

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, OCTOBER 16, 2019**

A_G_E_N_D_A

Meeting to be held at **7:00 p.m.** in the **Stevens Creek Office Center,
Suite 100, 20863 Stevens Creek Boulevard**, Cupertino, California.

1. ROLL CALL:

2. MINUTES & BILLS:

- A. APPROVAL OF THE MINUTES OF OCTOBER 2, 2019
- B. APPROVED MINUTES OF SEPTEMBER 18, 2019
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

3. PERSONAL PRESENTATIONS:

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. CORRESPONDENCE:

NONE

5. MEETINGS:

NONE

6. REPORTS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD OCTOBER 7, 2019
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD OCTOBER 10, 2019

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WEDNESDAY, OCTOBER 16, 2019**

7. UNFINISHED BUSINESS:

NONE

8. NEW BUSINESS:

NONE

9. STAFF REPORT:

- A. PROSPECT PUMP STATION
- B. MONTHLY MAINTENANCE REPORT

10. 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.

11. NEXT MEETING:

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, NOVEMBER 6, 2019

12. ADJOURNMENT:

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

OCTOBER 2019

10/02: 1st Regular Meeting
 10/08: TAC
 10/10: TPAC
 10/16: 2nd Regular Meeting

OCTOBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 1 st Regular Meeting	3	4	5
6	7	8 TAC	9	10 TPAC	11	12
13	14	15	16 2 nd Regular Meeting	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2019

11/06: 1st Regular Meeting (*Saadati absent*)
 11/11: TAC
 11/14: TPAC
 11/20: 2nd Regular Meeting
 11/28-29: Holiday-Office Closed

NOVEMBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	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	25	26	27	28 Holiday	29	30

DECEMBER 2019

12/02: SCCSDA Meeting
 12/04: 1st Regular Meeting
 12/09: TAC
 12/12: TPAC
 12/18: 2nd Regular Meeting
 12/25: Holiday-Office Closed

DECEMBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 SCCSDA	3	4 1 st Regular Meeting	5	6	7
8	9 TAC	10	11	12 TPAC	13	14
15	16	17	18 2 nd Regular Meeting	19	20	21
22	23	24	25 Holiday	26	27	28
29	30	31				

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 02, 2019

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

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:

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

Staff present: District Manager Benjamin Porter, District Advisor Richard K. Tanaka, and Counsel Marc Hynes.

2. MINUTES:

- A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-1, the minutes of Monday, September 18, 2019 were approved as written. Director Chen abstained due to her absence from the meeting.
- B. By consensus, the Minutes of Wednesday, September 4, 2019 are to be Noted & Filed.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

There was none.

5. MEETINGS:

- A. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) meeting to be held October 8, 2019.
- B. Director Gatto plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) meeting to be held October 10, 2019.

6. REPORTS:

There were none.

7. UNFINISHED BUSINESS:

- A. Director Porter discussed biosolids use in San Diego and Orange Counties. Information for two agencies that practice beneficial reuse of biosolids was presented.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 02, 2019

8. NEW BUSINESS:

There was none.

9. STAFF REPORTS:

- A. Manager Porter reported on Vallco flow through City of Santa Clara. The flow report reflects that planned development through 2040 may cause the District to exceed its peak flow permitted limit. A meeting with the City of Sunnyvale is scheduled.
- B. Advisor Tanaka reported on Prospect Pump Station rehabilitation status.

10. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:25 p.m. 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.

President Kwok requested Manager Porter and Advisor Tanaka to be excused for the closed session. The closed session was adjourned and the regular meeting was called to order at 7:40 p.m.

There was no reportable action.

11. NEXT MEETING:

- A. Manager Porter and Advisor Tanaka rejoined the regular meeting. Next regular District Board meeting is scheduled to be held on Wednesday, October 16, 2019.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:41 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
MONDAY, SEPTEMBER 18, 2019

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

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:

Directors present: Patrick S. Kwok, Taghi S. Saadati, John M. Gatto, and William A. Bosworth. Director Angela S. Chen was on excused absence.

Staff present: District Manager Benjamin Porter, District Advisor Richard K. Tanaka, and Counsel Marc Hynes.P

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 3-0-1, the minutes of Wednesday, September 4, 2019 were approved with revision. Director Bosworth abstained due to his absence on 9/4/2019 Board Meeting.P
- B. By consensus, the Minutes of Wednesday, August 19, 2019 are to be Noted & Filed.
- C. The Board reviewed the August financials for payment. The Board discussed Jones Hall, postage and printing for public mailing, and tracking permit costs for small permits and permits that require greater review and installer's agreements. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, payment of bills was approved as written.
- D. The Directors submitted their August 2019 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

There was none.

5. MEETINGS:

There were none.

6. REPORTS:

- A. Director Bosworth was unable to attend the Santa Clara County Special Districts Association regular meeting held September 9, 2019.

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MONDAY, SEPTEMBER 18, 2019

- B. Manager Porter reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) meeting held September 9, 2019. Discussion included biosolids market analysis.
- C. Director Gatto reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) meeting held September 12, 2019. Discussion included biosolids market analysis combined with preliminary dewatering design.

7. UNFINISHED BUSINESS:

- A. The Board discussed District loan, bank accounts, and potential revenue sharing commercial credit card. Loan process closed on September 12, 2019 and proceeds have been deposited into two new accounts at California First Bank and Trust. There was no Board action.

8. NEW BUSINESS:

There was none.

9. STAFF REPORTS:

- A. Manager Porter reported on the Forum Pump Station. The Wetwell wizard installation appears to be working as expected to reduce FOG and odor.
- B. Manager Porter reported on the Silicon Valley Fall Festival. The festival was a success with over 150 visitors who asked questions related to responsible use of the sanitary sewer system to be rewarded with either a shopping bag or candy for the children
- C. Advisor Tanaka reported on the Prospect Pump Station. The project has been awarded and construction is expected to begin in the end of September.
- D. Manager Porter and Advisor Tanaka reported on the status of wastewater flow report to City of Santa Clara.
- E. Manager Porter reported on the monthly maintenance report. It was a very successful month of maintenance with no spills.

10. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 8:12 p.m. 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.

President Kwok adjourned the closed session and the regular meeting was called to order at 8:27 p.m.

There was no reportable action.

CUPERTINO SANITARY DISTRICT BOARD MEETING
MONDAY, SEPTEMBER 18, 2019

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, October 2, 2019. Director Saadati informed the Board he will not attend the regular meeting scheduled for November 16, 2019.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:28 p.m. the meeting was adjourned.

Secretary Pro-Tem of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH SEPTEMBER 2019
(3rd Month of Operations - 25% into FY Operations)
 FISCAL YEAR: July 1, 2019 to June 30, 2020
EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
OPERATING EXPENSES								
Loan Payments	41000	\$1,172,305.00	\$34,500.00	\$0.00	\$34,500.00	\$1,137,805.00	2.9%	None this month
Directors Fees	41030	\$35,000	\$5,005.01	\$4,144.44	\$9,149.45	\$25,850.55	26.1%	September Payroll
Gasoline, Oil & Fuel	41060	\$135,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Insurance	41070	\$135,000	\$7,439.70	\$1,070.90	\$8,510.60	\$126,489.40	6.3%	Dooley (Life & Dental)
Memberships	41080	\$35,000	\$18,537.47	\$347.46	\$18,884.93	\$16,115.07	54.0%	NASSCO - PACP Recertification for Engineer
Office Rent	41090	\$6,000	\$800.00	\$400.00	\$1,200.00	\$4,800.00	20.0%	September Rent
Operating Expenses	41100	\$3,000	\$531.96	\$331.61	\$863.57	\$2,136.43	28.8%	Giveaways for Annual Fall Festival
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$0.00	\$46,535.89	\$46,535.89	\$24,464.11	65.5%	Operations & Maintenance Cost Sharing for FY18-19 (July 2018 - June 2019)
T.P. Oper. & Maint.	41114	\$6,253,614	\$1,534,507.00	\$1,534,507.00	\$3,069,014.00	\$3,184,600.00	49.1%	Treatment Plant O&M Q2 FY19-20 Billing
Professional Services:								
Management Services	41121	\$500,000	\$78,990.89	\$42,974.23	\$121,965.12	\$378,034.88	24.4%	On target
Engineering Services	41122	\$1,000,000	\$190,605.23	\$71,950.69	\$262,555.92	\$737,444.08	26.3%	On target
Plan Ckg. & Insp.	41123	\$140,000	\$22,263.91	\$21,876.15	\$44,140.06	\$95,859.94	31.5%	On target
Legal - District Counsel	41124	\$60,000	\$8,649.00	\$3,411.00	\$12,060.00	\$47,940.00	20.1%	Atkinson Farasyn - September Services
Legal - Common Interest Group (CUSD Advance Pay)	41124	\$980,000	\$71,195.55	\$87,513.91	\$158,709.46	\$821,290.54	16.2%	Hunton Andrews LLP - July and August Services
Legal - Common Interest Group (CUSD Share)	41124	\$222,000	\$20,080.79	\$24,683.41	\$44,764.20	\$177,235.80	20.2%	Hunton Andrews LLP - July and August Services
Audit	41125	\$11,500	\$0.00	\$0.00	\$0.00	\$11,500.00	0.0%	None to date
Printing & Publications	41130	\$15,000	\$15,910.84	\$0.00	\$15,910.84	-\$910.84	106.1%	None this month
Repairs	41150	\$800,000	\$91,602.43	\$10,887.43	\$102,489.86	\$697,510.14	12.8%	On target
Maintenance	41151	\$3,000,000	\$523,938.78	\$278,048.34	\$801,987.12	\$2,198,012.88	26.7%	On target
Travel & Meetings Staff	41170	\$15,000	\$4,881.79	\$0.00	\$4,881.79	\$10,118.21	32.5%	None this month
Travel & Meetings BOD	41170	\$18,000	\$6,712.54	\$0.00	\$6,712.54	\$11,287.46	37.3%	None this month
Utilities	41190	\$60,000	\$12,665.76	\$5,729.91	\$18,395.66	\$41,604.34	30.7%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0%	None to date
Connection Fees	41202	\$2,000	\$233,177.80	\$0.00	\$233,177.80	-\$231,177.80	11659%	None this month
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$4,191.95	\$10,927.65	\$15,119.60	\$234,880.40	6.0%	Four emergencies this month
Consolidated Election	48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None to date
TOTAL OPERATING EXPENSES		\$14,840,419	\$2,886,188.39	\$2,145,340.02	\$5,031,528.41	\$9,808,890.59	33.9%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,000,000	\$228,806.26	\$23,863.13	\$252,669.39	\$1,747,330.61	12.6%	Prospect Pump Station Rehab Project - Encroachment Permits and Engineering
Treatment Plant Capital	46042	\$14,065,406	\$1,245,540.00	\$2,180,309.00	\$3,425,849.00	\$10,639,557.00	24.4%	Treatment Plant Capital Billing Q2 FY19-20
Outfall Capital	46042	\$850,000	\$0.00	\$29,515.44	\$29,515.44	\$820,484.56	3.5%	Capital Project Cost Sharing for 2nd half of FY18-19 (Jan. 2019 - June 2019)
District Equipment	46043	\$150,000	\$74,384.83	\$0.00	\$74,384.83	\$75,615.17	49.6%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
TOTAL CAPITAL EXPENSES		\$17,365,406	\$1,548,531.09	\$2,233,687.57	\$3,782,218.66	\$13,583,187.34	21.8%	
TOTAL EXPENSES		\$32,205,825	\$4,434,719.48	\$4,379,027.59	\$8,813,747.07	\$23,392,077.93	27.4%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH SEPTEMBER 2019
(3rd Month of Operations - 25% into FY Operations)
 FISCAL YEAR: July 1, 2019 to June 30, 2020

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges	31010							
Handbilling		\$522,000.00	\$0.00	\$0.00	\$0.00	\$522,000.00	0.0%	None to date
Tax Roll		\$17,100,000.00	\$0.00	\$0.00	\$0.00	\$17,100,000.00	0.0%	None to date
Capital Loan		\$10,000,000.00	\$0.00	\$0.00	\$0.00	\$10,000,000.00	0.0%	None to date
Permit Fees	31020	\$130,000.00	\$43,781.52	\$4,100.00	\$47,881.52	\$82,118.48	36.8%	Twelve payments received this month; Forty-six payments received to date
Connection Fees	31031	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
Capacity Fees	31032	\$300,000.00	\$6,326.56	\$0.00	\$6,326.56	\$293,673.44	2.1%	None this month
Pump Zone Fees	31033	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$160,000.00	\$19,600.00	\$7,000.00	\$26,600.00	\$133,400.00	16.6%	Eighteen payments received this month; Sixty-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	\$220,000.00	\$55,810.70	\$30,765.23	\$86,575.93	\$133,424.07	39.4%	Q4 FY18-19 final
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	\$1,026,000.00	\$61,152.60	\$0.00	\$61,152.60	\$964,847.40	6.0%	None this month
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$20,000.00	\$1,248.01	\$0.00	\$1,248.01	\$18,751.99	6.2%	None this month
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$16,757.34	\$0.00	\$16,757.34	(\$6,757.34)	167.6%	\$16,757.34 received from Forum in July for 2 Wet Well Wizard lift station aeration systems
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$30,385,500.00	\$204,676.73	\$41,865.23	\$246,541.96	\$30,138,958.04	0.81%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$30,385,500.00	\$204,676.73	\$41,865.23	\$246,541.96	\$30,138,958.04	0.81%	

CASH ACCOUNT SUMMARY

Date	Description	Balance	Replacement Fund	Net Cash
July 31, 2019	Ending Balance	\$ 16,937,841.74	\$ 2,700,000.00	\$ 14,237,841.74
August 31, 2019	Ending Balance	\$ 16,128,185.68	\$ 2,700,000.00	\$ 13,428,185.68
September 30, 2019	Ending Balance	\$ 15,423,633.09	\$ 2,700,000.00	\$ 12,723,633.09

Running Total Expenses for Prospect Pump Station

Contractor/Firm	PAYMENT MADE											
	February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19	December-19	
TOTAL BY FIRM												
Mark Thomas & Co.	\$ 430,997.55	\$ 189,889.46	\$ 48,911.65	\$ 43,213.39	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 23,523.65	\$ 21,457.37			
Able Underground Construction	\$ 435,066.17	\$ 232,213.55	\$ 195,282.50	\$ 7,570.12								
Easy Fuel	\$ 3,231.28	\$ 3,231.28										
National Plant Services	\$ 10,317.50	\$ 10,317.50										
Pan Pacific Supply	\$ 20,857.22	\$ 20,857.22										
Pfeiffer Electric	\$ 73,559.87	\$ 73,559.87										
Rain for Rent	\$ 22,270.32	\$ 22,270.32										
Roto-Rooter	\$ 33,113.87	\$ 33,113.87										
Trinity Liquid Waste Svs	\$ 81,575.00	\$ 81,575.00										
Home Depot	\$ 412.99	\$ 412.99										
Grainger	\$ 377.11	\$ 377.11										
Testing Engineers	\$ 2,400.00	\$ 2,400.00										
CD Power	\$ 3,568.70	\$ 3,568.70										
PAC Machine - adapter	\$ 99.11	\$ 99.11										
Peninsula Pump Equipment	\$ 1,455.00	\$ 1,455.00										
Radman Aerial Survey	\$ 5,000.00	\$ 5,000.00										
AEC Electrical Design	\$ 11,060.00	\$ 11,060.00										
Bess Testlab Potholing	\$ 8,020.00	\$ 8,020.00										
Pure Technologies U.S., Inc.	\$ 57,750.00	\$ 57,750.00				\$ 47,250.00	\$ 10,500.00					
Able Traffic Control Design	\$ 3,312.50	\$ 3,312.50				\$ 3,312.50						
Shape - 3 new pumps	\$ -	\$ -										
Tedsco - Control cabinet-Elec.	\$ -	\$ -										
General Contractor	\$ -	\$ -										
Bruce Barton Pump Service	\$ 5,758.56	\$ 5,758.56			\$ 5,758.56							
City of Cupertino - Permit	\$ 5,276.00	\$ 5,276.00										\$ 5,276.00
City of Saratoga - Permit	\$ 77,200.00	\$ 77,200.00										\$ 77,200.00
TOTAL BY MONTHS	\$ 1,292,678.75	\$ 422,103.01	\$ 492,309.31	\$ 60,906.32	\$ 24,329.92	\$ 85,427.36	\$ 80,145.81	\$ 105,999.65	\$ 21,457.37			

Denotes design phase cost
Denotes construction phase cost

MITCO Billing	Employee Labor Hours											
	Feb	March	April	May	June	July	August	September	October	November	December	
Engineering Inquiries/Investigation	4,205.21	2,799.42	1,545.36									50%
SSMP	3,878.63	10,115.16	356.29									100%
Repair - Pump Station	90,780.78	25,743.83	20,861.98									100%
Emergency	73,589.54	6,198.09	7,468.39									100%
Design (CU-19104)	0.00	4,055.15	12,981.37	18,571.36	34,864.86	50,565.81	23,523.65	21,457.37				100%
Est. total charged to others	17,435.30											
TOTAL	189,889.46	48,911.65	43,213.39	18,571.36	34,864.86	50,565.81	23,523.65	21,457.37				

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - October 16, 2019**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 4,144.44	ADP	Directors' Salary	
18741	M&O	\$ 349,555.18	Mark Thomas & Company, Inc.	Office Rent	400.00
				Utilities	776.35
				District Sewer Capital & Support	23,863.13
				Plan Checking & Inspection	21,876.15
				Management Services	42,974.23
				Engineering Services	71,950.69
				Repairs	10,887.43
				Maintenance	169,343.97
				Emergency	6,804.16
				Membership Dues	347.46
				Operating Expense	331.61
18742	M&O	\$ 112,197.32	Hunton Andrews Kurth LLP	Legal Outside - CIG CuSD Advance Pay	87,513.91
				Legal Outside - CuSD Share	24,683.41
18743	M&O	\$ 3,411.00	Atkinson Farasyn LLP	Legal - District Counsel	
18744	M&O	\$ 1,070.90	Dooley Insurance Services	Insurance - Group Life & Dental (Nov.)	
18745	M&O	\$ 55.04	City of Santa Clara Utilities	Utilities	
18746	M&O	\$ 4,898.52	PG&E	Utilities	
18747	M&O	\$ 204.00	County of Santa Clara Environmental	Maintenance	
18748	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
18749	M&O	\$ 583.33	Home Depot	Maintenance	
18750	M&O	\$ 2,164.55	Telstar Instruments	Maintenance	
18751	M&O	\$ 16,430.00	AB/JDD Plumbing Heating & AC	Maintenance	16,120.00
				Emergency	310.00
18752	M&O	\$ 60,931.04	Able Underground Construction	Maintenance	58,375.35
				Emergency	2,555.69
18753	M&O	\$ 32,379.94	Roto-Rooter	Maintenance	31,122.14
				Emergency	1,257.80
18754	M&O	\$ 1,581,042.89	City of San Jose	Outfall Maintenance	46,535.89
				T.P. Operations & Maintenance - Q2 FY19-20	1,534,507.00
1001	M&O	\$ 29,515.44	City of San Jose	Outfall Capital	
1002	M&O	\$ 2,180,309.00	City of San Jose	T.P. Capital Billing - Q2 FY19-20	
TOTAL		\$ 4,379,027.59			

EMERGENCY DETAILS:

AB/JDD Plumbing - two emergencies this month one of them with Able)

Able - two emergencies this month (one of them with AB/JDD)

Roto-Rooter - one emergency this month



Memo

Item 9A

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: October 16, 2019

Re: Prospect Pump Station

Prospect Pump Station Construction Progress No. 1 (since issuance of NTP on 9/6/2019)

ACCOMPLISHMENTS TO DATE:

- 1) Contractor made 13 material submittals and District has reviewed and approved nine submittals as of Friday October 11, 2019. There are four submittals pending review.
 - a. Pending Submittals
 - i. Shoring Plan for PREDL PVC Manhole
 - ii. Shoring for other excavations
 - iii. Concrete MH in case we do not accept PREDL PVC Manhole substitution
 - iv. PREDL PVC Manhole Substitution
- 2) Contractor submitted base-line schedule (attached).
- 3) Contractor initiated signage installation.
- 4) Both cities' encroachment secured.
- 5) Contractor is scheduled to setup traffic handling on October 13, 2019. District has obtained approvals from both Cities of Cupertino and Saratoga to proceed with traffic changes.
- 6) Shape pumps are scheduled for delivery at the end of October.
- 7) TESCO control panel is in production and on target to meet schedule. The contractor's schedule is to install the electrical and instrumentation at the end of November continuing into the beginning of December.

NEXT MONTH'S ACTIVITIES:

- 1) Week 1
 - a. Mobilize to site and set up work zone
 - b. Install new 6" force main and bypass connection via directional drilling
- 2) Week 2
 - a. Install Manhole #1 and connect to newly installed force main
 - b. Begin sewer flow diversion for the installation of Manhole #2 and #3
- 3) Week 3
 - a. Continue establishing sewer flow diversion
 - b. Demolition of interior or drywell vault

- 4) Week 4
 - a. Excavate for Manhole #2 and #3
 - b. Clean drywell vault and prepare for new piping installation
 - c. Demolition of interior piping for both existing wetwells and prepare for interior lining

OUTSTANDING ISSUES/CONCERNS:

- 1) Contractor did not mobilize field activities for 4 weeks, rather than the 2-week requirement per the specification. However, the contractor's schedule is to complete major construction by December 7, 2019
- 2) PVC manholes are not yet approved. Contractor needs to verify installation procedure prior to acceptance by the District, the City of Cupertino, and the City of Saratoga.
- 3) The District is still waiting for a cost proposal from the contractor to add three new valves. The District has confirmed that the Wetwell Wizard can be installed. The District will request a quotation to add conduits for future installation of Wetwell Wizard .

Cupertino Sanitary District - Monthly Maintenance Summary - September 2019

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 PSD	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
9/19/2019	21530 Stevens Creek Blvd	offset	Lat	23	0	300

Emergency Calls - Causes

Call Recd Business Hours	# of Calls	Call Recd After Hours	# of Calls	Call Recd Weekend	# of Calls
Root Intrusion	4	Debris	1	Debris	1
Onsite	1	Onsite	1	Onsite	0
Debris	1	Grease	0	Grease	0
Offset	1	Others	0	Others	1
Others	2	Pump Station	0	Pump Station	2
Total:	9	Total:	2	Total:	4

Repairs

Address	Main/Lat	Description of Work
None		

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2019-20 Annual Schedule	FY2019-20 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	23,661	60,982	220	9,654	0	1,298	0	0	1,239	97,054	331,656	962,623	34%
Easement Cleaning (ft)	0	5,597	12,172	0	0	0	0	0	0	0	17,769	63,632	138,059	46%
CCTV (ft)	0	6,619	9,121	0	0	0	0	0	0	0	15,740	71,915	206,765	35%

Lateral Maintenance

Activity	# of Laterals	FY2019-20 YTD	FY2019-20 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	381	1,189	2,555	47%
CCTV	6	38		
Inspection	9	54		

FOG Inspection

	# of Inspections	YTD FY2019-20	FY2019-20 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	24	113		
Completed	18	82	283	29%
Follow up Needed	3			