

CUPERTINO SANITARY DISTRICT

SANTA CLARA COUNTY

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 18, 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. Participation was also available via videoconference.

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:

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

Absent: None

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: Manlead Yuen and Ming Lee, to discuss Item 9.C. – APN 362-18-046 Request for Reimbursement

2. PUBLIC COMMENTS:

There were none.

By consensus, Item 9.C. – APN 362-18-046 Request for Reimbursement was moved up on the agenda.

9.C. – APN 362-18-046 Request for Reimbursement

Manager Porter reported on the Board Memo. Guests Yuen and Lee addressed the Board. Yuen commented that it would be beneficial for the District to make it clear to customers at the beginning of the permit application process that additional fees may be incurred if encroachment is required. Manager Porter will work with staff to better inform customers. After discussion by the Board, on motion by Director Saadati, seconded by Director Bosworth, by a vote of 5-0-0, the Board approved reimbursement in the amount of \$2,500.

Guests Yuen and Lee left the Board meeting at 7:19 p.m.

3. CLOSED SESSION:

President Kwok adjourned the regular meeting and opened the closed session at 7:24 p.m. Manager Porter and District Administrative Clerk Martinez 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 7:32 p.m. and the regular meeting was called to order. Manager Porter and District Administrative Clerk Martinez rejoined the regular meeting.

4. MINUTES & BILLS:

A. Approval of the Minutes of October 4, 2023

On a motion by Director Chen, seconded by Director Saadati, by a vote of 5-0-0, the minutes of the regular meeting held on Wednesday, October 4, 2023, were approved with corrections.

B. Approved Minutes of September 20, 2023

By consensus, the Minutes of Wednesday, September 20, 2023 are to be Noted & Filed.

C. Payment of Bills and Approval of Financial Statements

After review and discussion by the Board, on motion by Director Doyle, seconded by Director Saadati, by a vote of 5-0-0, the financial statements and payment of bills for September were approved as written.

D. Director's Monthly Timesheets

The Board submitted their October timesheets to Manager Porter.

5. CORRESPONDENCE:

A. The Forum Summary Letter

The Board reviewed and discussed the Forum Summary Letter that was addressed to the Board. The Board directed Staff to respond by written letter.

6. MEETINGS:

A. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held Monday, November 6, 2023.

B. Director Chen plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, November 9, 2023.

7. REPORTS:

A. Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on Monday, October 9, 2023

Manager Porter reported.

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- B. Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Thursday, October 12, 2023

President Kwok reported.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. APN 503-56-012 Sewer Connection Inquiry

The board reviewed and discussed a summary letter addressed to the Board regarding operations and sewer connection for APN 503-56-012. There was no reportable Board action.

- B. APN 503-46-005 Will Serve Letter

The Board directed Staff to draft a Will Serve letter for APN 503-46-005.

- C. APN 362-18-046 Request for Reimbursement

This item was moved up the agenda, after Public Comments.

10. STAFF REPORTS:

- A. Homestead 1 Diesel Generator Replacement

Director Doyle requested more information on the total cost of the generator replacement. Staff is to follow up with the Board at the next meeting.

- B. Sewer Asset Data Migration to ArcGis

Manager Porter provided an update to the Board.

- C. Future Development Projects

Manager Porter reported.

- D. Monthly Maintenance Summary Report

Manager Porter reported.

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11. CALENDAR ITEMS:

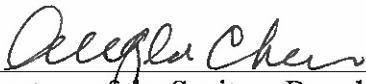
A. The next regular District Board meeting is scheduled to be held on Wednesday, November 1, 2023.

Director Doyle will be absent from the November 1, 2023 meeting.

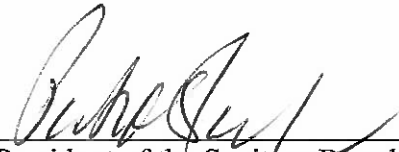
Director Saadati will be absent from the November 15, 2023 meeting. President Kwok will review the financials in his place.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:39 p.m. the meeting was adjourned.



Secretary of the Sanitary Board



President of the Sanitary Board