

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
MONDAY, JANUARY 17, 2022**

AGENDA

The meeting will 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. AB 361

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

3. 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.

4. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL-SIGNIFICANT EXPOSURE TO LITIGATION
In accordance with government code section paragraph (2) of subdivision (d), there is significant exposure to litigation from California Riverwatch pertaining to the Clean Water Act.

- B. 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.

5. MINUTES & BILLS

- A. APPROVAL OF THE MINUTES OF DECEMBER 15, 2021

- B. APPROVED MINUTES OF NOVEMBER 17, 2021

- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT

- D. DIRECTOR'S MONTHLY TIMESHEETS

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
MONDAY, JANUARY 17, 2022**

6. CORRESPONDENCE

- A. CITY OF SAN JOSE – THIRD QUARTER ADJUSTMENTS FOR FY20-21 O&M AND CIP BILLINGS

7. MEETINGS

- A. CASA 2022 WINTER CONFERENCE SCHEDULED FOR JANUARY 19-21, 2022 IS CANCELED

8. REPORTS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON JANUARY 11, 2022
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON JANUARY 13, 2022

9. UNFINISHED BUSINESS

- A. COVID-19 UPDATES

10. NEW BUSINESS

- A. RESOLUTION NO. 1333, COMMENDING JOHN M. GATTO
- B. BOARD VACANCY
- C. REAPPOINTMENT OF OFFICERS
- D. BANK SIGNATURE CARDS
- E. WESTPORT INSTALLER'S AGREEMENT
- F. CWEA CONFERENCE
- G. REQUEST FOR REIMBURSEMENT – APN 326-08-030

11. STAFF REPORT

- A. CASA EXPENSE REIMBURSEMENTS
- B. MONTHLY MAINTENANCE REPORT

12. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, FEBRUARY 2, 2022

13. ADJOURNMENT

- A. ADJOURN IN HONOR AND MEMORY OF JOHN M. GATTO

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 15, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:01 p.m. This meeting was conducted via teleconferencing in accordance with AB 361. 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, William A. Bosworth, and Patrick S. Kwok. On motion by Director Bosworth motioned, seconded by President Saadati, by a vote of 4-0-0, the Board excused Director Gatto from the meeting.

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

District Consultant: Richard K. Tanaka

Public: None

2. AB 361:

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor’s Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

On a motion by Director Bosworth, seconded by Director Kwok, by a vote of 4-0-0 the Board approved.

3. PUBLIC COMMENTS:

There were none.

4. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:03 p.m.

A. Conference with legal counsel – Significant Exposure to Litigation in accordance with government code section paragraph (2) of subdivision (d), there is significant exposure to litigation from California Riverwatch pertaining to the Clean Water Act.

Board action: There was no reportable action.

Manager Porter and Deputy Manager Woodhouse were excused from the remainder of closed session at 7:10 p.m.

B. 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

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 15, 2021

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.

Board action: There was no reportable action.

The closed session was adjourned at 7:14 p.m. and the regular meeting was called to order. District Manager Porter, and Deputy District Manager Woodhouse rejoined the regular meeting.

5. MINUTES & BILLS:

- A. On a motion by Director Bosworth, seconded by Director Kwok, by a vote of 4-0-0 the minutes of Wednesday, November 17, 2021, were approved as written.
- B. By consensus, the Minutes of Wednesday, November 3, 2021, are to be Noted & Filed.
- C. The Board reviewed November payable warrants and financial statements. On a motion by Director Kwok, seconded by Director Chen, by a vote of 4-0-0, the financial statement and payment of bills were approved as written.
- D. Board members will submit their December timesheets to Manager Porter.

6. CORRESPONDENCE:

- A. The Board reviewed correspondence from The City of San Jose regarding Annual Cost & Allocation. It is be Noted & Filed.

7. MEETINGS:

There were none.

8. REPORTS:

- A. Director Kwok reported on the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on November 18, 2021.
- B. Director Bosworth reported on the Santa Clara County Special Districts Association regular meeting held on December 6, 2021.
- C. Teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled for December 6, 2021 was canceled.
- D. Teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled for December 9, 2021 was canceled.

9. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 15, 2021

10. NEW BUSINESS:

- A. The Board elected District Officers for 2022, effective January 1, 2022. On motion by President Saadati, seconded by Director Kwok, by a vote of 4-0-0, the Slate of Officers for the District was approved as follows:

President – Bill Bosworth
Secretary – John Gatto
Secretary Pro-Tem – Patrick Kwok

By concurrence, it was ordered that the Slate of Representatives for the District be approved, effective January 1, 2022, as follows:

TPAC Alternate	Patrick Kwok Angela Chen
Special Districts Association	Bill Bosworth
CSRMA Alternate	Angela Chen Bill Bosworth
CASA Alternate	Bill Bosworth John Gatto
Finance Committee	Patrick Kwok (Director in Position 3) Angela Chen (Director in Position 4)
TAC	Manger Porter, Deputy Manger Woodhouse, Staff Member Kathuli

- B. The Board reviewed the Sewer Use Ordinance update. Manager Porter provided a summary of the proposed changes to Sewer Use Ordinance No. 127 and 128. On motion by Director Bosworth, seconded by Director Chen, by a vote of 4-0-0, Ordinance No. 128, Adopting Changes to Sewer Use Ordinance was approved.
- C. The Board discussed District uniform hats. On motion by Director Kwok, seconded by Director Chen, by a vote of 4-0-0, the Board approved a purchase twenty-four hats at the best price available.

11. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Deputy Manager Woodhouse reported on the Peak Flow Reduction Program.
- C. Manager Porter reported on V&A Consulting Engineering – Amendment No. 1 for Flow Monitoring Services. On motion by Director Kwok, seconded by President Saadati, by a vote of 4-0-0, the Board approved Amendment No. 1. The Board requested staff to research other sewer agencies to see what their policies are on using an RFP process to select consultants.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 15, 2021

- D. Manager Porter reported on the CASA Annual Winter Conference.
- E. Manager Porter reported on the Monthly Maintenance Report.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, January 5, 2022.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8:45 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 17, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:01 p.m. This meeting was conducted via teleconferencing in accordance with AB 361. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. AB 361:

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor’s Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the Board approved.

2. 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, William A. Bosworth, John M. Gatto, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, Senior Sanitary Engineer Vani Kathula, and Counsel Marc Hynes.

District Consultant: Richard Tanaka

Public: None

3. PUBLIC COMMENTS:

There were none.

4. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:02 p.m. Staff member Kathula was excused from closed session.

A. Conference with legal counsel – Significant Exposure to Litigation in accordance with government code section paragraph (2) of subdivision (d), there is significant exposure to litigation from California Riverwatch pertaining to the Clean Water Act.

Board action: There was no reportable action.

Manager Porter and Deputy Manager Woodhouse were excused from the remainder of closed session at 7:14 p.m.

B. 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

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 17, 2021

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.

Board action: There was no reportable action.

The closed session was adjourned at 7:25 p.m. and the regular meeting was called to order. District Manager Porter, Deputy District Manager Woodhouse, and staff member Kathula rejoined the regular meeting.

5. MINUTES & BILLS:

- A. On a motion by Director Bosworth, seconded by Director Kwok, by a vote of 4-0-1 the minutes of Wednesday, November 3, 2021, were approved as written. Director Gatto abstained.
- B. By consensus, the Minutes of Wednesday, October 20, 2021, are to be Noted & Filed.
- C. The Board reviewed October 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 as written.
- D. Board members will submit their November timesheets to Manager Porter.

6. CORRESPONDENCE:

There was none.

7. MEETINGS:

- A. Director Kwok plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on November 18, 2021.

8. REPORTS:

- A. Manager Porter, Deputy Manager Woodhouse, and Staff Member Kathula reported on the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on November 15, 2021.

9. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 17, 2021

- B. The Board reviewed the I-280/Wolfe Road Sewer Relocation Agreement. Manager Porter described the status of the Wolfe Road Relocation project. District staff is working with Bennett Trenchless Engineers to determine the best alignment for a new joint use agreement with Caltrans. Manager Porter provided the summary of the agreement with Bennet Trenchless Engineers. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0, the motion to approve the agreement with Bennett Trenchless Engineers in the total amount of \$125,200 was approved.

10. NEW BUSINESS:

- A. The Board reviewed the preliminary itinerary of the CASA Winter Conference to be held January 19-21, 2022, in Palm Springs, CA. The Board plan to attend and authorized attendance by two District staff.

11. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects. Staff is working with Vallco on their submittals so they can proceed with their make ready utilities work. Westport Cupertino has requested three separate installer's agreements. Staff is working with them to minimize the administration costs to the District.
- B. Manager Porter reported on the October Peak Flow Rate Measurement and presented a report on the peak flow measurements taken as a result of the October 24, 2021 storm event.
- C. Manager Porter reported on the monthly maintenance report and provided updates on SSOs, FOG and electrical improvements at pump station.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, December 1, 2021.
- B. The Board discussed Calendar Conflict: CASA Winter Conference coincides with 2nd regular Board Meeting on Wednesday, January 19, 2022. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0, the motion to re-schedule the 2nd regular meeting in January to Monday, January 17, 2022, was approved. The meeting will be held virtually.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8:13 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JUNE 2022
(6th Month of Operations - 50% into FY Operations)
 FISCAL YEAR: July 1, 2021 to June 30, 2022

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
DEC SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,542	\$598,062.50	\$0.00	\$598,062.50	\$602,479.17	49.8%	None this month
Directors Fees	41030	\$38,000	\$13,931.58	\$1,366.54	\$15,298.12	\$22,701.88	40.3%	On Target
Gasoline, Oil & Fuel	41060	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Insurance	41060	\$170,000	\$14,589.36	\$133,680.46	\$148,269.82	\$21,730.18	87.2%	CSRMA Annual Premium for 2022; Dooley Insurance (Group Life and Dental-February)
Memberships	41080	\$57,000	\$34,448.03	\$192.00	\$34,640.03	\$22,359.97	60.8%	CWEA Membership for Inspector
Office Rent	41090	\$4,800	\$2,000.00	\$400.00	\$2,400.00	\$2,400.00	50.0%	On Target
Operating Expenses	41100	\$3,000	\$1,126.29	\$5.10	\$1,131.39	\$1,868.61	37.7%	Postage for mailing maps
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$1,984.48	\$360.29	\$2,344.77	\$3,655.23	39.1%	Credit Card Processing Fees - December
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	\$6,675,375	\$3,337,688.00	\$1,668,844.00	\$5,006,532.00	\$1,668,843.00	75.0%	FY2021-2022 3rd Quarter Billing
Professional Services:								
Management Services	41121	\$550,000	\$210,495.73	\$47,558.29	\$258,054.02	\$291,945.98	46.9%	On Target
SSMP Certification and Implementation	41121	\$100,000	\$1,390.60	\$0.00	\$1,390.60	\$98,609.40	1.4%	On Target
Engineering Services	41122	\$1,300,000	\$501,925.29	\$95,340.21	\$597,265.50	\$702,734.50	45.9%	On Target
Inflow/Infiltration Reduction	41122	\$500,000	\$264,102.83	\$37,599.03	\$301,701.86	\$198,298.14	60.3%	Peak flow reduction program - Mark Thomas and V&A Consulting
Plan Ckg. & Insp.	41123	\$300,000	\$66,342.40	\$12,512.33	\$78,854.73	\$221,145.27	26.3%	On Target
Legal - Consultant Services	41124	\$36,000	\$14,400.00	\$1,900.00	\$16,300.00	\$19,700.00	45.3%	Richard Tanaka - Consulting Services for December 2021
Legal - District Counsel	41124	\$60,000	\$13,617.00	\$3,861.00	\$17,478.00	\$42,522.00	29.1%	District Legal Services for December 2021
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,014,000	\$469,910.90	\$0.00	\$469,910.90	\$544,089.10	46.3%	None this month
Legal - Common Interest Group (CuSD Share)	41124	\$286,000	\$132,538.98	\$0.00	\$132,538.98	\$153,461.02	46.3%	None this month
Audit	41125	\$12,000	\$0.00	\$0.00	\$0.00	\$12,000.00	0.0%	None to date
Printing & Publications	41130	\$28,000	\$0.00	\$0.00	\$0.00	\$28,000.00	0.0%	None to date
Repair and Maintenance								
Repairs	41150	\$450,000	\$70,059.23	\$6,504.40	\$76,563.63	\$373,436.37	17.0%	On target
Maintenance	41151	\$3,450,000	\$1,346,908.61	\$334,729.68	\$1,681,638.29	\$1,768,361.71	48.7%	On target
Travel & Meetings Staff	41170	\$15,000	\$992.50	\$0.00	\$992.50	\$14,007.50	6.6%	None this month
Travel & Meetings BOD	41170	\$18,000	\$4,911.99	\$0.00	\$4,911.99	\$13,088.01	27.3%	None this month
Utilities	41190	\$70,000	\$26,237.61	\$5,179.37	\$31,416.98	\$38,583.02	44.9%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$75.00	\$0.00	\$75.00	\$49,925.00	0.2%	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	\$400.00	\$0.00	\$400.00	\$2,600.00	13.3%	None this month
Emergency Funds	48000	\$250,000	\$45,148.31	\$10,972.04	\$56,120.35	\$193,879.65	22.4%	Four emergencies this month - two from Able and two from AB/JDD
Consolidated Election	48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None this Fiscal Year
TOTAL OPERATING EXPENSES		\$16,722,717	\$7,219,823.11	\$2,361,004.74	\$9,580,827.85	\$7,141,888.82	57.3%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$1,000,000	\$116,890.31	\$21,210.65	\$138,100.96	\$861,899.04	13.8%	I-280/Wolfe Road Sewer Relocation; Bennett Trenchless Engineers - Payment No.2
Treatment Plant Capital	46042	\$8,430,221	\$6,388,255.00	\$505,729.00	\$6,893,984.00	1,536,237.00	81.8%	FY2021-2022 3rd Quarter Billing
Outfall Capital	46042	\$1,095,045	\$96,500.95	\$0.00	\$96,500.95	\$998,544.05	8.8%	None this month
District Equipment	46043	\$150,000	\$48,510.56	\$0.00	\$48,510.56	\$101,489.44	32.3%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$10,975,266	\$6,650,156.82	\$526,939.65	\$7,177,096.47	\$3,798,169.53	65.4%	
TOTAL EXPENSES		\$27,697,983	\$13,869,979.93	\$2,887,944.39	\$16,757,924.32	\$10,940,058.35	60.5%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JUNE 2022
(6th Month of Operations - 50% into FY Operations)
 FISCAL YEAR: July 1, 2021 to June 30, 2022

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts Dec Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$574,901.00	\$0.00	\$0.00	\$0.00	\$574,901.00	0.0%	None to date
Tax Roll	31010	\$18,647,000.00	\$0.00	\$0.00	\$0.00	\$18,647,000.00	0.0%	None to date
Permit Fees	31020	\$75,000.00	\$40,396.05	\$8,898.91	\$49,294.96	\$25,705.04	65.7%	Twenty-eight payments received this month; One hundred forty-two payments received to date
Connection Fees	31031	\$300,000.00	\$11,034.00	\$395,952.00	\$406,986.00	(\$106,986.00)	135.7%	One payment received this month - Westport project; Two payments received to date
Capacity Fees	31032	\$450,000.00	\$7,658.40	\$98,760.00	\$106,418.40	\$343,581.60	23.6%	One payment received this month - Westport project; Three payments received to date
Pump Zone Fees	31033	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$300,000.00	\$125,300.00	\$10,400.00	\$135,700.00	\$164,300.00	45.2%	Twenty-seven payments received this month; One hundred forty-eight 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	\$200,000.00	\$56,194.49	\$0.00	\$56,194.49	\$143,805.51	28.1%	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	\$1,014,000.00	\$630,322.73	\$84,478.52	\$714,801.25	\$299,198.75	70.5%	Received from City of Milpitas (for August-September billings)
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$14,000.00	\$5,603.45	\$1,689.57	\$7,293.02	\$6,706.98	52.1%	Received from City of Milpitas (for August-September billings)
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$16,152.68	\$0.00	\$16,152.68	(\$6,152.68)	161.5%	None this month
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$22,122,401.00	\$892,661.80	\$600,179.00	\$1,492,840.80	\$20,629,560.20	6.75%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$22,122,401.00	\$892,661.80	\$600,179.00	\$1,492,840.80	\$20,629,560.20	6.75%	

FDVK#DFFRXQW#VXPPDU

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
FY 2020-21 Balance	\$18,598,059.22	\$3,000,000.00	\$15,598,059.22	\$1,258,050.65	\$1,107,662.04	\$20,963,771.91
July 31, 2021	\$16,183,910.31	\$3,000,000.00	\$13,183,910.31	\$1,279,650.78	\$1,107,680.25	\$18,571,241.34
August 31, 2021	\$14,986,161.40	\$3,000,000.00	\$11,986,161.40	\$1,290,446.39	\$1,107,699.67	\$17,384,307.46
September 30, 2021	\$14,443,648.98	\$3,000,000.00	\$11,443,648.98	\$1,304,802.28	\$1,107,717.88	\$16,856,169.14
October 31, 2021	\$7,230,651.61	\$3,000,000.00	\$4,230,651.61	\$634,797.93	\$1,058,707.83	\$8,924,157.37
November 30, 2021	\$6,675,264.04	\$3,000,000.00	\$3,675,264.04	\$647,886.30	\$1,058,726.40	\$8,381,876.74
December 31, 2021	\$6,071,632.82	\$3,000,000.00	\$3,071,632.82	\$665,535.28	\$1,058,744.38	\$7,795,912.48

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - January 17, 2022**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 1,366.54	ADP	Directors' Salary	
19292	M&O	\$ 565.92	Dooley Insurance Services	Insurance - Group Life & Dental	
19293	M&O	\$ 133,114.54	CSRMA	Insurance - Annual Primary Ins. Premium	
19294	M&O	\$ 192.00	CWEA	Memberships	
N/A	M&O	\$ 360.29	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19295	M&O	\$ 2,174,573.00	City of San Jose	T.P. Operations & Maintenance	1,668,844.00
				T.P. Capital	505,729.00
19296	M&O	\$ 384,945.54	Mark Thomas	Office Rent	400.00
				Operating Expenses	5.10
				Management Services	47,558.29
				Engineering Services	95,340.21
				Peak Flow Reduction	19,254.03
				Plan Checking & Inspection	11,760.43
				Repairs	5,462.42
				Maintenance	177,117.48
				Utilities	1,052.70
				Emergency Funds	7,876.73
				District Sewer Capital & Support	19,118.15
19297	M&O	\$ 18,345.00	V&A Consulting	Peak Flow Reduction	
19298	M&O	\$ 1,900.00	Richard K. Tanaka	Legal - Consultant Services	
19299	M&O	\$ 3,861.00	Armento & Hynes LLP	Legal - District Counsel	
19300	M&O	\$ 1,041.98	St. Francis Electric	Repairs	
19301	M&O	\$ 14,460.00	CD & Power	Maintenance	
19302	M&O	\$ 430.95	Grainger	Maintenance	
19303	M&O	\$ 435.46	Home Depot	Maintenance	
19304	M&O	\$ 1,167.00	Mission Communications	Maintenance	
19305	M&O	\$ 17,834.00	State Water Resource Board	Maintenance	
19306	M&O	\$ 17,142.84	RotoRooter	Maintenance	
19307	M&O	\$ 61,742.50	AB/JDD Plumbing Heating & AC	Maintenance	60,992.50
				Emergency	750.00
19308	M&O	\$ 48,246.66	Able Underground Construction	Maintenance	45,149.45
				Emergency	2,345.31
				Plan Check Inspection-Deposit (Apple)	751.90
19309	M&O	\$ 51.74	City of Santa Clara Utilities	Utilities	
19310	M&O	\$ 3,977.68	PG&E	Utilities	
19311	M&O	\$ 97.25	San Jose Water co.	Utilities	
19312	M&O	\$ 2,092.50	Bennett Trenchless Engineers	District Sewer Capital & Support	
TOTAL WARRANTS		\$ 2,887,944.39			

<u>Pk Flow Red. Total:</u>	\$ 37,599.03	Mark Thomas and V&A Consulting
<u>Maintenance Total:</u>	\$ 334,729.68	Mark Thomas, CD&Power, Grainger, Home Depot, Mission, SWCRB, Roto Rooter, ABLE, AB/JDD
<u>Utilities Total:</u>	\$ 5,179.37	Mark Thomas, Santa Clara Utilities, PG&E, San Jose Water
<u>Emergency Total:</u>	\$ 10,972.04	Mark Thomas, Able, AB/JDD

EMERGENCY DETAILS:

Roto-Rooter - no emergencies this month
Able - two emergencies this month
AB/JDD Plumbing - two emergencies this month



December 20, 2021

Cupertino Sanitary District

Attn: Benjamin T. Porter
20863 Stevens Creek Blvd, Suite 100
Cupertino, Ca. 95014-2154

Re: Third Quarter Adjustments for FY20-21 O&M and CIP Billings

Dear Benjamin,

In accordance with Section E.3.b in the 1983 Master Agreement between the City of San Jose-Santa Clara and the Tributary Agencies, "...adjustments in any payment described above shall be on the basis of actual payment to expenditures and shall be made no later than the third quarter billing of the following fiscal year. A statement outlining the method of adjusting costs and actual adjustments shall be included."

In Section G of the 1983 Master Agreement between the City of San Jose-Santa Clara and the Tributary Agencies, "...payment of Agency of any moneys to which it may become entitled may be made by off-setting the amount of such moneys against any payments which Agency may be obligated to pay under the provisions of this Agreement or Agency may request reimbursement of any credit balance. The request for cash reimbursement shall be honored by First Parties within forty-five (45) days following receipt of notice."

As a courtesy we are sending this letter to remind you of your options for reimbursement for your credit. Attached is a reconciliation for the amounts that represent the "credits" for your FY20-21 O&M and CIP billings. Please notify us both by email and in writing by the close of business on January 1, 2022, if you will request a check for a cash reimbursement or a credit adjustment for your credit adjustment. If you have any questions, I may be contacted at laura.burke@sanjoseca.gov

Sincerely,

Laura Burke

Laura Burke, Principal Accountant
City of San Jose, Environmental Services Department, 10th Floor
200 E. Santa Clara St.
San Jose, Ca. 95112
Email: laura.burke@sanjoseca.gov

Summary of Q3 FY20-21 Adjustments

O&M Reconciliation for Cash and Non-cash Items	San Jose*	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Fund 513	\$ (6,663,876)	\$ 1,333,631	\$ 1,008,313	\$ 722,960	\$ 1,395,155	\$ 93,477	\$ 29,570
SBWR Operating Fund - Fund 570	\$ 1,254,626	\$ 332,234	\$ 196,447	\$ 120,102	\$ 128,501	\$ 20,338	\$ 4,994
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Credit/ (Debit) Summary	\$ (5,409,250)	\$ 1,665,865	\$ 1,204,760	\$ 843,062	\$ 1,523,656	\$ 113,815	\$ 34,564

CIP Reconciliation for Cash and Non-cash Items Fund 512	San Jose*	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Rolling Average CIP- Fund 512	\$ (102,483,411)	\$ 2,086,033	\$ 111,711	\$ (4,676)	\$ 860,055	\$ (21,493)	\$ 21,265
Headworks Improvements	\$ (468,679)	\$ 8,990	\$ 1,557	\$ 1,045	\$ 1,896	\$ 132	\$ 54
New Headworks	\$ 353,089	\$ 36,403	\$ 13,101	\$ 8,791	\$ 15,947	\$ 1,104	\$ 449
Nitrification Clarifier Rehab	\$ 9,718,379	\$ 2,419,250	\$ 881,356	\$ 545,932	\$ 949,222	\$ 67,966	\$ 27,584
Digester Project	\$ (1,799,714)	\$ (2,253,197)	\$ (762,110)	\$ (449,431)	\$ (727,744)	\$ (55,638)	\$ (23,125)
Digested Sludge Dewatering Facility	\$ 1,649,423	\$ 2,137,690	\$ 720,418	\$ 430,277	\$ 703,766	\$ 53,160	\$ 22,313
Outfall Bridge & Levee Improvements	\$ 2,183,614	\$ 33,499	\$ 11,116	\$ 7,203	\$ 12,142	\$ 881	\$ 430
Filter Rehab	\$ (1,695,988)	\$ 167,243	\$ 13,309	\$ 8,936	\$ 16,215	\$ 1,121	\$ 456
Blower Improvements	\$ (8,080,937)	\$ 17,706	\$ 6,201	\$ 4,000	\$ 6,397	\$ 489	\$ 279
Total Credit/ (Debit) Summary	\$ (100,624,224)	\$ 4,653,617	\$ 996,659	\$ 552,077	\$ 1,837,896	\$ 47,722	\$ 49,705

<i>Adjustment for San Jose due to open Line of Credit (LOC) for non-expended funds (non-cash items include: Reserve for Encumbrances and CIP Rebudgets)</i>	\$ 149,000,000
San Jose's Adjusted Cash Position	\$ 48,375,776

RESOLUTION NO. 1333

A RESOLUTION COMMENDING JOHN M. GATTO FOR
DISTINGUISHED SERVICE AS A MEMBER
OF THE SANITARY BOARD OF THE CUPERTINO SANITARY DISTRICT
FROM MARCH 1, 2000 TO DECEMBER 24, 2021

RESOLVED, by the Sanitary Board of the Cupertino Sanitary District, Santa Clara County, California, that

WHEREAS, JOHN M. GATTO served as a member of this Board from March 1, 2000 until December 24, 2021, and during the course thereof, served as President of the Board for 5 years and Secretary for 2 years;

WHEREAS, JOHM M. GATTO, served this District and its inhabitants during a period of new development and corresponding improvements to the facilities of this District to meet these growing demands;

WHEREAS, the record of service compiled by JOHM M. GATTO reflects his extraordinary foresight and devotion to fiscal diligence for the public interest in the area of wastewater management; and

WHEREAS, it is the desire of this Board, on its behalf and on behalf of this District, to extend its sincere appreciation for the faithful and devoted service of JOHM M. GATTO.

NOW, THEREFORE, IT IS HEREBY RESOLVED and ORDERED that this Board does hereby express its highest commendation to

JOHM M. GATTO

for his exceptional and outstanding contribution as a member of the Board of Directors of the Cupertino Sanitary District and by this Resolution does on its behalf and on behalf of the inhabitants of this District, hereby express its appreciation for the 21 years of consistent, devoted and faithful service.

William A. Bosworth, President

Patrick S. Kwok, Secretary

Angela S. Chen, Director

Taghi S. Saadati, Director

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, Santa Clara County, California, at a meeting thereof held on the 17th day of January 2022, by the following vote of the members thereof:

AYES, and in favor thereof, Members:

NOES, Members:

ABSENT, Members:

Secretary
Cupertino Sanitary District

APPROVED:

President
Cupertino Sanitary District

(Seal)

Cupertino Sanitary District
Current 2022 Board Members & Staff
Effective January 1, 2022

President	William (Bill) A. Bosworth
Secretary	John M. Gatto
Secretary Pro-Tem	Patrick S. Kwok
Director	Angela S. Chen
Director	Taghi S. Saadati
District Manager	Benjamin T. Porter
Deputy District Manager	Bob Woodhouse
District Advisor	Richard K. Tanaka

2022 DISTRICT REPRESENTATIVES

TPAC	Patrick Kwok
Alternate	Angela Chen
Special Districts Association	William (Bill) Bosworth
CASA	William (Bill) Bosworth
Alternate	John Gatto
CSRMA	Angela Chen
Alternate	William (Bill) Bosworth

FINANCE COMMITTEE

Director Patrick Kwok (Director in Position 3)
Director Angela Chen (Director in Position 4)

TAC

Manager Porter, Deputy Manager Woodhouse, and Staff Member Kathuli

INSTALLER’S

A_G_R_E_E_M_E_N_T

WITHOUT REIMBURSEMENT

THIS AGREEMENT, 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 190 West St. James LLC, owner, hereinafter called “Installer”;

W_I_T_N_E_S_S_E_T_H

WHEREAS, Installer is the owner of that certain real property located at 21267 Stevens Creek Boulevard, Cupertino, CA (APN 326-27-042 and APN 326-27-043) and wishes to construct a mixed-used development with 20,000 square feet of commercial space with 294 total residential units which include 131 senior assisted living apartments, 27 memory care apartments, 48 below market rate affordable senior independent living units, 70 single-family residential townhouses, and 18 single-family residential rowhouses, known as Westport Cupertino;

WHEREAS, District is the owner and operator of a certain sanitary sewer system along Mary Avenue which will provide service to Westport Cupertino;

WHEREAS, Installer desires to connect to the District sanitary sewer main along Mary Avenue;

WHEREAS, District has determined that one (1) of the existing sanitary sewer laterals shall be replaced with 8" PVC SDR26 pipe and will become a new sewer mainline.

WHEREAS, District has determined two (2) of the existing sewer laterals will not be utilized as part of this redevelopment and therefore shall be abandoned and removed from the sewer mainline.

WHEREAS, the Installer has requested to pay separate Sewer Connection and Treatment Plant fees for "Parcel C" as part of Cupertino Building Department permit BLD-2021-1586 and those fees will not be included as part of this Installer's Agreement.

WHEREAS, District has determined that the proposed on-site sewer infrastructure will service more than one parcel and therefore must be owned by the District.

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 will consist of rehabilitating existing sewer facilities as well as new installations to service the development. Installer shall construct the on-site sewer system, which once accepted, will be owned and maintained by the District. These facilities include:

- A. Existing sewer rehabilitation per Cupertino Building Department BLD-2021-0382 (Cupertino Sanitary District Permit #21-057):
 - i. Installer shall replace existing 8" sanitary sewer lateral with new 8" PVC SDR26 sanitary sewer lateral as shown on Sheet C400. Lateral connects into existing SSMH T-314 on Mary Avenue
 - 1. This current lateral will become a new sewer mainline segment once on-site sewer is constructed.
 - 2. Segment will be SSMH D2 to T-314
 - ii. Existing laterals that are tied into manhole T-315 and T-316 shall be abandoned and disconnected from the sanitary sewer mainline.
- B. New Construction
 - i. Per Cupertino Building Permit BLD-2021-0402 (Cupertino Sanitary District Permit #21-058):

Pipe Segments						
USMH (CuSD Name)	USMH (Kimley Horn Name)	DSMH (CuSD Name)	DSMH (Kimley Horn Name)	Length (feet)	Diameter (in)	Material
	SSMH D3		SSMH D2	25	8	PVC SDR26
	SSMH D4		SSMH D3	93	8	PVC SDR26
	SSMH D5		SSMH D4	41	8	PVC SDR26

- ii. Per Cupertino Building Permit BLD-2021-0403 (Cupertino Sanitary District Permit #21-059):

Pipe Segments						
USMH (CuSD Name)	USMH (Kimley Horn Name)	DSMH (CuSD Name)	DSMH (Kimley Horn Name)	Length (feet)	Diameter (in)	Material
-	SSFI A	-	SSMH A1	100	4	PVC SDR26
-	SSMH A1	-	SSMH A1.1	11	8	PVC SDR26
-	SSMH A1.1	-	SSMH A2	199	8	PVC SDR26
-	SSFI A2	-	SSMH A2	159	8	PVC SDR26
-	SSMH A2	-	SSMH C1	34	8	PVC SDR26
-	SSMH C1	-	SSMH C2	211	8	PVC SDR26
-	SSMH C2	-	SSMH C3	202	8	PVC SDR26
-	SSMH C3	-	SSMH B2	42	8	PVC SDR26
-	SSFI A3	-	SSMH A3	32	8	PVC SDR26
-	SSMH A3	-	SSMH A4	127	8	PVC SDR26
-	SSMH A4	-	SSMH A5	63	8	PVC SDR26
-	SSMH A5	-	SSMH B1	171	8	PVC SDR26
-	SSFI E1	-	SSMH A3	114	8	PVC SDR26
-	SSFI F1	-	SSMH A4	114	8	PVC SDR26
-	SSFI B2	-	SSMH B1	58	8	PVC SDR26
-	SSMH B1	-	SSMH B2	142	8	PVC SDR26
-	SSMH B2	-	SSMH B3	40	8	PVC SDR26
-	SSMH B3	-	SSMH D1	XX	8	PVC SDR26
-	SSMH D1	-	SSMH D2	XX	8	PVC SDR26

2) PAYMENT BY INSTALLER:

Installer shall pay to District, prior to execution of this agreement by District, all applicable Sewer Development, Treatment Plant Capacity, District administration, and Peak Wastewater Flow Mitigation fees. The Sewer Development and Treatment Plant Capacity Fees are non-refundable. The Peak Wastewater Flow Mitigation fee is estimated and paid as a deposit with final determination made upon completion of the District's analysis of the Installer's impact on the District's peak wastewater flow. The District administration fees are paid as a deposit and will cover District staff time for plan review, inspection, construction oversight, and construction management as defined in the District's Operation Code. The fees have been determined as follows:

1)	Sewer Development Fee	
	a. Parcel A (BLD-2021-0403)	\$866,536
	b. Parcel B (BLD-2021-0402)	\$1,498,934
	c. Subtotal	\$2,365,470
2)	Treatment Plant Capacity Fee	\$537,158
	a. Parcel A (BLD-2021-0403)	\$219,736
	b. Parcel B (BLD-2021-0402)	\$480,622
	c. Subtotal	\$700,358
3)	Peak Wastewater Flow Mitigation Fee	\$123,280
4)	District Administration, Engineering, & Inspection Fee	\$120,000

Total Due: \$3,846,266

3) FINAL DESIGN PHASE:

Installer shall submit final plans at the 65% and at the 100% design phases to allow the District to review, provide comments and approve onsite sewer improvements. The design shall conform to the District's standards. Installer shall install, or cause to be installed, the said sanitary improvements in strict accordance with the plans, profiles and specifications approved by the District. Installer's engineer shall submit final plans for District review and approval. Construction may not proceed until the District has approved said sewer improvement plans and other conditions of this Agreement are met.

4) 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 and the plans, materials and work thereof at any reasonable time or times before, during or after such are installed.

5) CCTV INSPECTIONS:

- A. Installer shall perform closed circuit televised video (CCTV) inspection of all newly constructed sewer mainlines and laterals in accordance with NASSCO PACP & LACP standards.
- B. Installer shall provide the CCTV report for District's review.

6) DEPOSIT:

Installer hereby agrees to deposit, in cash, with District, prior to execution of this agreement by District, a sum to be determined by District in accordance with its current schedule of fees. Said deposit is to be used by District to pay for District's

costs for examination of plans, checking of specifications, inspection and other similar engineering charges, together with all costs of administration, supervision, legal, recording, Peak Wastewater Flow Mitigation, and other incidental expenses in connection therewith. Any balance of said sum remaining on 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 such deposit 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 said sanitary sewer improvements by District.

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 therefor.

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 facilities shall be transferred and conveyed to District. In furtherance thereof, Installer shall execute any and all documents deemed necessary by District for transferring of title thereto simultaneously with the execution of this agreement but to become effective as hereinafter provided. The documents shall thereupon be deposited with the Secretary of said District, in trust, with instructions to deliver same to District upon its approval of said sanitary sewer facilities as constructed, it being the intention of the parties hereto that such transfer of title shall become effective only upon the final acceptance of said sanitary sewer facilities by the Sanitary Board of the District. Installer waives any and all rights or claim he 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 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 its contractor to maintain full insurance coverage of not less than standard limits, and to defend, indemnify and hold District, the District Engineer, Mark Thomas & Co. Inc., the County of Santa Clara 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 his contractor in the performance of this agreement.

10) 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

(SEAL)

ATTEST:

Secretary of said District

“INSTALLER”
WESTPORT CUPERTINO,
A California Limited Liability Company

By: _____
Name and Title



[Home](#) > [Conference Resources](#) > [Annual Conference](#)

CERTIFICATION

You may also like

- Events Calendar
- CWEA Conferences
- Volunteer

Annual Conference

AC22 Annual Conference • April 11 - 14, Sacramento

We're Celebrating You

Our industry is essential, water is essential, you are essential.

Soon we'll be out shaking hands and sitting around a table trading wastewater stories, networking in person and meeting new wastewater champions.

CWEA is bringing the Annual Conference back to an in-person event in beautiful **Sacramento** at the newly renovated Sacramento Convention Center. The conference theme for AC22 is:

WATER IS ESSENTIAL, SO ARE YOU!

Now is your time, get the leadership experience you need in a welcoming and inclusive place.

DETAILS TO COME

CONFERENCE INFO

Cost to attend 2021 conference (for reference):



Register for AC21 Virtual Conference

Registration Options

	Regular May 22 - June 10
Member	\$525.00
Non - Member	\$717.00
Member Group 10+ Contact Member Services to process your group discount	\$429.00

Register Now!

PDF Registration Form

AC21 Virtual Registration includes:

- Full live conference access
- On-Demand Sessions
- 90 days on-demand access

Group Discount

REGISTER 10 OR MORE INDIVIDUALS

Discounts are available for organizations that simultaneously register 10 or more individuals who are CWEA members.

DISCOUNT CAN BE COMBINED WITH EARLY BIRD OR SAVER RATES

Stack conference savings by signing up 10 or more team members and submitting the registration before the Early Bird or Saver rate deadline.

GROUP REGISTRATIONS CAN BE PAID ON A SINGLE CREDIT CARD OR PURCHASED VIA CHECK

To request a group registration invoice, need any assistance with registration, or have any registration questions please contact our Member Services team. We are happy to assist you!

Student Registration

Full-time students are eligible for free registration. This registration type is not available online since students must provide verification of current enrollment (nine or more units per semester). Students are asked to contact Member Services directly at 510.382.7800 x0 or memberservices@cwea.org.

Cancellation/Refund Policy

All educational sessions will be available for viewing after the virtual event therefore, no refunds will be given for any AC21 registration fees paid. However, substitutions will be allowed. Please see Substitution Policy below.

Substitution Policy



Memo

Item 10G

To: Board of Directors

From: Benjamin T. Porter, District Manager-Engineer

Date: January 17, 2022

Re: Reimbursement of Sewer Service Charges for 21075 Greenleaf Drive, Cupertino (APN: 326-08-030)

Summary:

The District was contacted by owner regarding 21075 Greenleaf Drive, Cupertino, indicating that the property tax bill for FY 2019-20 shows sewer service charges from the Cupertino Sanitary District for two dwellings. Staff confirmed the District did charge sewer service for two dwellings in FY 2019-20 based on a plan review for City of Cupertino permit no. BLD-2019-085 which includes construction of an ADU.

Owner contended that this permit is still pending with the City of Cupertino and construction of the ADU has not begun. Staff did confirm that the District has not performed any inspections at this site since approval of the plan review.

Owner is requesting reimbursement of sewer charges on the 2020-2021 property tax bill in the amount of \$638.86.

Recommendation:

- 1) Approve reimbursement in the amount of \$638.86 for sewer service charges.

Attachment:

1. Property tax bill
2. Proof of payment



County of Santa Clara
Department of Tax and Collections
70 West Hedding Street
East Wing, 6th Floor
San Jose, California 95110-1767

SECURED PROPERTY TAX BILL

Item 10G-

TAX YEAR: 2020-2021

Attachment 1.

for July 01, 2020 through June 30, 2021

ASSESSOR'S PARCEL NUMBER (APN): 326-08-030

ASSESSEE NAME WITHHELD PER
CALIFORNIA GOVERNMENT CODE SECTION 6255

MAILING ADDRESS INFORMATION WITHHELD
ONLINE ONLY

TAX BILL INFORMATION

PROPERTY ADDRESS:
21075 GREENLEAF DR
CUPERTINO CA 95014

BILL ID: 6847427
BILL SUFFIX: 00
TAX RATE AREA: 013-003

BILL CREATED: 09/12/2020

ASSESSEE AS OF 12:01AM, JANUARY 1, 2020 LIEN DATE:

SEC-REG-20211216

124844

CONTACT INFORMATION

Department of Tax and Collections: www.sccdta.org
scctax@fin.sccgov.org (408) 808-7900

Office of the Assessor: www.sccassessor.org
rp@asr.sccgov.org (408) 299-5300

Special Assessments: www.sccgov.org/SA

SUMMARY OF TAXES

Assessed Value of the Property	\$2,417,661
Less Exemption	0
Net Assessed Value	\$2,417,661
Taxes Due	\$28,475.14
Special Assessments	1,832.00
Total Amount Due	\$30,307.14
Penalties, Cost, Returned Payment Fee	\$0.00
Less Amount Paid	0.00
Current Amount Due	\$30,307.14

(DETAILS OF TAX CALCULATIONS ARE ON THE REVERSE SIDE)

IMPORTANT MESSAGES

For an explanation of key areas on your bill, please visit www.sccdta.org/tbe. Consult your tax preparer for details regarding deductions.

DTAC accepts partial payments.

GO GREEN! Sign up at www.sccassessor.org/register to receive your property tax bill electronically.

Sign up to receive email reminders for important announcements related to your property tax bills at: www.sccdta.org/subscribe

PAY ELECTRONICALLY



<http://taxpayment.sccdta.org>



SCC DTAC App

Visit www.WhereDoTaxesGo.org for tax distribution details.

2020-2021 COUNTY OF SANTA CLARA SECURED PROPERTY TAXES - 2ND INSTALLMENT

SEC-REG-20211216
124844

20200912/20211216

2

ASSESSEE NAME WITHHELD PER
CALIFORNIA GOVERNMENT CODE SECTION 6255
21075 GREENLEAF DR
CUPERTINO CA 95014

APN: 326-08-030-00



MAKE CHECKS PAYABLE TO: SCC DTAC
Please write your APN and installment number on your check.

DUE BY: February 01, 2021

DELINQUENT AFTER April 10, 2021

MAIL TO :
DEPARTMENT OF TAX AND COLLECTIONS
PO BOX 60534
CITY OF INDUSTRY, CA 91716-0534

Amount Due \$15,153.57

\$16,688.92 if not paid by 04/10/2021.
Includes 10% penalty and \$20.00 cost.

1 0032608030 0000 2 00001515357 2

2020-2021 COUNTY OF SANTA CLARA SECURED PROPERTY TAXES - 1ST INSTALLMENT

SEC-REG-20211216
124844

20200912/20211216

1

ASSESSEE NAME WITHHELD PER
CALIFORNIA GOVERNMENT CODE SECTION 6255
21075 GREENLEAF DR
CUPERTINO CA 95014

APN: 326-08-030-00



MAKE CHECKS PAYABLE TO: SCC DTAC
Please write your APN and installment number on your check.

DUE BY: November 01, 2020

DELINQUENT AFTER December 10, 2020

MAIL TO :
DEPARTMENT OF TAX AND COLLECTIONS
PO BOX 60534
CITY OF INDUSTRY, CA 91716-0534

Amount Due \$15,153.57

\$16,688.92 if not paid by 12/10/2020.
Includes 10% penalty and \$20.00 cost.

1 0032608030 0000 1 00001515357 3

CALCULATION OF TAXES for APN: 326-08-030-00
TAX YEAR: 2020-2021 for July 01, 2020 through June 30, 2021

ASSESSED VALUES	
LAND	1,813,247
IMPROVEMENTS	604,414
TOTAL LAND AND IMPROVEMENTS	2,417,661
PERSONAL PROPERTY	0
TOTAL ASSESSED VALUE	2,417,661
LESS HOMEOWNER'S EXEMPTION	
LESS OTHER EXEMPTION	
NET ASSESSED VALUE	\$2,417,661

PAYMENTS	
PAYMENTS APPLIED TO 1ST INSTALLMENT	0.00
PAYMENTS APPLIED TO 2ND INSTALLMENT	0.00
AMOUNT PAID	\$0.00

DETAIL OF TAXES			
TAXING AGENCY	VALUE	RATES (%)	AMOUNT
LAND, IMPROVEMENTS, PERSONAL PROPERTY			
1% MAXIMUM LEVY	2,417,661	1.000000	
CO BOND 2008 HOSP FAC	2,417,661	0.006900	
CO LIBRARY RETIREMENT	2,417,661	0.002400	
CO RETIREMENT LEVY	2,417,661	0.038800	
COMM COLLEGE BONDS	2,417,661	0.036400	
ELEM OR UNIF SCH BONDS	2,417,661	0.040300	
HIGH SCHOOL BONDS	2,417,661	0.047800	
MID PENINSULA OPEN SPACE 2014	2,417,661	0.001500	
TOTAL ASSESSED VALUE TAXES		1.174100	28,385.69
LAND AND IMPROVEMENTS			
SCVWD-STATE WATER PROJ	2,417,661	0.003700	
TOTAL LAND & IMPROVEMENT TAXES		0.003700	89.45
ROUNDING ADJUSTMENT			
			0.00
		TAXES DUE	\$28,475.14

Visit www.WhereDoTaxesGo.org for 1% maximum levy and debt levy distribution information.
 Visit <http://www.sccgov.org/tra> for Tax Rate information.

PARCEL TAX / SPECIAL ASSESSMENTS				
SA#	TAXING AGENCY	NAME	CONTACT	AMOUNT
*0728	SANTA CLARA VALLEY WATER DIST	SAFE, CLEAN WATER	408-630-2810	67.66
*0745	CUPERTINO UNION SCHOOL DIST	MEASURE A 2014	408-252-3000 x61427	250.00
0827	CITY OF CUPERTINO	CUPT/ENVIR/STORM 1992	800-273-5167	12.00
0847	SANTA CLARA COUNTY-VECTOR CTRL	SCCO VECTOR CONTROL	800-273-5167 x105	5.08
0848	SANTA CLARA COUNTY-VECTOR CTRL	MOSQUITO ASMT #2	800-273-5167 x105	8.60
0851	SANTA CLARA COUNTY-LIBRARY JPA	LIBRARY JPA CD 2013-1	408-293-2326 x3004	33.66
0881	SANTA CLARA VALLEY WATER DIST	FLOOD CTL DEBT-N CENTRAL	408-630-2810	11.70
0885	CUPERTINO SANITARY DISTRICT	CUPERTINO SANITARY DIST	408-253-7071	1,277.72
*0896	FREMONT UNION HIGH SCHOOL DIST	MEASURE J 2014	408-522-2219	98.00
*0980	SF BAY RESTORATION AUTHORITY	MEASURE AA	888-508-8157	12.00
1011	CITY OF CUPERTINO	2019 CUPT STORM WATER	800-273-5167	55.58
TOTAL				\$1,832.00

INSTALLMENT 1	
DUE DATE	11/01/2020
DELINQUENT AFTER	12/10/2020
TAXES AND SPECIAL ASSESSMENTS	\$15,153.57
10% DELINQUENT PENALTY	0.00
DELINQUENT COST	0.00
RETURNED PAYMENT FEE	0.00
LESS AMOUNT PAID	0.00
TOTAL INSTALLMENT AMOUNT	\$15,153.57

INSTALLMENT 2	
DUE DATE	02/01/2021
DELINQUENT AFTER	04/10/2021
TAXES AND SPECIAL ASSESSMENTS	\$15,153.57
10% DELINQUENT PENALTY	0.00
DELINQUENT COST	0.00
RETURNED PAYMENT FEE	0.00
LESS AMOUNT PAID	0.00
TOTAL INSTALLMENT AMOUNT	\$15,153.57

* Exemptions may be available for seniors and/or homeowners who meet eligibility requirements.
 Contact the specific agency above or go to www.sccdtac.org/pte for more information.

SEC-REG-20211216 124844 20200112/20211216

GO GREEN! Sign up at www.sccassessor.org/register to receive your property tax bill electronically.

 <p align="center">PAY ONLINE</p> <p align="center">http://taxpayment.sccdtac.org</p> <p>There is no fee if you pay by electronic check. Credit card convenience fee amounts are detailed on the website.</p> 	<p align="center">MOBILE PAY</p> <p>Pay your property taxes using a smartphone or tablet.</p> <p>Use our new mobile app SCC DTAC to pay your property tax bill. Available for devices using IOS and Android operating systems.</p> 	<p align="center">IN-PERSON PAYMENTS/QUESTIONS</p> <p>DELIVER in person to: Department of Tax and Collections 70 W Hedding St., East Wing, 6th Floor San Jose, CA 95110</p> <p>Phone: (408) 808-7900, Email: sccatx@fin.sccgov.org Monday-Friday: Payment Hours 8:00 a.m. to 5:00 p.m. Phone Hours: 9:00 a.m. to 4:00 p.m.</p> <p>Second installment payment must be received in our office by 5:00 p.m. on APRIL 10, 2021.</p>
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PAYMENTS BY MAIL

Use the envelope provided and return the coupon with your payment and include your Assessor's Parcel Number (APN) on your check or money order. A charge of \$85 will be added for every payment returned unpaid by the bank. Penalties will apply if taxes are not paid by the delinquency date.

To avoid penalties, property tax payments must be received or postmarked in a United States Postal Service (USPS) office by the delinquency date of **April 10, 2021**. However, if the delinquency date falls on Saturday, Sunday, or County holiday, payments must be made by 5:00 p.m. on the next business day. If payments are received after the delinquency date with no postmark, penalties will be imposed in accordance with State law. Metered postage dates do not qualify as USPS postmarks.

Private Delivery Service should be a County designated delivery service (www.sccdtac.org/pds). Payment received date is the date shown by the private delivery service on the packing slip or air bill attached to the outside of the envelope or package containing the remittance.

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PAYMENTS BY MAIL

Use the envelope provided and return the coupon with your payment and include your Assessor's Parcel Number (APN) on your check or money order. A charge of \$85 will be added for every payment returned unpaid by the bank. Penalties will apply if taxes are not paid by the delinquency date.

To avoid penalties, property tax payments must be received or postmarked in a United States Postal Service (USPS) office by the delinquency date of **December 10, 2020**. However, if the delinquency date falls on Saturday, Sunday, or County holiday, payments must be made by 5:00 p.m. on the next business day. If payments are received after the delinquency date with no postmark, penalties will be imposed in accordance with State law. Metered postage dates do not qualify as USPS postmarks.

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Personal bank statement

CHWEN LU | Account # xxxx xxxx 3702 | November 25, 2020 to December 28, 2020

Item 10G-Attachment 2.

Deposits and other additions - continued

Date	Description	Amount
12/01/20	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

Total deposits and other additions

[REDACTED]

Withdrawals and other subtractions

ATM and debit card subtractions

Date	Description	Amount
12/07/20	[REDACTED]	[REDACTED]

Total ATM and debit card subtractions

[REDACTED]

Other subtractions

Date	Description	Amount
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
12/09/20	SANTA CLARA TTC DES:4088087900 ID:2763411 INDN:LEAGONG CHEN ID:0000079161 WEB	-15,153.57
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]



Memo

Item 11A

To: Board of Directors

From: Benjamin T. Porter, District Manager-Engineer

Date: January 17, 2022

Re: CASA Expense Reimbursement

Summary:

The Cupertino Sanitary District Board members were directed, by Board decision, to attend the CASA winter conference in Palm Springs from January 19 – 21, 2022. As a result, Board members prepared for attendance by booking airline accommodations to attend the conference. It is the Board's policy to book non-refundable tickets well in advance of the travel to reduce the cost incurred by the District. The most economical travel from the Bay Area to the Palm Springs area utilized flying on Alaska Airlines from San Jose to Palm Springs.

On January 5, 2022, the CASA winter conference was canceled due to increasing cases of COVID-19, and out of an abundance of caution for the CASA members. Due to the late notice of the cancellation, that Board members had already made travel arrangements, and Alaska Airlines' cancellation policy, it is expected that Board members will not be able to receive refunds or use their canceled tickets for future travel.

District Staff and Counsel have reviewed the situation. Board members were directed to book their own flights as a duty of performing their positions and incurred this expense as result of discharging their duties as Board members. It is the conclusion of the staff and counsel that non-refundable plane tickets that cannot be used for future business or personal travel are reimbursable. In the event that the canceled tickets can be used for future business travel, the value of the canceled ticket will be subtracted from the future reimbursable amount; if the canceled ticket can be used for personal travel, the Board member will be obligated to declare and repay the benefit.

Recommendation:

- 1) Approve reimbursement for non-refundable plane tickets purchased to attend the canceled CASA conference.

SSOs

Start Date	Location	Cause of SSO	Cat	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
None							

PLSDs (Private Lateral Sewage Discharge)

Start Date	Location	Cause of PLSD	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
12/3/2021	22350 McClellan Rd, Cup	Roots	Lat	Unknown	Unknown	500
12/16/2021	10195 Beardon Dr, Cup	Tree branches	Lat	25	25	400

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	1	Root Intrusion	0	Root Intrusion	1
Onsite	2	Onsite	2	Onsite	0
Grease	1	Offset	0	Offset	0
Offset	1	Vandalism	1	Grease	0
Others	3	Others	0	Others	0
Pump Station	0	Pump Station	1	Pump Station	1
Total:	8	Total:	4	Total:	2

Repairs

Address	Main/Lat	Description of Work
Cristo Rey PS	PS	Generator power transfer repair

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2021-22 YTD	FY2021-22 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	162	40,601	70,407	1,764	4,883	413	3,422	0	0	2,084	123,736	757,795	987,432	77%
Easement Cleaning (ft)	162	4,393	8,194	497	417	413	301	0	0	0	14,377	99,459	159,062	63%
CCTV (ft)	0	1,502	0	0	0	0	0	0	0	0	1,502	64,271	207,880	31%

Lateral Maintenance

Activity	# of Laterals	FY2021-22 YTD	FY2021-22 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	493	2,767	4,247	65%
CCTV	9	70		
Inspection	10	114		

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

	# of Inspections	YTD FY2021-22	FY2021-22 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	26	154		
Completed	17	111	283	39%
Follow up Needed	3			

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 12.A.

<u>JANUARY 2022</u>		JANUARY 2022						
		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01/05: 1 st Regular Meeting-Canceled 01/10: TAC 01/13: TPAC 01/17: 2 nd Regular Meeting 01/19 – 21: CASA Winter Conf.-Canceled								1
		2	3	4	1 st Regular Meeting	6	7	8
		9	TAC	11	12	TPAC	14	15
		16	2 nd Regular Meeting	18	CASA Conference Jan. 19-21			22
		23	24	25	26	27	28	29
		30	31					

<u>FEBRUARY 2022</u>		FEBRUARY 2022						
		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
02/02: 1 st Regular Meeting 02/10: TPAC 02/14: TAC 02/16: 2 nd Regular Meeting				1	1 st Regular Meeting	3	4	5
		6	7	8	9	TPAC	11	12
		13	TAC	15	2 nd Regular Meeting	17	18	19
		20	21	22	23	24	25	26
		27	28					

<u>MARCH 2022</u>		MARCH 2022							
		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
03/02: 1 st Regular Meeting 03/08: TAC 03/10: TPAC 03/16: 2 nd Regular Meeting				1	1 st Regular Meeting	3	4	5	
		6	7	8	9	TPAC	11	12	
		13		TAC		TPAC	17	18	19
		20	21	22	2 nd Regular Meeting	24	25	26	
		27	28	29	30	31			