12. ADJOURNMENT:

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

FEBRUARY 2020

02/05: 1st Regular Meeting
 02/10: TAC
 02/13: TPAC
 02/19: 2nd Regular Meeting

FEBRUARY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5 1 st Regular Meeting	6	7	8
9	10 TAC	11	12	13 TPAC	14	15
16	17	18	19 2 nd Regular Meeting	20	21	22
23	24	25	26	27	28	29

MARCH 2020

03/02: SCCSDA
 03/04: 1st Regular Meeting
 03/09: TAC
 03/12: TPAC
 03/18: 2nd Regular Meeting

MARCH 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 SCCSDA	3	4 1 st Regular Meeting	5	6	7
8	9 TAC	10	11	12 TPAC	13	14
15	16	17	18 2 nd Regular Meeting	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2020

04/01: 1st Regular Meeting
 04/06: TAC
 04/09: TPAC
 04/15: 2nd Regular Meeting

APRIL 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 1 st Regular Meeting	2	3	4
5	6 TAC	7	8	9 TPAC	10	11
12	13	14	15 2 nd Regular Meeting	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, JANUARY 15, 2020

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

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

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the minutes of Wednesday, December 18, 2019 were approved.
- B. By consensus, the Minutes of Wednesday, December 4, 2019 are to be Noted & Filed.
- C. The Board reviewed the December financials for payment. The Financial package, which was distributed with the agenda package, was incomplete due to missing invoices. Staff presented an updated financial package for the Board's review and approval. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, payment of bills was approved.
- D. The Directors submitted their January 2020 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. The Board reviewed correspondence from the City of San Jose regarding timetable for completion of FY2020-21 Revenue Program. Staff will prepare and submit the Revenue Program prior to its due date. Correspondence is to be Noted & Filed.
- B. The Board reviewed correspondence from the City of San Jose regarding third quarter adjustments for FY2018-19 O&M and CIP billing. It is to be Noted & Filed.

5. MEETINGS:

- A. CASA Conference and CSRMA Risk Management Seminar will be held January 21-23, 2020 in Indian Wells, CA.

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6. REPORTS:

There were none.

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. The Board reviewed request for reimbursement of sewer service charges for APN 375-07-004. On a motion by Director Bosworth, seconded by Director Saadati, by a vote of 5-0-0, reimbursement was approved for the amount of \$824.60.

9. STAFF REPORTS:

- A. Advisor Tanaka reported on the Prospect Pump Station. 24/7 wetwell and drywell improvements began after New Year's Day and was completed within one week.
- B. Manager Porter reported on the City of Santa Clara Joint Interceptor Cost Sharing Agreement. A meeting has been set for January 28, 2020
- C. Manager Porter reported on the monthly maintenance report.

10. CLOSED SESSION:

President Chen adjourned the regular meeting session and opened the closed session at 7:40 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.

Manager Porter and Advisor Tanaka were excused for the closed session. Closed session was adjourned, and the regular meeting was called to order at 7:50 p.m. There was no reportable action. Manager Porter and Advisor Tanaka rejoined the regular meeting.

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, February 5, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:51 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, DECEMBER 18, 2019

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

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

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the minutes of Wednesday, December 4, 2019 were approved.
- B. By consensus, the Minutes of Wednesday, November 20, 2019 are to be Noted & Filed.
- C. The Board reviewed the November financials for payment. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, payment of bills was approved.
- D. The Directors submitted their December 2019 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

There were none.

5. MEETINGS:

- A. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be meeting held January 6, 2019 is canceled.
- B. The regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held January 9, 2019 is canceled.

6. REPORTS:

- A. Manager Porter reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) meeting held December 9, 2019.

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- B. Director Gatto reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) meeting held December 12, 2019.

7. UNFINISHED BUSINESS:

- A. CASA Conference. Director Kwok will not be able to attend.

8. NEW BUSINESS:

- A. The Board elected District Officers for 2020, effective January 1, 2020. On motion by Director Gatto, the Slate of Officers for the District was seconded and approved as follows:

President – Angela S. Chen, motion seconded by President Kwok
Secretary – Taghi S. Saadati, motion seconded by President Kwok
Secretary Pro-Tem – William A. Bosworth, motion seconded by President Kwok

President Kwok thanked everyone for a good year.

By concurrence, it was ordered that the Slate of Representatives for the District be approved, effective January 1, 2020, as follows:

TPAC Alternate	Director Gatto Director Kwok
Special Districts Association Alternate	Director Bosworth President Chen
CASA Alternate	President Chen Director Saadati
CSRMA Alternate	Director Bosworth President Chen
Finance Committee	Director Gatto (Director in Position 3) Director Bosworth (Director in Position 4)
TAC	Manager Porter & Advisor Tanaka

- A. The Board discussed the draft financial audit. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the financial audit was approved with two edits.

9. STAFF REPORTS:

- A. Manager Porter and Advisor Tanaka both reported on the Prospect Pump Station.
- B. Manager Porter reported on the monthly maintenance report.

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- C. Manager Porter reported on the updated flow report submitted to City of Santa Clara, including a discussion for potential storage and I/I reductions.
- D. Manager Porter and Advisor Tanaka both reported on Main Street. Staff is working with Main Street developers to get condition assessment for sewer and manholes. Chad Mosley will be invited to attend a future Board meeting when the Main Street project is agendized.
- E. Manager Porter reported on the District's comments submitted to City of Saratoga for the Mountain Winery Environmental Document.
- F. Manager Porter reported on the District's comments submitted to City of Cupertino for the Westport (The Oaks) Environmental Document.

10. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:55 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.

Manager Porter and Advisor Tanaka were excused for the closed session. Closed session was adjourned, and the regular meeting was called to order at 8:04 p.m. There was no reportable action. Manager Porter and Advisor Tanaka rejoined the regular meeting.

11. NEXT MEETING:

The Board discussed regular District Board meeting scheduled to be held on Wednesday, January 1, 2020. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the meeting was canceled due to calendar conflict.

The next regular District Board meeting is scheduled to be held on Wednesday, January 15, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:05 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board



Memo

Item 9A

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: February 05, 2020

Re: Prospect Pump Station

Prospect Pump Station Construction Progress No. 7

ACCOMPLISHMENTS TO DATE:

- 1) Bypass system was removed, and new pumps are now operational.
- 2) Removed and replaced concrete sidewalk, rolled curb, and gutter.
- 3) Finished installing frame and cover for MH #2 & MH #3 and paved around manholes.
- 4) Pedestrian pathway between generator enclosure and daycare courtyard was installed.
- 5) New AC installed on North De Anza Boulevard and on Prospect Road.
- 6) Repaired damaged landscaping near generator and daycare courtyard.
- 7) Potholed locations were filled with AC.
- 8) Contractor removed construction staging area fencing and plastic K-rail.

REMAINING ACTIVITIES:

- 1) Requested City of Saratoga to provide project acceptance
- 2) Requested City of Cupertino to provide project acceptance
- 3) Requested adjacent property owner to provide project acceptance
- 4) Finalize negotiation with City of Saratoga for pavement restoration and striping of Prospect Road
- 5) Finalize punch list items for the Contractor
 - a. Replace traffic lane dots in intersection of Prospect Road and De Anza Boulevard
 - b. Slurry over trench on North De Anza Boulevard
 - c. Repair traffic loop wiring on North De Anza Boulevard
 - d. Replace additional striping on North De Anza Boulevard
 - e. Replace circuit breaker with 400A electric trip breaker
 - f. Install power box and connect to power for sump pump
 - g. Install one light in drywell
 - h. Install cover plate in pullbox inside drywell

- i. Install light switch cover in drywell
- 6) Final payment and project close-out

OUTSTANDING ISSUES/CONCERNS:

- 1) Request for quotations have not yet been received for:
 - a. Design changes to manholes
 - b. Conduits for future potential Wetwell Wizard