CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
MONDAY, AUGUST 17, 2015

A_G_E_N_D_A

Meeting to be held at **7:30 p.m.** in the **Stevens Creek Office Center, Suite 100, 20863 Stevens Creek Boulevard**, Cupertino, California.

1. ROLL CALL:

2. MINUTES AND BILLS:

A. APPROVAL OF THE MINUTES OF AUGUST 5, 2015

B. APPROVED MINUTES OF JULY 15, 2015

C. APPROVED MINUTES OF JUNE 17, 2015

D. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT

E. DIRECTORS MONTHLY TIMESHEET

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. CASA CONFERENCE TO BE HELD AUGUST 19-21, 2015 IN SAN DIEGO

6. REPORTS:

A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL COMMITTEE (TAC) HELD AUGUST 10, 2015

B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD AUGUST 13, 2015

7. UNFINISHED BUSINESS:

A. APPLE 2 CAMPUS

B. CITY OF SAN JOSE AGREEMENT

C. APPROVAL OF BUDGET FOR FY 2015-2016

D. 2015 ANNUAL REPORT DRAFT

8. NEW BUSINESS:

9. STAFF REPORT:

A. MONTHLY MAINTENANCE REPORT

10. ADJOURNMENT:

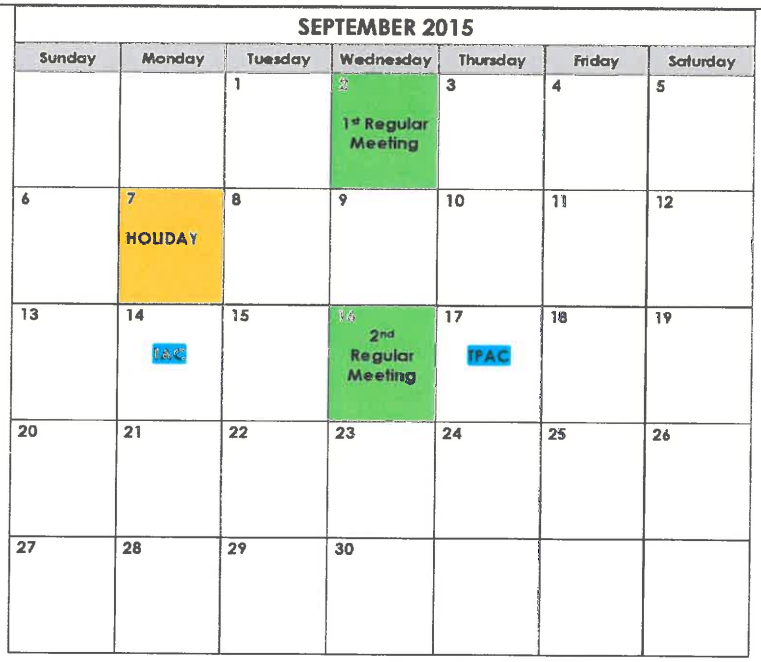
CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE

AUGUST 2015

08/05: 1st Regular Meeting
08/07: *Deadline to Submit Tax Roll to County*
08/10: TAC Meeting
0//13: TPAC Meeting
08/17: 2nd Regular Meeting
08/19-21: CASA Conference, San Diego

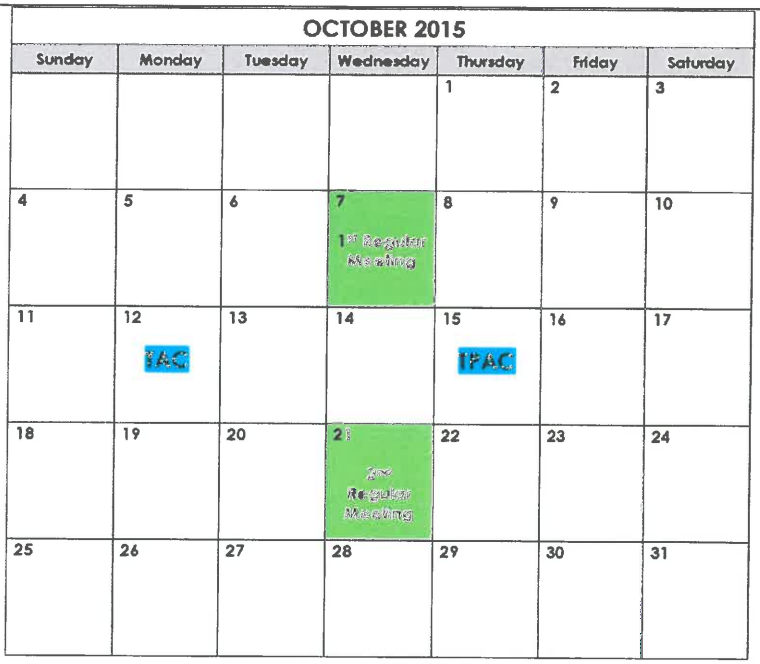
SEPTEMBER 2015

09/02: 1st Regular Meeting
09/07: Holiday – Office Closed
09/14: TAC Meeting
09/16: 2nd Regular Meeting
09/17: TPAC Meeting



OCTOBER 2015

10/07: 1st Regular Meeting
10/12: TAC Meeting
10/15: TPAC Meeting
10/21: 2nd Regular Meeting



SANITARY BOARD MEETING
WEDNESDAY, AUGUST 5, 2015

The Cupertino Sanitary District Board convened this date at 7:30 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

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: Angela S. Chen, Steve C. Andrews, John M. Gatto, William A. Bosworth, and Patrick S. Kwok were present.

Staff present: Manager Richard K. Tanaka, Staff Member Ivy To and Counsel Marc Hynes.

On a motion by Director Gatto, seconded by Director Kwok, by a vote of 4-0-1, it was ordered that the Minutes of Wednesday, July 15, 2015 be approved. Director Andrews abstained.

By consensus, it was ordered that the Approved Minutes of Wednesday, July 1, 2015, be Noted & Filed.

On a motion by Director Gatto, seconded by Director Andrews, by a vote of 5-0-0 it was ordered that the Minutes of Wednesday, June 17, 2015 be approved, Noted and Filed.

Staff will attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) to be held on August 10, 2015.

Director Gatto will attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on August 13, 2015.

The Board discussed Common Interest Agreement related to San Jose/Santa Clara Regional Wastewater Facility. On a motion by Director Kwok, seconded by Director Bosworth, by a vote of 5-0-0 it was ordered that District Manager and District Counsel are authorized to enter into an agreement on behalf of the District.

The Board also discussed the status of the San Jose/Santa Clara Regional Wastewater Facility Capital Improvement Program including a desire to get more details on the commercial paper term sheet.

Apple representatives and their designers of the sewer main on Pruneridge/Apple Campus 2 presented their case and position. After Apple's presentation, Board discussed options and directed staff to communicate to Apple relaying the options available for Apple to remedy Pruneridge sewer main issue.

The Board reviewed the draft 2015 annual report. Staff is to make suggested changes and bring back to the Board.

Manager Tanaka reported on the status of the 2015 Silicon Valley Fall Festival to be held in Cupertino on September 12, 2015. Cupertino Sanitary District bags and pamphlets will be distributed and a poster board will be prepared for the booth.

Staff member To reported on the ARC-GIS conference held July 19-23, 2015, noting that the conference was a valuable and productive to learn about additional capabilities GIS can offer to the District, including 3D imaging and asset management, as well as discussing what worked for other districts and cities.

Manager Tanaka reported on the City of Cupertino Joint Study Session. Staff is still waiting to hear back from the City of Cupertino. Staff will follow up with City Staff, Tim Borden and Tiffanie Cardenas.

Staff member To reported on the Special Assessment Workshop (Prop 218 and AB 2109) held on July 15, 2015.

Staff reported on status of prevailing wage and noted that staff has reached an agreement with S&M Engineering.

On a motion properly made and seconded, at 9:16 p.m. the regular meeting was adjourned.

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President of the Sanitary Board

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Secretary of the Sanitary Board

DRAFT

Item 2B

Approved

SANITARY BOARD MEETING
WEDNESDAY, JULY 15, 2015

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:29 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

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, William A. Bosworth and John M. Gatto as acting Secretary. Director Steve C. Andrews was on an excused absence. Director Patrick S. Kwok was expected to arrive late.

Staff present: Manager Richard K. Tanaka, Staff Member Ivy To, and Counsel Marc Hynes.

On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 2-0-1 the Minutes of the meeting of July 1, 2015 were approved. President Chen abstained.

The Minutes of June 17, 2015 need revision.

The Board reviewed the financials. Operations Manager is to make sure that our vendors and inspectors are more diligent in managing and recording their hours at the job site. On a motion by Director Bosworth, seconded by Director Gatto, it was ordered by a vote of 3-0-0 that the payment of Bills for the month of June be approved as written.

WARRANT NUMBER	FUND	AMOUNT	PAYEE	DESCRIPTION	
N/A	M&O	$2,919.21	ADP		
17753	M&O	$235,270.12	Mark Thomas & Company, Inc.	Office Expense	$400.00
				Management Svcs	$23,237.78
				Engineering Svcs	$49,522.43
				Plan Checking & Insp.	$10,507.62
				Repairs & Maintenance	$110,133.11
				Operating Expenses	$266.41
				Capital Outlay-CIP	$36,522.32
				Emergency	$3,799.10
				Utilities	$881.35
17747	M&O	$1,132.85	Dooley Insurance Services	Insurance	
17740	M&O	$862.00	Alliant Ins. Svc, Inc.	Insurance	
17745	M&O	$2,009.92	CSRMA	Insurance	
17742	M&O	$3,902.50	Atkinson Farasyn, LP	Legal	
17743	M&O	$312.00	CWEA-Soares & Witschi	Membership	
17754	M&O	$2,373.60	Silicon Valley Newspaper	Print & Publication	
17746	M&O	$170.00	Cunha Landscape Services, Inc.	Repairs & Maintenance	
17744	M&O	$500.00	City of Saratoga	Repairs & Maintenance	
17752	M&O	$45.86	Home Depot	Repairs & Maintenance	

WARRANT NUMBER	FUND	AMOUNT	PAYEE	DESCRIPTION	
17749	M&O	$12,684.62	Roto Rooter Sewer Service	Repairs & Maintenance	$12,302.98
				Emergency	$381.64
17738-39	M&O	$44,129.99	Able Underground Construction	Repairs & Maintenance	$43,181.82
				Emergency	$216.56
				CIP	$731.61
17750	M&O	$56.54	San Jose Water Company	Utilities	
17748	M&O	$4,452.26	PG&E	Utilities	
17741	M&O	$34.67	AT&T Flow Monitoring	Utilities	
17751	M&O	$1,711,140.00	City of San Jose	T.P. Capital Outlay	$520,433.00
				T.P. O&M	$1,190,707.00
TOTAL		**$2,021,996.14**			

The Directors submitted their June 2015 timesheets to Staff.

President Chen opened the Public Hearing on the collection of sewer service charges for FY 15-16 at 7:40pm. Manager Tanaka presented. There were no guests. Public hearing was closed at 7:46pm. After discussion by the Board on a motion by Director Gatto, seconded by Director Bosworth by a vote of 3-0-0, Ordinance No. 1270, Confirming Report on Rates and Charges for FY 15-16 was approved.

After discussion by the Board on a motion by Director Gatto, seconded by Director Bosworth by a vote of 3-0-0, Ordinance No. 1271, Collection of Rates and Charges for FY 15-16 was approved.

Director Kwok arrived at 7:49pm.

Manager Tanaka reported on the September Drive Project that is currently in construction. It is one week behind schedule due to a pending permit from the Santa Clara Water District and buried utilities.

The Board reviewed the Installer's Agreement for Cherryland, LLC, APN #359-20-031 for a three parcel residential development. On a motion by Director Gatto, seconded by Director Bosworth by a vote of 4-0-0, the agreement was approved and President Chen was authorized to execute said agreement.

The Board discussed the regular meeting of Wednesday, August 19, 2015. This date conflicts with the 60th Annual CASA Conference to be held August 19-21, 2015. After discussion by the Board on a motion by Director Gatto, seconded by Director Kwok by a vote of 4-0-0, it was approved to reschedule the regular meeting to Monday, August 17, 2015.

The Board discussed the 2015 Silicon Valley Fall Festival to be held in Cupertino on Saturday, September 12, 2015. On a motion by Director Gatto, seconded by Director Kwok by a vote of 4-0-0, the Board agreed to participate in the 2015 Silicon Valley Fall Festival with a budget in the amount of $2,500.

Staff reported on the monthly sewer maintenance report. There was 1 SSO on 6/12/2015 on 13044 Houston Court due to root intrusion.

Staff reported on the status of the acceptance of Apple Campus 2 project. Apple has requested to be placed on the agenda for next month. After discussion by the Board on a motion by Director Gatto, seconded by

Director Bosworth by a vote of 4-0-0, it was approved to place Apple's staff presentation/discussion on the agenda.

On a motion properly made and seconded, at 8:11 p.m. the meeting was adjourned.

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President of the Sanitary Board

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Secretary of the Sanitary Board

Item 2C

Approved

SANITARY BOARD MEETING
WEDNESDAY, JUNE 17, 2015
REVISED

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:31 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

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, William A. Bosworth, Steve C. Andrews, Patrick S. Kwok and John M. Gatto.

Staff present: Manager Richard K. Tanaka, Staff Member Ivy To, and Counsel Marc Hynes.

On a motion by Director Andrews, seconded by Director Kwok, by a vote of 5-0-0 the Minutes of the meeting of June 10, 2015 were approved with revision.

By consensus, it was ordered that the Approved Minutes of May 20, 2015 be Noted & Filed.

The Board reviewed the financials. On a motion by Director Bosworth, seconded by Director Kwok, it was ordered by a vote of 5-0-0 that the payment of Bills for the month of May be approved as written.

WARRANT NUMBER	FUND	AMOUNT	PAYEE	DESCRIPTION	
N/A	M&O	$2,919.22	ADP	Director Fees	
17729	M&O	$189,792.16	Mark Thomas & Co., Inc.	Office Expense	$400.00
				Management Services	$19,452.93
				Engineering Services	$30,390.23
				Plan Checking/Inspection	$4,362.72
				Printing/Publication	$11,284.57
				Repairs & Maintenance	$96,338.52
				CIP	$21,565.80
				Utilities	$881.35
				Emergency	$5,116.04
17736	M&O	$1,141.97	Dooley Insurance & Financial Srvcs	Insurance	
17723	M&O	$1,093.75	Atkinson-Farasyn, LLP	Legal	
17733	M&O	$722.20	Silicon Valley Newspapers	Printing/Publication	
17727	M&O	$636.47	Easy Fuel	Gas/Fuel	
17724	M&O	$156.00	CWEA (Witschi)	Membership	
17726	M&O	$170.00	Cunha Landscape Services, Inc.	Repairs & Maintenance	
17728	M&O	$274.25	Home Depot	Repairs & Maintenance	
17734	M&O	$133.35	United Rentals	Repairs & Maintenance	
17721	M&O	$111.95	Arrow Fire Protection	Repairs & Maintenance	
17731	M&O	$12,494.67	Roto Rooter Sewer Service	Repairs & Maintenance	$12,357.92

WARRANT NUMBER	FUND	AMOUNT	PAYEE	DESCRIPTION	
				Emergency	$136.75
17719-20	M&O	$58,375.34	Able Underground Const.	Repairs & Maintenance	$45,608.80
				Emergency	$12,766.54
17725	M&O	$123,787.18	City of San Jose	Outfall Maintenance	
17732	M&O	$8,192.78	Signa Services	Capital Outlay-Equipment	
17735	M&O	$22,515.00	Xylem	Capital Outlay-Equipment	
17722	M&O	$34.70	AT&T Flow Monitoring	Utilities	
17730	M&O	$4,737.90	Pacific Gas & Electric	Utilities	
17737	M&O	$5,828.06	LAFCO	Membership	
TOTAL		**$433,116.95**			

The Directors submitted their May 2015 timesheets to Staff.

By consensus, it was ordered that correspondence from LAFCO regarding upcoming LAFCO's budget and CUSD share be Noted & Filed since warrant number 17737 was approved.

Director Gatto reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on June 11, 2015 and directed Staff to draft a letter to City of San Jose regarding the need to revise the Master Agreement.

The Board continued discussion on prevailing wage compliance. Manager Tanaka presented the Board with updated hourly contract rates from district vendors and the Board concurred with the staff's presentation.

There was no update from TAC on the San Jose Treatment Plant Capital Projects financing. No action was taken.

The Board discussed the District budget for Fiscal Year 2015-16. Board agreed that this staff budget report is a work in progress and the Board will adopt the final budget in late July/August.

The Board discussed tax roll preparation for Fiscal Year 205-16. Staff is expected to have tax roll report completed prior to July 15th Public Hearing date.

Staff reported on laterals at 7409 and 7403 Stanford Place.

Staff reported that there are no new updates on the Apple Campus 2 project.

Staff gave a brief update on the Sanitary Sewer Master Plan update, particularly with emphasis on the hydraulic analysis in the vicinity of Vallco Park.

Staff reported on the monthly sewer maintenance report. Staff will add a column for SSOs.

Staff reported on September Drive sewer improvement. The notice to proceed with construction will start the week of June 22.

On a motion properly made and seconded, at 8:42 p.m. the regular meeting was adjourned and closed session began in accordance with government code section 54956.9(d)4. No reportable action was taken at the closed session.

On a motion properly made and seconded, at 9:00 p.m. the closed session was adjourned and regular meeting was called to order and adjourned.

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President of the Sanitary Board

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Secretary of the Sanitary Board

Item 2D

CUPERTINO SANITARY DISTRICT

WARRANTS PAYABLE - August 19, 2015

WARRANT NUMBER	FUND	AMOUNT	PAYEE	DESCRIPTION	
N/A	M&O	$2,146.16	ADP	Director Fees	
17768	M&O	$246,187.75	Mark Thomas & Company, Inc.	Office Expense	$400.00
				Management Services	$16,501.07
				Engineering Services	$60,922.72
				Plan Ck & Inspection	$6,755.52
				Repairs & Maintenance	$115,825.73
				Travel & Meetings	$2,874.61
				Utilities (Verizon/Telepacific)	$881.35
				CIP-Sewer Const.	$37,299.63
				Emergency (Stoppage)	$4,727.12
17761	M&O	$1,132.85	Dooley Ins. & Financial Services	Insurance	
17766	M&O	$814.32	Underground Service Alert	Memberships	
17762	M&O	$7,100.00	Lucity, Inc.	Repairs & Maintenance	
17771	M&O	$1,900.00	NASSCO/PCAP	Repairs & Maintenance	
17770	M&O	$4,000.00	M S Construction	Repairs & Maintenance	
17763	M&O	$4,529.06	Pfeiffer Electric Co., Inc.	Repairs & Maintenance	
17759	M&O	$170.00	Cunha Landscape & Main.	Repairs & Maintenance	
17767	M&O	$20.68	Home Depot	Repairs & Maintenance	
17760	M&O	$138.33	Cupertino Supply	Repairs & Maintenance	
17758	M&O	$208.84	C.H. Bull Company	Repairs & Maintenance	
17769	M&O	$1,052.70	Shape, Inc.	Repairs & Maintenance	
17765	M&O	$12,328.72	Roto Rooter	Repairs & Maintenance	$12,205.46
				Emergency	$123.26
17755-56	M&O	$65,857.06	Able Underground Construction	Repairs & Maintenance	$64,631.93
				Emergency	$1,225.13
17757	M&O	$34.86	AT&T Flow Monitoring	Utilities	
17764	M&O	$4,354.49	PG&E	Utilities	
TOTAL		**$351,975.82**			

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JULY 2015
(2nd Month of Operations)
FISCAL YEAR: July 1, 2015 to June 30, 2016
EXPENSE REPORT

Account Name	Account Number	Amount budgeted	Prior Expenses	Amount Payable AUG	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
OPERATING EXPENSES								
Directors Fees	41030	$40,000.00	$0.00	$2,146.16	$2,146.16	$37,853.84	5%	
Gasoline, Oil & Fuel	41060	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	0%	
Insurance	41070	$150,000.00	$4,004.77	$1,132.85	$5,137.62	$144,862.38	3%	
Memberships	41080	$30,000.00	$312.00	$814.32	$1,126.32	$28,873.68	4%	
Office Expense	41090	$10,000.00	$0.00	$400.00	$400.00	$9,600.00	4%	
Operating Supplies	41100	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	
Contractual Services:								
Outfall Maintenance	41113	$235,000.00	$0.00	$0.00	$0.00	$235,000.00	0%	
T.P. Oper. & Maint.	41114	$4,373,425.00	$0.00	$0.00	$0.00	$4,373,425.00	0%	
Professional Services:								
Management Services	41121	$405,000.00	$0.00	$16,501.07	$16,501.07	$388,498.93	4%	
Engineering Services	41122	$465,000.00	$0.00	$60,922.72	$60,922.72	$404,077.28	13%	
Plan Ckg. & Insp.	41123	$135,000.00	$0.00	$6,755.52	$6,755.52	$128,244.48	5%	
Legal	41124	$35,000.00	$0.00	$0.00	$0.00	$35,000.00	0%	
Audit	41125	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	0%	
Printing & Publications	41130	$30,000.00	$0.00	$0.00	$0.00	$30,000.00	0%	
Repairs & Maintenance	41150	$1,800,000.00	$0.00	$211,782.73	$211,782.73	$1,588,217.27	12%	
Travel & Meetings	41170	$35,000.00	$0.00	$2,874.61	$2,874.61	$32,125.39	8%	
Utilities	41190	$75,000.00	$0.00	$5,270.70	$5,270.70	$69,729.30	7%	
Refunds & Reimbursements:								
Miscellaneous	41201	$10,000.00	$0.00	$0.00	$0.00	$10,000.00	0%	
Connection Fees	41202	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	
Checking & Inspection	41203	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0%	
Emergency Funds	48000	$250,000.00	$0.00	$6,075.51	$6,075.51	$243,924.49	2%	
Consolidated Election	48001	$0.00	0.00	$0.00	$0.00	$0.00	0%	
TOTAL OPERATING EXPENSES		**$8,107,925.00**	**$4,316.77**	**$314,676.19**	$318,992.96	**$7,788,932.04**	4%	
CAPITAL EXPENSES								
Sewer Construction	46041	$1,200,000.00	$1,190,707.00	$37,299.63	$1,228,006.63	($28,006.63)	102%	
T.P. & Outfall Capital Improvements	46042	$3,848,085.00	$520,433.00	$0.00	$520,433.00	$3,327,652.00	14%	
Equipment	46043	$150,000.00	$0.00	$0.00	$0.00	$150,000.00	0%	
Replacement Fund	46044	$300,000.00	$0.00	$0.00	$0.00	$300,000.00		
TOTAL CAPITAL EXPENSES		**$5,498,085.00**	**$1,711,140.00**	**$37,299.63**	**$1,748,439.63**	**$3,749,645.37**	32%	
TOTAL EXPENSES		**$13,606,010.00**	**$1,715,456.77**	**$351,975.82**	**$2,067,432.59**	**$11,538,577.41**	15%	Into 2nd month of fiscal year

Please note budgets reflected on this report are for FY14-15 since new budgets for FY15-16 have not been established and approved

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JULY 2015
(2nd Month of Operations)
FISCAL YEAR: July 1, 2015 to June 30, 2016

REVENUE REPORT

Account Name	Account Number	Amount budgeted	Prior Receipts	Current Month Receipts AUG	Total Amount Received	Remaining Balance to Collect	% Earned ToDate	Comments
OPERATING								
Service Charges	31010	$10,095,829.30	$0.00	$42,433.00	$42,433.00	$10,053,396.30	0.420%	
Permit Fees	31020	$5,000.00	$0.00	$379.00	$379.00	$4,621.00	7.580%	
Acreage	31031	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0.000%	
Front Footage	31032	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0.000%	
Addional Dwelling	31033	$10,000.00	$0.00	$325.00	$325.00	$9,675.00	3.250%	
Addtional Density	31034	$450,000.00	$0.00	$10,046.00	$10,046.00	$439,954.00	2.232%	
Checking & Inspection Fees	21050	$135,000.00	$0.00	$21,700.00	$21,700.00	$113,300.00	16.074%	
Annexation	32010	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	0.000%	
Interest	32050	$90,000.00	$0.00	$26,544.77	$26,544.77	$63,455.23	29.494%	
Miscellaneous	32091	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	0.000%	
Lateral Construction	32093	$5,000.00	$0.00	$1,200.00	$1,200.00	$3,800.00	24.000%	
Mann Drive	32094	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%	
TOTAL OPERATING REVENUE		**$10,808,329.30**	**$0.00**	**$102,627.77**	**$102,627.77**	**$10,705,701.53**	**0.950%**	
Revenue Transfer		$2,797,680.70	$0.00	$0.00	$0.00	$2,797,680.70	0.000%	Reserve Account
TOTAL REVENUE		**$13,606,010.00**	**$0.00**	**$102,627.77**	**$102,627.77**	**$13,503,382.23**	**0.754%**	

CASH ACCOUNT SUMMARY

Date	Description	Balance
June 30, 2015	Ending Balance	$22,383,019.85
July 31, 2015	Ending Balance	$20,463,651.48

CUPERTINO SANITARY DISTRICT
BUDGET WORKSHEET FOR FY 2015-2016
REVENUE

Account Name	Account Number	APPROVED BUDGET FY 2014-15	ACTUAL YEAR END FY 2014-15	DIFFERENCE ACTUAL VS. BUDGET	% DIFFERENCE	PROPOSED BUDGET FY 2015-2016	Comments
OPERATING							
Service Charges (Tax Roll)	31010	**$10,671,174**	$10,642,600.00	($28,574.00)	-0.268%	**$11,598,513**	Projected 8.9% increase
Service Charges (Handbill)	31010	**$456,926**	$456,900.00	($26.00)	-0.006%	**$418,500**	Projected 9% less due to water cut back by schools
Permit Fees	31020	**$15,000**	$10,663.22	($4,336.78)	-28.912%	**$15,000**	same as last year's budget
Acreage	31031	**$5,000**	$12,819.56	$7,819.56	156.391%	**$15,000**	use last year's actual revenue
Front Footage	31032	**$5,000**	$20,316.93	$15,316.93	306.339%	**$20,000**	use last year's actual revenue
Additional Dwelling	31033	**$25,000**	$20,340.00	($4,660.00)	-18.640%	**$25,000**	same as last year's budget
Additional Density	31034	**$150,000**	$69,664.08	($80,335.92)	-53.557%	**$150,000**	same as last year's budget
Checking & Inspection Fees	21050	**$130,000**	$123,004.16	($6,995.84)	-5.381%	**$130,000**	same as last year's budget
Annexation	32010	**$2,500**	$0.00	($2,500.00)	-100.000%	**$2,500**	same as last year's budget
Interest	32050	**$60,000**	$79,964.10	$19,964.10	33.274%	**$90,000**	larger cash balance
Miscellaneous (Change in Use)	32091	**$5,000**	$31,188.48	$26,188.48	523.770%	**$30,000**	use last year's actual revenue
Lateral Construction	32093	**$5,000**	$5,100.00	$100.00	2.000%	**$5,000**	same as last year's budget
Mann Drive	32094	**$0**	$0.00	$0.00	0.000%	**$0**	1 more property remaining
TOTAL OPERATING REVENUE		**$11,530,600**	**$11,472,560.53**	**($58,039.47)**		**$12,499,513**	**8.95% anticipated increase in revenue**
TOTAL EXPENSE		**$13,606,010**	**$11,001,707.72**			**$13,213,086**	
Credit to Account			**$470,852.81**				
Debit from Account		**$2,075,410**				**$713,573**	
NET OPERATING REVENUE		**$13,606,010**	**$11,943,413.34**			**$13,213,086**	

CASH ACCOUNT SUMMARY

Date	Description	Balance
June 30, 2014	Ending Balance	$21,851,847.26
July 31, 2014	Ending Balance	$19,736,990.88
August 31, 2014	Ending Balance	$19,392,403.16
September 30, 2014	Ending Balance	$19,147,382.92
October 31, 2014	Ending Balance	$16,546,903.80
November 30, 2014	Ending Balance	$16,176,188.92
December 31, 2014	Ending Balance	$15,904,024.99
January 31, 2015	Ending Balance	$21,116,629.13
February 28, 2015	Ending Balance	$20,895,249.04
March 31, 2015	Ending Balance	$21,067,531.85
April 30, 2015	Ending Balance	$18,650,860.86
May 31, 2015	Ending Balance	$18,362,235.03
June 30, 2015	Ending Balance	$22,383,019.85

CUPERTINO SANITARY DISTRICT
PROPOSED BUDGET FOR FY 2015-2016
EXPENSE

Account Name	Account Number	Approved Budget FY 2014-15	Actual Year End FY 2014-15	DIFFERENCE ACTUAL VS. BUDGET	% DIFFERENCE	Proposed Budget 2015-16	Comments
OPERATING EXPENSES							
Directors Fees	41030	**$40,000**	$35,475.14	$4,524.86	11%	**$40,000**	same as last year's budget
Gasoline, Oil & Fuel	41060	**$2,500**	$826.47	$1,673.53	67%	**$1,000**	use last year's actual expense (diesel fuel)
Insurance	41070	**$150,000**	$124,396.79	$25,603.21	17%	**$150,000**	same as last year's budget
Memberships	41080	**$30,000**	$21,609.00	$8,391.00	28%	**$24,000**	use last year's actual expense
Office Expense	41090	**$10,000**	$4,955.78	$5,044.22	50%	**$6,000**	use last year's actual expense
Operating Supplies	41100	**$5,000**	$266.41	$4,733.59	95%	**$1,000**	use last year's actual expense
Contractual Services:							
Outfall Maintenance	41113	**$235,000**	$123,787.18	$111,212.82	47%	**$190,000**	50k SJ and 140k 2 years for SC
T.P. Oper. & Maint.	41114	**$4,373,425**	$4,038,305.00	$335,120.00	8%	**$4,897,086**	provided by CSJ
Professional Services:							
Management Services	41121	**$405,000**	$189,129.84	$215,870.16	53%	**$210,000**	reduced management to actual
Engineering Services	41122	**$465,000**	$447,729.31	$17,270.69	4%	**$550,000**	management and engineering reallocated to more realistic expenditure
Plan Ckg. & Insp.	41123	**$135,000**	$100,051.32	$34,948.68	26%	**$135,000**	same as last year's budget
Legal	41124	**$35,000**	$19,541.50	$15,458.50	44%	**$35,000**	same as last year's budget
Audit	41125	**$12,000**	$11,200.00	$800.00	7%	**$12,000**	same as last year's budget
Printing & Publications	41130	**$30,000**	$25,234.77	$4,765.23	16%	**$30,000**	same as last year's budget
Repairs & Maintenance	41150	**$1,800,000**	$2,108,654.63	($308,654.63)	-17%	**$2,900,000**	increase due to active CCTV & repairs ($400k) and PW ($400k)
Travel & Meetings	41170	**$35,000**	$21,606.28	$13,393.72	38%	**$35,000**	same as last year's budget
Utilities	41190	**$75,000**	$61,410.30	$13,589.70	18%	**$75,000**	same as last year's budget
Refunds & Reimbursements:							
Miscellaneous	41201	**$10,000**	$79,653.97	($69,653.97)	-697%	**$10,000**	anticipate no major refund
Connection Fees	41202	**$5,000**	$0.00	$5,000.00	100%	**$5,000**	same as last year's budget
Checking & Inspection	41203	**$5,000**	$0.00	$5,000.00	100%	**$5,000**	same as last year's budget
Emergency Funds	48000	**$250,000**	$149,204.86	$100,795.14	40%	**$250,000**	same as last year's budget
Consolidated Election	48001	**$0**	$1,357.00	($1,357.00)	0%	**$2,000**	no election this year
TOTAL OPERATING EXPENSES		**$8,107,925**	**$7,564,395.55**	**$543,529.45**	$0.07	**$9,563,086**	
CAPITAL EXPENSES							
Sewer Construction	46041	**$1,200,000**	$361,047.96	$838,952.04	70%	**$1,600,000**	Foothill, Homestead, Prospect, and City Overlay
T.P. & Outfall Capital Improvemei	46042	**$3,848,085**	$2,818,100.93	$1,029,984.07	27%	**$1,600,000**	Total $6,054,000. Use commercial paper, cash required: $1,600,000
Equipment	46043	**$150,000**	$258,163.28	($108,163.28)	-72%	**$150,000**	same as last year's budget
Replacement Fund	46044	**$300,000**	$0.00	$300,000.00	100%	**$300,000**	Budget - Reserve Account
TOTAL CAPITAL EXPENSES		**$5,498,085**	**$3,437,312.17**	**$2,060,772.83**	37%	**$3,650,000**	
TOTAL EXPENSES		**$13,606,010**	**$11,001,707.72**	**$2,604,302.28**	19%	**$13,213,086**	

Our Mission:

- **To protect the public health and environment.**
- **To provide for safe and cost-efficient collection of sewage waste.**
- **To provide for effective conveyance to the Treatment Plant.**

We are pleased to present this Annual Report of the Cupertino Sanitary District (CuSD) recognizing 59 years of service to over 23,000 customers within the communities of Cupertino, portions of Saratoga, Sunnyvale, Los Altos and unincorporated areas within Santa Clara County.

CuSD covers approximately 15 square miles, serving a population of over 50,000 people with more than 23,000 residential and business units. The District owns and manages over one million lineal feet of sewer mains, half million lineal feet of sewer laterals, 17 pump stations, 4,000 manholes and flushing inlets, and one equipment storage facility. CuSD conveys nearly 5 million gallons of waste-water daily from our customers for treatment at the San Jose/Santa Clara Regional Wastewater Facility.

CuSD's collection system, much of which is more than 50 years old, has been maintained proactively with regular cleaning and development of a Capital Improvement Program (CIP) aimed at improving efficiency as well as extending its useful service life.

Notable Accomplishments in 2014-2015:

1. Geographical Information System (GIS) completed
2. Switched to Lucity Software System from CUPMAN to improve maintenance efficiency
3. Nearly one mile of sewer main relocation for Apple 2 Campus completed
4. Serviced 952,000 lineal feet of sewer mains and over 1,500 laterals
5. September Drive Sewer Main Replacement

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Fax: 408-253-5173
www.CupertinoSanitaryDistrict.org

Cupertino Sanitary District

2015 ANNUAL REPORT

24 HOUR SEWER EMERGENCY RESPONSE SERVICE

CALL US FIRST
(408) 253-7071

It is our pleasure to continue serving you !

Item 7D

SEWAGE WASTE OR TRASH?

DO NOT FLUSH . . .

- "Flushable" Wipes
- Baby Wipes
- Facial Wipes
- House Cleaning Wipes
- Feminine Sanitary Wipes

- Dental Floss
- Dental Picks
- Cotton Balls
- Cotton Swabs
- Makeup Removers

- Medications
- Vitamins
- Supplements

Cupertino residents take your unwanted and expired medication to:
West Valley Patrol Station (Sheriff's Office)
1601 S. De Anza Blvd., Cupertino
(408) 868-6600
M-F, 8am – 4pm

No fats, oil and grease down the drain !

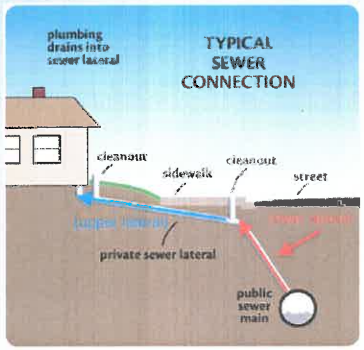
WHAT'S NEW AT THE DISTRICT?

Swimming Pool Owners

If you own a swimming pool, you are required to discharge to our sewer system and not down the storm drain.

Call us first and obtain a discharge permit!

House Laterals



- If your lateral needs to be replaced, you can apply for financial assistance.
- Do you have a clean-out on your property? We can assist you in locating it. Call us.

For more information about your sewer system and the District log onto: www.CupertinoSanitaryDistrict.org

2015 Facts & Figures

Board of Directors

Angela S. Chen - President
Steve C. Andrews - Secretary
John M. Gatto - Director
William A. Bosworth - Director
Patrick S. Kwok - Director

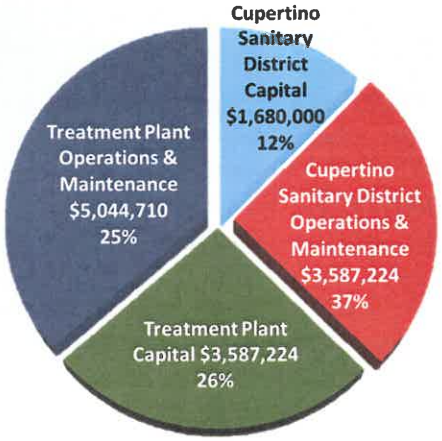
Staff

Richard K. Tanaka - District Manager-Engineer
{Mark Thomas & Company, Inc.}

Marc Hynes - District Counsel
{Atkinson-Farasyn, LLP}

Board Meetings

1st and 3rd Wednesday of each month at 7:30 PM in the District Board Room, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California 95014



AT THE SAN JOSE-SANTA CLARA REGIONAL WASTEWATER FACILITY

- Planned $1.4 billion to rehabilitate old aging sewage treatment plant
- Recycling about 15 million gallons per day
- Advanced treatment for indirect potable use
- Improve solid waste disposal
- Improve odor control

Cupertino Sanitary District

Monthly Maintenance Summary - July 2015

SSOs

Date	Location	Cause of SSO	Cat	Type	SSO Volume	SSO Recovered
7/27/2015	21103 FENWAY CT	Debris	3	Sewer Service	162	162

Emergency Calls- Causes

Call Recd Business Hours	# of Calls
Debris	2
Root Intrusion	3
Others	1
On-Site	4
Offset	1
Pump Station	3
Total:	14

Repairs

Address	Type	Description of Work
1669 Belleville Way	Sewer Pump Station	Replaced bad starter to pump #2
Cobly Ave	Sewer Pipe	Spot repair of 7' joint to joint on Colby Ave sec#2086-6 - 2086-11
Colby Ave	Sewer Pipe	Spot repair of 6' point to point on 8" VCP on Colby Ave 2086-27 - 2086-18.
Sutton Park Pl	Sewer Pipe	Spot repair of 6' joint to joint on 6" VCP sewer main at Sutton Park Pl sec#5100-4 - 5100-3.
Sutton Park Pl	Sewer Structure	Repair channel in manhole # 5100-3 on Sutton Park Pl.
Homestead Rd & Belleville Way	Sewer Pump Station	Replaced new modem for Homestead 2 Pump Station
12889 Chiquita Ct	Sewer Pump Station	Replaced pump #2 from spare pump.

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	>20"	Total
Mainline Cleaning (ft)	0	11,078	46,520	2,679	2,686	0	6,759	0	2,530	0	72,252
Easement Cleaning (ft)	0	416	9,445	0	0	0	2,681	0	2,530	0	15,072
CCTV (ft)	0	10,350	11,186	0	0	0	1,278	0	0	0	22,814

Lateral Maintenance

	# of Laterals
Cleaning	198
CCTV	22
Inspection	29