

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 20, 2023**

AGENDA

The meeting will be held in person at 7:00 p.m. in the Stevens Creek Office Center, Suite 100, 20863 Stevens Creek Boulevard, Cupertino, California and via virtual teleconference.

Anyone interested may attend in person, by phone [call 1 (866) 899 - 4679 Conference Access Code: 251566821], or virtually <https://global.gotomeeting.com/join/251566821>.

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 DECEMBER 6, 2023
- B. APPROVED MINUTES OF NOVEMBER 15, 2023
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENTS
- D. DIRECTOR’S MONTHLY TIMESHEETS

5. CORRESPONDENCE

NONE

6. MEETINGS

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON MONDAY, JANUARY 8, 2024
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON THURSDAY, JANUARY 11, 2024

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7. REPORTS

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON MONDAY, DECEMBER 11, 2023
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON THURSDAY, DECEMBER 14, 2023

8. UNFINISHED BUSINESS

- A. PROJECT UPDATES

9. NEW BUSINESS

- A. WOLFE ROAD SEWER RELOCATION - PROJECT CLOSEOUT AND FINAL ACCEPTANCE
- B. PUMPKIN FIESTA STORM DRAIN – PROJECT CLOSEOUT AND FINAL ACCEPTANCE
- C. ELECTION OF 2024 OFFICERS

10. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. MAINTENANCE SUMMARY

11. CALENDAR ITEMS

- A. CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) 2024 WINTER CONFERENCE, JANUARY 24-26, 2024, IN PALM SPRINGS, CA
- B. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON WEDNESDAY, JANUARY 3, 2024

12. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, DECEMBER 6, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

1. ROLL CALL:

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

Board Members present: Angela S. Chen, Patrick S. Kwok, Taghi S. Saadati, and William A. Bosworth. Director David A. Doyle attended via video conference.

Absent: None

Staff present: District Manager Benjamin Porter, Associate Engineer Abby Yung, and Counsel Marc Hynes.

Public Present: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

There was no closed session.

4. MINUTES:

A. Approval of the Minutes of November 15, 2023

On a motion by Director Bosworth, seconded by Director Chen, by a vote of 4-0-1, the minutes of the regular meeting held on Wednesday, November 15, 2023, were approved as written. Director Saadati abstained.

B. Approved Minutes of November 1, 2023

By consensus, the Minutes of Wednesday, November 1, 2023, are to be Noted & Filed.

5. CORRESPONDENCE:

- A. The Board reviewed the correspondence from the City of San Jose Department of Public Works: Sanitary Sewer Master Plan. The plan is to be reviewed by staff.

6. MEETINGS:

- A. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held Monday, December 11, 2023.

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- B. President Kwok plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, December 14, 2023.

7. REPORTS:

- A. Director Bosworth reported on Santa Clara County Special Districts Association (SCCSDA) regular meeting held on Monday, December 4, 2023.

8. UNFINISHED BUSINESS:

- A. BACWA-EBMUD Membership

Manager Porter reported on the benefits of remaining a member of BACWA. On a motion by Director Bosworth, seconded by Director Doyle, by a vote of 5-0-0, the Board approved payment of membership dues.

9. NEW BUSINESS:

- A. Cristo Rey Pump Station Equipment Procurement

Manager Porter reported on the Cristo Rey Pump Station odor control equipment installation. There was no Board action.

10. STAFF REPORTS:

- A. FUTURE DEVELOPMENT PROJECTS

1. Engineer Yung reported on the Pumpkin Fiesta Storm Drain project.
2. Manager Porter and Engineer Yung both reported on Future Development Projects.

11. CALENDAR ITEMS:

- A. Director Saadati confirmed he plans to attend the California Association of Sanitation Agencies (CASA) 2024 Winter Conference, to be held January 24-26, 2024, in Palm Springs, CA.
- B. The next regular District Board meeting is scheduled to be held on Wednesday, December 20, 2023.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:40 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, NOVEMBER 15, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

1. ROLL CALL:

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

Board Members present: Angela S. Chen, Patrick S. Kwok, David A. Doyle, and William A. Bosworth. Director Taghi S. Saadati was on excused absence.

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

There was none.

4. MINUTES:

A. Approval of the Minutes of November 1, 2023

On a motion by Director Bosworth, seconded by Director Chen, by a vote of 4-0-0, the minutes of the regular meeting held on Wednesday, November 1, 2023, were approved as written.

B. Approved Minutes of October 18, 2023

By consensus, the Minutes of Wednesday, October 18, 2023, are to be Noted & Filed.

C. Payment of Bills and Approval of Financial Statements

The Board discussed the benefits of remaining a member of Bay Area Clean Water Agencies (BACWA). Staff is to investigate the benefits and report back to the Board at the next regular meeting. After review and discussion by the Board, on motion by Director Doyle, seconded by President Kwok, by a vote of 4-0-0, the financial statements and payment of bills for October were approved, with exception of Warrant No. 19807, BACWA-EBMUD.

D. Director's Monthly Timesheets

The Board submitted their November timesheets to Manager Porter.

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5. CORRESPONDENCE:

- A. The Board reviewed a letter from the City of San Jose titled Timetable for Completion of 2024-2025 Revenue Program. It is to be Noted & Filed.

6. MEETINGS:

- A. Director Bosworth plans to attend the regular meeting of the Santa Clara County Special Districts Association (SCCSDA) to be held on Monday, December 4, 2023.
- B. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held Monday, December 11, 2023.
- C. President Kwok plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, December 14, 2023.

7. REPORTS:

- A. District Administrative Clerk Martinez reported on the California Special Districts Association 2023 Board Secretary/Clerk Conference held November 6-8, 2023, in Monterey, CA. Topics included updates to the Brown Act, Records Retention, and best practices for conducting meetings via video.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. California Association of Sanitation Agencies (CASA) 2024 Winter Conference, January 24-26, 2024, in Palm Springs, CA.

Directors Chen and Saadati, Counsel Hynes, and Manager Porter plan to attend the CASA conference.

10. STAFF REPORTS:

- A. Wolfe Road Sewer Relocation

Manager Porter presented a summary to the Board.

- B. Future Development Projects

Manager Porter reported to the Board.

- C. Maintenance Summary

Manager Porter reported to the Board.

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11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, December 6, 2023.

Director Doyle will be absent from the December 6, 2023 meeting.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:51 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - December 20, 2023**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
19826	M&O	\$ 598,000.00	Zions Bank	Loan Payments	
N/A	M&O	\$ 2,397.50	ADP	Directors' Salary	
19827	M&O	\$ 1,181.20	Dooley Insurance Services	Insurance - Group Life & Dental	
19828	M&O	\$ 221.00	CWEA	Membership Dues	
N/A	M&O	\$ 414.49	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19829		\$ 91,451.00	City of Santa Clara	Outfall Maintenance	74,186.00
				Outfall Capital	17,265.00
19830	M&O	\$ 390,624.81	Mark Thomas	Office Rent	400.00
				Management Services	28,171.34
				SSMP Cert Update and Implementation	7,347.94
				Engineering Services	89,825.94
				Peak Flow Reduction	1,425.63
				Plan Checking & Inspection	16,550.63
				Repairs	4,166.63
				Repairs (Pump Stations)	417.79
				Maintenance	118,076.64
				Maintenance (Pump Stations)	32,992.23
				Travel & Meetings (Staff)	439.90
				Utilities (Pump Stations)	1,052.70
				Emergency Funds	1,908.45
				District Sewer Capital & Support	57,555.63
				District Sewer Capital & Support - VTA	30,293.36
19831	M&O	\$ 1,548.00	Armento & Hynes	Legal - District Counsel	
19832	M&O	\$ 295,105.63	Hunton Andrews Kurth LLP	Legal (Common Interest Group - CuSD 78% Advance Pay)	230,182.39
				Legal (Common Interest Group - CuSD 22% Share)	64,923.24
19833	M&O	\$ 355.00	Signa Mechanical	Repairs (Pump Station)	
19834	M&O	\$ 406.74	Grainger	Maintenance	49.87
				Maintenance (Pump Station)	356.87
19835	M&O	\$ 398.88	Home Depot	Maintenance	352.08
				Maintenance (Pump Station)	46.80
19836	M&O	\$ 20,085.00	SWRCB	Maintenance	
19837	M&O	\$ 23,794.65	RotoRooter	Maintenance	
19838	M&O	\$ 30,120.00	AB/JDD Plumbing Heating & AC	Maintenance	
19839	M&O	\$ 64,112.40	Able Underground Construction	Maintenance	
19840	M&O	\$ 2,325.00	CASA	Travel & Meetings (Staff)	975.00
				Travel & Meetings (BOD)	1,350.00
19841	M&O	\$ 5,382.95	PG&E	Utilities (Pump Stations)	
19842	M&O	\$ 64.53	City of Santa Clara Utilities	Utilities (Pump Stations)	
1016	M&O	\$ 93,032.00	Con-Quest Contractors, Inc.	District Sewer Capital & Support	
19843	M&O	\$ 345.00	Inspection Services Inc.	District Sewer Capital & Support - VTA	
19844	M&O	\$ 64,438.50	Cratus, Inc.	District Sewer Capital & Support - VTA	
19845	M&O	\$ 56,743.13	CD&Power	District Equipment	
TOTAL WARRANTS		\$ 1,742,547.41			

Pk Flow Red. Total:	\$ 1,425.63	District Staff
Maintenance Total:	\$ 289,582.87	District Staff, Grainger, Home Depot, SWRCB, RotoRooter, ABLE, AB/JDD
Utilities Total:	\$ 6,500.18	PG&E, City of Santa Clara Utilities, Internet, Cellphones
Emergency Total:	\$ 1,908.45	District Staff
Pump Station Portion:	\$ 40,668.87	District Staff, Grainger, Home Depot, Utilities (all Pump Stations)
VTA Portion:	\$ 95,076.86	District Staff, Inspection Services, Imperium, Bennett, Cratus

EMERGENCY DETAILS:

Able - No emergencies this month
AB/JDD Plumbing - No emergencies this month
Roto-Rooter - No emergencies this month

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH NOVEMBER 2023
5th Month of Operations (42% into FY Operations)
FISCAL YEAR: July 1, 2023 to June 30, 2024

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
NOV SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,063	\$0.00	\$598,000.00	\$598,000.00	\$602,062.50	49.8%	Loan payment #8 - due 1/15/24
Directors Fees	41030	\$38,000	\$10,843.18	\$2,397.50	\$13,240.68	\$24,759.32	34.8%	On Target
Gasoline, Oil & Fuel	41060	\$4,000	\$0.00	\$0.00	\$0.00	\$4,000.00	0.0%	None to date
Insurance	41060	\$170,000	\$15,261.53	\$1,181.20	\$16,442.73	\$153,557.27	9.7%	Dooley Insurance - January Coverage
Memberships	41080	\$57,000	\$38,619.08	\$221.00	\$38,840.08	\$18,159.92	68.1%	CWEA - Local Section Membership Renewal
Office Rent	41090	\$4,800	\$1,600.00	\$400.00	\$2,000.00	\$2,800.00	41.7%	On Target
Operating Expenses	41100	\$3,000	\$1,503.32	\$0.00	\$1,503.32	\$1,496.68	50.1%	None this month
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$1,439.97	\$414.49	\$1,854.46	\$4,145.54	30.9%	Credit Card Processing Fees - November
Contractual Services:								
Outfall Maintenance	41113	\$180,000	\$0.00	\$74,186.00	\$74,186.00	\$105,814.00	41.2%	City of Santa Clara FY2022-2023
T.P. Oper. & Maint.	41114	\$7,241,534	\$3,620,767.00	\$0.00	\$3,620,767.00	\$3,620,767.00	50.0%	None this month
Professional Services:								
Management Services	41121	\$575,000	\$153,633.62	\$28,171.34	\$181,804.96	\$393,195.04	31.6%	On Target
SSMP Certification and Implementation	41121	\$50,000	\$20,492.75	\$7,347.94	\$27,840.69	\$22,159.31	55.7%	New Waste Discharge Requirements (WDR) Implementation
Engineering Services	41122	\$1,400,000	\$500,586.71	\$89,825.94	\$590,412.65	\$809,587.35	42.2%	On Target
Peak Flow Reduction	41122-1	\$200,000	\$66,523.66	\$1,425.63	\$67,949.29	\$132,050.71	34.0%	Flow model calibration
Plan Ckg. & Insp.	41123	\$300,000	\$62,038.73	\$16,550.63	\$78,589.36	\$221,410.64	26.2%	On Target
Legal - Consultant Services	41124	\$18,000	\$5,800.00	\$0.00	\$5,800.00	\$12,200.00	32.2%	None this month
Legal - District Counsel	41124	\$60,000	\$9,429.00	\$1,548.00	\$10,977.00	\$49,023.00	18.3%	District Counsel - Legal Services through December 7, 2023
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,404,000	\$375,357.75	\$230,182.39	\$605,540.14	\$798,459.86	43.1%	Hunton Andrew Kurth LLP - July 2023 through September 2023 Services
Legal - Common Interest Group (CuSD Share)	41124	\$396,000	\$105,870.13	\$64,923.24	\$170,793.37	\$225,206.63	43.1%	Hunton Andrew Kurth LLP - July 2023 through September 2023 Services
Audit	41125	\$13,800	\$0.00	\$0.00	\$0.00	\$13,800.00	0.0%	None to date
Printing & Publications	41130	\$32,000	\$0.00	\$0.00	\$0.00	\$32,000.00	0.0%	None to date
Repair and Maintenance								
Repairs	41150	\$200,000	\$95,444.20	\$4,939.42	\$100,383.62	\$99,616.38	50.2%	On target
Maintenance	41151	\$3,985,000	\$1,234,798.99	\$289,986.54	\$1,524,785.53	\$2,460,214.47	38.3%	On target
Travel & Meetings Staff	41170	\$15,000	\$5,160.71	\$1,414.90	\$6,575.61	\$8,424.39	43.8%	Lodging for Staff Training; CASA Winter Conference Registration for B. Porter and M. Hynes
Travel & Meetings BOD	41170	\$18,000	\$6,879.82	\$1,350.00	\$8,229.82	\$9,770.18	45.7%	CASA Winter Conference Registration for A. Chen and T. Saadati
Utilities	41190	\$70,000	\$26,858.58	\$6,500.18	\$33,358.76	\$36,641.24	47.7%	On target; electricity and water at pump stations
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$2,500.00	\$0.00	\$2,500.00	\$47,500.00	5.0%	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	\$29,266.77	\$1,908.45	\$31,175.22	\$218,824.78	12.5%	District Staff - Stoppage Response
Consolidated Election	48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None this fiscal year
TOTAL OPERATING EXPENSES		\$17,946,197	\$6,390,675.50	\$1,422,874.79	\$7,813,550.29	\$10,132,646.21	43.5%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$1,250,000	\$219,975.90	\$150,587.63	\$370,563.53	879,436.47	29.6%	Significant Defect Repair; Pump Station Assessment; Pumpkin Fiesta Storm Drain
District Sewer Capital & Support - VTA	46041	\$4,200,000	\$4,553,449.12	\$95,076.86	\$4,648,525.98	(448,525.98)	110.7%	\$30.2K from District Staff; \$64.7K from outside vendors
Treatment Plant Capital	46042	\$3,379,003	\$1,860,532.00	\$0.00	\$1,860,532.00	1,518,471.00	55.1%	None this month
Outfall Capital	46042	\$200,000	\$0.00	\$17,265.00	\$17,265.00	182,735.00	8.6%	City of Santa Clara FY2022-2023
District Equipment	46043	\$150,000	\$0.00	\$56,743.13	\$56,743.13	93,256.87	37.8%	Trailer Mounted Generator for Homestead 1 Pump Station
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$9,479,003	\$6,633,957.02	\$319,672.62	\$6,953,629.64	\$2,525,373.36	73.4%	
TOTAL EXPENSES		\$27,425,200	\$13,024,632.52	\$1,742,547.41	\$14,767,179.93	\$12,658,019.57	53.8%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH NOVEMBER 2023
5th Month of Operations (42% into FY Operations)
 FISCAL YEAR: July 1, 2023 to June 30, 2024
REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts Nov Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$480,160.00	\$0.00	\$0.00	\$0.00	\$480,160.00	0.0%	None to date
Tax Roll	31010	\$19,632,750.00	\$0.00	\$0.00	\$0.00	\$19,632,750.00	0.0%	None to date
Permit Fees	31020	\$100,000.00	\$36,108.21	\$7,842.87	\$43,951.08	\$56,048.92	44.0%	Nineteen payments received this month; Ninety-three payments received to date
Connection Fees	31031	\$600,000.00	\$11,034.00	\$0.00	\$11,034.00	\$588,966.00	1.8%	No payment received this month; One payment received to date
Capacity Fees	31032	\$450,000.00	\$5,424.00	\$0.00	\$5,424.00	\$444,576.00	1.2%	No payment received this month; Two 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	\$34,100.00	\$5,600.00	\$39,700.00	\$260,300.00	13.2%	Fifteen payments received this month; One hundred three 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	\$114,066.84	\$63,758.17	\$177,825.01	\$22,174.99	88.9%	Interest for FY2023-24 Q1
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	\$1,404,000.00	\$2,814,015.04	\$0.00	\$2,814,015.04	(\$1,410,015.04)	200.4%	None this month
Legal - Common Interest Group (2% Admin Fees)								
	32902.2	\$28,000.00	\$56,662.86	\$0.00	\$56,662.86	(\$28,662.86)	202.4%	None this month
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$426.15	\$0.00	\$426.15	\$9,573.85	4.3%	None this month
Refunds/Reimbursements - VTA	46041	\$4,200,000.00	\$4,297,536.73	\$0.00	\$4,297,536.73	(\$97,536.73)	102.3%	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		\$27,942,410.00	\$7,369,373.83	\$77,201.04	\$7,446,574.87	\$20,495,835.13	26.65%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$27,942,410.00	\$7,369,373.83	\$77,201.04	\$7,446,574.87	\$20,495,835.13	26.65%	

CASH ACCOUNT SUMMARY

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
July 31, 2023	\$14,509,668.38	\$3,900,000.00	\$ 10,609,668.38	\$691,180.19	\$810,984.12	\$16,011,832.68
August 31, 2023	\$14,864,331.97	\$3,900,000.00	\$ 10,964,331.97	\$703,447.48	\$812,362.81	\$16,380,142.26
September 30, 2023	\$13,321,040.33	\$3,900,000.00	\$ 9,421,040.33	\$718,176.53	\$813,654.68	\$14,852,871.54
October 31, 2023	\$10,772,401.74	\$3,900,000.00	\$ 6,872,401.74	\$732,376.85	\$805,078.21	\$12,309,856.79
November 30, 2023	\$9,423,404.17	\$3,900,000.00	\$ 5,523,404.17	\$745,110.87	\$806,391.34	\$10,974,906.37

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 11/30/23

Cal Bank Activities				Total Interest Earned or Refund Received from CSJ	Interest or Refund Prorated to Loan Balance	Loan Balance w/Interest	Interest or Refund Prorated to \$600K District Savings	District Portion of Savings Balance	Total Savings balance	Checking Acct Balance (Credit Card Payments Received)	TOTAL AT CAL BANK	
No.	Payee	Date	Check Amount			\$10,000,000.00			\$10,000,000.00		\$10,000,000.00	
1001	San Jose	10/16/19	\$2,180,309.00			\$7,819,691.00			\$7,819,691.00		\$7,819,691.00	
1002	San Jose	10/16/19	\$29,515.44			\$7,790,175.56			\$7,790,175.56		\$7,790,175.56	
1003	Tesco	11/20/19	\$17,707.00			\$7,772,468.56			\$7,772,468.56		\$7,772,468.56	
1004	Shape	11/20/19	\$108,814.78			\$7,663,653.78			\$7,663,653.78		\$7,663,653.78	
1005	Tesco	12/18/19	\$169,018.00			\$7,494,635.78			\$7,494,635.78		\$7,494,635.78	
1006	Con Quest	12/18/19	\$385,242.58	\$30,683.35	\$30,683.35	\$7,140,076.55			\$7,140,076.55		\$7,140,076.55	
1007	San Jose	01/15/20	\$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						\$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	\$818,848.85	
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	
Balance as of 2/28/2021				\$23.98	\$5.55	\$180,747.71	\$18.43	\$600,673.91	\$781,421.62	\$108,211.86	\$889,633.48	
Balance as of 3/31/2021				\$28.26	\$6.54	\$180,754.25	\$21.72	\$600,695.63	\$781,449.88	\$121,953.35	\$903,403.23	
Balance as of 4/30/2021				\$22.27	\$5.15	\$180,759.40	\$17.12	\$600,712.75	\$781,472.15	\$135,672.77	\$917,144.92	
Balance as of 5/31/2021				\$11.99	\$2.77	\$180,762.18	\$9.22	\$600,721.96	\$781,484.14	\$153,926.10	\$935,410.24	
Deposit - CSJ Refund				\$1,415,647.00	\$926,889.61	\$1,107,651.79	\$488,757.39	\$1,089,479.35	\$2,197,131.14			
Balance as of 6/30/2021				\$20.34	\$10.25	\$1,107,662.04	\$10.09	\$1,089,489.44	\$2,197,151.48	\$168,561.21	\$2,365,712.69	
1008 Voided - CSJ												
Balance as of 7/31/2021				\$36.12	\$18.21	\$1,107,680.25	\$17.91	\$1,089,507.35	\$2,197,187.60	\$190,143.43	\$2,387,331.03	
Balance as of 8/31/2021				\$38.53	\$19.42	\$1,107,699.67	\$19.11	\$1,089,526.46	\$2,197,226.13	\$200,919.93	\$2,398,146.06	
Balance as of 9/30/2021				\$36.12	\$18.21	\$1,107,717.88	\$17.91	\$1,089,544.37	\$2,197,262.25	\$215,257.91	\$2,412,520.16	
1009 Co-Mingled Fund				\$690,453.00			(\$480,000.00)	(\$480,000.00)		(\$210,453.00)		
1010 C2R Engineering				\$49,030.00		(\$49,030.00)						
Balance as of 10/20/2021						\$1,058,687.88		\$609,544.37	\$1,668,232.25	\$4,804.91	\$1,673,037.16	
Balance as of 10/31/2021				\$31.44	\$19.95	\$1,058,707.83	\$11.49	\$609,555.86	\$1,668,263.69	\$25,242.07	\$1,693,505.76	
Balance as of 11/30/2021				\$29.25	\$18.56	\$1,058,726.40	\$10.69	\$609,566.54	\$1,668,292.94	\$38,319.76	\$1,706,612.70	
Balance as of 12/31/2021				\$28.34	\$17.99	\$1,058,744.38	\$10.35	\$609,576.90	\$1,668,321.28	\$55,958.38	\$1,724,279.66	
Balance as of 1/31/2022				\$28.34	\$17.99	\$1,058,762.37	\$10.35	\$609,587.25	\$1,668,349.62	\$65,691.28	\$1,734,040.90	
Balance as of 2/28/2022				\$25.60	\$16.25	\$1,058,778.61	\$9.35	\$609,596.61	\$1,668,375.22	\$85,965.01	\$1,754,340.23	
Balance as of 3/31/2022				\$28.34	\$17.99	\$1,058,796.60	\$10.35	\$609,606.96	\$1,668,403.56	\$106,346.21	\$1,774,749.77	
Balance as of 4/30/2022				\$26.51	\$16.82	\$1,058,813.42	\$9.69	\$609,616.65	\$1,668,430.07	\$119,004.80	\$1,787,434.87	
Balance as of 5/31/2022				\$29.25	\$18.56	\$1,058,831.98	\$10.69	\$609,627.34	\$1,668,459.32	\$132,240.88	\$1,800,700.20	
Balance as of 6/30/2022				\$43.43	\$27.56	\$1,058,859.55	\$15.87	\$609,643.20	\$1,668,502.75	\$152,439.62	\$1,820,942.37	
Balance as of 7/31/2022				\$100.11	\$63.53	\$1,058,923.08	\$36.58	\$609,679.78	\$1,668,602.86	\$160,603.56	\$1,829,206.42	
Balance as of 8/31/2022				\$226.30	\$143.61	\$1,059,066.69	\$82.69	\$609,762.47	\$1,668,829.16	\$177,243.27	\$1,846,072.43	
Balance as of 9/30/2022				\$205.76	\$130.58	\$1,059,197.27	\$75.18	\$609,837.65	\$1,669,034.92	\$191,995.18	\$1,861,030.10	
Balance as of 10/31/2022				\$212.64	\$134.94	\$1,059,332.22	\$77.70	\$609,915.34	\$1,669,247.56	\$206,913.12	\$1,876,160.68	
1011 C2R Engineering, Inc.				\$54,058.43						(\$54,058.43)		
Balance as of 11/30/2022				\$205.81	\$130.61	\$1,059,462.83	\$75.20	\$609,990.54	\$1,669,453.37	\$161,065.57	\$1,830,518.94	
Balance as of 12/31/2022				\$205.84	\$130.63	\$1,059,593.46	\$75.21	\$610,065.75	\$1,669,659.21	\$174,390.82	\$1,844,050.03	
1012 C2R Engineering, Inc.				\$42,585.13						\$42,585.13		
Balance as of 1/31/2023				\$188.72	\$119.76	\$1,059,724.08	\$68.96	\$610,134.71	\$1,669,858.79	\$143,543.68	\$1,813,402.47	
Balance as of 2/28/2023				\$192.16	\$121.95	\$1,059,846.03	\$70.21	\$610,204.92	\$1,670,050.95	\$154,920.07	\$1,824,971.02	
Balance as of 3/31/2023				\$265.40	\$168.43	\$1,060,014.46	\$96.97	\$610,301.89	\$1,670,316.35	\$170,416.91	\$1,840,733.26	
1013 C2R Engineering, Inc.				\$137,280.63						\$137,280.63		
Balance as of 4/30/2023				\$530.92	\$336.93	\$1,060,351.39	\$193.99	\$610,495.88	\$1,670,847.27	\$41,204.88	\$1,712,052.15	
Balance as of 5/31/2023				\$1,992.43	\$1,264.43	\$1,061,615.83	\$728.00	\$611,223.88	\$1,672,839.70	\$53,061.30	\$1,725,901.00	
Balance as of 6/30/2023				\$2,752.06	\$1,746.51	\$1,063,362.34	\$1,005.55	\$612,229.43	\$1,675,591.76	\$70,597.45	\$1,746,189.21	
Transfer for 11/16/2022 C2R Engineering						(\$54,058.43)				\$54,058.43		
Transfer for 1/30/2023 C2R Engineering						(\$42,585.13)				\$42,585.13		
Transfer for 4/5/2023 C2R Engineering						(\$137,280.63)				\$137,280.63		
Total \$254K transferred from Loan bal. to checking						(\$20,075.81)				\$20,075.81		
1014 Check to CuSD Commingled Account										(\$254,000.00)		
Balance as of 7/31/2023				\$2,848.55	\$1,621.78	\$809,362.34	\$1,226.77	\$613,456.20	\$1,424,440.31	\$77,723.99	\$1,502,164.30	
Balance as of 8/31/2023				\$2,421.59	\$1,378.70	\$812,362.81	\$1,042.89	\$614,499.09	\$1,426,861.90	\$88,948.39	\$1,515,810.29	
Balance as of 9/30/2023				\$2,269.08	\$1,291.87	\$813,654.68	\$977.21	\$615,476.30	\$1,429,130.98	\$102,700.23	\$1,531,831.21	
Transfer for 10/18/2023 pmt. to Conquest						(\$10,000.00)				\$10,000.00		
1015 Conquest Contractor				\$10,000.00						(\$10,000.00)		
Balance as of 10/31/2023				\$2,500.33	\$1,423.53	\$803,654.68	\$1,076.80	\$616,553.11	\$1,421,631.31	\$115,823.74	\$1,537,455.05	
Balance as of 11/30/2023				\$2,318.77	\$1,313.13	\$806,391.34	\$1,005.64	\$617,558.75	\$1,423,950.08	\$127,552.12	\$1,551,502.20	
TOTAL OR BALANCE AMOUNT				\$10,840,368.99	\$1,473,931.02	\$976,372.27	\$806,391.34	\$17,558.75	\$617,558.75	\$1,423,950.08	\$127,552.12	\$1,551,502.20



Memo

Item 9A

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: December 20, 2023

Re: Wolfe Road Sewer Relocation - Project Closeout and Final Acceptance

Background:

On February 2, 2023, Cratus, Inc., was awarded a contract for the Wolfe Road Sewer Relocation project in the total amount of \$6,635,182. Notice to proceed was issued to Cratus, Inc. on February 21, 2023, and the contract required them to complete the construction in 207 working days which corresponded to a completion date of December 13, 2023. All construction work was completed on November 10, 2023.

Project Close-Out and Financial Accounting:

Staff received the final invoice on November 28, 2023, from Cratus, Inc in the amount of \$64,438.50. Staff has reviewed and approved the Wolfe Road Sewer Relocation project. Work has been completed in compliance with the District's plans and specifications.

Summary of payment to Cratus, Inc - Project To Date:

Original Contract Award	\$6,635,182.00
Approved Change Orders	202,518.00
Revised Contract Amount	6,837,700.00
Total Pay Requests at Project Completion	6,792,716.00
Retainage – 5.0% of Completed work	339,635.80
Total Earned Less Retainage	6,453,080.20

Final Payment:

Final payment to Cratus, Inc. the amount of \$64,438.50, to closeout the Wolfe Road Sewer Relocation project.

Staff Recommendation:

Accept the project and authorize the payment of the final invoice in the amount of \$64,438.50 for the Wolfe Road Sewer Relocation project.

Attachment:

1. Resolution 1345

RESOLUTION NO. 1345

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUPERTINO SANITARY DISTRICT ACCEPTING THE SANITARY SEWER RELOCATION INSTALLED IN CONJUNCTION WITH “WOLFE ROAD SEWER RELOCATION PROJECT”, CUPERTINO CA 95014.

WHEREAS, Cratus, Inc., has completed construction of the sanitary sewer improvements in accordance with the plans and specifications prepared by District staff; and

WHEREAS, the improvements have been inspected by the District Staff and have been deemed complete and ready for acceptance as part of this construction project; and

WHEREAS, the project was funded by Valley Transit Authority (VTA) as the project required relocation of the sewer and the District had prior rights for the sewer in its prior location; and

WHEREAS, Staff recommends the Board of Directors accept the sanitary sewer improvements; and

WHEREAS, the sanitary sewer construction for the Wolfe Road Sewer Relocation provided the following sewer relocation per project plans approved in December 2022 and per the construction contract which was awarded on January 24, 2023.

- Installed 2,100 LF sanitary sewer main 15” PVC SDR26, including micro tunneling under I-280 and installing 1,600 LF of 36” diameter casing to house the 15” sanitary sewer carrier pipe
- Installed 3 sanitary sewer laterals and 6 manholes
- Made connection to existing District sewer main through two sanitary sewer manhole (one rebuilt, one new)
- Close Circuit Televised Video (CCTV) inspection of all sewer mains in accordance with NASSCO PACP standards

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cupertino Sanitary District accepts the Wolfe Road Sewer Relocation and authorizes Staff to release final payment in accordance with the Cupertino Sanitary District Operations Code.

* * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution which was duly and regularly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, at a meeting thereof held on the 20th day of December 2023, by the following vote of the members thereof:

AYES: and in favor thereof, Members:

NOES: Members:

ABSENT: Members:

ABSTAIN: Members:

RECUSE: Members:

Secretary, Cupertino Sanitary District

APPROVED:

(SEAL)

President, Cupertino Sanitary District

APPROVED AS TO FORM:

Board Counsel



Memo

Item 9B

To: Board of Directors
From: Benjamin T. Porter, District Manager
Date: December 20, 2023
Re: Pumpkin Fiesta Storm Drain Project Closeout and Release of Payment

Background:

The Pumpkin Fiesta Storm Drain Project, under the ownership of the City of Cupertino, underwent its last assessment by District Staff on April 5, 2023. The primary goal of the project is to enhance storm drain capacity within Cupertino, aligning with local regulations and safety standards. The assessment encompassed ensuring proper clearance between storm drains and sewer lines, with the implementation of protective measures such as steel sleeves or concrete casements as deemed necessary.

Laterals and Mainline Replacements:

Following the update provided on November 1, 2023 and December 6, the construction is now completed and a letter is drafted to the City outlining all completed work for documentation.

September Drive - Mainline ID 300002122:

The project focused on a critical 30-foot section of September Drive where the storm drain intersects with the CUSD pipe. Additionally, defects were identified in the remaining pipe, with an average defect length of 10.5 feet. After thoughtful consideration, the decision was made to address the pipe defects and the most effective approach deemed was pipe bursting the remaining sections. Coordinating this task alongside the City's project yields savings in terms of traffic control and mobilization. Furthermore, it eliminates additional costs for road repaving upon completion.

The cost for pipe bursting the remaining 240-foot mainline on September Drive and reconnecting two laterals by the same contractor is \$93,032. Permission was granted on November 30, 2023. The job was anticipated to be completed within 8 working days and all construction work was finalized on December 13, 2023.

Project Close-Out and Financial Accounting:

Staff received the invoice in the amount of \$93,032. Staff has reviewed and approved the Pipe Bursting project on September Drive and work has been completed in compliance with the District's requirements. There was no change order and the work was completed within the timeframe.

Staff Recommendation:

It is recommended to accept the project and authorize the payment of \$93,032.

Attachment:

1. Con-Quest Invoice
2. Resolution No. 1346



DATE: DECEMBER 8, 2023

OWNER: CUPERTINO SANITARY SEWER DISTRICT
 20863 STEVENS CREEK BLVD.
 SUITE 100
 CUPERTINO, CA 95014

ATTENTION: MR. FRANK QUACH

PROJECT: SEPTEMBER DRIVE SANITARY SEWER
 MAINLINE & SIDE SEWER LATER PIPE BURST
 CSD WORK ORDER NUMBER 23-002854

CQC JOB #: 9023-910
INVOICE No.: 001
MONTH ENDING: DECEMBER 31, 2023

TOTAL BILLINGS TO DATE:	\$ 93,032.00
TOTAL BILLINGS PREVIOUS MONTH:	\$ 0.00
EARNED THIS PERIOD:	\$ 93,032.00
LESS RETENTION:	\$ 0.00
TOTAL REQUEST THIS INVOICE:	\$ \$93,000.00

REMIT TO: CON-QUEST CONTRACTORS, INC.
 880 MITTEN ROAD
 STE 105
 BURLINGAME, CA 94010



20863 STEVENS CREEK BOULEVARD, SUITE 100
CUPERTINO, CALIFORNIA 95014-2154
PHONE (408) 253-7071 FAX (408) 253-5173
www.cupertinosanitarydistrict.org

WORK ORDER

Work Order Number: 23-002854
Date: 12/1/2023

Vendor: Con-Quest Contractors, Inc.

You are requested to perform the work described as follows:

Location of Work/ship to: 20863 Stevens Creek Blvd, Suite 100, Cupertino, CA 95014

**Description: Pipe Bursting 240LF for September Drive Sanitary Sewer Mainline# 2813-7
- 2813-6 and reconnect of 2 laterals for 988 & 992 September Dr. - Pumpkin-
Fiesta Storm Drain Project. (See attached quote for details)**

Work to commence on or before **12/1/2023**, and shall be completed by **12/31/2023**

Work to be coordinated with the District Engineer and perform in accordance with design, specification, permits, manufacturers specifications and methods of construction or repairs approved by the District.

Work to be completed at the following agreed amount or billing:

\$93,032.00 Dollars,

- Time and Material, or
 Other

Location of existing utilities shall be the responsibility of the contractor.

Call USA (Underground Services Alert) BEFORE YOU DIG 1-800-227-2600

CUPERTINO SANITARY DISTRICT

Vendor Invoice# Quote: C-QC.CUP-006 dd 11/2

MARK THOMAS AND COMPANY, INC.
District Manager-Engineer

By: *Benjamin T. Porter*

NOTE: The district pays all appropriate Federal and State Taxes. Payment unless other arrangements have been made, the District pays on the third Thursday of the month provided that your invoice is received by the 5th of that month and payment is approved by the District Board of Directors.

This project is a public works contract within the meaning of Part 7 (commencing with Sec# 1720) of Division 2 of the Labor Code of the State of California and the requirements of prevailing wages apply to this contract. Pursuant to Sec# 1773 of the Labor Code, the general prevailing rate of wages in the county in which the work is to be done has been determined by the Director of the Department of Industrial Relations.

RESOLUTION NO. 1346

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUPERTINO SANITARY DISTRICT ACCEPTING THE SANITARY SEWER IMPROVEMENTS ON MAINLINE 300002122 DUE SOUTH OF MANHOLE 2813-6 ON SEPTEMBER DRIVE AND LATERAL REPLACEMENTS AND CONCRETE ENCASEMENT UNDER THE PUMPKIN FIESTA STORM DRAIN PROJECT

WHEREAS, the Cupertino Sanitary District supported the Pumpkin Fiesta Storm Drain Project in concert with City of Cupertino, aiming to enhance sanitary sewer infrastructure and align with local regulations; and

WHEREAS, the improvements have been inspected by the District Staff and have been deemed complete and ready for acceptance as part of this construction project; and

WHEREAS, Staff recommends the Board of Directors accept the sanitary sewer improvements and authorize Staff to release the payment; and

WHEREAS, the sanitary sewer improvements for five (5) laterals on Fiesta Lane underwent replacement along with a concrete casement, involving replacing 4” VCP with 4” PVC SDR 26. The specific locations and details of the assets repaired are as follows:

	Locations:	Assets:	Size (Dia"):	Repaired Length (ft):	Feet away from of PL
1	7899 Fiesta Ln	Lateral	4	7	29.7
2	7895 Fiesta Ln	Lateral	4	7	20.8
3	7891 Fiesta Ln	Lateral	4	6	30.7
4	7887 Fiesta Ln	Lateral	4	7	34.3
5	7883 Fiesta Ln	Lateral	4	7	34.3

WHEREAS, the sanitary sewer improvements for the initial 30 feet of Mainline 300002122, situated due south of Manhole 2813-6 on September Drive, underwent sanitary sewer improvements as part of the Pumpkin Fiesta Storm Drain Project. This phase replaced the 6” VCP with 8” HDPE SDR 17, accompanied by a concrete casement for the first 13 feet.

*

*

*

WHEREAS, The remaining section of 240 feet of the mainline underwent a pipe bursting process, involving the replacement of the 6" VCP with 8" HDPE SDR 17. The two laterals at 988 and 992 September Drive were reconnected to the Mainline using fusion saddle couplers and wyes.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cupertino Sanitary District acknowledges and accepts the sanitary sewer improvements executed under the Pumpkin Fiesta Storm Drain Project, inclusive of the aforementioned pipe bursting work on September Drive. Furthermore, the Board authorizes the Staff to proceed with the release of payment.

I hereby certify that the foregoing is a full, true and correct copy of a resolution which was duly and regularly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, at a meeting thereof held on the 20th day of December 2023, by the following vote of the members thereof:

AYES: and in favor thereof, Members:

NOES: Members:

ABSENT: Members:

ABSTAIN: Members:

RECUSE: Members:

Secretary, Cupertino Sanitary District

APPROVED:

(SEAL)

President, Cupertino Sanitary District

APPROVED AS TO FORM:

Board Counsel

Cupertino Sanitary District
2023 District Officers & Representatives

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

2023 DISTRICT REPRESENTATIVES

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

FINANCE COMMITTEE

Director Taghi S. Saadati (Director in Position 3)

Director David Doyle (Director in Position 4)

TAC

Manager Porter, Deputy Manager Woodhouse, and Staff Member Kathuli

Future Development Projects:

Prep. Date:

12/15/2023

Items	Descriptions:	Address:	Phase	IA	Re-Development Fees	Estimated Construction	Remarks
1	Atria Cupertino (Westport) - Senior Living	21255 Stevens Creek Boulevard	Building	Sent	1.9 Mil.	2023	Met with the developer to discuss the IA, Bonds and payment deadline, offered flexibility.
2	Canyon Crossing Redevelopment	10625 S Foothill Boulevard	Building	Sent	312 K	on-hold	
3	Hamptons Apartments - (942 residential units)	19500 Pruneridge Avenue	On-hold/Building	Drafted	*	on-hold	
4	Leon Townhomes - 7 Townhomes	10046 BIANCHI WAY	Planning - Approved	IA to be updated During Building Phase	97 K	Q4 2023, 2024	2nd submittal review completed May 19, 2023.
5	Vallco - Redevelopment (RISE) - Mixed Use (709 residential units and 37,000 SF of commercial space)	10123 North Wolfe Road	Planning - Phase 1	Drafted, to be updated	1.67 Mil.	*	12/13/2023: Vallco notified the District of the submission of a revised project update, including a reduced scope. A meeting will be scheduled to discuss the changes.
6	Marina Plaza (DeAnza Ventures)	10415 N De Anza Boulevard	Planning S3	Drafted	*	*	Project on hold - until a more favorable interest rate becomes available
7	McClellan Lot Split - subdivide the parcel into 6 lots (SF)	20860 McClellan Road	Building	Updated Draft; To be reviewed.	92K	*	The third submittal review was concluded around the end of August 2023. - 10/25/2023 Original owner sold the project to another developer; therefore it is needed to update the IA to reflect the new ownership. - 11/13/2023 Updated IA; Pending for review.
8	1655 S. DeAnza Redevelopment - 2 Parcels into 34 residential units	1655 S. DeAnza	Planning	*	*	*	Preparing to apply for Building Permit
9	10619 S De Anza Blvd - Mixed Use (2090 SF Commercial & 11 Residential Units)	10619 S De Anza Blvd	Planning	*	*	*	There have been no updates since Submittal #1 from the applicant 12/23/2022.
10	141 Housing on 2 Existing Commercial Parcels	20015 Stevens Creek Boulevard	Planning	*	*	*	- Added on 5/15/2023 - 10/25/2023 A new submission has been received this week, revising the total apartments to 141 (originally 134 units). - 11/13/2023: Submittal had been reviewed and addressed.
11	Four Lot subdivision (SF)	20638 Cleo Avenue	Planning	*	*	*	2nd submittal - Demo Permit on 4/28/2023
12	Pumpkin-Fiesta: Storm Drain Project	Appx: 7854 Festival Dr (By Pass Area)	Construction	-	-	-	12/15/2023: Project Closeout - See Memo and Resolution 1346
13	Idlewild Cupertino	10065 E. Estates Drive	Planning	*	*	*	- Plan check completed back in 2022 - Received additional request for As Builts
14	Alan Row - 9 Townhouses	22690 Stevens Creek Blvd.	Construction	Fully Executed	132 K	2024	- 11/13/ 2023: The Developer has requested the release of the faithful performance bond on Nov 7, 2023, but as the final paving is still pending due to PG&E, there is a possibility of needing to renew the bond, which expires on November 25, 2023. - 11/27/2023 Waiting for the developer to renew the bond and provide an updates.
15	Mountain Winery - Single Family Residential subdivison	Planning Phase	-	-	*	*	- 11/13/2023: To review plans, determine capacity. - 12/15/2023: Draft Notice of Violation and Will -Serve Letter were submitted to District Manager for review.
16	Wolfe Road Sewer Relocation - Project Closeout and Final Acceptance						12/15/2023: Project Closeout - See Memo and Resolution 1345

Spills

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

PLSDs (Private Lateral Sewage Discharge)

<u>Start Date</u>	<u>Location</u>	<u>Cause of PLSD</u>	<u>Main/Lat</u>	<u>Spill Volume (Gal)</u>	<u>Spill Recovered (Gal)</u>	<u>Volume of Wash Water Used (Gal)</u>
None						

Emergency Calls - Causes

<u>Call Rec'd Business Hours</u>	<u># of Calls</u>	<u>Call Rec'd After Hours</u>	<u># of Calls</u>	<u>Call Rec'd Weekend</u>	<u># of Calls</u>
Root Intrusion	2	Root Intrusion	1	Root Intrusion	0
Onsite	2	Onsite	1	Onsite	0
Grease	0	Grease	0	Offset	0
Offset	0	Offset	0	Debris	0
Broken Pipe	0	Others	0	Others	0
Others	2	Pump Station	0	Pump Station	0
Total:	6	Total:	2	Total:	0

Repairs

<u>Address</u>	<u>Main/Lat</u>	<u>Description of Work</u>
Chiquita St PS	PS	Repaired pump 2: on/off switch stuck in "on" position; installed spare pump.

Mainline Maintenance

	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2023-24 YTD	FY2023-24 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	25,667	41,054	4,224	20,597	666	2,946	0	62	5,377	100,593	634,112	1,673,032	38%
Easement Cleaning (ft)	0	4,162	8,783	1,707	101	666	621	0	62	0	16,102	94,948	217,684	44%
CCTV (ft)	0	13,210	8,646	1,784	0	0	0	0	0	0	23,640	113,042	207,880	54%

Lateral Maintenance

<u>Activity</u>	<u># of Laterals</u>	<u>FY2023-24 YTD</u>	<u>FY2023-24 Annual schedule</u>	<u>% Complete (YTD/Annual schedule)</u>
Cleaning	593	2,900	6,436	45%
CCTV	37	93		
Inspection	26	140		

FOG Inspection

	<u># of Inspections</u>	<u>YTD FY2023-24</u>	<u>FY2023-24 Annual Schedule</u>	<u>% Complete (YTD/Annual schedule)</u>
Performed	14	123		
Completed	14	107	265	40%
Follow up Needed	0			

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 11.B.

DECEMBER 2023

12/04: SCCSDA
 12/06: 1st Regular Meeting
 12/11: TAC
 12/14: TPAC
 12/20: 2nd Regular Meeting
 12/25: Holiday-Office Closed

DECEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 SCCSDA	5	6 1 st Regular Meeting	7	8	9
10	11 TAC	12	13	14 TPAC	15	16
17	18	19	20 2 nd Regular Meeting	21	22	23
24 31	25 HOLIDAY - CLOSED	26	27	28	29	30

JANUARY 2024

01/01: Holiday-Office Closed
 01/03: 1st Regular Meeting
 01/08: TAC
 01/11: TPAC
 01/17: 2nd Regular Meeting
 01/24-26: CASA Conference

JANUARY 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 HOLIDAY - CLOSED	2	3 1 st Regular Meeting	4	5	6
7	8 TAC	9	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	CASA CONFERENCE		

FEBRUARY 2024

02/05: TAC
 02/07: 1st Regular Meeting
 02/08: TPAC
 02/21: 2nd Regular Meeting

FEBRUARY 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 TAC	6	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		