

**WEST VALLEY SANITATION DISTRICT
OF SANTA CLARA COUNTY, CALIFORNIA**

**BOARD OF DIRECTORS MEETING
April 10, 2019**

The Board of Directors of West Valley Sanitation District of Santa Clara County, California, convenes this day in regular session at 5:00 p.m. at the district office, 100 East Sunnyoaks Avenue, Campbell, California.

Roll Call

1. Present: Directors – Steve Leonardis, Paul Resnikoff, Rowena Turner, Mike Wasserman, and Manny Cappello, Chairperson.

Absent: Director – None.

Staff: Jon Newby, District Manager and Engineer; John Bakker, District Counsel; and Lesha Luu, Secretary.

Approval of Minutes of Previous Meeting

2. Approve the minutes of the regular meeting of the Board of Directors of March 13, 2019.

Motion by/Second by: Leonardis/Wasserman and Resnikoff to approve the minutes of the previous meeting. Motion passed unanimously.

Oral Communications

3. None.

Written Communications

4. None.

Reports (Items to be taken in one motion)

5. San Jose/Santa Clara Regional Wastewater Facility: Minutes of the December 13, 2018 regular meetings of the Treatment Plant Advisory Committee.
6. Investment of District funds: Report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District, as of February 28, 2019.
7. Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended February 28, 2019.

Motion by/Second by: Wasserman/Resnikoff to accept the Reports, Items 5 to 7. Motion passed unanimously.

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8. Board compensation survey report.

Motion by/Second by: Following Board discussion and questions for staff, the Board deferred this item for further discussion after consent calendar.

Following further discussion and questions for staff, the Board directed staff to report back and recommend an increase of board compensation in the following months.

Motion by/Second by: Wasserman and Turner/Leonardis to approve the Survey Report. Motion passed unanimously.

Unfinished Business

9. Ordinance No. 149 – Revisions to District Chapters 1-4, 6-7, 9-14 of the Ordinance Code following a comprehensive review. Second reading and adoption of ORDINANCE NO. 149, AN ORDINANCE OF THE WEST VALLEY SANITATION DISTRICT BOARD OF DIRECTORS AMENDING CHAPTERS 1, 2, 3, 4, 6, 7, 9, 10, 11, 12, 13, AND 14 OF THE DISTRICT’S ORDINANCE CODE.

Motion by/Second by: Resnikoff/Turner to adopt Ordinance No. 149 - Revisions to District Chapters 1-4, 6-7, 9-14 of the Ordinance Code. Motion passed unanimously.

Public Hearings

10. First of the two Public Hearings to consider the District’s Proposed Budget for Fiscal Year 2019-2020. The Second hearing and adoption is scheduled for May 8, 2019. Open the public hearing and receive comments on the West Valley Sanitation District Proposed Budget for Fiscal Year 2019-2020. Continue the public hearing to the Board Meeting of Wednesday, May 8, 2019, to allow for further comments or modifications. The District Manager reported the proposed budget for FY 2019-2020 most notable change from the previous fiscal year is due to the City of San Jose/Santa Clara Regional Wastewater Facility and joint line capital projects. The City’s capital costs have increased 150% from \$11 M to \$28 M. Based on the City’s most recent updated capital projection, two bond issuances are required with the first one for \$18 M to be issued in FY 2019-2020 and a second one for \$14 M to be issued in FY 2021-2022. An updated financial analysis indicates issuing debt through two bond issuances is more cost effective than having a line of credit and refinancing through bond issuance later. The District’s employee salary, benefit and O&M costs remain stable and increase by 2.7% or \$216,000. Following manager’s report, the Public Hearing is opened. No public comment has been received.

Motion by/Second by: Resnikoff and Turner/Leonardis to close the public hearing and approve the continuation of the second hearing and adoption of the West Valley Sanitation District Proposed Budget for Fiscal Year 2019-2020 at the Board Meeting on Wednesday, May 8, 2019. Motion passed unanimously.

Consent Calendar (Items to be taken in one motion)

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11. Approval of payment of invoices, March 14, 2019– April 10, 2019. Approve the payment of invoices.
12. Brown and Caldwell Task Order 19-04 – Update to District Standard Drawings. Authorize the District Manager and Engineer to issue Task Order 19-04 to Brown & Caldwell for a not-to exceed amount of \$74,558 for performing updates to the District’s Standard Drawings.
13. Annexation 2019-01 (Cypress Way), APN 532-26-049. Adopt Resolution No. 19.04.03, RESOLUTION OF THE BOARD OF DIRECTORS OF WEST VALLEY SANITATION DISTRICT OF SANTA CLARA COUNTY, CALIFORNIA, SUPPORTING THE ANNEXATION DESIGNATED “WEST VALLEY SANITATION DISTRICT ANNEXATION 2019-01 (CYPRESS WAY), APN 532-26-049, LANDS OF MANNINA”.
14. Acceptance of Sewerage System. Adopt Resolution No. 19.04.04, RESOLUTION ACCEPTING SEWERAGE SYSTEM INSTALLED BY ALHAMBRA APARTMENTS, LIMITED PARTNERSHIP/HURLEY CONTRACTORS, INC., AND SITUATED WITHIN THE WEST VALLEY SANITATION DISTRICT OF SANTA CLARA COUNTY, STATE OF CALIFORNIA, described as:

Tract: 10337
Location: 300 Railway Avenue, Campbell
Constructed by: Alhambra Apartments Limited Partnership/Hurley Contractors, Inc.
15. Award of Janitorial Services Contract. Award the multi-year Janitorial Services Contract to Professional Cleaning Systems, Inc. in the amount of \$177,772.00 for Scheduled Janitorial and Operational Services for an initial six-year period (starting May 1, 2019 and ending June 30, 2025). Provide authorization to the District Manager and Engineer to extend this contract for an additional three-year term (for a maximum contract period of nine fiscal years ending June 30, 2028) upon demonstrated satisfactory performance and ability to negotiate a fair and reasonable cost for the final term.

Motion by/Second by: Resnikoff and Leonardis/Wasserman to approve the Consent Calendar Items 11 to 15. Motion passed unanimously.

New Business

16. None.

Closed Session

17. The Board adjourns at 5:23 p.m. to closed session – Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6). Agency designated representatives: Jesse Lad, Meyers Nave; Employee organizations: Northern California Regional Council of Carpenters, The Carpenters 46 Northern California Counties Conference Board and Their

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Affiliated Local Unions. The following directors were present: Manny Cappello, Steve Leonardis, Paul Resnikoff, Rowena Turner and Mike Wasserman.

Reconvene in Open Section

18. The Board reconvenes in open session at 5:36 p.m. Nothing to report out.

Directors' Items

19. Director Cappello reported that the annual Sewer Advisory Board meeting was held on April 3rd. The City of San Jose provided updates on three major projects on joint lines and obtained approval on budgets for cost sharing projects.

The Board elected to change the May 8, 2019 meeting time to 5:00 p.m. Motion by/Second by: Resnikoff/Wasserman to begin the May 8, 2019 Board Meeting at 5:00 p.m. rather than 6:00 p.m. Motion passed unanimously.

20. Manager reported the Board of Directors annually review the District Manager's performance and compensation. Consistent with the policy adopted in January 2005 titled "Compensation Policy for District Manager and Engineer" The policy states that "*an ad hoc subcommittee ... shall meet as necessary with the manager to review performance and compensation. The subcommittee will report to the Board of Directors and make recommendations in a timely manner for adjusting the manager's compensation. The subcommittee shall consist of the Board Chair and Vice-Chair or their designated alternates.*" To accommodate the schedule for adoption of the District's objectives and proposed budget, the District Manager requested the Board Chair and Vice-Chair, or designated alternates, to meet as a subcommittee with the District Manager to review his performance and compensation and report to the Board of Directors with the subcommittee's recommendations at the scheduled Board Meeting in June. The Board appointed Directors Cappello and Resnikoff as the ad hoc subcommittee.

Adjournment

21. There being no further items of business, the meeting was adjourned at 5:41 p.m. The next Board Meeting is scheduled for May 8, 2019, at 5:00 p.m.

Signature on File

E. MANNY CAPPELLO, CHAIRPERSON

Attest:

Signature on File

Secretary