

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, FEBRUARY 17, 2021**

A_G_E_N_D_A

In accordance with Executive Order N-33-20, meeting to be held at 7:00 p.m. via teleconference [call 1 (866) 899 - 4679 Conference Access Code: 251566821] and anyone interested may also call in. The District Office at 20863 Stevens Creek Blvd, Suite 100, Cupertino is closed.

1. ROLL CALL

2. PUBLIC COMMENTS

THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS DESIRING TO ADDRESS THE BOARD ON ANY MATTER NOT ON THE AGENDA. SPEAKERS ARE LIMITED TO THREE (3) MINUTES.

ALL STATEMENTS REQUIRING A RESPONSE WILL BE REFERRED TO STAFF FOR FURTHER ACTION. IN MOST CASES, STATE LAW WILL PROHIBIT THE BOARD FROM MAKING ANY DECISIONS WITH RESPECT TO A MATTER NOT LISTED ON THE AGENDA.

3. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

4. MINUTES & BILLS

- A. APPROVAL OF THE MINUTES OF FEBRUARY 3, 2021
- B. APPROVED MINUTES OF JANUARY 20, 2020
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

5. CORRESPONDENCE

- A. NONE

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, FEBRUARY 17, 2021**

6. MEETINGS

- A. TELECONFERENCE MEETING OF THE SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION TO BE HELD ON MARCH 1, 2021

7. REPORTS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON FEBRUARY 8, 2021
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON FEBRUARY 11, 2021

8. UNFINISHED BUSINESS

- A. COVID-19 UPDATES
- B. BUDGET REALLOCATION (REVISED)
- C. RATE STUDY METHODOLOGY
- D. FORM 700 E-FILING

9. NEW BUSINESS

- A. CLAIM – STOLEN PUMP STATION GENERATOR

10. STAFF REPORT

- A. VALLCO
- B. MONTHLY MAINTENANCE REPORT

11. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, MARCH 3, 2021

12. ADJOURNMENT

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

FEBRUARY 2021

02/03: 1st Regular Meeting
 02/09: TAC
 02/11: TPAC
 02/17: 2nd Regular Meeting

FEBRUARY 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 1 st Regular Meeting	4	5	6
7	8	9 TAC	10	11 TPAC	12	13
14	15	16	17 2 nd Regular Meeting	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021

03/01: Santa Clara County Special Dist. Assoc.
 03/03: 1st Regular Meeting
 03/09: TAC
 03/11: TPAC
 03/17: 2nd Regular Meeting

MARCH 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 SCCSDA	2	3 1 st Regular Meeting	4	5	6
7	8	9 TAC	10	11 TPAC	12	13
14	15	16	17 2 nd Regular Meeting	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021

04/06: TAC
 04/07: 1st Regular Meeting
 04/08: TPAC
 04/21: 2nd Regular Meeting

APRIL 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 TAC	7 1 st Regular Meeting	8 TPAC	9	10
11	12	13	14	15	16	17
18	19	20	21 2 nd Regular Meeting	22	23	24
25	26	27	28	29	30	

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, FEBRUARY 03, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

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

Directors present: Angela S. Chen, Taghi S. Saadati, John M. Gatto, William A. Bosworth, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Advisor: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:02 p.m. Manager Porter and Deputy Manager Woodhouse were excused from the closed session.

- A. Conference with legal counsel – Existing Litigation in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

Closed session was adjourned at 7:30 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES:

- A. On a motion by Director Chen, seconded by Director Gatto, by a vote of 5-0-0 the minutes of Wednesday, January 20, 2021 were approved with revisions.
- B. By consensus, the Minutes of Wednesday, January 6, 2021 are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, FEBRUARY 03, 2021

5. CORRESPONDENCE:

- A. The Board reviewed the Santa Clara County Voters Registration Memo to Form 700 Filing Officials. It is to be Noted & Filed.

6. MEETINGS:

- A. Manager Porter plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled to be held February 9, 2021.
- B. Director Gatto plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held February 11, 2021

7. REPORTS:

- A. Several Board Members attended the CSRMA virtual webinars held on January 26, 2021. During one session it was mentioned that 59% of new employees have accidents during their first six months of employment. The key to reducing accidents with new employees is enhanced safety training.
- B. All Board Members and staff attended the CASA Virtual Winter Conference held January 27-28, 2021.

Director Bosworth reported on the CSRMA Board of Directors meeting and noted that insurance rates are on the rise and it is necessary to plan for a 35% increase in insurance rates during the next budget planning cycle. Insurance deductible amounts will also be going up to \$100K for the pool liability program.

President Saadati reported on What's Next for Agency Financing and Investment?

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates. All staff continue to work safely, without any positive tests for COVID-19.

9. NEW BUSINESS:

- A. The Board reviewed the CSDA survey. Manager Porter is to complete the survey and submit to CSDA.
- B. The Board discussed the Board Memo for Terry Brown-Cordova Reimbursement. The revised memo indicates that fees provided by Terry Brown-Cordova are not refundable. No action was required by the Board.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, FEBRUARY 03, 2021

- C. Manager Porter made a presentation for Workshop #6. The intent of the new rate structure is to make CUSD rates fairer and more equitable to the various types of customers. Manager Porter provided additional information on how the costs of service were being developed for those customers located in the pump station zones of the District.

It is necessary to perform a careful review of all other projects attached to the pump station zones to make sure they are defensible. For example:

- Need to increase the amount of the Low-Level Pump Station Zone costs to include the cost of SCADA. Need to decrease the cost of the High-Level Pump Station Zone to remove the \$100K scheduled to be completed at the Prospect Pump Station. That work has already been completed in the Prospect Pump Station emergency repair project.
- Also need to remove the \$280K Inflow Correction project.

It is necessary to change the 76% factor applied to SFR to get MFR rates to either 75% or 80%. Our work is not that accurate, and an overly accurate percentage will be hard to defend. The upper level pump station zone cost estimate appears to be better supported than the medium level pump station zone cost estimate.

10. STAFF REPORTS:

- A. Manager Porter reported on the FY 2019/20 audit report.
- B. Manager Porter and Deputy Woodhouse reported on Vallco. The Board requested that staff revise the draft Vallco Installers Agreement to include monitoring the progress of the I/I Program and then offering a pivot point after the first two phases of the program. The pivot point will allow for a change in approach away from I/I Reduction and implement conveyance and storage options as a means to reduce the total wet weather flows to the City of Santa Clara below 13.8 MGD.

11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, February 17, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 10:09 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, JANUARY 20, 2021
REVISED

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

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

Directors present: Angela S. Chen, Taghi S. Saadati, John M. Gatto, William A. Bosworth, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Consultant: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:02 p.m. Manager Porter and Deputy Manager Woodhouse were excused from the closed session.

- A. Conference with legal counsel – Existing Litigation in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

Closed session was adjourned at 7:18 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Chen, by a vote of 4-0-0 the minutes of Wednesday, January 6, 2021 were approved as written. President Saadati was not present for the vote due to audio problems. He rejoined the meeting after the vote.

- B. By consensus, the Minutes of Wednesday, December 16, 2020 are to be Noted & Filed.

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REVISED

- C. The Board reviewed December payable warrants and financial statements. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0, the financial statement and payment of bills were approved. The Board requested that Manager Porter report on the status of the audit report at the next regular Board meeting.
- D. Board members will submit their December timesheets to Manager Porter.

5. CORRESPONDENCE:

- A. The Board reviewed correspondence from County of Santa Clara Office of the County Counsel regarding Training for Form 700 Filing Officials. It is to be Noted & Filed.

6. MEETINGS:

- A. CASA Virtual Winter Conference to be held January 27-28, 2021. Manager Porter reported that all Board members and District staff are registered for the CASA Conference.
- B. CSRMA Virtual Webinars to be held January 26, 2021. Board members have either registered themselves or were registered by staff.

7. REPORTS:

- A. Director Chen reported on the LAFCO Independent Special District Selection Committee Meeting held on January 11, 2021. Noriko Kishimoto was elected permanent representative for Special Districts to the LAFCO Board. Hellen Chapman was elected to be the alternate representative for Special Districts to the LAFCO Board.
- B. Manager Porter reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on January 11, 2021.
- C. Director Gatto reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on January 14, 2021.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates. One District employee tested positive for COVID-19 at the beginning of last week. Contact tracing procedures were followed. Affected employee was quarantined and the office was closed last week. The CCTV truck, where employee was working, has been disinfected using a fogging treatment. CCTV truck was returned to service this week.

9. NEW BUSINESS:

- A. Manager Porter reported that agenda item 9.A titled D&B Legacy, LLP Deposit Refund refers to an incorrect business owner (D&B Legacy). The item will be deferred to the next regular Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
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REVISED

meeting using the correct business owner's name. Board requested District staff to provide staff recommendation memos to future Board packages.

- B. Manager Porter presented on the Budget Update for Joint Use Capital and District Advisor. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0, the budget was approved with changes.

10. STAFF REPORTS:

- A. Manager Porter reported on Vallco. Vallco has agreed to pay the requested \$70,000 to address the shortfalls in the Engineering deposit account for the project. District staff discussed the Vallco project with the City of Cupertino staff. Both parties agreed to coordinate Vallco project support moving forward by sharing information and holding periodic calls.
- B. Manager Porter reported on the monthly maintenance report.

11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, February 3, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:23 p.m. the meeting was adjourned. The Board requested the following be added to the agenda:

- Status of the audit report

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JANUARY 2021
(7th Month of Operations - 58% into FY Operations)
FISCAL YEAR: July 1, 2020 to June 30, 2021

EXPENSE SUMMARY REPORT (NO REVISIONS TO ORIGINAL BUDGET AMOUNTS)

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
JAN SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,542	\$600,639.58	\$0.00	\$600,639.58	\$599,902.42	50.0%	None this month
Directors Fees	41030	\$35,000	\$18,558.21	\$2,884.02	\$21,442.23	\$13,557.77	61.3%	On Target
Gasoline, Oil & Fuel	41060	\$3,000	\$1,040.25	\$0.00	\$1,040.25	\$1,959.75	34.7%	None this month
Insurance	41070	\$135,000	\$123,489.92	\$992.08	\$124,482.00	\$10,518.00	92.2%	Dooley Insurance - March 2021 Coverage
Memberships	41080	\$57,000	\$26,313.59	\$484.00	\$26,797.59	\$30,202.41	47.0%	CWEA Memberships
Office Rent	41090	\$6,000	\$2,400.00	\$400.00	\$2,800.00	\$3,200.00	46.7%	On Target
Operating Expenses - General	41100	\$3,000	\$49.90	\$0.00	\$49.90	\$2,950.10	1.7%	None this month
Operating Expenses - Credit Card Processing Fees	41100-1	\$3,700	2,769.22	\$264.34	\$3,033.56	\$666.44	82.0%	January Credit Card Processing Fees
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$46,535.89	\$0.00	\$46,535.89	\$24,464.11	65.5%	None this month
T.P. Oper. & Maint.	41114	\$8,630,553	\$4,819,605.00	\$0.00	\$4,819,605.00	\$3,810,948.00	55.8%	None this month
Professional Services:								
Management Services	41121	\$540,000	\$353,693.37	\$64,888.97	\$418,582.34	\$121,417.66	77.5%	Ahead of schedule
Engineering Services	41122	\$1,200,000	\$736,847.28	\$80,614.48	\$817,461.76	\$382,538.24	68.1%	On Target; slightly ahead of schedule
Plan Checking & Inspection	41123	\$200,000	\$86,070.72	\$21,368.47	\$107,439.19	\$92,560.81	53.7%	On Target
Legal - Consultant Services	41124	\$0	\$5,200.00	\$2,000.00	\$7,200.00	(\$7,200.00)	-	Richard Tanaka - Consulting Services for January 2021
Legal - District Counsel	41124	\$60,000	\$31,302.00	\$3,921.00	\$35,223.00	\$24,777.00	58.7%	Marc Hynes - January Services
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$980,000	\$761,042.89	\$0.00	\$761,042.89	\$218,957.11	77.7%	None this month
Legal - Common Interest Group (CuSD Share)	41124	\$222,000	\$214,653.12	\$0.00	\$214,653.12	\$7,346.88	96.7%	None this month
Audit	41125	\$11,500	\$0.00	\$0.00	\$0.00	\$11,500.00	0.0%	None to date
Printing & Publications	41130	\$28,000	\$0.00	\$8,190.26	\$8,190.26	\$19,809.74	29.3%	Printing and Mailing - CuSD 2020 Annual Report
Repairs	41150	\$800,000	\$103,395.79	\$11,566.89	\$114,962.68	\$685,037.32	14.4%	On Target
Maintenance	41151	\$3,200,000	\$1,759,545.29	\$227,361.68	\$1,986,906.97	\$1,213,093.03	62.1%	On Target
Travel & Meetings Staff	41170	\$15,000	\$580.00	\$0.00	\$580.00	\$14,420.00	3.9%	None this month
Travel & Meetings BOD	41170	\$18,000	\$1,450.00	\$0.00	\$1,450.00	\$16,550.00	8.1%	None this month
Utilities	41190	\$65,000	\$34,923.37	\$5,096.25	\$40,019.62	\$24,980.38	61.6%	On Target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$27,388.14	\$0.00	\$27,388.14	\$22,611.86	54.8%	None this month
Connection Fees	41202	\$2,000	\$0.00	\$0.00	\$0.00	\$2,000.00	0.0%	None to date
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$59,000.40	\$4,173.83	\$63,174.23	\$186,825.77	25.3%	Mark Thomas - Maintenance and Operations after hours stoppage/alarm response
Consolidated Election	48001	\$150,000	\$105,859.00	\$0.00	\$105,859.00	\$44,141.00	70.6%	None this month
TOTAL OPERATING EXPENSES		\$17,939,295	\$9,922,352.93	\$434,206.27	\$10,356,559.20	\$7,582,735.80	57.7%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,000,000	\$176,624.83	\$123.56	\$176,748.39	\$1,823,251.61	8.8%	Prospect Pump Station Rehab
Treatment Plant Capital	46042	\$6,392,192	\$1,941,268.00	\$0.00	\$1,941,268.00	\$4,450,924.00	30.4%	None this month
Outfall Capital	46042	\$1,572,000	\$2,627,444.65	\$377,408.89	\$3,004,853.54	(\$1,432,853.54)	191.1%	Capital Project Cost Sharing - First Half of FY20-21 (July 2020 to December 2020)
District Equipment	46043	\$150,000	\$4,033.00	\$0.00	\$4,033.00	\$145,967.00	2.7%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
TOTAL CAPITAL EXPENSES		\$10,414,192	\$4,749,370.48	\$377,532.45	\$5,126,902.93	\$5,287,289.07	49.2%	
TOTAL EXPENSES		\$28,353,487	\$14,671,723.41	\$811,738.72	\$15,483,462.13	\$12,870,024.87	54.6%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JANUARY 2021
(7th Month of Operations - 58% into FY Operations)
 FISCAL YEAR: July 1, 2020 to June 30, 2021

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts JAN	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$553,700.00	\$3,201.49	\$0.00	\$3,201.49	\$550,498.51	0.6%	None this month
Tax Roll	31010	\$19,220,000.00	\$0.00	\$10,409,025.60	\$10,409,025.60	\$8,810,974.40	54.2%	FY20-21 1st Pmt.
Permit Fees	31020	\$130,000.00	\$28,863.76	\$7,100.00	\$35,963.76	\$94,036.24	27.7%	Eighteen payments received this month; Ninety-seven payments received to-date
Connection Fees	31031	\$600,000.00	\$150,036.82	\$0.00	\$150,036.82	\$449,963.18	25.0%	None this month
Capacity Fees	31032	\$600,000.00	\$170,137.36	\$70,000.00	\$240,137.36	\$359,862.64	40.0%	Additional Deposit received for Vallco Development Project CU-15121
Pump Zone Fees	31033	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$160,000.00	\$42,400.00	\$7,300.00	\$49,700.00	\$110,300.00	31.1%	Eighteen payments received this month; One hundred twenty payments received to-date
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$220,000.00	\$116,379.06	\$0.00	\$116,379.06	\$103,620.94	52.9%	None this month
City of San Jose Credit(s)	32091	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00	0.0%	None to date
Legal - Common Interest Group (Tributaries)	32092.1	\$700,000.00	\$181,483.71	\$0.00	\$181,483.71	\$518,516.29	25.9%	None this month
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$14,000.00	\$3,703.75	\$0.00	\$3,703.75	\$10,296.25	26.5%	None this month
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$16,278.91	\$142.05	\$16,420.96	(\$6,420.96)	164.2%	Lateral Loan Pmt. #4 of 20 - 850 East Estates Drive
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$22,805,200.00	\$712,484.86	\$10,493,567.65	\$11,206,052.51	\$11,599,147.49	49.14%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$22,805,200.00	\$712,484.86	\$10,493,567.65	\$11,206,052.51	\$11,599,147.49	49.14%	

CASH ACCOUNT SUMMARY

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
FY 2019-20 Balance	\$18,718,534.78	\$2,700,000.00	\$16,018,534.78	\$632,243.62	\$180,632.21	\$19,350,778.40
July 31, 2020	\$15,091,707.04	\$3,000,000.00	\$12,091,707.04	\$638,170.27	\$180,676.58	\$15,910,553.89
August 31, 2020	\$14,180,940.69	\$3,000,000.00	\$11,180,940.69	\$648,776.35	\$180,712.33	\$15,010,429.37
September 30, 2020	\$13,711,877.70	\$3,000,000.00	\$10,711,877.70	\$656,635.22	\$180,718.25	\$14,549,231.17
October 31, 2020	\$10,142,271.46	\$3,000,000.00	\$7,142,271.46	\$668,309.14	\$180,724.18	\$10,991,304.78
November 30, 2020	\$7,788,382.95	\$3,000,000.00	\$4,788,382.95	\$680,713.93	\$180,730.30	\$8,649,827.18
December 31, 2020	\$7,255,228.33	\$3,000,000.00	\$4,255,228.33	\$690,072.87	\$180,736.42	\$8,126,037.62
January 31, 2021	\$14,311,021.11	\$3,000,000.00	\$11,311,021.11	\$700,327.61	\$180,742.17	\$15,192,090.89

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 1/31/2021

Cal Bank Activities				Total Interest	Interest prorated to Loan Balance	Loan Balance w/Interest	Interest prorated to \$600K District Saving	District portion of saving balance	Total Savings balance	Checking Acct Balance	TOTAL AT CAL BANK
No.	Payee	Date	Check Amount			\$10,000,000.00			\$10,000,000.00		\$10,000,000.00
101	San Jose	10/16/2019	\$2,180,309.00			\$7,819,691.00			\$7,819,691.00		\$7,819,691.00
102	San Jose	10/16/2019	\$29,515.44			\$7,790,175.56			\$7,790,175.56		\$7,790,175.56
103	Tesco	11/20/2019	\$17,707.00			\$7,772,468.56			\$7,772,468.56		\$7,772,468.56
104	Shape	11/20/2019	\$108,814.78			\$7,663,653.78			\$7,663,653.78		\$7,663,653.78
105	Tesco	12/18/2019	\$169,018.00			\$7,494,635.78			\$7,494,635.78		\$7,494,635.78
106	Con Quest	12/18/2019	\$385,242.58	\$30,683.35	\$30,683.35	\$7,140,076.55			\$7,140,076.55		\$7,140,076.55
107	San Jose	1/15/2020	\$6,966,355.00			\$173,721.55			\$173,721.55		\$173,721.55
Interest through 3/31/20				\$6,823.36	\$6,823.36	\$180,544.91			\$180,544.91		\$180,544.91
Deposit 4/16/2020						\$180,544.91		\$600,000.00	\$780,544.91	\$2,996.28	\$783,541.19
Balance as of 5/30/2020				\$179.37	\$41.50	\$180,586.41	\$137.87	\$600,137.87	\$780,724.28	\$5,744.81	\$786,469.09
Balance as of 6/30/2020				\$197.98	\$45.80	\$180,632.21	\$152.18	\$600,290.05	\$780,922.26	\$31,953.57	\$812,875.83
Balance as of 7/31/2020				\$191.84	\$44.37	\$180,676.58	\$147.47	\$600,437.52	\$781,114.10	\$37,732.75	\$818,846.85
Balance as of 8/31/2020				\$154.53	\$35.74	\$180,712.33	\$118.79	\$600,556.30	\$781,268.63	\$48,220.05	\$829,488.68
Balance as of 9/30/2020				\$25.62	\$5.93	\$180,718.25	\$19.69	\$600,576.00	\$781,294.25	\$56,059.22	\$837,353.47
Balance as of 10/31/2020				\$25.62	\$5.93	\$180,724.18	\$19.69	\$600,595.69	\$781,319.87	\$67,713.45	\$849,033.32
Balance as of 11/30/2020				\$26.47	\$6.12	\$180,730.30	\$20.35	\$600,616.04	\$781,346.34	\$80,097.89	\$861,444.23
Balance as of 12/31/2020				\$26.47	\$6.12	\$180,736.42	\$20.35	\$600,636.39	\$781,372.81	\$89,436.48	\$870,809.29
Balance as of 1/31/2021				\$24.83	\$5.74	\$180,742.17	\$19.09	\$600,655.47	\$781,397.64	\$99,672.14	\$881,069.78
TOTAL OR BALANCE AMOUNT				\$9,856,961.80	\$38,359.44	\$180,742.17	\$655.47	\$600,655.47	\$781,397.64	\$99,672.14	\$881,069.78

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - February 17, 2021**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 264.34	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
N/A	M&O	\$ 2,884.02	ADP	Directors' Salary	
19073	M&O	\$ 295,264.59	Mark Thomas	Office Rent	400.00
				Utilities	1,052.70
				Plan Checking & Inspection	21,368.47
				Management Services	64,888.97
				Engineering Services	80,614.48
				Repairs	1,700.55
				Maintenance	120,942.03
				Emergency Funds	4,173.83
				District Sewer Capital & Support	123.56
19074	M&O	\$ 3,921.00	Armento & Hynes, LLP	Legal - District Counsel (January Services)	
19075	M&O	\$ 2,000.00	Richard K. Tanaka	Legal - Consultant Services	
19076	M&O	\$ 992.08	Dooley Insurance Services	Insurance - Group Life & Dental	
19077	M&O	\$ 100.00	Santa Clara County CSDA	Memberships	
19078	M&O	\$ 384.00	CWEA	Memberships	
19079	M&O	\$ 4,043.55	PG&E	Utilities	
19080	M&O	\$ 8,190.26	DB Incorporated	Printing & Publications	
19081	M&O	\$ 377,408.89	City of San Jose	Outfall Capital	
19082	M&O	\$ 150.64	Cupertino Supply	Maintenance	
19083	M&O	\$ 1,125.00	DKF Solutions Group	Maintenance (Training)	
19084	M&O	\$ 346.25	Grainger	Maintenance	
19085	M&O	\$ 307.20	Home Depot	Maintenance	
19086	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
19087	M&O	\$ 1,498.00	TelStar	Maintenance	
19088	M&O	\$ 5,000.00	V&A	Maintenance	
19089	M&O	\$ 37,820.00	AB/JDD Plumbing Heating & AC	Maintenance	
19090	M&O	\$ 12,972.96	RotoRooter	Maintenance	
19091	M&O	\$ 56,930.94	Able Underground Construction	Maintenance	47,064.60
				Repairs	9,866.34
TOTAL WARRANTS		\$ 811,738.72			

EMERGENCY DETAILS:

AB/JDD Plumbing - no emergencies this month

Able - no emergencies this month

Roto-Rooter - no emergencies this month



Memo

Item 8B

To: Board of Directors

From: Benjamin T. Porter, District Manager-Engineer

Date: February 17, 2021

RE: Budget Reallocation to Accommodate District Consultant and Outfall Costs (Revised)

Background

On January 20 of this year, staff provided the board a memo recommending:

1. Reallocation of \$1.06 Million of the line item budget for District Sewer Capital to the line item budget for Outfall Capital to provide funding for the Outfall Capital budget line item.
2. Create a new budget line item for District Consultant (Legal) with a FY 2020-2021 budget of \$25,000 by reallocating it to a budget line item that would be appropriate.

During discussion of the recommendations, the Board agreed with the recommendations to balance the capital budgets by subtracting from District Capital to increase the Outfall Capital and elected to balance the District Consultant budget addition by subtraction from the Management Services budget. The description of the previous budget reallocation from the prior memo is duplicated below, with revisions incorporating the Board discussion and receipt of an additional bill for Outfall Capital.

District Consultant

Richard Tanaka retired from Mark Thomas at the end of October 2020. He was retained by the District to assist with the ongoing litigation between the Common Interest Group and the Cities of San Jose and Santa Clara. There is currently no line item in the budget for a District Consultant and it would be appropriate to track those expenses separately from the current budget line items.

Outfall Capital

The original budget for Outfall Capital was \$1.572 Million, in anticipation of \$800,000 in outfall capital costs from the City of San Jose and \$772,000 in capital costs from the City of Santa Clara. The following expenses have been incurred in this Fiscal Year that are associated with

Outfall Capital:

Bill Description	Provided in Memo on 1/20/21	Revised in this Memo on 2/17/21
City of Santa Clara 2018/2019	\$771,409.00	\$771,409.00
City of Santa Clara 2019/2020	\$1,055,663.00	\$1,055,663.00
City of San Jose 2019/2020	\$800,372.65	\$800,372.65
City of San Jose 2019/2020 (second half)	(none provided)	\$377,408.89
Total	\$2,627,444.65	\$3,004,853.54

Santa Clara has been inconsistent with their billing. At times they have gone years without submitting bills, and when they do, they are typically several years behind. They have made a concerted effort to get caught up with their billing. In 2020, we received two bills from Santa Clara for FYs 2018/2019 and 2019/2020. The second bill was unanticipated and was for over \$1 Million, causing the District’s budget line item to be exceeded by \$1.055 Million.

The Board approved the re-allocation of \$1.06 Million during the meeting on January 20. Since that Board meeting, another bill for Outfall Capital has been received from the City of San Jose for \$0.38 Million. The bill was anticipated, but it was not expected to be received until Fiscal Year 2021-2022. This additional cost will require the Outfall Capital budget to be increased by an additional \$0.38 Million, or a revised total of \$1.44 Million.

Recommendation:

Staff recommends the following budget reallocations, which have no net impact on the total FY budget:

1. Create a new budget line item for District Consultant (Legal) with a FY 2020-2021 budget of \$25,000 to cover eight months from October 2020 through June 2021. Revision from January 20 memo: Based on Board discussion the funds were approved to be reallocated from the Management Services budget line item.
2. Reallocate \$1.44 Million (revised from \$1.06 Million) from District Sewer Capital to Outfall Capital to provide funding for the Outfall Capital budget line item. Due to the Coronavirus Pandemic, we do not anticipate executing District Capital Sewer projects that will require the \$2.0 Million currently budgeted.

The Fiscal Year Expense summary with these budget reallocations highlighted is attached.

Attachment:

Revised expense summary based on recommended reallocations.

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JANUARY 2021
(7th Month of Operations - 58% into FY Operations)
 FISCAL YEAR: July 1, 2020 to June 30, 2021

EXPENSE SUMMARY REPORT - ADJUSTED BUDGET

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
JAN SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,542	\$600,639.58	\$0.00	\$600,639.58	\$599,902.42	50.0%	None this month
Directors Fees	41030	\$35,000	\$18,558.21	\$2,884.02	\$21,442.23	\$13,557.77	61.3%	On Target
Gasoline, Oil & Fuel	41060	\$3,000	\$1,040.25	\$0.00	\$1,040.25	\$1,959.75	34.7%	None this month
Insurance	41070	\$135,000	\$123,489.92	\$992.08	\$124,482.00	\$10,518.00	92.2%	Dooley Insurance - March 2021 Coverage
Memberships	41080	\$57,000	\$26,313.59	\$484.00	\$26,797.59	\$30,202.41	47.0%	CWEA Memberships
Office Rent	41090	\$6,000	\$2,400.00	\$400.00	\$2,800.00	\$3,200.00	46.7%	On Target
Operating Expenses - General	41100	\$3,000	\$49.90	\$0.00	\$49.90	\$2,950.10	1.7%	None this month
Operating Expenses - Credit Card Processing Fees	41100-1	\$3,700	2,769.22	\$264.34	\$3,033.56	\$666.44	82.0%	January Credit Card Processing Fees
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$46,535.89	\$0.00	\$46,535.89	\$24,464.11	65.5%	None this month
T.P. Oper. & Maint.	41114	\$8,630,553	\$4,819,605.00	\$0.00	\$4,819,605.00	\$3,810,948.00	55.8%	None this month
Professional Services:								
Management Services	41121	\$515,000	\$353,693.37	\$64,888.97	\$418,582.34	\$96,417.66	81.3%	Ahead of schedule
Engineering Services	41122	\$1,200,000	\$736,847.28	\$80,614.48	\$817,461.76	\$382,538.24	68.1%	On Target; slightly ahead of schedule
Plan Checking & Inspection	41123	\$200,000	\$86,070.72	\$21,368.47	\$107,439.19	\$92,560.81	53.7%	On Target
Legal - Consultant Services	41124	\$25,000	\$5,200.00	\$2,000.00	\$7,200.00	\$17,800.00	28.8%	Richard Tanaka - Consulting Services for January 2021
Legal - District Counsel	41124	\$60,000	\$31,302.00	\$3,921.00	\$35,223.00	\$24,777.00	58.7%	Marc Hynes - January Services
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$980,000	\$761,042.89	\$0.00	\$761,042.89	\$218,957.11	77.7%	None this month
Legal - Common Interest Group (CuSD Share)	41124	\$222,000	\$214,653.12	\$0.00	\$214,653.12	\$7,346.88	96.7%	None this month
Audit	41125	\$11,500	\$0.00	\$0.00	\$0.00	\$11,500.00	0.0%	None to date
Printing & Publications	41130	\$28,000	\$0.00	\$8,190.26	\$8,190.26	\$19,809.74	29.3%	Printing and Mailing - CuSD 2020 Annual Report
Repairs	41150	\$800,000	\$103,395.79	\$11,566.89	\$114,962.68	\$685,037.32	14.4%	On Target
Maintenance	41151	\$3,200,000	\$1,759,545.29	\$227,361.68	\$1,986,906.97	\$1,213,093.03	62.1%	On Target
Travel & Meetings Staff	41170	\$15,000	\$580.00	\$0.00	\$580.00	\$14,420.00	3.9%	None this month
Travel & Meetings BOD	41170	\$18,000	\$1,450.00	\$0.00	\$1,450.00	\$16,550.00	8.1%	None this month
Utilities	41190	\$65,000	\$34,923.37	\$5,096.25	\$40,019.62	\$24,980.38	61.6%	On Target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$27,388.14	\$0.00	\$27,388.14	\$22,611.86	54.8%	None this month
Connection Fees	41202	\$2,000	\$0.00	\$0.00	\$0.00	\$2,000.00	0.0%	None to date
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$59,000.40	\$4,173.83	\$63,174.23	\$186,825.77	25.3%	Mark Thomas - Maintenance and Operations after hours stoppage/alarm response
Consolidated Election	48001	\$150,000	\$105,859.00	\$0.00	\$105,859.00	\$44,141.00	70.6%	None this month
TOTAL OPERATING EXPENSES		\$17,939,295	\$9,922,352.93	\$434,206.27	\$10,356,559.20	\$7,582,735.80	57.7%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$560,000	\$176,624.83	\$123.56	\$176,748.39	383,251.61	31.6%	Prospect Pump Station Rehab
Treatment Plant Capital	46042	\$6,392,192	\$1,941,268.00	\$0.00	\$1,941,268.00	\$4,450,924.00	30.4%	None this month
Outfall Capital	46042	\$3,012,000	\$2,627,444.65	\$377,408.89	\$3,004,853.54	7,146.46	99.8%	Capital Project Cost Sharing - First Half of FY20-21 (July 2020 to December 2020)
District Equipment	46043	\$150,000	\$4,033.00	\$0.00	\$4,033.00	\$145,967.00	2.7%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
TOTAL CAPITAL EXPENSES		\$10,414,192	\$4,749,370.48	\$377,532.45	\$5,126,902.93	\$5,287,289.07	49.2%	
TOTAL EXPENSES		\$28,353,487	\$14,671,723.41	\$811,738.72	\$15,483,462.13	\$12,870,024.87	54.6%	



Memo

Item 9A

To: Board of Directors
From: Benjamin T. Porter, District Manager-Engineer
Date: February 17, 2021
Re: Claim – Stolen Pump Station Generator

Summary:

Between the dates of February 2-8, 2021, the 2019 Whisperwatt MQ-25 generator at Tantau Pump Station was stolen from the site. This is the third time that a generator has been stolen from the District, despite escalated efforts to keep the generators safe. A police report was filed on February 9, 2021; details of the police report are below:

Date of incident	Between Feb 2-8 2021
Location of incident	Tantau Pump Station (nearest address is 957 South Tantau Ave)
Name and description of equipment loss	2019 Whisperwatt MQ-25 DCA25SSIU4F Generator Vin No. 7156942 Value = \$30,319
Date reported to police	02/09/2021
Police report #	21-040-01016
Deputy # GAMBOA 12426	Email: Ignacio.gamboa@shf.sccgov.org

Staff reached out to Alliant to inquire about submitting an insurance claim. Alliant Insurance Services has placed our insurer on notice and an adjuster is expected to contact us shortly.

Alliant representative did confirm the stolen generator is covered under the Alliant Mobile Vehicle Program subject to a \$2,000 deductible. The estimated value of the generator is \$30,319.

Recommendation:

- 1) Approve submittal of insurance claim and payment of \$2,000 deductible.

Attachment: Schedule of Insured Vehicle Equipment 2020-2021

Item 9A - Attachment

Cupertino Sanitary District
 Policy Number: TBD
 07/01/2020 – 07/01/2021

Insured: Cupertino Sanitary District
Alliant Mobile Vehicle Program (AMVP)

Year	Make	Model	Vin #	Deductible	Equipment Value	Vehicle Value	Vehicle/ Equipment Total
	TMG-7 Whisperwatt MQ-25	DCA-25SSI4 Generator	7106906	2,000	\$ 16,151	\$ -	\$ 16,151
2011	Whisperwatt MQ-45	DCA-45SSI44 Generator	7205109	2,000	\$ 24,375	\$ -	\$ 24,375
2011	TMG-14 Whisperwatt MQ-125	DCA-125SSIU Generator	7510298	2,000	\$ 45,234	\$ -	\$ 45,234
2015	Whisperwatt MQ-25	DCA-25SSIU4F Generator	7151667	2,000	\$ 27,500	\$ -	\$ 27,500
2015	Whisperwatt MQ-25	DCA-25SSIU4F Generator	7151669	2,000	\$ 27,500	\$ -	\$ 27,500
	TMG-4 Whisperwatt MQ-25	DCA-25SSI4 Generator	7100451	2,000	\$ 19,500	\$ -	\$ 19,500
	TMG-6 Whisperwatt MQ-25	DCA-25SSI4 Generator	7103069	2,000	\$ 19,500	\$ -	\$ 19,500
	TMG-12 Whisperwatt MQ-25	DCA-25SSIU3 Generator	7110646	2,000	\$ 19,500	\$ -	\$ 19,500
	John Deere	4039TF001	T04039T340879	2,000	\$ 4,200	\$ -	\$ 4,200
2019	Godwin A Xylem Brand	Trash Pump	198648230	2,000	\$ 49,116	\$ -	\$ 49,116
2019	Whisperwatt MQ-25	DCA-25SSIU4F Generator	7156960	2,000	\$ 30,319	\$ -	\$ 30,319
2019	Whisperwatt MQ-25	DCA-25SSIU4F Generator	7156976	2,000	\$ 30,319	\$ -	\$ 30,319
2019	Whisperwatt MQ-25	DCA-25SSIU4F Generator	7156942	2,000	\$ 30,319	\$ -	\$ 30,319
2019	K-K System Inc,	Arrow Board	1K9BA8016KT244340	2,000	\$ 6,177	\$ -	\$ 6,177
2019	K-K System Inc,	Arrow Board	1K9BA8016KT244339	2,000	\$ 6,177	\$ -	\$ 6,177

I_N_S_T_A_L_L_E_R_'_S
A_G_R_E_E_M_E_N_T

(AMENDMENT NO. 1)

VALLCO UTILITY MAKE READY PHASE

THIS AGREEMENT AMENDMENT NO. 1, made this _____ day of _____, 2021, between the CUPERTINO SANITARY DISTRICT of Santa Clara County, California, a public corporation duly organized and existing under Part I Division 6 of the Health and Safety Code of the State of California, hereinafter called "District," and Sand Hill Property Company, a California Limited Liability Company, hereinafter called "Installer";

W_I_T_N_E_S_S_E_T_H

WHEREAS, the parties previously entered into that certain Installer's Agreement executed on October 28, 2015 for the development of "The Hills at Vallco" to work collectively in the planning phase to determine the needs and the requirements for sanitary sewer services.

WHEREAS, the District is willing to propose this Amendment to the 2015 Installer's Agreement to the Installer for the Make Ready Sewer portion of the development along North Wolfe Road and Perimeter Road to allow the Installer to proceed with their construction. This Agreement is for the construction of the new sanitary sewer mainline and manholes necessary for future construction at the site and for the Infiltration Inflow (I/I) program that the District will conduct to reduce I/I in the system to accommodate the flows projected to be produced by the Vallco development.

WHEREAS, the projected additional peak dry weather flow from the subject development is expected to be 0.87 MGD and is projected to cause the District to exceed its 13.8 MGD peak flow permitted in its agreement with the City of Santa Clara.

WHEREAS, the developer can mitigate the impact of its development by funding a program to reduce the District's Inflow and Infiltration (I/I) by the amount equivalent to 0.87 MGD and/or provide storage or conveyance improvements.

WHEREAS, the Sewer Conveyance Improvements, Sewer Development Fees, Treatment Plant Capacity Fees, and Lands & Rights of Way will be part of a separate future Agreement (s). Fees and review for the specific residential and suite tenant improvements will be part of a future Installer's Agreement.

WHEREAS, District is the owner and operator of a sanitary sewer system and facilities along North Wolfe Road and Perimeter Road which provides sewer service to the real property. The District the sewer main on Wolfe Road and Perimeter Road adjacent to the Vallco development will require the Installer to construct the new sewers shown in the "New Construction" section on page 3 of this agreement.

WHEREAS, the Installer has submitted two separate advance projects as follows:

- 1) Vallco Town Center, "Make Ready Utility Package" CuSD Permit No. 18-227,
- 2) Vallco Town Center "Onsite SS Reroute Make Ready Utility Package" which has no CuSD Permit number.

These projects will impact the Cupertino Sanitary District facilities as follows:

Demolition

Pipe Segments					
USMH	DSMH	Length (feet)	Diameter (in)	Material	Comment
L3-6F	T-476	17	8	VCP	Partial abandonment of entire span of segment
T-476	T-475	271	8	VCP	Complete abandonment and relocation
T-475	Unnamed MH	162	12	PVC SDR26	Complete abandonment and relocation
Unnamed MH	Unnamed MH #2	35	12	PVC SDR26	Complete abandonment and relocation
Unnamed MH #2	T-474	277	12	PVC SDR26	Complete abandonment and relocation
T-472	T-473	284	15	VCP	Complete Abandonment
T-473	T-474	150	15	VCP	A portion of this will be replaced with proposed 30" pipe

Manholes

- Manholes to be Abandoned
 - T-473
 - T-475
 - T-476
 - T-490
 - “Un-named MH” on Perimeter Road
 - “Un-named MH #2” on Perimeter Road

NOW, THEREFORE, IT IS AGREED, as follows:

1. SEWER CONSTRUCTION: Installer shall install, or cause to be installed, the said sanitary improvements in strict accordance with the plans, profiles, and specifications approved by District. Installer further hereby agrees to pay any and all costs in connection with the construction of said sanitary sewer facilities, including, but not limited to, materials, work, inspection, supervision, legal, engineering, recording, and all incidental expenses before final acceptance thereof by District.

This project is anticipated to be implemented in phases as follows:

Vallco Town Center, “Make Ready Utility Package” CuSD Permit No. 18-227, and “Onsite SS Reroute Make Ready Utility Package”.

- a) Installer shall construct on-site sewer system, which once accepted, will be owned and maintained by the District. These facilities include:

New Construction

Pipe Segments							
USMH (CuSD Name)	USMH (Vallco Name)	DSMH (CuSD Name)	DSMH (Vallco Name)	Length (feet)	Diameter (in)	Material	Plan Set
-	SSMH #7	-	SSMH #6	385	15	PVC SDR26	On Site Re-route
-	SSMH #6	-	SSMH #5	328	15	PVC SDR26	On Site Re-route
T-472	SSMH #1	-	SSMH #2	216	15	PVC SDR26	Make Ready
-	SSMH #2	-	SSMH #3	64	15	PVC SDR26	Make Ready
-	SSMH #3	-	SSMH #4	134	15	PVC SDR26	Make Ready
-	SSMH #4	-	SSMH #5	40	15	PVC SDR26	Make Ready
-	SSMH #5	T-474	EX. SSMH #5	58	15	PVC SDR26	Make Ready

Manholes

- Existing Manholes to be Replaced
 - T-472 will be replaced with “SSMH #1”
 - T-474 will be replaced with “EX. SSMH #5”
 - New Manhole Construction:
 - SSMH #2
 - SSMH #3
 - SSMH #4
 - SSMH #6
 - SSMH#7
- b) 60 days prior to construction, Installer shall submit the following documents:
1. Plans for final signoff and approval by the District
 2. Sewer bypass plan for the construction of new sanitary sewer facilities
 3. Legal description and plats for the new sanitary sewer easements
 4. Quitclaim documentation for existing sanitary sewer easements
 5. Post the Performance and Material bonds in the amount of \$350,000
 6. Pay fees per Section 4 and deposit fees per Section 5.
- c) Installer shall hydro-flush and clean the sewer mains and laterals in presence of District Inspector.
- d) Installer shall perform closed circuit television video (CCTV) inspection of newly installed sanitary sewer mainlines and manholes.
- e) Installer shall provide CCTV results, for both mainlines and manholes, to District for review.

- f) Installer shall perform hydrostatic testing and mandrill testing in the presence of a District Inspector. Final results shall be provided to District Manager for review and final approval.
- g) Once District has approved CCTV and the installation, District will initiate acceptance of the onsite sanitary sewers and begin one-year warranty period.
- h) As each building or tenant occupancy is issued a building permit from the City of Cupertino, District will review building permit application and provide the City with District's comments/recommendation and/or approval. District will continue to track the number of lateral connections and change in use fee. If the change in use fee exceeds previously approved usage, an additional fee will be made payable to the District.
- i) When the building or tenant occupancy is 50% completed, Installer shall hydro-flush and clean the entire main and lateral constructed as part of this project in presence of District Inspector.
- j) When the building or tenant occupancy is 100% completed, Installer shall hydro-flush and clean the entire main and lateral constructed as part of this project in presence of District Inspector and provide CCTV of all mains and laterals constructed.
- k) Installer shall provide CCTV for District review and approval.

3. INSPECTION: Installer hereby agrees to provide and assure said District and its employees and any person or persons designated by it the right to inspect said sanitary sewer facilities, as outlined in section above, and the plans, materials and work thereof at any reasonable time or times before, during or after such are installed.

4. DEPOSITS BY INSTALLER: From time to time the Installer will be asked to pay the District a deposit to pay for District services to support the project. When the deposit amount is expended to 70%, District will determine based on project status and estimated level of work required to complete each new phase of construction. Installer shall agree to deposit additional fees as requested by the District. Any balance of said sum remaining on the District administration fees deposit after payment of all such charges and costs shall be refunded to Installer. No interest shall be paid by District on the money so refunded. If the deposit for District administrative fees is insufficient to pay all such charges and costs, Installer hereby agrees to pay all such charges and costs in excess of the sum so deposited prior to the acceptance of the said sanitary sewer improvements.

Installer has deposited to District a sum of \$20,000 in the previously entered Installer's Agreement executed on October 28, 2015 for conceptual and preliminary phase for the Vallco Redevelopment. This fee has been expended. Installer has deposited an additional \$70,000 for conceptual and preliminary phase for the Vallco Redevelopment on January 25, 2021.

As of December 9, 2020, the District has expended \$ 66,000 out of the total deposit of \$90,000. In accordance with the 2015 agreement and this amendment, the District is requesting additional funds to be deposited as the District has expended 73 percent of the funds which exceeds the 70 percent threshold amount. With this amendment, the Installer shall deposit an additional fee in the amount of \$75,000 to cover the cost of District administration fees which includes the cost for examination of construction plans, bypass pumping plans, checking of specifications, inspection, construction oversight, management, and other similar engineering charges, together with all costs of administration, supervision, legal, recording and other incidental expenses in connection therewith as defined in District Operations Code. This work will be performed in accordance with District labor rates which are shown on Attachment 1. These rates are escalated each year to account for cost of living and inflation costs in the San Francisco Bay Area market.

5. PAYMENT OF FEES TO BE PAID BY INSTALLER: Installer further hereby agrees to pay:

- a) Deposit for CuSD review and inspection - \$75,000
- b) Inflow & Infiltration Reduction Plan (See Exhibit A) Fees (Multiple Phases) - \$5,000,000 – The Vallco project is expected to generate an average daily flow of 0.528 million gallons per day (MGD) and a peak dry weather flow of 0.872 MGD. The goal of the I/I Reduction Program will be to reduce I/I in the system by a total of 0.872 MGD. Once the amount of I/I Reduction meets or exceeds the Peak Dry weather estimate of 0.872 MGD for the Vallco Development, as determined by hydraulic modeling results, the I/I program will terminate and any remaining funds will be returned to the Installer.

Phase 1 – I/I Reduction - \$2,000,000

Funding for Phase 1 will be equal to \$2,000,000 and will be used for I/I Reduction work to be completed in the first two years of the program. A report will be provided at the end of the Phase 1 that identifies the amount of remaining funds and the amount of I/I Reduction achieved.

Phase 2 – I/I Reduction - \$2,000,000

Funding for Phase 2 will be equal to \$2,000,000 and will be used for I/I reduction work to be completed in the third and fourth years of the program. A report will be provided at the end of the Phase 2 that identifies the amount of remaining funds and the amount of I/I Reduction achieved.

An additional report will be prepared at the end of Phase 2 that will provide an assessment of whether continued investment in I/I Reduction will achieve the goal of reducing I/I by 0.872 MGD.

- If it is determined that an additional investment in I/I Reduction will achieve the goal of reducing I/I in the system by a total of 0.872 MGD then work will proceed on the Phase 3 I/I Reduction work.
- If it is determined at the end of Phase 2 that further investment in I/I Reduction work will not achieve the desired goal of reducing I/I in the system by a total of 0.872 MGD then Phase 3 of the I/I Reduction Program will not be completed and the storage and conveyance improvements will be used to mitigate the remaining impacts of the Vallco flows on the system. The Phase 2 report will identify the scope of work and cost estimate for storage and conveyance improvements.

Phase 3 – I/I Reduction - \$1,000,000

Funding for Phase 3 in the amount of \$ 1,000,000 will be provided for the Phase 3 I/I reduction work. The Phase 3 I/I Reduction work will be completed in the fifth and sixth years of the program. A report will be provided at the end of the Phase 3 that identifies the amount of remaining funds and the amount of I/I Reduction achieved.

OR

Storage and Conveyance Improvements - \$2,000,000

The conveyance and storage improvements will be used to mitigate the remaining impacts of the Vallco flows on the system. The costs for these conveyance and storage options will be estimated in the Phase 2 report and may require additional funding from Vallco which will increase the fee limit from \$ 5,000,000 to \$6,000,000.

- c) Sewer Development & Treatment Plant Capacity fees will be required as part of a future Installer's Agreement.

With the execution of this amendment, the Installers shall pay a total of \$2,075,000.

6. SECURITY FOR PERFORMANCE OF WORK:

(a) Performance and Payment Bonds. As security for performance of all work necessary for construction of the sanitary sewer facilities and for payment of all labor and material costs pertaining thereto, Installer or its contractor shall furnish to District two separate performance and payment bonds, on forms provided by District for each phases of project in which District will ultimately take ownership of the constructed sewer facilities. The amount of bonds will be determined from time to time as required.

The performance and payment bonds shall be issued by a surety company admitted to transact business in the State of California, as approved by the District Manager-Engineer, and shall remain in full force and effect at all times during the performance of the work.

The performance and payment bonds shall be issued by a surety company permitted to transact business in the State of California, as approved by the District Manager-Engineer, and shall remain in full force for a period of 5 years from execution of this Agreement.

The estimated construction cost for the planned pipeline and manhole improvements shown on Page 3 of this agreement is \$350,000. Therefore, the Installer is required to submit to the District performance and payment bonds in the amount of \$350,000.

(b) Certificate of Deposit As Security. As an alternative to the delivery of performance any payment bonds pursuant to Paragraph (a) above, Installer may elect to deliver to District a Certificate of Deposit payable to District and issued by a bank acceptable to District, in an amount equal to the estimated cost to construct all improvements contemplated by this Agreement, as determined by the District Manager-Engineer. In the event of any default hereunder, District shall be entitled to withdraw any portion or all of the amount deposited irrespective of any interest or penalty that may be charged by the bank for early withdrawal, and District may utilize the funds to complete any unfinished work, or to correct any defective work, or to compensate District for any damage suffered or costs incurred as a result of Installer's default.

(c) Reduction of Security Upon Completion. Upon completion of all construction work and final acceptance of the Sanitary Sewer Facilities by District, Installer may reduce the performance bond or the certificate of deposit, as the case may be, to an amount equal to ten percent (10%) of the original security amount, to secure Installer's obligation hereunder to correct work which is found to be defective or not constructed in accordance with the Approved Plans and Specifications, for a period of one (1) year from the date of final acceptance of the work by District. At the termination of the one (1) year warranty period on any completed improvements, District shall authorize the surety to cancel the bonds, or District shall refund to Installer any balance of the Certificate of Deposit, except for any amount determined by the District Manager-Engineer to be needed for the repair or replacement of any defects subject to warranty under this Agreement, as identified in writing by the District Manager-Engineer, Installer shall be entitled to any unused interest that may have accrued on the certificate of deposit returned by District to Installer.

7. COMPLIANCE WITH ORDINANCES, RULES AND REGULATIONS: Installer shall comply with all District ordinances, rules and regulations, as now or hereafter amended. Installer must also comply with all State, County, City, and other agency regulations, rules and ordinances

affecting, in any manner, the construction of sanitary sewer facilities, and shall obtain any and all necessary permits and shall pay all fees and charges relating thereto or required therefore.

8. TRANSFER OF TITLE: Upon completion of the construction of said sanitary sewer facilities by Installer and final approval thereof by District, title to said sanitary sewer improvements shall be transferred and conveyed to District. Installer waives any and all rights or claim Installer may have to or for any other consideration from District for said transfer of title, except as is otherwise provided by this Agreement.

9. INDEMNIFICATION: Installer shall defend, indemnify and hold District, the District Manager-Engineer, Mark Thomas & Co. Inc., the County of Santa Clara and the City in which the referred to real property is situated, their officers, agents and employees, free and harmless from any liability or claim of liability for costs and expenses incurred, directly, or indirectly, by Installer in the construction of the sanitary sewer facilities, which are the subject of this Agreement. Installer further agrees to require Installer's contractor to maintain full insurance coverage of not less than standard limits, and to defend, indemnify and hold the District, the District Manager-Engineer, Mark Thomas & Co. Inc., and the City in which the referred to real property is situate, their officers, agents and employees, free and harmless from any damage or claim of damage for injury to person or property arising from the activities of Installer and its contractor in the performance of this Agreement.

10. COSTS OF SUIT: In the event legal action is necessary in order to enforce or interpret this Agreement, the prevailing party shall be entitled to recover all costs and expenses that may be incurred in connection therewith, including reasonable attorney's fees.

11. SCOPE OF AGREEMENT: This writing constitutes the entire Agreement between the parties, and no modification or waiver of all or any part thereof shall be valid unless in writing and signed by both parties hereto. Waiver by either party of any breach of this Agreement shall not be deemed waiver of any subsequent breach of the same or of any other provision of this Agreement. If any part of this Agreement is held to be indefinite or uncertain or unenforceable, such determination shall not invalidate any other part of this Agreement. This Agreement shall bind and inure to the benefit of the heirs, administrators, successors, and assigns of the parties hereto.

IN WITNESS WHEREOF, the undersigned have executed this Agreement the day and year first above written.

“DISTRICT”
CUPERTINO SANITARY DISTRICT
Santa Clara County, California

By: _____
President of the Sanitary Board of said District

ATTEST: _____
Secretary of said District

“INSTALLER”
SAND HILL PROPERTY COMPANY, LLC
A California Limited Liability Company

By: _____
Name: _____

Title: _____

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EXHIBIT A - I/I REDUCTION PROGRAM TO MITIGATE IMPACTS OF VALLCO REDEVELOPMENT FLOWS

To: CuSD Board

Project No.: 19101-100-021

Cc:

From: Robert Woodhouse

Date: 02/12/2021

RE: I/I Reduction Program to Mitigate Impacts of Vallco Redevelopment Flows

At the request of Vallco Redevelopment Corporation, Mark Thomas has evaluated the impacts of the proposed Redevelopment project on the Cupertino Sanitary Sewer District's sewer system. The project is expected to generate an average daily flow of 0.528 million gallons per day (MGD) and a peak dry weather flow of 0.87 MGD. It is assumed that this flow will be generated over a 5-year period as phases of the redevelopment project are completed and the facilities are populated with residents and workers. The Vallco Redevelopment project flow is a significant flow contribution (a 15% increase in flow to the system) given that the existing dry weather flow for the entire Cupertino Sanitary District is 3.74 MGD with a peak dry weather flow of 6.19 MGD.

The 1985 agreement with the City of Santa Clara limits the amount of peak flow that Cupertino Sanitary District can send to the City of Santa Clara system. The peak flow limit is 13.8 MGD.

- The total flow from the Cupertino Sanitary District passes through a flume located just north of I280 on Homestead Road where the flow is measured prior to discharge to the City of Santa Clara sewer system.
- Flow monitoring conducted during 2016 by V&A Consulting Engineers and sewer system modeling completed by Mark Thomas in 2019 demonstrates that Cupertino Sanitary District will exceed the 13.8 MGD peak flow limits during a 10-year 24-hour rainfall event.

Violation of this peak flow limit during a future wet weather event may trigger a building moratorium for the District which would severely limit future growth in the service area. Mark Thomas determined that peak flow reduction measures (Infiltration and Inflow (I/I) Reduction) will be needed to mitigate the impacts of the proposed Vallco flows on the system. The I/I reduction measures will be used to reduce the peak flows to the City of Santa Clara during wet weather events and create the required capacity in the sewer system to accommodate the Vallco flows without violating the 1985 agreement with the City of Santa Clara.

The I/I Reduction Program is described below.

Previous I/I Reduction Studies

The 2016 V&A flow monitoring study characterized each of the sewer basins in the Cupertino service area in terms of the amount of I/I that was being contributed due to defects in the sewer pipes and manholes (infiltration sources) or the number of locations where stormwater was entering the system during wet weather events (inflow sources).

The measured inflows exceeded the infiltration flows so another two studies were completed by V&A in 2017 and 2018 to identify the sources of inflow. In 2017 V&A divided Basin 22, ranked highest for I/I, into smaller mini-basins and completed flow monitoring. In 2018 V&A used a field investigation technique called smoke testing in three of the high inflow basins in the system. The 2018 Smoke Testing and Field Investigation study identified specific inflow sources and defects in the three basins (basins 4A, 9, and 22) that were allowing stormwater to enter the sanitary sewer system.

Proposed Phased I/ Reduction Program

The next steps for reducing extraneous flows in the system are to implement an I/I Reduction Program which is described below.

Phase 1 – Inflow Reduction Program – Year 1 April 2021 – March 2022

1. Complete the inflow correction measures in sewer basins 4A, 9, and 22. Most of the defects that are contributing inflow reside on the private property side of the sewer lateral (the upper lateral) and some are in the public right of way controlled by the City of Cupertino. Letters have already been sent to the homeowners where the defective upper laterals are located. District staff will take an active role in educating homeowners on how to repair the defects, lining up resources to help them complete the work, and managing the work until it is completed.
2. Inflow defects located in the lower laterals and manholes will be corrected by the Cupertino Sanitary District. Additional defects in the public right of way will need to be repaired by the City of Cupertino. A letter has been sent to the City of Cupertino that identifies stormwater connection defects that are under the jurisdiction of the City for correction. The inflow correction measures in basins 4A, 9, and 22 will be completed prior to the end of 2021.
3. The District GIS will be updated to include a GIS On-Line feature that will assist with the tracking of notifications that are sent to homeowners and the City of Cupertino and will also track the progress of Inflow Correction repairs. These repairs include repairs to private property, repairs that are completed in the public right-of-way, and repairs to defects that occur in the District’s sewer system which are typically located in the lower laterals and in manholes.
4. Additional smoke testing and field investigations will be completed by V&A in the summer of 2021 in sewer basins (126,000 feet of pipe) to identify the sources of inflow and defects in each of the remaining “high inflow” sewer basins. Lateral testing will be performed at locations where inflow defects are identified with the smoke testing program. The V&A study will identify specific defects in public and private property that need to be repaired to eliminate inflow.
5. V&A will conduct systemwide flow monitoring during the wet-weather season (winter 2021 to spring 2022) to determine the flows for the base-line – Pre-Inflow Correction – and will be used to measure the progress of the overall I/I Reduction program.

Phase 1 – Inflow Reduction Program – Year 2 April 2022 – March 2023

1. Update the hydraulic model with changes to the sewer system inventory and with the results of the systemwide flow monitoring. Based upon the results of the 2022 system-wide flow monitoring, determine what additional source detection work will be required to locate remaining sources of inflow in basins 4A, 9, 22, and possibly extend to 18, 19, 20, 25, and 27. Additional source detection work may

include lateral smoke testing/CCTV/data analysis, CCTV/work order/rehabilitation data analysis, night-time I/I reconnaissance, and mini-basin flow monitoring. For basins 4A, 9, and 22, focusing on laterals will most likely be the most applicable for the topography and land use. Data analysis and lateral smoke testing will occur in summer and fall of 2022.

2. Start the inflow correction measures in sewer basins 18, 19, 20, 25, and 27. Letters will be sent to the homeowners where the defective upper laterals are located. District staff will take an active role in educating homeowners on how to repair the defects, lining up resources to help them complete the work, and managing the work until it is completed. Additional defects in the public right of way will be repaired by Cupertino Sanitary District and the City of Cupertino.
3. Additional defects in the public right of way will need to be repaired by the City of Cupertino. A letter will be sent to the City of Cupertino that identifies stormwater connection defects that are under the jurisdiction of the City for correction. Inflow defects located in the lower laterals and manholes will be corrected by the Cupertino Sanitary District.
4. V&A will conduct mini-basin flow monitoring during the wet-weather season (winter 2022 to spring 2023) to focus in on sewer basins with high I/I from the 2022 system-wide flow monitoring, areas with more change since the 2015 master plan, and planned sewer rehabilitation areas.
5. V&A will conduct night-time I/I reconnaissance (taking spot measurements and I/I investigation during low-flow hours right after a storm) for 4 nights in focused areas in basins 4A, 9, 11, 20, 21, 22, and 25. These basins were ranked high for inflow *and* infiltration and the selection will be based on data analysis and the simultaneous flow monitoring occurring.
6. Update Hydraulic Model – Model runs will be completed in 2023 to determine the impacts of the inflow correction work that has been completed. The modeled wet weather peak flows at the flume will be used to determine if there is capacity to accommodate the future Vallco flows without exceeding the maximum allowable peak flow of 13.8 MGD to the City of Santa Clara sewer system. Once the hydraulic modeling is completed a determination will be made as to whether the Inflow reduction measures create the system capacity to accommodate the projected Vallco flow. This determination will be based upon the results of systemwide flow monitoring and hydraulic modeling that incorporate the inflow reduction measures.
7. Prepare Phase 1 I/I Reduction Report.

Phase 2 – Inflow Reduction Program – Year 1 April 2023– March 2024

1. Additional smoke testing and field investigations will be completed by V&A in the summer of 2023 in the high I/I sewer basins to identify the sources of inflow and defects in each of the remaining “high inflow” sewer basins. Perform lateral testing at locations where inflow defects are identified with the smoke testing program. The V&A study will identify specific defects in public and private property that need to be repaired to eliminate inflow.
2. Complete the inflow correction measures in sewer basins 18, 19, 20, 25, and 27. This will include results from night-time I/I reconnaissance and other additional source detection work if these basins were selected. District staff will take an active role in educating homeowners on how to repair the defects, lining up resources to help them complete the work, and managing the work until it is completed. Additional defects in the public right of way will be repaired by Cupertino Sanitary District and the City of Cupertino. The inflow correction measures in the high I/I basins will be completed prior to the end of 2023.
3. Inflow defects located in the lower laterals and manholes will be corrected by the Cupertino Sanitary District. Additional defects in the public right of way will need to be repaired by the City of Cupertino. A

letter has been sent to the City of Cupertino that identifies stormwater connection defects that are under the jurisdiction of the City for correction. The inflow correction measures in basins 4A, 9, and 22 will be completed prior to the end of 2023.

4. V&A will conduct flow monitoring during the wet-weather season (winter 2023 to spring 2024) to determine the flows for basins 18, 19, 20, 25, and 27 to see how much the peak flows have been reduced as a result of the inflow correction work.
5. V&A will conduct night-time I/I reconnaissance (taking spot measurements and I/I investigation during low-flow hours right after a storm) for 4 nights in focused areas.

Phase 2 – Inflow Reduction Program – Year 2 April 2024– March 2025

1. Update the hydraulic model with changes to the sewer system inventory and measure the impacts of the Inflow correction work in the system. The modelling will be used to determine the amount of reduction in the peak flows as a result of the inflow correction work.
2. Complete the inflow correction measures from additional source detection work of lateral smoke testing, data analysis, and night-time I/I reconnaissance in the high I/I basins prior to the end of 2023.
3. V&A will conduct flow monitoring during the wet-weather season (winter 2023 to spring 2024) to determine the flows for all high I/I sewer basins to see how much the peak flows have been reduced as a result of the inflow correction work.
4. The flow data analysis will identify high inflow sewer basins and rank them to determine the areas which contribute the highest amount of inflow to the system.
5. Update the hydraulic model with the new flow data and changes to the sewer system inventory. Model runs will be completed in 2025 to determine the impacts of the inflow correction work that has been completed. The modeled wet weather peak flows at the flume will be used to determine if there is capacity to accommodate the future Vallco flows without exceeding the maximum allowable peak flow of 13.8 MGD to the City of Santa Clara sewer system. Once the hydraulic modeling is completed, a determination will be made as to whether the Inflow reduction measures create the system capacity to accommodate the projected Vallco flow. This determination will be based upon the results of systemwide flow monitoring and hydraulic modeling that incorporate the inflow reduction measures.
6. Phase 2 Report - Based upon the results of the 2025 flow monitoring studies, determine what additional source detection work will be required to locate remaining sources of inflow in high I/I basins.

If the inflow measures fail to meet the required reduction of 0.87 MGD, then a decision will need to be made to either continue with the Phase 3 inflow correction or whether to consider additional conveyance and/or storage options to reduce the peak flows in the system. If the decision is made to continue with the Phase 3 Inflow Reduction program then proceed with Phase 3 Smoke Testing, Field Investigations, Inflow Reduction Projects, and Flow monitoring for the new highest ranked inflow basins.

The cost and schedule to implement the I/I Reduction Program are shown in Table 1.

Table 1 – Inflow Reduction Program and Capacity Assurance Improvements

Task	Start Date	End Date	Cost
Phase 1 – Year 1 - March 2021 – March 2022			
1. Manage Private Inflow Correction in 4A, 9, and 22	03/01/21	12/31/21	\$120,000
2. Repair Manholes and Lower Laterals	03/01/21	12/31/21	215,000
3. Update District GIS	05/01/21	07/31/21	125,000
4. Smoke Testing 18, 19, 20, 25, 27 and Lateral Testing	08/01/21	10/31/21	190,000
5. Systemwide Flow Metering – Pre- I/I Correction Flows	12/01/21	3/30/22	130,000
Phase 1 – Year 2 - March 2022 – June 2023			
1. Update Hydraulic Model with flow and system changes	4/1/22	6/30/22	80,000
2. Manage Private Inflow Correction in 18, 19, 20, 25, 27	11/01/21	12/31/22	100,000
3. Repair Manholes and Lower Laterals	11/01/21	12/31/22	800,000
4. Flow Monitoring (30 meters) – High I/I Mini-Basins	12/01/22	03/01/23	110,000
5. Night-time I/I Reconnaissance (4 nights)	01/01/23	03/01/23	30,000
6. Update Hydraulic Model	4/1/23	6/30/23	50,000
7. Prepare Phase 1 Report	5/15/23	6/30/23	50,000
SubTotal – Phase 1 - Inflow Reduction Program			\$2,000,000
Phase 2 – Year 1 - June 2023 – June 2024			
1. Complete Additional Source Detection in High I/I Basins	03/01/22	06/01/23	125,000
2. Manage Private Inflow Correction from additional source detection work	01/01/23	12/31/23	120,000
3. Repair Manholes and Lower Laterals from additional source detection work	01/01/23	12/31/23	555,000
4. Flow Monitor 18, 19, 20, 25, 27, Pre-Post analysis	12/01/23	03/01/24	110,000
5. Night-time I/I Reconnaissance (4 nights)	01/01/24	03/01/24	30,000
Phase 2 – Year 2 - June 2024 – June 2025			
1. Future Smoke Testing and Field Investigations	08/01/24	12/31/24	300,000
2. Manage Private Inflow Correction from additional source detection work	01/01/24	12/31/24	120,000
3. Repair Manholes and Lower Laterals from additional source detection work	01/01/24	12/31/24	400,000
4. Flow monitoring High I/I Basins – Post Rehab	12/01/24	03/01/25	110,000
5. Update Hydraulic Model with flow and system changes	03/01/25	06/01/25	80,000
6. Prepare Phase 2 Report	5/15/25	6/30/25	50,000
SubTotal – Phase 2 - Inflow Reduction Program			\$2,000,000
Phase 3 – June 2025 – June 2027			
1. Future Smoke Testing and Field Investigations	06/01/25	6/30/26	200,000
2. Manage Phase 3 Inflow Correction	07/01/26	11/30/26	200,000
3. Repair Manholes and Lower Laterals	07/01/26	11/30/26	400,000
4. Flow Metering High I/I Basins – Post Rehab	12/1/26	3/1/27	110,000
5. Hydraulic Modelling	03/01/27	6/1/27	60,000
6. Prepare Phase 3 Report	5/15/27	6/30/27	30,000
SubTotal – Phase 3 - Inflow Reduction Program			\$1,000,000
Total			\$5,000,000

SSOs

Start Date	Location	Cause of SSO	Cat	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
1/14/2021	7330 Rainbow Dr, Cup	Roots	3	Lat	300	300	Unknown

PLSDs (Private Lateral Sewage Discharge)

Start Date	Location	Cause of PSLD	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
1/31/2021	20903 Greenleaf Dr, Cup	Roots	Lat	5	5	Unknown

Emergency Calls - Causes

Call Rec'd Business Hours	# of Calls	Call Rec'd After Hours	# of Calls	Call Rec'd Weekend	# of Calls
Root Intrusion	6	Root Intrusion	0	Root Intrusion	1
Onsite	1	Onsite	3	Onsite	1
Offset	0	Offset	0	Offset	0
Debris	0	Debris	0	Debris	0
Others	2	Others	0	Others	1
Pump Station	0	Pump Station	4	Pump Station	1
Total:	9	Total:	7	Total:	4

Repairs

Address	Main/Lat	Description of Work
Sarahills Dr, Saratoga	Manhole	Repaired 3 manholes along Sarahills Dr, Saratoga, MH#3439-3, 3322-1 & 3439-5

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2020-21 YTD	FY2020-21 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	34,040	70,405	7,782	1,131	905	1,889	0	0	0	116,152	839,349	987,432	85%
Easement Cleaning (ft)	0	6,548	9,694	873	94	905	0	0	0	0	18,114	114,195	159,062	72%
CCTV (ft)	0	447	0	0	0	0	0	0	0	0	447	97,694	207,880	47%

Lateral Maintenance

Activity	# of Laterals	FY2020-21 YTD	FY2020-21 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	346	2,820	4,247	66%
CCTV	6	65		
Inspection	8	109		

FOG Inspection - Limited due to Restaurant closures (COVID -19)

	# of Inspections	YTD FY2020-21	FY2020-21 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	17	173		
Completed	10	126	283	45%
Follow up Needed	5			