

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, FEBRUARY 17, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 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, John M. Gatto, William A. Bosworth, 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:

President Saadati adjourned the regular meeting session and opened the closed session at 7:01 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 7:34 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 & BILLS:

A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, February 3, 2021 were approved as written.

B. By consensus, the Minutes of Wednesday, January 20, 2021 is to be Noted & Filed.

C. The Board reviewed January payable warrants and financial statements. The Board discussed flume metering and costs to calibrate the meter periodically. On a motion by Director Gatto, seconded by

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Director Kwok, by a vote of 5-0-0, the financial statement and payment of bills were approved as written.

D. Board members will submit their February timesheets to Manager Porter.

5. CORRESPONDENCE:

There was none.

6. MEETINGS:

A. Director Bosworth plans to attend the teleconference meeting of the Santa Clara County Special Districts Association to be held on March 1, 2021.

7. REPORTS:

A. Manager Porter reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on February 8, 2021. The dewatering capital project at the WPCP will be delayed for another year so this year's capital charges will be reduced.

B. Director Gatto reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on February 11, 2021.

8. UNFINISHED BUSINESS:

A. Manager Porter reported on COVID-19 updates.

B. The Board reviewed and discussed the budget reallocation (revised). Manager Porter is authorized to make further adjustments to the budget when the final costs for the capital improvements and O&M at the Water Pollution Control Plant are known. Manager Porter will request advance notice of the planned charges for the upcoming year so the District can better develop next year's District budget. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the revised budget reallocation was approved.

C. Manager Porter presented a summary of the Rate Study Methodology. District staff recommended use of the lower cost of service to adjust the rates for residents in the pump station zones. The adjustment will only account for higher costs due to the operations and maintenance of the District's 17 pump stations, which is a similar approach used by other agencies. District staff will also use a 75% adjustment in the SFR rate for MFR customers. District staff will now proceed with the development of the rate study for the District.

D. The Board was reminded to submit Form 700 filing.

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9. NEW BUSINESS:

- A. The Board reviewed the Board Memo regarding an insurance claim of a stolen pump station generator. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0 the Board approved submittal of insurance claim and payment of \$2,000 deductible.

10. STAFF REPORTS:

- A. Deputy Manager Woodhouse reported on Vallco. Deputy Manager Woodhouse presented slides on the overall purpose of the I/I Reduction Program and responded to questions from the Board regarding the draft Installer's Agreement and the I/I Reduction Program. The Board asked for minor revisions to the wording of the Installer's Agreement and asked District staff to investigate whether the I/I Reduction Program can be accelerated. District staff will discuss the draft Installer's Agreement with Vallco and secure their review comments on the document. The Board would like to reconsider the agreement at the next Board meeting.
- B. Manager Porter reported on the monthly maintenance report. One Category 3 SSO was reported in the District and a report was filed with CIWQS.

11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, March 3, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 9:51 p.m. the meeting was adjourned.



Secretary of the Sanitary Board



President of the Sanitary Board