

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

**BOARD OF DIRECTORS MEETING
May 13, 2020**

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. Due to COVID-19 and in accordance with the Governor's Executive Orders which suspend portions of the Brown Act, this meeting was conducted via tele/webinar conference only. Members of the public may not attend this meeting in person. Members of the public may participate in this meeting by calling in at 1-408-418-9388 followed by 295522922. This meeting agenda is available online at <http://www.westvalleysan.org/>

Roll Call

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

Absent: Director – None.

Staff: Jon Newby, District Manager and Engineer; Edward H. Oyama, Director of Engineering and Operations; Laura McKinney, District Counsel; and Lesha Luu, Secretary.

Oral Communications

2. None.

Written Communications

3. None.

Public Hearings

4. Second Public Hearing to consider the adoption of the District's Proposed Budget for Fiscal Year 2020-2021. A. Open the hearing and receive comments on the West Valley Sanitation District Proposed Budget for Fiscal Year 2020-2021. B. Adopt Resolution No. 20.05.04, RESOLUTION OF THE BOARD OF DIRECTORS OF WEST VALLEY SANITATION DISTRICT OF SANTA CLARA COUNTY, CALIFORNIA, ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2020-2021 BY RATIFYING SEWER SERVICE AND USE CHARGES AND ESTIMATES OF REVENUES ARE NOT IN EXCESS OF REVENUE NEEDS AND TO BE RECEIVED IN SUCH FUNDS AND APPROPRIATING MONIES THEREFROM FOR SPECIFIED ACTIVITIES AND ACCOUNTS AND SETTING FORTH THE CONDITIONS OF ADMINISTERING THE BUDGET, to produce the Fiscal Year 2020-2021 Adopted Budget. The District Manager and Engineer reported that on April 8th, the Board of Directors opened the first of two public hearings for the District's Proposed Budget. No comments have been received from the public on the District's Proposed Budget. The matter has been continued to the May 13th meeting for the second public hearing to receive comments. The

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

**BOARD OF DIRECTORS MEETING
May 13, 2020**

District has no changes to the Proposed Budget. The Public Hearing is opened. No public comment has been received.

Motion by/Second by: Wasserman/Turner to close the public hearing and adopt resolution No. 20.05.04, adopting the Operating Budget for Fiscal Year 2020-2021. Motion passed by the following vote:

AYES: Cappello, Resnikoff, Spector, Turner, and Wasserman
NOES: None
ABSENT: None

Unfinished Business

5. None.

Consent Calendar (Items to be taken in one motion)

6. Previous meeting minutes. Approve the minutes for the Regular Board of Directors Meeting on April 8, 2020.
7. Investment Report. Approve the report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District, as of March 31, 2020.
8. Consolidated Income and Expense Statement. Approve the Consolidated Income and Expense Statement for the period ended March 31, 2020.
9. Payment of invoices. Approve the payment of invoices for April 9, 2020 to May 13, 2020.

Motion by/Second by: Cappello/Wasserman to approve the Consent Calendar Items 6 to 9. Motion passed by the following vote:

AYES: Cappello, Resnikoff, Spector, Turner, and Wasserman
NOES: None
ABSENT: None

New Business

10. Ordinance No. 153 - Revisions to Chapter 7 of the District Ordinance Code. A. Introduction and first reading of ORDINANCE NO. 153, AN ORDINANCE OF THE WEST VALLEY SANITATION DISTRICT BOARD OF DIRECTORS, AMENDING CHAPTER 7 OF THE DISTRICT'S ORDINANCE CODE RELATING TO THE FATS, OILS, AND GREASE PROGRAM. B. Schedule second reading and adoption of Ordinance No. 153 on June 10, 2020. The District Manager and Engineer reported that the District is proposing updates to the Ordinance related to fats, oils, and grease (FOG)

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

BOARD OF DIRECTORS MEETING

May 13, 2020

discharge to the collection system. These updates clarify requirements for food service establishments (FSE) to properly remove FOG, floating materials, sludge, and solids from their grease control devices; and repair broken and missing grease control device components to prevent FOG from entering the collection system and cause pipe line stoppages leading to sanitary sewer overflows. The Ordinance changes also include updates to address a business that no longer needs a grease control device to allow proper isolation or abandonment and to prevent onsite overflows. All Board's questions and concerns were satisfied by staff.

Motion by/Second by: Wasserman/Spector to approve the first reading of Ordinance No. 153 and schedule second reading and adoption of Ordinance 153 on June 10, 2020. Motion passed by the following vote:

AYES: Cappello, Resnikoff, Spector, Turner, and Wasserman

NOES: None

ABSENT: None

Directors' Items

11. There were no Director's reports, announcements, and questions.
12. District Manager's report. The District Manager and Engineer reported that the District is currently operating with a 20% to 25% reduction in staffing due to Emergency Family Medical Leave impacts mostly related to school closure and a lack of available childcare. The District is also experiencing shortages in disinfecting supplies, hand sanitizer, and some types of PPE. Currently, the District has been able to secure repeated small amounts of supplies to meet demand for two to three week intervals. Staff continue to seek replenishment of stocks with hopes to obtain larger shipments.

Implementing procedures to reduce risks for exposure to the virus along with compliance with Federal, State and Local mandates have resulted in increased cost and reduced efficiency in performing essential work. The most significant impacts are the loss of staff due to the Emergency Family Medical Leave provisions, and implementing measures aimed at lowering risks of exposure.

Revenues are projected to remain stable as long as property taxes and the State's adopted Teeter Plan are unchanged. Work production or performing essential work is meeting regulatory requirements and the community needs, and is stable and sustainable under the current conditions. Staff fatigue is becoming evident mostly driven from loss of staff, developing and implementing new procedures to comply with ever changing Federal, State and Local mandates, along with managing uncertainty in the work place and home life.

Adjournment

**WEST VALLEY SANITATION DISTRICT
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**BOARD OF DIRECTORS MEETING
May 13, 2020**

13. There being no further items of business, the meeting was adjourned at 5:20 p.m. The next Board Meeting is scheduled for June 10, 2020, at 5:00 p.m.

Signature on File

PAUL RESNIKOFF, CHAIRPERSON

Attest:

Signature on File

Secretary