

CUPERTINO SANITARY DISTRICT

SANTA CLARA COUNTY

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, JUNE 21, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino.

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: William A. Bosworth, Angela S. Chen, Taghi S. Saadati, David A. Doyle, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Associate Sanitary Engineer Abby Yung, and Counsel Marc Hynes.

District Consultant: Richard K. Tanaka

Public: Vicky Bosworth, special guest.

2. PUBLIC COMMENTS:

There were none.

3. PUBLIC HEARING:

- A. The Board conducted a Public Hearing on Accepting Report on Rates and Collection on Tax Roll for Fiscal Year 2023-2024.

President Kwok opened the public hearing at 7:02pm. There were no members of the public present for the hearing. President Kwok closed the public hearing at 7:02pm.

1. On a motion by Director Chen, seconded by Director Saadati, by a vote of 5-0-0, Resolution No. 1343, Confirming Report on Rates and Charges for Services and Facilities Furnished by the District and Delinquent Rates and Charges for the Cupertino Sanitary District for Fiscal Year 2023-2024 was approved as written.
2. On a motion by Director Chen, seconded by Director Saadati, by a vote of 5-0-0, Resolution No. 1344, Providing for the Collection of Rates and Charges for Services and Facilities Furnished by the District and Delinquent Rates and Charges for Fiscal Year 2023-2024 was approved as written.

4. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:03 p.m. Manager Porter, Associate Sanitary Engineer Yung, and Guest Bosworth were excused from the closed session.

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.

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Board action: There was no reportable action.

President Kwok adjourned the closed session at 7:24 p.m. and the regular meeting was called to order. District Manager Porter, Associate Sanitary Engineer Yung, and Guest Bosworth rejoined the regular meeting.

5. MINUTES & BILLS:

- A. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the minutes of the regular meeting held on Wednesday, June 7, 2023, were approved as written.
- B. By consensus, the Minutes of Wednesday, May 17, 2023, are to be Noted & Filed.
- C. The Board reviewed May payable warrants and financial statements. On a motion by Director Doyle, seconded by Director Saadati, by a vote of 5-0-0, the financial statements and payment of bills for May were approved as written.
- D. The Board members will submit their June timesheets to Manager Porter.

6. CORRESPONDENCE:

There was none.

7. MEETINGS:

- A. Director Chen plans to attend the CSRMA Board Directors meeting to be held on June 22, 2023.
- B. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled for Monday, July 10, 2023 is canceled.
- C. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TPAC) to be held on Thursday, July 13, 2023 is canceled.

8. REPORTS:

There were none.

9. UNFINISHED BUSINESS:

- A. The Board discussed CASA 68th Annual Conference and CSRMA Training: August 9-11, 2023, San Diego, California. By consensus, the Board plans to attend the conference and training.
- B. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the Board adopted the budget for Fiscal Year 2023-2024.
- C. The Board discussed Future Conference Attendance.
- D. The Board discussed the Cupertino Rotary Fun Festival to be held September 9, 2023. On a motion

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by Director Doyle, seconded by Director Saadati, by a vote of 5-0-0, the Board approved District participation with a budget not to exceed \$4,000.

10. NEW BUSINESS:

- A. The Board reviewed the Audit Report for FY 2021-2022. On a motion by Director Bosworth, seconded by Director Chen, by a vote of 5-0-0, the Board accepted the audit report as written.
- B. Manager Porter reported on the Calbank Policy. After discussion, the Board directed Staff to transfer loan funds for previous capital projects to checking and keep a minimal balance in checking by transferring the Cupertino Sanitary District account in the commingled fund. Staff is also to investigate the pre-payment policy and present the findings in a future meeting for further consideration.

Director Bosworth and Guest Bosworth left the meeting at 8:25pm.

- C. The Board reviewed the request for Safety Equipment Purchase. On a motion by Director Chen, seconded by President Kwok, by a vote of 4-0-0, the Board approved the purchase of safety equipment.

11. STAFF REPORTS:


- A. Associate Sanitary Engineer Yung reported on Future Development Projects.
- B. Manager Porter reported on the Maintenance Summary Report.

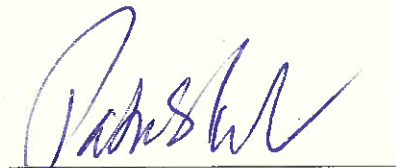
12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, July 19, 2023.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8:30 p.m. the meeting was adjourned.



Secretary of the Sanitary Board

President of the Sanitary Board