

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, FEBRUARY 19, 2020**

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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 FEBRUARY 5, 2020
- B. APPROVED MINUTES OF JANUARY 15, 2020
- 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:

- A. SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION REGULAR MEETING TO BE HELD MONDAY, MARCH 2, 2020

6. REPORTS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD FEBRUARY 10, 2020
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD FEBRUARY 13, 2020

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7. UNFINISHED BUSINESS:

NONE

8. NEW BUSINESS:

- A. APPLE CAMPUS 2 CLOSEOUT
- B. STATEMENT OF ECONOMIC INTERESTS – FORM 700
- C. CUES GRANITENET SUPPORT PLAN RENEWAL

9. STAFF REPORT:

- A. PROSPECT PUMP STATION
- B. THE FORUM UPDATE
- C. STATUS REPORT – CURRENT DEVELOPMENT PROJECTS
- D. 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. CALENDAR ITEMS:

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, MARCH 4, 2020

12. ADJOURNMENT:

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, FEBRUARY 05, 2020

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 Chen 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 Kwok, by a vote of 5-0-0, the minutes of Wednesday, January 15, 2020 were approved.
- B. By consensus, the Minutes of Wednesday, December 18, 2019 are to be Noted & Filed.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. Board reviewed Santa Clara LAFCO draft report on Rancho Rinconada recreation and park district special study-public review. It is to be Noted & Filed.

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 February 10, 2020.
- B. Director Gatto plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) meeting to be held February 13, 2020.

6. REPORTS:

- A. The Board, District Council and Staff attended the CASA Winter Conference held January 21-23, 2020 in Indian Wells, CA. Board members reported on the following:
 - a. CSRMA training seminar held on January 21, 2020 – President Chen reported that topics included: safety and its relationship to employee health, wellness programs, legal liability,

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and climate change. Advisor Tanaka reported on Occumetric presentation and informed the Board that the District is signed up for training.

- b. Roundtable series held on January 21, 2020
 - 1) Directors Bosworth and Saadati discussed climate resiliency, exfiltration, fire-retardant issues, and disaster mitigation.
 - 2) Director Gatto discussed PFAS and the use of methane as food.
 - 3) President Chen discussed SB1384-climate change plan.
- c. Director Bosworth reported on the CSRMA Board of Directors meeting held January 22, 2020. He mentioned that primary insurance is up 4.29%, JPA is down 12%, and total cost is up 1.79%.
- d. Counsel Hynes attended the Attorney's Committee meeting held on January 23, 2020. He discussed PFAS in fire retardant, and rescinded waters of the US regulations to remove groundwater.
- e. Other conference sessions – Director Saadati mentioned workforce development, Stanford's project on anaerobic secondary treatment and free internship v. paid training.

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. The Forum Outreach: District made a presentation on The Forum outreach in early 2010s and it is still an on-going issue. The Board concurs and directed staff to develop an outreach program, which may include an outreach program for staff, Forum Board of Directors, and residents.
- B. Staff advised that attendance is planned for the ESRI Conference to be held in July 2020 in San Diego, CA. Two staff will attend.
- C. The Board discussed reduction of waste generation. Reduction efforts will include: no plastic water bottles at the meetings, printing agenda packets double-sided, displaying agenda packets on projection screen at meetings, and emailing agenda packets to Board members for the next meeting to test out possibly eliminating delivery of printed agenda packets in the future.

9. STAFF REPORTS:

- A. Advisor Tanaka reported on the status of the Prospect Pump Station rehabilitation construction.

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- B. Manager Porter and Advisor Tanaka reported on the City of Santa Clara joint interceptor cost meeting. The City expects to invoice the District in the amount of \$1.25 million for FY16/17 and 17/18 with no real financing plan.
- C. Advisor Tanaka reported on the status of Apple Campus 2 project close-out. The Installer's agreement will likely be closed out soon.

10. CLOSED SESSION:

President Chen requested Manager Porter and Advisor Tanaka to be excused and adjourned the regular meeting session and opened the closed session at 8:30 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.

The closed session was adjourned, staff rejoined the regular meeting and the regular meeting was called to order at 8:55 p.m.

There was no reportable action.

11. NEXT MEETING:

- A. The Next regular District Board meeting is scheduled to be held on Wednesday, February 19, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:56 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

Approved**CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, JANUARY 15, 2020**

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 Chen 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, John M. Gatto, and William A. Bosworth.

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

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the minutes of Wednesday, December 18, 2019 were approved.
- B. By consensus, the Minutes of Wednesday, December 4, 2019 are to be Noted & Filed.
- C. The Board reviewed the December financials for payment. The Financial package, which was distributed with the agenda package, was incomplete due to missing invoices. Staff presented an updated financial package for the Board's review and approval. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, payment of bills was approved.
- D. The Directors submitted their January 2020 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. The Board reviewed correspondence from the City of San Jose regarding timetable for completion of FY2020-21 Revenue Program. Staff will prepare and submit the Revenue Program prior to its due date. Correspondence is to be Noted & Filed.
- B. The Board reviewed correspondence from the City of San Jose regarding third quarter adjustments for FY2018-19 O&M and CIP billing. It is to be Noted & Filed.

5. MEETINGS:

- A. CASA Conference and CSRMA Risk Management Seminar will be held January 21-23, 2020 in Indian Wells, CA.

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WEDNESDAY, JANUARY 15, 2020

6. REPORTS:

There were none.

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. The Board reviewed request for reimbursement of sewer service charges for APN 375-07-004. On a motion by Director Bosworth, seconded by Director Saadati, by a vote of 5-0-0, reimbursement was approved for the amount of \$824.60.

9. STAFF REPORTS:

- A. Advisor Tanaka reported on the Prospect Pump Station. 24/7 wetwell and drywell improvements began after New Year's Day and was completed within one week.
- B. Manager Porter reported on the City of Santa Clara Joint Interceptor Cost Sharing Agreement. A meeting has been set for January 28, 2020
- C. Manager Porter reported on the monthly maintenance report.

10. CLOSED SESSION:

President Chen adjourned the regular meeting session and opened the closed session at 7:40 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.

Manager Porter and Advisor Tanaka were excused for the closed session. Closed session was adjourned, and the regular meeting was called to order at 7:50 p.m. There was no reportable action. Manager Porter and Advisor Tanaka rejoined the regular meeting.

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, February 5, 2020.

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
MONTHLY FINANCIAL REPORT THROUGH DECEMBER 2019
(7th Month of Operations - 58% 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	% Expanded 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	\$16,783.28	\$1,364.70	\$18,147.98	\$16,852.02	51.9%	January Payroll
Gasoline, Oil & Fuel	41060	\$3,000	\$1,431.81	\$0.00	\$1,431.81	\$1,568.19	47.7%	None this month
Insurance	41070	\$135,000	\$125,017.41	\$1,070.90	\$126,088.31	\$8,911.69	93.4%	Dooley (Life & Dental)
Memberships	41080	\$35,000	\$45,676.79	\$192.00	\$45,868.79	-\$10,868.79	131.1%	Association Membership for Ben Porter
Office Rent	41090	\$6,000	\$2,400.00	\$400.00	\$2,800.00	\$3,200.00	46.7%	On target
Operating Expenses	41100	\$3,000	\$882.23	\$239.40	\$1,121.63	\$1,878.37	37.4%	Site Builder for Year 2020
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	\$6,253,614	\$4,603,521.00	\$0.00	\$4,603,521.00	\$1,650,093.00	73.6%	None this month
Professional Services:								
Management Services	41121	\$500,000	\$230,802.86	\$48,301.29	\$279,104.15	\$220,895.85	55.8%	On target
Engineering Services	41122	\$1,000,000	\$574,925.39	\$127,989.27	\$702,914.66	\$297,085.34	70.3%	On target
Plan Ckg. & Insp.	41123	\$140,000	\$77,313.71	\$10,743.11	\$88,056.82	\$51,943.18	62.9%	On target
Legal - District Counsel	41124	\$60,000	\$18,864.00	\$2,862.00	\$21,726.00	\$38,274.00	36.2%	Atkinson Farasyn - January Services
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$980,000	\$325,247.93	\$61,953.30	\$387,201.23	\$592,798.77	39.5%	Hunton Andrews - December Services
Legal - Common Interest Group (CuSD Share)	41124	\$222,000	\$91,736.59	\$17,474.01	\$109,210.60	\$112,789.40	49.2%	Hunton Andrews - December Services
Audit	41125	\$11,500	\$11,300.00	\$0.00	\$11,300.00	\$200.00	98.3%	Paid in full
Printing & Publications	41130	\$15,000	\$15,910.84	\$0.00	\$15,910.84	-\$910.84	106.1%	None this month
Repairs	41150	\$800,000	\$248,265.37	\$12,862.78	\$261,128.15	\$538,871.85	32.6%	On target
Maintenance	41151	\$3,000,000	\$1,479,190.17	\$262,819.25	\$1,742,009.42	\$1,257,990.58	58.1%	On target
Travel & Meetings Staff	41170	\$15,000	\$6,071.79	\$1,423.15	\$7,494.94	\$7,505.06	50.0%	Winter CASA Conference
Travel & Meetings BOD	41170	\$18,000	\$9,947.54	\$4,045.72	\$13,993.26	\$4,006.74	77.7%	Winter CASA Conference
Utilities	41190	\$60,000	\$34,002.90	\$4,537.03	\$38,539.93	\$21,460.07	64.2%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$3,880.38	\$0.00	\$3,880.38	\$46,119.62	7.8%	None this month
Connection Fees	41202	\$2,000	\$233,177.80	\$0.00	\$233,177.80	-\$231,177.80	11659%	None this month; Reimbursed five customers in August for Connection Fees paid
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$47,663.44	\$24,668.53	\$72,331.97	\$177,668.04	28.9%	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	\$8,285,049.12	\$582,946.44	\$8,867,995.56	\$5,972,423.45	59.8%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,000,000	\$1,467,176.45	\$563,971.73	\$2,031,148.18	(\$31,148.18)	101.6%	Prospect Pump Station Rehab Project, Smoke Testing
Treatment Plant Capital	46042	\$14,065,406	\$10,392,204.00	\$0.00	\$10,392,204.00	\$3,673,202.00	73.9%	None this month
Outfall Capital	46042	\$850,000	\$29,515.44	\$320,733.93	\$350,249.37	499,750.63	41.2%	FY19-20 (July 2019 to December 2019)
District Equipment	46043	\$150,000	\$99,148.60	\$37,981.79	\$137,130.39	\$12,869.61	91.4%	SCADA System & Upgrades; 2 Arrow Boards; Installation - 3 Emergency Generators
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	\$11,988,044.49	\$922,687.45	\$12,910,731.94	\$4,454,674.06	74.3%	
TOTAL EXPENSES		\$32,205,825	\$20,273,093.61	\$1,505,633.89	\$21,778,727.50	\$10,427,097.51	67.6%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH DECEMBER 2019
(7th Month of Operations - 58% 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	\$9,735,652.20	\$9,735,652.20	\$7,364,347.80	56.9%	Tax Roll - FY18-19 first payment
Capital Loan		\$10,000,000.00	\$10,000,000.00	\$0.00	\$10,000,000.00	\$0.00	100.0%	Received/F unded in September
Permit Fees	31020	\$130,000.00	\$74,865.52	\$4,300.00	\$79,165.52	\$50,834.48	60.9%	Eleven payments received this month; Ninety-nine 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	\$9,038.56	\$0.00	\$9,038.56	\$290,961.44	3.0%	No payment received this month; Three payments received to date
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	\$52,205.00	\$5,700.00	\$57,905.00	\$102,095.00	36.2%	Fifteen payments this month; One hundred forty-five 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	\$180,159.25	\$0.00	\$180,159.25	\$39,840.75	81.9%	None this month
City of San Jose Credit(s)	32091	\$500,000.00	\$0.00	\$1,286,916.00	\$1,286,916.00	(\$786,916.00)	257.4%	FY18-19 O&M Credit
Legal - Common Interest Group (Tributaries)	32092.1	\$1,026,000.00	\$190,435.04	\$0.00	\$190,435.04	\$835,564.96	18.6%	None this month
Legal - Common Interest Group (2% Adm Fees)	32902.2	\$20,000.00	\$3,886.43	\$0.00	\$3,886.43	\$16,113.57	19.4%	None this month
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$16,757.34	\$1,621.67	\$18,379.01	(\$8,379.01)	183.8%	Reimbursement from Apple Campus 2 ; CASA registration refund for P. Kwok
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	\$10,527,347.14	\$11,034,189.87	\$21,561,537.01	\$8,823,962.99	70.96%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$30,385,500.00	\$10,527,347.14	\$11,034,189.87	\$21,561,537.01	\$8,823,962.99	70.96%	

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
October 31, 2019	Ending Balance	\$ 13,347,920.35	\$ 2,700,000.00	\$ 10,647,920.35
November 30, 2019	Ending Balance	\$ 12,602,906.70	\$ 2,700,000.00	\$ 9,902,906.70
December 31, 2019	Ending Balance	\$ 12,224,581.14	\$ 2,700,000.00	\$ 9,524,581.14
January 31, 2020	Ending Balance	\$ 19,474,926.65	\$ 2,700,000.00	\$ 16,774,926.65

Running Total Expenses for Prospect Pump Station

Contractor/Firm	PAYMENT MADE												
	TOTAL BY FIRM	February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19	December-19	January-20
Mark Thomas & Co.	\$	656,025.64	\$ 189,889.46	\$ 48,911.65	\$ 43,213.39	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 21,457.37	\$ 72,732.94	\$ 56,001.82	\$ 46,881.91	\$ 49,411.42
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 Sys	\$	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									
Able Traffic Control Design	\$	3,312.50	\$	3,312.50									
Shape - 3 new pumps	\$	108,814.70	\$	108,814.70									
Tesco - Control cabinet-Elec.	\$	186,725.00	\$	186,725.00									
General Contractor	\$		\$										
Bruce Barton Pump Service	\$	5,758.56	\$	5,758.56									
Interstate Traffic Control	\$	707.39	\$	707.39									
Con-Quest Contractors, Inc.	\$	1,237,117.93	\$	1,237,117.93									
City of Cupertino - Permit	\$	5,276.00	\$	5,276.00									
City of Saratoga - Permit	\$	77,200.00	\$	77,200.00									
TOTAL BY MONTHS	\$	3,051,071.86	\$ 422,103.01	\$ 492,309.31	\$ 60,906.32	\$ 24,329.92	\$ 85,427.36	\$ 80,145.81	\$ 105,999.65	\$ 21,457.37	\$ 199,254.64	\$ 402,174.68	\$ 545,994.00

Denotes design phase cost
Denotes construction phase cost

Contractor/Firm	Employee Labor Hours												
	Feb	March	April	May	June	July	August	September	October	November	December	January	January
Engineering Inquiries/Investigation	4,205.21	2,799.42	1,545.36										
SSMP	3,878.63	10,115.16	356.29										
Repair - Pump Station	90,780.78	25,743.83	20,861.98										
Emergency	73,589.54	6,198.09	7,468.39										
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	72,732.94	56,001.82	46,881.91	49,411.42	
Est. total charged to others	17,435.30												
TOTAL BY MONTHS	189,889.46	48,911.65	43,213.39	18,571.36	34,864.86	50,565.81	23,523.65	21,457.37	72,732.94	56,001.82	46,881.91	49,411.42	49,411.42

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - February 19, 2020**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 1,364.70	ADP	Directors' Salary	
18823	M&O	\$ 411,798.23	Mark Thomas	Office Rent	400.00
				Utilities	776.35
				District Sewer Capital & Support	49,743.68
				Plan Checking & Inspection	10,743.11
				Management Services	48,301.29
				Engineering Services	127,989.27
				Repairs	8,280.88
				Maintenance	152,414.99
				Emergency Funds	12,489.05
				Travel & Meetings (Staff)	659.61
18824	M&O	\$ 79,427.31	Hunton Andrews Kurth LLP	Legal Outside - CIG CuSD Advance Pay	61,953.30
				Legal Outside - CuSD Share	17,474.01
18825	M&O	\$ 3,625.54	Atkinson Farasyn LLP	Legal - District Counsel (January)	2,862.00
				Travel & Meetings - Staff	763.54
18826	M&O	\$ 1,070.90	Dooley Insurance Services	Insurance - Group Life & Dental (Jan.)	
18827	M&O	\$ 1,072.39	Angela Chen	Travel & Meetings - BOD	
18828	M&O	\$ 1,154.24	John Gatto	Travel & Meetings - BOD	
18829	M&O	\$ 979.00	Taghi Saadati	Travel & Meetings - BOD	
18830	M&O	\$ 840.09	William Bosworth	Travel & Meetings - BOD	
18831	M&O	\$ 320,733.93	City of San Jose	Outfall Capital	
18832	M&O	\$ 192.00	CWEA	Memberships	
18833	M&O	\$ 239.40	EZOT, Inc.	Operating Expenses (Site Builder)	
18834	M&O	\$ 57.62	City of Santa Clara Utilities	Utilities	
18835	M&O	\$ 3,703.06	PG&E	Utilities	
18836	M&O	\$ 4,581.90	Pan-Pacific Supply Co.	Repairs	
18837	M&O	\$ 5,477.29	Duke's Root Control	Maintenance	
18838	M&O	\$ 20.26	Cupertino Supply	Maintenance	
18839	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
18840	M&O	\$ 127.40	Home Depot	Maintenance	
18841	M&O	\$ 444.00	Bay Area Air Quality Man. Dist.	Maintenance (Annual Permit)	
18842	M&O	\$ 32,528.20	Shape Inc.	Maintenance	24,626.40
				District Capital-Equipment	7,901.80
18843	M&O	\$ 12,804.62	WECO Industries	Maintenance	450.98
				District Capital-Equipment	12,353.64
18844	M&O	\$ 35,371.82	St. Francis Electric	District Sewer Capital & Support	17,645.47
				District Capital-Equipment	17,726.35
18845	M&O	\$ 496,582.58	Con-Quest Contractors, Inc.	District Sewer Capital & Support - Prospect	
18846	M&O	\$ 22,785.00	AB/JDD Plumbing Heating & AC	Maintenance	
18847	M&O	\$ 54,195.08	Able Underground Construction	Maintenance	42,015.60
				Emergency	12,179.48
18848	M&O	\$ 14,322.33	Roto-Rooter	Maintenance	
TOTAL		\$ 1,505,633.89			

EMERGENCY DETAILS:

AB/JDD Plumbing - no emergencies this month

Able - four emergencies this month

Roto-Rooter - no emergencies this month



Memo

Item 8A

To: Board of Directors
From: Ben Porter, District Manager-Engineer
Date: February 19, 2020
Re: Apple Campus 2 Phase 1 and 2 Project Close-out

Background:

At the June 15, 2016 CuSD Board Meeting, Board adopted a Resolution No. 1281 accepting majority of the improvements constructed with Apple Campus 2 project, except for the following:

- 1) three manholes on Pruneridge Avenue (MH-PRU3 N9,988.30 E9,9985.29, MH-PRU2 N9,794.55 E10, 204.26 and MH-PRU1 N9,772.01 E10,271.33)
- 2) one 6" sewer lateral and property line cleanout on Pruneridge Avenue from MH-PRU3)
- 3) one manhole on Tantau Avenue the in landscaped area MH-TAN2 (N10,710.27 E12,055.39)

Apple has now completed these improvements and District has inspected and finds these improvements now completed.

Recommendation:

Approve Resolution 1317 accepting the improvements and closing out the Installers' Agreements.

RESOLUTION NO. 1317

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUPERTINO
SANITARY DISTRICT ACCEPTING THE SANITARY SEWER
IMPROVEMENTS INSTALLED IN APPLE CAMPUS 2 PROJECT,
CUPERTINO, CALIFORNIA AND PROJECT CLOSE-OUT**

WHEREAS, the Resolution No. 1281 was approved by the Board of Directors on June 15, 2016 accepting majority of the improvements constructed with stipulation that other minor improvements will be accepted later; and

WHEREAS, Apple Inc., a California Corporation, the owner/installer for the Apple Campus 2, has completed construction of the sanitary sewer improvements of Phase I in accordance with Installer's Agreement, dated November 20, 2013 and Phase II in accordance with Installer's Agreement, dated April 20, 2016; and

WHEREAS, the sanitary sewer improvements now being accepted includes the following:

- 1) Three manholes on Pruneridge Avenue (MH-PRU3 N9,988.30 E9,9985.29, MH-PRU2 N9,794.55 E10, 204.26 and MH-PRU1 N9,772.01 E10,271.33)
- 2) One 6" sewer lateral and property line cleanout on Pruneridge Avenue from MH-PRU3
- 3) One manhole on Tantau Avenue in landscaped area MH-TAN2 (N10,710.27 E12,055.39)

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cupertino Sanitary District accepts the above referenced sanitary sewer improvements with the donated value of \$50,000 and close-out the Installers' Agreements with Apple, Inc. dated November 20, 2013 and April 20, 2016.

* * *

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 19th day of February 2020, by the following vote of the members thereof:

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//

AYES: Members:

NOES: Members: None

ABSENT: Members: None

ABSTAIN: Members: None

Secretary, Cupertino Sanitary District

APPROVED:

President, Cupertino Sanitary District

APPROVED AS TO FORM:

Board Counsel

Cupertino Sanitary District - Monthly Maintenance Summary - January 2020

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)
1/2/2020	20956 Homestaed Rd, Cup	Grease	Lat	Unknown	Unknown	1000
1/15/2020	20563 Stevens Creek Blvd, Cup	Debris	Lat	Unknown	Unknown	500
1/22/2020	20573 Stevens Creek Blvd	Piece of concrete	Lat	Unknown	Unknown	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	0
Onsite	3	Onsite	1	Onsite	2
Debris	1	Grease	1	Grease	0
Others	1	Others	0	Debris	1
Pump Station	1	Pump Station	0	Pump Station	1
Total:	7	Total:	2	Total:	4

Repairs

Address	Main/Lat	Description of Work
Homestead 1 PS	Pump Station	Installed Scada System
Homestead 2 PS	Pump Station	Rewiring & panels for wet well A & B (Coating Project)
All Pump Stations	Pump Station	Upgrade Scada System from G3 to 4G
Florence PS	Pump Station	Installation of electric components to 3 spare generators

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2019-20 YTD	FY2019-20 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	30,086	32,695	4,312	357	0	1,298	0	0	0	68,748	639,281	962,623	66%
Easement Cleaning (ft)	0	1,691	3,539	234	0	0	1,298	0	0	0	6,762	106,114	138,059	77%
CCTV (ft)	178	1,758	7,586	2,006	1,540	730	1,743	0	1,505	0	17,046	128,344	206,765	62%

Lateral Maintenance

Activity	# of Laterals	FY2019-20 YTD	*FY2019-20 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	434	2,731	4,427	62%
CCTV	11	83		
Inspection	15	139		

*10-31-19 Added 2,823 laterals to annual schedule due to ongoing project to locate PLCOs which had no prior cleaning service

*2-13-2020 Adjustment on Annual Lateral schedule - PLCOs w/no prior service (1514) + PLCOs remaining in FY2019-20 schedule (373) + PLCOs already serviced July 19 - Jan 20 (2731) = 4618

*2-13-2020 Adjustment - 4618 - 191 = 4427 (PLCO's lid unable to open (approx 75), PLCOs service by HOA (116))

FOG Inspection

	# of Inspections	YTD FY2019-20	FY2019-20 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	48	255		
Completed	31	186	283	66%
Follow up Needed	4			