

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, OCTOBER 6, 2021**

AGENDA - AMENDED

In accordance with Executive Order N-33-20, meeting to be held at 7:00 p.m. via teleconference [call 1 (866) 899 - 4679 Conference Access Code: 251566821] and anyone interested may also call in. The District Office at 20863 Stevens Creek Blvd, Suite 100, Cupertino is closed.

1. ROLL CALL

2. PUBLIC COMMENTS

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.

3. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL-SIGNIFICANT EXPOSURE TO LITIGATION

In accordance with government code section paragraph (2) of subdivision (d), there is significant exposure to litigation from California Riverwatch pertaining to the Clean Water Act.

B. 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.

4. MINUTES

A. APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2021

B. APPROVED MINUTES OF SEPTEMBER 1, 2021

5. CORRESPONDENCE

A. LETTER FROM CITY OF SUNNYVALE – CONVEYANCE OF WASTEWATER FROM 91 HOMES ACROSS CALABAZAS CREEK

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6. MEETINGS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON OCTOBER 12, 2021
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON OCTOBER 14, 2021

7. REPORTS

- A. TELECONFERENCE MEETING OF THE CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE (CASSE) HELD ON SEPTEMBER 30, 2021

8. UNFINISHED BUSINESS

- A. COVID-19 UPDATES

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically:

- 1. The March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect.
- 2. The County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing.
- 3. Due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

- B. I-280/WOLFE SANITARY SEWER RELOCATION

9. NEW BUSINESS

- A. WEBSITE UPDATE
- B. DRAFT ANNUAL REPORT

10. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. PEAK FLOW REDUCTION

11. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, OCTOBER 20, 2021

12. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, SEPTEMBER 15, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:02 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Saadati 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, Taghi S. Saadati, William A. Bosworth, John M. Gatto, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Consultant: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

Motion to amend agenda to include discussion of Riverwatch letter in the closed session. On a motion by Director Bosworth, seconded by Director Gatto, by a vote of 5-0-0, the Board approved motion to amend the agenda.

President Saadati adjourned the regular meeting session and opened the closed session at 7:05 p.m.

A. Conference with legal counsel – Riverwatch.

Board action: There was no reportable action.

Manager Porter and Deputy Manager Woodhouse were excused from the remainder of closed session.

B. 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.

Board action: There was no reportable action.

The closed session was adjourned at 7:30 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 15, 2021

4. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, September 1, 2021, were approved as written.
- B. By consensus, the Minutes of Wednesday, August 18, 2021, are to be Noted & Filed.
- C. The Board reviewed August payable warrants and financial statements. The Board instructed staff to transfer \$690,453 from the Cal Bank account to the District commingled funds.

By consensus the financial statement and payment of bills were approved. On a motion by Director Chen, seconded by Director Bosworth, by a vote of 4-1-0, the financial statement and payment of bills were approved with revision to transfer funds to the commingled fund. Director Gatto voted no.

- D. Board members will submit their September timesheets to Manager Porter.

5. CORRESPONDENCE:

- A. Director Gatto reported on the letter from SVWCD titled: City of San Jose and Santa Clara Valley Water Efforts Toward Purified Water Project.
- B. The Board reviewed correspondence from County of Santa Clara titled: Treasury Investment Portfolio Status.

6. MEETINGS:

There are none.

7. REPORTS:

- A. Manager Porter reported on the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on September 7, 2021.
- B. Director Kwok reported on teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on September 9, 2021.
- C. Director Bosworth reported on the Santa Clara County Special Districts Association meeting held on September 13, 2021.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 15, 2021

9. NEW BUSINESS:

- A. The Board reviewed the memo on Electrical Improvements at Crescent, Salem, and Pierce Lift Stations. On a motion by Director Chen, seconded by Director Gatto, by a vote of 5-0-0, the Board authorized staff to proceed with improvements.

10. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Deputy Manager Woodhouse reported on the Peak Flow Reduction program.
- C. Manager Porter reported on the Silicon Valley Fall Festival held on September 11, 2021, in Cupertino, CA.
- D. Manager Porter reported on the monthly maintenance report.

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, October 6, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:40 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 1, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:01 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Saadati 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, Taghi S. Saadati, William A. Bosworth, John M. Gatto, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes. Mark Thomas Principal Sasha Dansky joined after the closed session.

District Consultant: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:02 p.m. Manager Porter and Deputy Manager Woodhouse were excused from the 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.

Closed session was adjourned at 7:14 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES:

A. On a motion by Director Bosworth, seconded by Director Chen, by a vote of 4-0-1 the minutes of Wednesday, August 18, 2021, were approved. Director Gatto abstained due to his absence from the meeting.

B. By consensus, the Minutes of Wednesday, August 4, 2021, are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 1, 2021

5. CORRESPONDENCE:

There was none.

6. MEETINGS:

- A. Manager Porter plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled to be held on September 7, 2021.
- B. Director Kwok plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on September 9, 2021.
- C. Director Bosworth plans to attend the teleconference meeting of Santa Clara County Special Districts Association scheduled to be held on September 13, 2021.

7. REPORTS:

There were none.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.

9. NEW BUSINESS:

- A. The Board reviewed the Board Memo regarding Uniform Replacement. On a motion by Director Chen, seconded by Director Kwok, by a vote of 5-0-0 the Board authorized staff to purchase new uniform shirts at a total cost of \$2,074.00.
- B. The Board discussed TPAC Representation. Director Gatto nominated Director Kwok to take his place on the TPAC committee and nominated Director Chen for the alternate member role. On a motion by Director Kwok, seconded by Director Bosworth, by a vote of 5-0-0 the Board approved.

10. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects – the Marina Plaza project. Staff had a meeting with the project team to understand how the project has changed since it was initially approved in 2015. Staff made preliminary recommendations regarding laterals and water meters.
- B. Manager Porter reported on Peak Flow Reduction and presented a draft brochure that describes the I/I Program. The brochure will be available at the Cupertino Fall Festival on September 11, 2021. The final version of the brochure will be sent to the Board members.

Deputy Manager Woodhouse discussed the status of the Smoke Testing Program. All the field work was completed last week, which was two weeks ahead of schedule. No significant defects were found in the five sewer basins where smoke testing was performed. Most of the defects were missing covers for the cleanouts on laterals.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 1, 2021

The consultant V&A only spent one half of their budget for the smoke testing. The remaining funds (\$95,000) will be used on more focused lateral smoke testing in areas of the 2018 smoke testing program that did not produce smoke in 2018 and the 2022 wet weather flow monitoring program, which will be completed from January to March 2022.

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, September 15, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:58 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

September 29, 2021

Taghi S. Saadati
President, Board of Directors
Cupertino Sanitary District
20863 Stevens Creek Blvd., Suite 100
Cupertino, CA 95014

Subject: Conveyance of wastewater from 91 homes across Calabazas Creek

Dear Mr. Saadati,

Larry Klein
Mayor

Glenn Hendricks
Vice Mayor

Gustav Larsson
Councilmember

Russ Melton
Councilmember

Mason Fong
Councilmember

Alysa Cisneros
Councilmember

Omar Din
Councilmember

As you are aware, the City of Sunnyvale (City) provides sewer service for a neighborhood consisting of 91 homes in Cupertino generally bounded by Bollinger Road, South Blaney Avenue, Lindenbrook Lane, and East Estates Drive. The City started providing sewer collection service to this neighborhood in the early 1950s. Wastewater from this neighborhood currently flows across an eight-inch sewer pipe bridge over Calabazas Creek.

The pipe bridge is covered by a revokable encroachment permit issued on June 11, 1985 from Valley Water (VW). In January 2020, VW sent the City a letter requesting that the pipe bridge be removed in order to simplify an upcoming creek improvement project. The current deadline for bridge removal is no later than spring 2023.

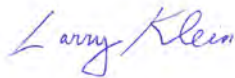
I understand that staff from the City and Cupertino Sanitary District (District) have been in discussions to work out an agreement on an array of topics, with the primary driver being a solution for the City to divert the flow that goes through the pipe bridge. A solution has been identified that would divert the flow from this neighborhood through the District's sewer network and then back to the City's network. This would require additional operation and maintenance costs to the District's infrastructure and the City has agreed to pay for the additional maintenance costs. As part of the mutual cooperation between the two agencies, the agreement includes provisions for the City to consider/evaluate the feasibility of allowing a peak wet-weather flow of 0.5 MGD to be diverted from the District to the City during emergencies. The City will be transparent in the analysis and determination of whether or not it is feasible for the City to accept these emergency flows, but Sunnyvale cannot guarantee at this time that the

diversion will be feasible. However, we are committed to continue working with the District on collaboration efforts that are beneficial for both our agencies.

Another option should the District Board be open to the idea, is for the District to annex to its service area the 91 homes in Cupertino and collecting any associated revenue from these homes. If you are open to such an idea, the City can draft an agreement for both of our governing boards to consider.

We appreciate the District's cooperation and the District Staff efforts to being a good neighbor. We are hopeful we can find a solution that benefits our two agencies without impacting VW's creek construction schedule. Should the District Board require additional information, City staff is happy to address the Board and provide more detailed information on the project and timeline. If you have any questions, please contact Ramana Chinnakotla, Director of Environmental Services at rchinnakotla@sunnyvale.ca.gov or 408-730-7785.

Sincerely,



Larry Klein
Mayor

cc: City Council
Kent Steffens, City Manager
Teri Silva, Assistant City Manager
Ramana Chinnakotla, Director of Environmental Services



CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE

Virtual General Meeting

September 30, 2021 • 9:00 a.m. to 2:00 p.m.

Please join the meeting from your computer, tablet, or smartphone

<https://global.gotomeeting.com/join/731235301>

Agenda		
Session	Time	Activity
I.	9:00 a.m.	Welcome
	9:05 a.m.	CASSE Website
	9:35 a.m.	Elements of a Successful Odor Control Program at OC San – <i>Presentation by Brian Reed, Orange County Sanitation District.</i> <i>Followed by a roundtable discussion on agency practices</i>
	10:35 a.m.	Break
II.	10:45 a.m.	Pest Mitigation – <i>Roundtable discussion on agency practices</i>
	11:15 a.m.	Routine and Emergency Response Procedures – <i>Roundtable discussion on agency practices</i>
	11:45 a.m.	Lunch Break
III.	12:30 p.m.	Proposed Revisions to WDR – <i>Presentation by Paul Causey, Causey Consulting</i>
	1:30 p.m.	What is currently driving SSOs? – <i>Roundtable discussion</i>
	2:00 p.m.	Meeting Ends

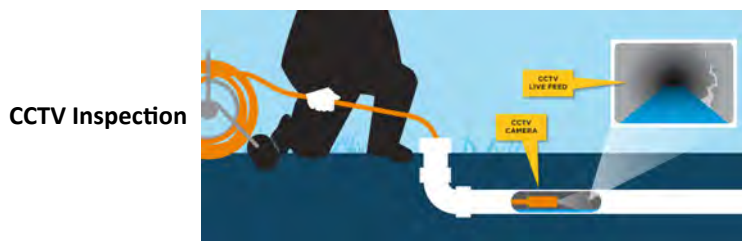
PEAK FLOW REDUCTION PROGRAM

CuSD has ongoing program to identify and reduce the quantity of Inflow and Infiltration (I&I) in the District’s sewer system. The purpose of the program is to reduce the amount of peak wet weather flow entering the District’s sanitary sewer system. Reduction of I/I in the system has the potential to lower the risk of sanitary sewer overflows and decrease the costs of conveying and treating wastewater. The District is implementing I/I reduction feasibility studies and analysis in peak flow project areas to measure the cost-effectiveness of I/I reduction. The program is on a scale large enough to potentially offset the need for larger conveyance or storage facilities. The program is implemented in four phases: Phase 1: Find I/I sources ; Phase 2: Fix Sources of I/I; Phase 3: Measure Wet Weather Flows; Phase 4: Model Wet Weather Flows.

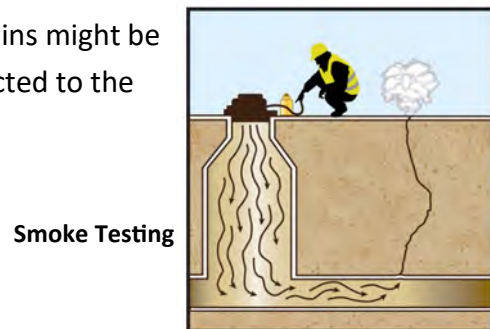
Phase 1: Find Sources of I/I

The District uses Sewer System Evaluation Surveys (SSES) to examine the condition of sewers located on the private/public property lines to identify the likely sources of I/I. SSES methods include smoke testing and closed circuit television (CCTV) inspection.

CCTV cameras are robotically sent through sanitary sewer lines and along each side sewer to record a video of sewer conditions. CCTV inspections can identify breaks, root intrusion, leaking water and deteriorating conditions.



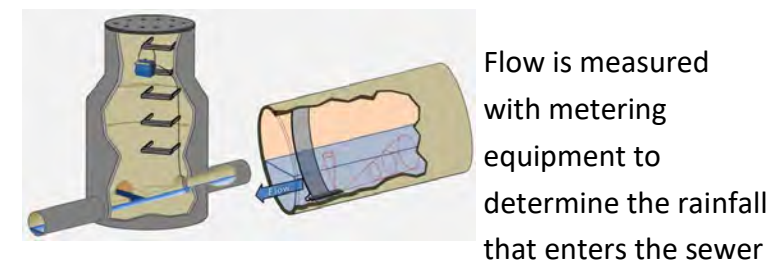
Smoke Testing involves pumping smoke through sewers from manholes in streets and observing where the smoke exits. The exiting smoke can indicate a broken pipe, or where the roof or foundation drains might be illegally connected to the sewer system.



Phase 2: Fix Sources of I/I

Once the sources of I/I have been identified, the defects that are allowing I/I to enter the sewer system will be repaired. The primary focus of these repairs will be to fix broken pipes, manholes, and joint connections. Another focus is to reduce the amount of I/I that enters the sewer system from storm events by disconnecting roof drain downspouts and other building or yard drains that may be directly connected to the sewer and capping cleanouts.

Phase 3: Measure Sewer Flows During Rainfall Events



Flow is measured with metering equipment to determine the rainfall that enters the sewer system. Flow Monitoring can help to identify areas of high flows during a rainfall event, indicating the presence of inflow, infiltration, or both.

Phase 4: Model Peak Flows

Metered flows are used as input to a hydraulic model of the Cupertino sewer system. The model will be used to determine how I/I flows impact the capacity and peak flow in the system and to assess whether there is sufficient capacity available to accommodate new development in the community.

OUR MISSION

- To protect the public health and environment.
- To provide for safe and cost-efficient collection of sewage waste.
- To provide for effective conveyance to the Treatment Plant.



20863 Stevens Creek Boulevard
Suite 100
Cupertino, CA 95014

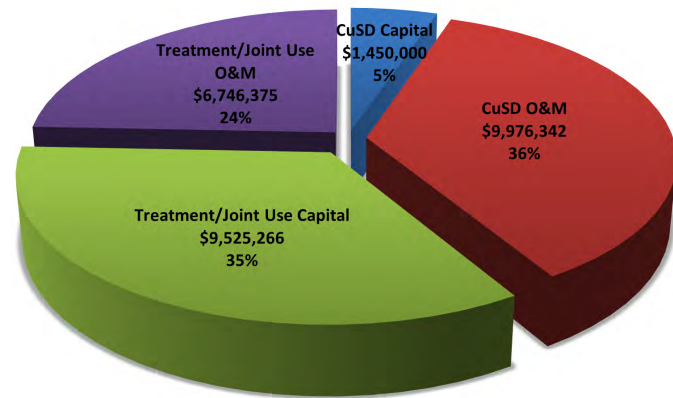
PROPERTY OWNER



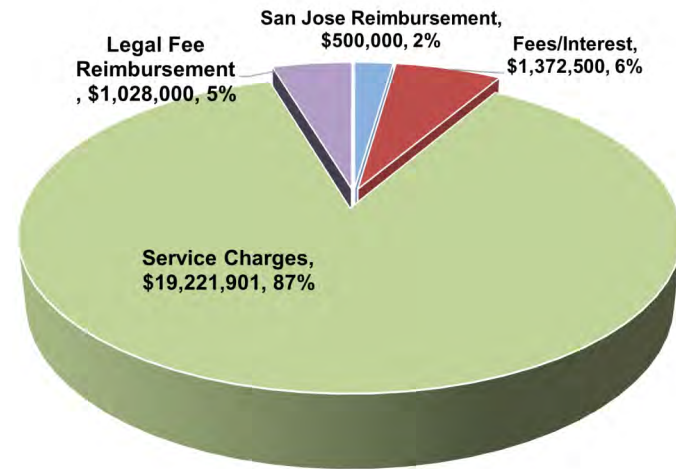
CUPERTINO SANITARY DISTRICT
2021 ANNUAL REPORT
District News and Highlights

FACTS & FIGURES

REVENUE FY 2021-22



EXPENSES FY 2021-22



NOTABLE ACCOMPLISHMENTS

- The District Board and Staff completed a comprehensive assessment of the cost of service for each of the District's customers, including residential type, commercial type, and whether the user required pump stations for the conveyance of wastewater to the treatment plant. The District Board adjusted the rates accordingly based on the cost of service.
- The District has responded to COVID-19 by continuing its operations and maintenance without interruption. Please do your share to help us keep our sewer system running smoothly.

ANNUAL MAINTENANCE PROGRAM

The District continues to implement its annual maintenance program, District-wide, to help ensure our sewer system is running smoothly. With routine maintenance, we are able to better serve you by keeping the sewer lines clear and focusing on areas with a history of root intrusion and regular stoppages.

The District's contractors access property line cleanouts to rod and flush the lower sewer lateral, pulling out any roots and debris found in the line. Our contractors are licensed professionals who have been working with the District for several years. To see if your property is on our annual maintenance list, or to request service, call our office at (408) 253-7071 and our staff will be happy to assist you.

COVID-19 UPDATES

We know you're working hard to keep yourselves healthy during the COVID-19 pandemic. There has been an increase in the flushing of toilet paper, paper towels, rags, and disposable wipes. Toilet paper readily breaks down in the system and does not cause issues. However, other paper products do not break down as easily and can create problems in your private lateral and the public sewer.

Help us keep our sewers healthy. Remember to never flush wipes, paper towels or tissues because they clog our pump stations and our pipes! The District has 17 pump stations and it has become a major maintenance issue, resulting in additional costs to maintain the sewer system.

For more information, go to www.cupertino sanitarydistrict.org where you will find additional information and links to recent media coverage, or contact us at (408) 253-7071.



WHO'S RESPONSIBLE FOR WHAT?

HOMEOWNER'S RESPONSIBILITY:

The owner is responsible for the "Upper Lateral" portion of the House Lateral. If a blockage occurs within the property line, then it is up to the homeowner to take responsibility.

A Property Line Clean Out is required by the District to service Lower Laterals. It is the owner's responsibility to have one installed, properly maintained, and accessible at all times.



DISTRICT'S RESPONSIBILITY:

The District is responsible for the maintenance and service of the lower portion of the lateral and the main sewer line. If a property line cleanout does not exist, the District will not be able to access our portion of the lateral. It is the responsibility of the homeowner to have a property line clean out installed.

Lower Lateral
The District maintains the Lower Lateral from the cleanout at the property line to the main line.

Upper Lateral
The property owner maintains the Upper Lateral.

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 11.A

<p align="center"><u>OCTOBER 2021</u></p> <p>10/06: 1st Regular Meeting 10/12: TAC 10/14: TPAC 10/20: 2nd Regular Meeting</p>	<table border="1"> <thead> <tr> <th colspan="7">OCTOBER 2021</th> </tr> <tr> <th>Sunday</th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> <th>Saturday</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td align="center">1</td> <td align="center">2</td> </tr> <tr> <td align="center">3</td> <td align="center">4</td> <td align="center">5</td> <td align="center">6 1st Regular Meeting</td> <td align="center">7</td> <td align="center">8</td> <td align="center">9</td> </tr> <tr> <td align="center">10</td> <td align="center">11</td> <td align="center">12 TAC</td> <td align="center">13</td> <td align="center">14 TPAC</td> <td align="center">15</td> <td align="center">16</td> </tr> <tr> <td align="center">17</td> <td align="center">18</td> <td align="center">19</td> <td align="center">20 2nd Regular Meeting</td> <td align="center">21</td> <td align="center">22</td> <td align="center">23</td> </tr> <tr> <td align="center">24</td> <td align="center">25</td> <td align="center">26</td> <td align="center">27</td> <td align="center">28</td> <td align="center">29</td> <td align="center">30</td> </tr> <tr> <td align="center">31</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	OCTOBER 2021							Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday						1	2	3	4	5	6 1 st Regular Meeting	7	8	9	10	11	12 TAC	13	14 TPAC	15	16	17	18	19	20 2 nd Regular Meeting	21	22	23	24	25	26	27	28	29	30	31						
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