

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

**BOARD OF DIRECTORS MEETING
May 13, 2015**

The Board of Directors of West Valley Sanitation District of Santa Clara County, California, convenes this day in regular session at 6:00 p.m. at the district office, 100 East Sunnyoaks Avenue, Campbell, California.

Roll Call

1. Present: Directors: Marshall Anstandig, Manny Cappello, Mike Kotowski, Ken Yeager and Steven Leonardis, Chairperson.

Absent: None.

Staff: Jon Newby, District Manager and Engineer; Edward H. Oyama, Director of Engineering and Operations; Kelly Carroll, West Valley Clean Water Program Urban Runoff Program and Business Administration Manager; Sarah Quiter, Deputy 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 April 8, 2015.

Motion by/Second by: Yeager/Kotowski to approve the minutes of the previous meeting.
Motion passed unanimously.

Oral Communications

3. None.

Written Communications

4. None.

Reports

5. San Jose/Santa Clara Regional Wastewater Facility: Minutes of the March 12, 2015 regular meeting 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 March 31, 2015.
7. Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended March 31, 2015.

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Motion by/Second by: Kotowski/Anstandig to approve the Reports, items 5-7. Motion passed unanimously.

Unfinished Business

8. None.

Public Hearings

9. Second Public Hearing to consider the adoption of the District's Proposed Budget for Fiscal Year 2015-2016. (A) Open the hearing and receive comments on the West Valley Sanitation District Proposed Budget for Fiscal Year 2015-2016. (B) Adopt Resolution No. 15.05.10, RESOLUTION OF THE BOARD OF DIRECTORS OF WEST VALLEY SANITATION DISTRICT OF SANTA CLARA COUNTY, CALIFORNIA, ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2015-2016 BY RATIFYING ESTIMATES OF REVENUES TO BE RECEIVED IN SUCH FUNDS AND APPROPRIATING MONIES THEREFROM FOR SPECIFIC ACTIVITIES AND ACCOUNTS AND SETTING FORTH THE CONDITION OF ADMINISTERING THE BUDGET. All questions and concerns of Board were satisfied by Manager. Public Hearing opened for questions and comments from public and staff. There were no comments.

Motion by/Second by: Cappello/Anstandig to approve Proposed Budget for Fiscal Year 2015-2016 and adopt Resolution No. 15.05.10. Motion passed unanimously.

10. Public Hearing to consider the continuation of the Storm Drain Management Fee for Fiscal Year District's 2015-2016. (A) Open the hearing and receive comments on the Storm Drain Management Fee for Fiscal Year 2015-2016. (B) Adopt Resolution No. 15.05.11, RESOLUTION OF THE BOARD OF DIRECTORS OF WEST VALLEY SANITATION DISTRICT OF SANTA CLARA COUNTY, CALIFORNIA, APPROVING SERVICE CHARGES PURSUANT TO HEALTH AND SAFETY CODE SECTION 5471 ET SEQ: Resolution adopts the Storm Drain Management Program Fees for Fiscal Year 2015-2016 for the cities of Campbell, Monte Sereno, and Town of Los Gatos. Public Hearing opened for questions and comments from public and staff. Kelly Carroll of the West Valley Clean Water Program was in attendance.

Motion by/Second by: Yeager/Anstandig to approve continuation of the Storm Drain Management Fee for Fiscal Year 2015-2016 and adopt Resolution No. 15.05.11. Motion passed unanimously.

Consent Calendar (Items to be taken in one motion)

11. Approval of payment of invoices, April 9, 2015 – May 13, 2015.

12. Finding and ratification of sewer service rate increase. Motion to make finding that the proposed Fiscal Year 2015-2016 rate increase is not in excess of the revenue needs of the

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West Valley Sanitation District and ratify the sewer service and use charges for Fiscal Year 2015-2016 as previously adopted and as detailed in Section 10.060 of the Ordinance Code.

13. Purchase of 2016 Vactor F8015 Ramjet. Authorize the advance purchase of a 2016 Vactor F8015 Ramjet from Owen Equipment Sales for the amount of \$311,696.09 and provide authorization of \$15,000.00 in contingency for possible adjustments in DMV fees, taxes, necessary modifications, or the addition of optional equipment and features.
14. Easement quitclaim deed. Adopt Resolution No. 15.05.12, RESOLUTION AUTHORIZING THE EXECUTION OF QUITCLAIM DEED for Dedication of Sanitary Sewer Easement to Town of Los Gatos, a Municipal Corporation, 14850 Winchester Boulevard, Los Gatos, APN 424-31-055.

Motion by/Second by: Cappello/Anstandig to approve Consent Calendar items 11-14. Motion passed unanimously.

New Business

15. Recognize the contribution of Anthony Cuevas. Adopt Resolution No. 15.05.13, RESOLUTION RECOGNIZING THE CONTRIBUTIONS OF ANTHONY CUEVAS TO THE WEST VALLEY SANITATION DISTRICT upon his retirement and authorize Director Steven Leonardis, Chairperson of the Board to sign the resolution. Manager thanked Mr. Cuevas for over 22 years of service to the District and for his many contributions. Mr. Cuevas will be greatly missed.

Motion by/Second by: Kotowski/Yeager to adopt Resolution No. 15.05.13. Motion passed unanimously.

16. Repayment program for past due fees. (A) Approve the Past Due Fees Repayment Program. (B) Authorize the District Manager and Engineer to execute legal documents with property owners qualified for the program. Manager reported the District is continuing to find properties that have undergone improvements without obtaining the required District permits. The District would like to add a repayment program to help property owners by providing a zero interest loan and spreading the cost over multiple years. The program significantly reduces the initial burden on the property owner and aids in recovering fees. Staff will monitor the performance of the program and provide a status update. All questions and concerns of Board were satisfied by staff.

Motion by/Second by: Yeager/Anstandig to approve the Past Due Fees Repayment Program and authorize the District Manager and Engineer to execute legal documents with property owners qualified for the program. Motion passed unanimously.

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Closed Session

17. None.

Director's Items

18. Board recommended a review of the memo from the Ordinance Code Ad-Hoc Committee written to the Board Members in 2010 regarding Ordinance Code 2.030 –“Compensation of Board Members” and to place this item on a future agenda for discussion.

Motion by/Second by: Leonardis/Kotowski to approve placing Ordinance Code 2.030 – “Compensation of Board Members” on a future agenda for discussion.

19. District Manager's report: Nothing to report.

Adjournment

20. There being no further items of business, the meeting was adjourned at 6:24 p.m. The next Board Meeting is scheduled for June 10, 2015.

Signature on File

STEVEN LEONARDIS, CHAIRPERSON

Attest:

Signature on File

Secretary