

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, DECEMBER 21, 2022

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted via teleconferencing in accordance with AB 361. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Bosworth 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, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes. Staff Member Vani Kathula joined the meeting for Item 10.B., only.

District Consultant: Richard K. Tanaka

Public: None

2. AB 361:

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 Health Officer announced on May 10, 2022 that COVID-19 cases are rising again to higher levels than last summer's surge and there is a rise in hospitalizations; she continues to encourage social distancing and advises people wear masks indoors, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

On a motion by President Bosworth, seconded by Director Saadati, by a vote of 5-0-0, the Board approved.

3. PUBLIC COMMENTS:

There were none.

4. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:03 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.

Board action: There was no reportable action.

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President Bosworth adjourned the closed session at 8:25 p.m. and the regular meeting was called to order. District Manager Porter, and Deputy Manager Woodhouse rejoined the regular meeting. Director Kwok left the regular meeting.

On a motion by President Bosworth, seconded by Director Chen, by a vote of 4-0-0, the Board added New Agenda Item 10.C. to the agenda.

5. MINUTES & BILLS:

- A. On a motion by Director Chen, seconded by Director Saadati, by a vote of 4-0-0, the revised minutes of the regular meeting held on Wednesday, December 7, 2022, were approved.
- B. By consensus, the Minutes of Wednesday, November 16, 2022, are to be Noted & Filed.
- C. The Board reviewed November payable warrants and financial statements. On a motion by Director Chen, seconded by Director Saadati, by a vote of 4-0-0, the financial statements and payment of bills for November were approved as written.
- D. The Board members will submit their December timesheets to Manager Porter.

6. CORRESPONDENCE:

- A. The Board reviewed correspondence from the City of San Jose, titled: Revised FY 2021-22 Operating & Maintenance Cost Sharing. It is to be Noted & Filed.
- B. The Board reviewed correspondence from the City of San Jose, titled: Timetable for Completion of 2023-2024 Revenue Program. It is to be Noted & Filed.

7. MEETINGS:

- A. Manager Porter plans to attend the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held on Monday, January 9, 2023.
- B. Deputy Manager Woodhouse plans to attend the CASA Collection System Work Group to be held January 11, 2023.

Director Kwok plans to attend the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on Thursday, January 12, 2023.

8. REPORTS:

- A. Report on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Monday, December 8, 2022 was deferred to the next regular meeting.

9. UNFINISHED BUSINESS:

- A. District Manager Porter reported on the Covid-19 updates.

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- B. The Board continued discussion of Purchase of One New 20 kW Multiquip Trailer-Mounted Generator and Rehabilitation of Country Club Pump Station. On a motion by Director Saadati, seconded by Director Doyle, by a vote of 4-0-0, the Board approved staff recommendations as follows: The purchase of one new 20 kW MultiQuip trailer mounted generator and labor cost to perform electrical work at a total estimated cost of \$39,248.25. Awarding construction to Able Septic Tank at a total cost of \$41,105.00, to be charged to the Major Repair and Maintenance account. St-Francis Electric labor estimated at \$6,500, based on time and materials (T&M).

10. NEW BUSINESS:

- A. The Board elected District Officers for the year 2023, effective January 1, 2023. On motion by President Bosworth, seconded by Director Chen, by a vote of 4-0-0, the Slate of Officers for the District was approved as follows:

President – Patrick Kwok  
Secretary – Angela Chen  
Secretary Pro-Tem – Taghi Saadati

By concurrence, it was ordered that the Slate of Representatives for the District be approved, effective January 1, 2023, as follows:

TPAC Alternate	Patrick Kwok Angela Chen
Special Districts Association Alternate	Bill Bosworth Angela Chen
CASA	Patrick Kwok
CSRMA Alternate	Angela Chen Bill Bosworth
Finance Committee	Taghi Saadati (Director in Position 3) David Doyle (Director in Position 4)
TAC	Manger Porter, Deputy Manger Woodhouse, Staff Member Kathula

Staff Member Kathula joined the meeting.

- B. The Board discussed Lucy Enhancement. Staff Member Kathula provided a description of the proposed enhancements to the Lucy computerized maintenance management system. On motion by President Bosworth, seconded by Director Chen, by a vote of 4-0-0, the Board approved the purchase of professional software service support in an amount not to exceed \$4,992.00 to provide professional services related to Central Square’s Lucy Asset Management and Work Order system.

Staff Member Kathula left the meeting.

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- C. The Board discussed Developer and City of Cupertino Emails to Directors. There was no Board action.

11. STAFF REPORTS:

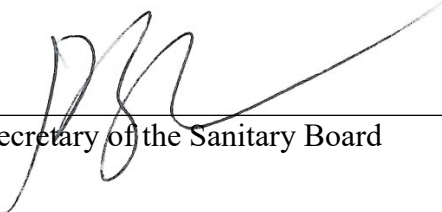
- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on CASA Conference Updates.
- C. Manager Porter reported on The Maintenance Summary Report.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, January 4, 2023.

13. ADJOURNMENT:

On a motion properly made and seconded, at 9: 25 p.m. the meeting was adjourned.

  
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Secretary of the Sanitary Board

  
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President of the Sanitary Board