

# CUPERTINO SANITARY DISTRICT

SANTA CLARA COUNTY

## BOARD MEETING WEDNESDAY JANUARY 20, 2010

The Sanitary Board of the Cupertino Sanitary District convened this date at 8:00 p.m. in the Stevens Creek Office Center, 20833 Stevens Creek Boulevard, Suite 104, Cupertino, California.

Secretary Lee called the meeting to order and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors: William A. Bosworth, John M. Gatto, Christopher C. Lee and Steve C. Andrews were present. Wendell H. Kerr Jr. was absent.

Staff present: Manager Richard K. Tanaka, Staff Member Steven J. Machida, Staff Member Nichol Bowersox and Counsel Harold S. Toppel.

On a motion by Director Gatto, seconded by Director Bosworth, it was ordered by a vote of 4-0-0 that the Minutes of the meeting of Wednesday, January 6, 2010 be approved.

By consensus, it was ordered that the Approved Minutes of December 18, 2009 be noted in file.

Director Lee directed staff to investigate if the flow percentage used by the City of San Jose is correct. The quarterly billing shows two different percentages. Director Lee also asked for a detailed breakdown on the insurance costs. After discussion by the Board, on a motion by director Gatto, seconded by Director Andrews, it was ordered by a vote of 4-0-0 that the Financial Statement for the month of January 2010 be approved as written and the following bills be paid:

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$3,050.62	ADP PAYROLL	DIRECTORS FEES	
16406	M&O	\$346.50	GREAT WEST LIFE & ANNUITY	DIRECTORS FEES	
16407	M&O	\$123,988.04	MARK THOMAS & CO, INC.	OFFICE EXPENSES	\$400.00
				ACCOUNTING & CLERICAL	\$3,638.55
				MANAGEMENT & ENGINEERING	\$45,942.14
				OPERATING EXPENSES	\$481.42
				REPAIRS & MAINTENANCE	\$54,628.63
				EMERGENCY FUNDS	\$4,521.19
				TRAVEL & MEETING	\$2,440.00
				CAPITAL OUTLAY-SEWER CONST.	\$11,593.02
				UTILITIES (WIRELESS COMM.)	\$343.09
16408	M&O	\$87,916.65	CSRMA c/o ALLIANT INS. SRVCS.	INSURANCE	
16409	M&O	\$797.96	DOOLEY INS. & FINANCIAL SVCS	INSURANCE	
16410	M&O	\$351,783.30	CITY OF SAN JOSE	T.P. OPERATIONS AND MNTN.	\$350,545.00
				OPERATING EXP.-ADMIN. COSTS	\$1,238.30
16411	M&O	\$241.12	PITNEY BOWES	OPERATING SUPPLIES	
16412	M&O	\$1,408.75	ATKINSON-FARASYN, LLP	LEGAL	

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16413	M&O	\$17,652.99	ABLE UNDERGROUND CONST.	REPAIRS & MAINTENANCE	\$14,212.75
				EMERGENCY FUNDS	\$3,440.24
16414	M&O	\$170.00	CUNHA LANDSCAPE SVCS, INC.	REPAIRS & MAINTENANCE	
16415	M&O	\$49,200.00	PACIFIC UNDERGROUND CONST.	REPAIRS & MAINTENANCE	\$6,000.00
				CAPITAL OUTLAY-SEWER CONS	\$43,200.00
16416	M&O	\$1,326.00	ROTO-ROOTER SEWER SERVICE	EMERGENCY FUNDS	
16417	M&O	\$905.81	COAST COUNTIES TRUCK & EQUIP	REPAIRS & MAINTENANCE	
16418	M&O	\$383.78	AT&T	UTILITIES	
16419	M&O	\$532.79	AT&T FLOW MONITORING	UTILITIES	
16420	M&O	\$3,127.33	PG&E	UTILITIES	
16421	M&O	\$40.87	SAN JOSE WATER CO.	UTILITIES-WATER	
16422	M&O	\$13,300.00	MELLO PIPELINES, INC.	CAPITAL OUTLAY-SEWER CONST.	\$10,200.00
				REPAIRS & MAINTENANCE	\$3,100.00
16423	M&O	\$36,035.00	ITT WATER & WASTEWATER	CAPITAL OUTLAY-EQUIPMENT	\$28,978.04
				CAPITAL OUTLAY-SEWER CONST	\$7,056.96
<b>Total</b>		<b>\$692,207.51</b>			

Staff received an invitation from Santa Clara County to attend a meeting to discuss changes to the County Treasury Investment Pool. Director Gatto and Staff Member Machida will attend the meeting. The meeting will be held on Wednesday, January 27, 2010 in the County Building at 2310 North First Street.

Director Gatto also informed the Board that he will attend a meeting with the Special District Treasury Group on February 19, 2010.

Secretary Lee summarized the Mid-Year CASA conference. The topics were focused on greenhouse gas reductions and renewable energy. As a result of the new EPA energy requirements, Director Andrews is interested in how the San Jose Treatment Plant will comply with these requirements. Director Gatto is interested in San Jose's use of digesters and the energy program that San Jose develops.

The Board did not attend the CSRMA Training Seminar held on Wednesday, January 13, 2010.

Since President Kerr was not at this Board meeting, a report on the Legislative Committee Work Group was not made.

Director Bosworth attended the CSRMA Directors meeting on Friday, January 15, 2010. Bob Reid is the current President of CSRMA. There will be no change in Workers Compensation however; costs will increase because of the earthquake in Haiti. David Patzer was the guest speaker. He spoke on a Risk Control Software. Director Bosworth submitted the powerpoint presentation to staff.

Staff member Machida reported that the City of San Jose is supplying District Staff with correspondence related to the Recycled Water Program. Staff is reviewing the document and will be setting up meetings with City Staff to discuss the projects and when the Phase 2 projects were approved.

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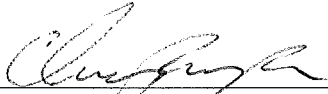
Manager Tanaka presented the mid-year Financial Status. After discussion, Director Gatto directed Staff to include the State Revolving Fund and Bond payments in the financials. He would like to review the amount and timing of the payments. Director Gatto also directed staff to agendize an item to discuss a rate increase for the next meeting.


Staff member Machida reported that he attended a Conflict of Interest Form 700 Workshop at the County Offices. The Director's will be able to complete the Form 700 electronically but a hard copy with original signatures must be submitted to the county clerk by April 1, 2010. The Form 700 will be distributed to the Board at the February 3, 2010 meeting.

Director Bosworth directed staff to agendize an item to discuss whether the election of Directors can be held on even years to correspond with major elections. This action may reduce the District's election costs by spreading the common election costs over as a much larger ballot. Counsel Topple will investigate the process and report back to the Board.

Director Bosworth also directed staff to agendize an item to change the start time of the Board Meetings.

On a motion properly made and seconded, at 9:16 p.m. it was unanimously ordered that the meeting be adjourned.

  
Secretary of the Sanitary Board

  
Secretary Pro-Tem of the Board

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