

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in accordance with the Executive Order N-33-20 via teleconferencing.

1. ROLL CALL:

President Chen 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, District Advisor Richard K. Tanaka, and Counsel Marc Hynes.

Public: No one conferenced in.

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the minutes of Wednesday, April 1, 2020 were approved.
- B. By consensus, the Minutes of Wednesday, March 18, 2020 are to be Noted & Filed.
- C. The Board reviewed the March financials for payment. It was noted that there is a warrant made out to Cupertino Sanitary District in the amount of \$600,000 which will be deposited to Cal Bank savings account as a security for the loan. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, payment of bills was approved.
- D. The Board members will submit their timesheets electronically.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. The Board reviewed CSDA Take Action Brief and instructed staff to note & file.

5. MEETINGS:

There are none.

6. REPORTS:

There were none.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

7. UNFINISHED BUSINESS:

A. COVID-19 discussion-

- 1) CASA outreach: CASA provided public awareness information and granted the District permission to use the provided informational materials for the District website and other public outreach.
- 2) District website/public outreach: Staff and President Chen worked on updating the District website and public outreach to cities of Saratoga and Cupertino, including Cupertino Chamber of Commerce. Staff is to prepare a news release and contact news media and look into Next Door for additional public outreach.

- B. Credit card fees: The Board moved to add Resolution No. 1321 to Agenda Item 7B, "Credit Card Fees". On motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, Resolution No. 1321 was added. After discussion, on motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, Resolution No. 1321, approving Cal Bank (First Data) for merchant services was approved.

8. NEW BUSINESS:

- A. The Board reviewed the letter sent to U.S. Legislatures supporting Federal funding for COVID-19 to include special districts. On motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Board approved ratification of the letter and requested that another similar letter be sent to U.S. Congresswoman, Zoe Lofgren.
- B. The Board discussed Ratification of SSMP Annual Audit. On motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the Board approved ratification.
- C. All Board members completed Form 470.
- D. The Board reviewed proposed Resolution No. 1320, requesting and consenting to consolidation of elections. After discussion, on motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0, Resolution No. 1320 was approved.

9. STAFF REPORTS:

- A. Advisor Tanaka reported on the Prospect Pump Station. The striping should be completed in early May. Staff will agendize project close-out and will recommend making final payment to the Contractor in May.
- B. Manager Porter reported on the final annual report to River Watch.
- C. Advisor Tanaka reported that there may be several tax roll reimbursements coming up soon.
- D. Manager Porter reported on the monthly maintenance report.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

10. CLOSED SESSION:

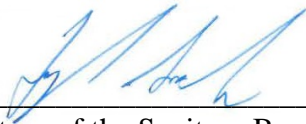
The closed session was cancelled.

11. NEXT MEETING:

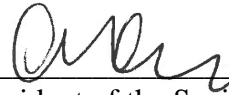
The next regular District Board meeting is scheduled to be held on Wednesday, May 6, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:18 p.m. the meeting was adjourned.



Secretary of the Sanitary Board



President of the Sanitary Board