

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

**BOARD OF DIRECTORS MEETING
November 18, 2015**

The Board of Directors of West Valley Sanitation District of Santa Clara County, California, convenes this day in regular session at 9:00 a.m. at the district office, 100 East Sunnyoaks Avenue, Campbell, California.

Roll Call

1. Present: Directors: Marshall Anstandig, Manny Cappello, Ken Yeager, Steven Leonardis, Chairperson, and Mike Kotowski (arrived at 9:05 a.m.).

Absent: None.

Staff: Jon Newby, District Manager and Engineer; Edward H. Oyama, Director of Engineering and Operations; Sarah Quiter, Deputy District Counsel; Lesha Luu, Secretary; and Phuong Vu, Senior Accountant.

Approval of Minutes of Previous Meeting

2. Approve the minutes of the regular meeting of the Board of Directors of October 14, 2015.

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

Oral Communications

3. None.

Written Communications

4. Letter from Ms. Kerrie Romanow, Director of Environmental Services, City of San Jose, on Master Agreement Amendments dated October 22, 2015. Manager gave a brief description of the contents of the letter. All Board's questions and concerns were satisfied by staff.
5. Letter to Mayor Jamie L. Matthews, Chair-Treatment Plant Advisory Committee, San Jose – Santa Clara Regional Wastewater Facility, and Ms. Kerrie Romanow, Director of Environmental Services, City of San Jose, on Request to Provide Presentation at November 19, 2015 Treatment Plant Advisory Committee ("TPAC") Meeting, dated October 28, 2015. All Board's questions and concerns were satisfied by staff.

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6. Letter dated November 10, 2015, to Ms. Kerrie Romanow, Director of Environmental Services, City of San Jose, regarding City of San Jose letter dated October 22, 2015. All Board's questions and concerns were satisfied by staff.

Reports (Items to be taken in one motion)

7. San Jose/Santa Clara Regional Wastewater Facility: Minutes of the September 10, 2015 regular meeting of the Treatment Plant Advisory Committee.
8. Investment of District funds: Report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District, as of September 30, 2015.
9. Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended September 30, 2015.

Motion by/Second by: Yeager/Leonardis to approve Reports, items 7-9. Motion passed unanimously.

Unfinished Business

10. None.

Public Hearings

11. None.

Consent Calendar (Items to be taken in one motion)

12. Approval of payment of invoices, October 15, 2015 – November 18, 2015.
13. Rainfall and flow monitoring services for fiscal year 2015-2016. Authorize the District Manager and Engineer to Issue Task Order 15-03 to V&A Engineers for a not-to-exceed amount of \$74,000 for rainfall and sewer flow monitoring services.

Mover/Seconder: Cappello/Yeager to approve Consent Calendar items 12-13. Motion passed unanimously.

New Business

14. Annual report of West Valley Sanitation District for Fiscal Year 2014-2015. Accept the Annual Report and the Memorandum on Internal Control and Required Communications of West Valley Sanitation District for Fiscal Year 2014-2015. Manager reported staff submits the Annual Report of West Valley Sanitation District for Fiscal Year 2014-2015. The Annual

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Report includes the District's audited financial statements and a report from Chavan & Associates, an independent auditor, as well as a summary of the District's activities during the year. Manager thanked staff for their contributions in preparing and facilitating the audit and Annual Report. Mr. Michael Djurovic from Chavan & Associates is present to address the Board, provide a summary of the Annual Report and answer any questions the Board may have. All Board's questions and concerns were satisfied by Mr. Djurovic and staff.

Motion by/Second by: Cappello/Kotowski to approve acceptance of the Annual Report and the Memorandum on Internal Control and Required Communications of West Valley Sanitation District for Fiscal Year 2014-2015. Motion passed unanimously.

Directors' Items

15. There are no Directors' reports, announcements, and questions.
16. The Manager gave a presentation entitled "Updated Master Agreements for Wastewater Treatment". This presentation will also be presented at the Treatment Plant Advisory Committee (TPAC) meeting on November 19, 2015. The presentation included a brief report on the background, the purposes for updating the agreement, proposed terms and conditions, and action plans. All questions and concerns of Board were satisfied by staff.

Adjournment

17. There being no further items of business, the meeting was adjourned at 9:45 a.m. The next Board Meeting is scheduled for December 9, 2015 at 6:00 p.m.

Signature on File

STEVEN LEONARDIS, CHAIRPERSON

Attest:

Signature on File

Secretary