

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, JUNE 21, 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. PUBLIC HEARING

A. CONDUCT A PUBLIC HEARING ACCEPTING REPORT ON RATES AND COLLECTION ON TAX ROLL FOR FISCAL YEAR 2023-2024

1. Staff Presentation
2. Open Public Hearing and Receive Testimony
3. Close Public Hearing
4. Board Discussion
5. Resolution No. 1343, Confirming Report on Rates and Charges for Services and Facilities Furnished by the District and Delinquent Rates and Charges for the Cupertino Sanitary District for the Fiscal Year 2023-2024
6. Resolution No. 1344, Providing for the Collection of Rates and Charges for Services and Facilities Furnished by the District and Delinquent Rates and Charges for Fiscal Year 2023-2024

4. 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.

**CUPERTINO SANITARY DISTRICT
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5. MINUTES & BILLS

- A. APPROVAL OF THE MINUTES OF JUNE 7, 2023
- B. APPROVED MINUTES OF MAY 17, 2023
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

6. CORRESPONDENCE

NONE

7. MEETINGS

- A. CSRMA BOARD DIRECTORS MEETING TO BE HELD JUNE 22, 2023
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON MONDAY, JULY 10, 2023
- C. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON THURSDAY, JULY 13, 2023

8. REPORTS

NONE

9. UNFINISHED BUSINESS

- A. CASA 68th ANNUAL CONFERENCE AND CSRMA TRAINING, AUGUST 9-11, 2023
- B. BUDGET ADOPTION
- C. FUTURE CONFERENCE ATTENDANCE DISCUSSION
- D. CUPERTINO ROTARY FUN FESTIVAL DISCUSSION, SEPTEMBER 9, 2023

10. NEW BUSINESS

- A. AUDIT REPORT
- B. CALBANK POLICY
- C. SAFETY EQUIPMENT PURCHASE

11. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. MAINTENANCE SUMMARY REPORT

**CUPERTINO SANITARY DISTRICT
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12. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON WEDNESDAY,
JULY 5, 2023

13. ADJOURNMENT

Item 3.A.1.

CUPERTINO SANITARY DISTRICT REVENUE FOR FY 2023-2024

6/16/2023

Type	FY 2023-2024	Delta (FY23-24 - FY22-23)	Percent Differences (FY2023-2024 - FY2022-2023)	FY 2022-2023	Percent Differences (FY2022-2023 - FY2021-2022)	FY 2021-2022	Percent Differences (FY2021-2022 - FY2020-2021)
Residential	\$15,438,807.76	\$741,907.16	5.05%	\$14,696,900.60	5.24%	\$13,965,589.38	2.41%
Retail/Office	\$1,713,114.30	-\$540,648.00	-23.99%	\$2,253,762.30	2.48%	\$2,199,313.50	30.18%
Laundry	\$12,252.50	\$2,246.40	22.45%	\$10,006.10	14.51%	\$8,738.00	26.39%
Restaurants	\$1,994,463.80	-\$570,643.40	-22.25%	\$2,565,107.20	-7.49%	\$2,772,854.70	11.98%
Gas Stations/Repair	\$28,116.50	-\$3,158.30	-10.10%	\$31,274.80	1.27%	\$30,884.00	18.95%
Hotel	\$309,887.90	\$27,819.60	9.86%	\$282,068.30	-7.21%	\$303,992.90	22.83%
Private School Uses	\$36,954.70	\$5,779.20	18.54%	\$31,175.50	34.19%	\$23,232.60	36.84%
Health Care	\$284,645.30	-\$35,675.70	-11.14%	\$320,321.00	7.38%	\$298,308.20	20.97%
Misc	\$12,818.30	-\$3,735.80	-22.57%	\$16,554.10	-5.39%	\$17,496.40	-4.42%
Hand-Billing	\$480,160.20	-\$17,663.30	-3.55%	\$497,823.50	-15.52%	\$589,249.20	6.65%
Total	\$20,311,221.26	-\$393,772.14	-1.90%	\$20,704,993.40	2.45%	\$20,209,658.88	6.83%

From Taxroll:

Residential	\$15,438,807.76
Commercial:	\$4,392,253.30
TOTAL	\$19,831,061.06

RESOLUTION NO. 1343

A RESOLUTION CONFIRMING REPORT ON RATES AND CHARGES FOR SERVICES AND FACILITIES FURNISHED BY THE DISTRICT AND DELINQUENT RATES AND CHARGES FOR THE CUPERTINO SANITARY DISTRICT FOR THE FISCAL YEAR 2023-2024

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

WHEREAS, this Board did heretofore adopt its resolution providing for the collection of delinquent rates and charges on the Tax Roll, and did direct the preparation and filing of a written report containing a description of each parcel of real property receiving services and facilities from the District and the amount of the charge for each parcel for the fiscal year 2023-2024.

WHEREAS, said written report was prepared and filed with the Secretary of said District on the 16th day of June 2023;

NOW, THEREFORE, IT IS ORDERED as follows:

1. That said report be, and it hereby is, adopted in full.
2. That the Secretary of this District be, and hereby is, directed to file with the County Auditor-Controller of Santa Clara County a copy of said report, upon which shall be endorsed over his signature a statement that the report had been finally adopted by the Sanitary Board of the Cupertino Sanitary District.
3. The County Auditor-Controller of Santa Clara County shall, upon receipt of said report, enter the amounts of the charges against the respective lots or parcels as they appear on the current assessment roll for the fiscal year 2023-2024.

* * *

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 21st day of June 2023, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Secretary, Cupertino Sanitary District

APPROVED:

President, Cupertino Sanitary District

RESOLUTION NO. 1344

**A RESOLUTION PROVIDING FOR THE COLLECTION
OF RATES AND CHARGES FOR SERVICES AND FACILITIES
FURNISHED BY THE DISTRICT AND DELINQUENT
RATES AND CHARGES FOR FISCAL YEAR 2023-2024
CUPERTINO SANITARY DISTRICT**

RESOLVED, by the Sanitary Board of the Cupertino Sanitary District, Santa Clara County, California, as follows:

1. That the Cupertino Sanitary District, Santa Clara County, California, does hereby elect, pursuant to Sections 5473 and 5473a of the Health and Safety Code of the State of California, to have certain rates and charges for services and facilities furnished by it which have become delinquent and the rates and charges for services and facilities furnished by the District established by said District pursuant to ordinances thereof duly passed and adopted by the Sanitary Board of the District, collected on the tax roll of the County of Santa Clara, State of California, pursuant to Sections 5470 through 5473.11 of the Health and Safety Code of the State of California and said ordinances of said District.

* * *

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, at a meeting thereof held on the 21st day of June 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Secretary, Cupertino Sanitary District

APPROVED:

President, Cupertino Sanitary District

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, JUNE 7, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:01 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino.

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: William A. Bosworth, Angela S. Chen, Taghi S. Saadati, David A. Doyle, and Patrick S. Kwok.

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

District Consultant: Richard K. Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:15 p.m. Manager Porter, and Associate Sanitary Engineer Yung were excused from the 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.

Board action: There was no reportable action.

President Kwok adjourned the closed session at 8:02 p.m. and the regular meeting was called to order. District Manager Porter, and Associate Sanitary Engineer Yung rejoined the regular meeting.

4. MINUTES:

A. On a motion by Director Bosworth, seconded by Director Chen, by a vote of 5-0-0, the minutes of the regular meeting held on Wednesday, May 17, 2023, were approved as written.

B. By consensus, the Minutes of Wednesday, April 19, 2023, are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, JUNE 7, 2023

5. CORRESPONDENCE:

- A. The Board reviewed email correspondence from the Cupertino Rotary regarding the Fun Festival to be held on September 9, 2023. Staff is to provide the estimated cost report to the Board at the next regular meeting, allowing the Board to evaluate the value of continued participation in the Fun Festival. No Board action taken.

6. MEETINGS:

- A. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TPAC) to be held on Thursday, June 8, 2023 is canceled.

7. REPORTS:

- A. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled for Monday, June 5, 2023 was canceled.
- B. District representatives did not attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Thursday, May 18, 2023.
- C. Director Bosworth reported on the Santa Clara County Special Districts Association(SCCSDA) regular meeting held on Monday, June 5, 2023.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on the Annual Lateral Maintenance Program. Staff had a meeting with Director Doyle on May 24, 2023. Staff is to follow-up on a few items and report back to the Board at a future meeting.
- B. Manager Porter reported on the draft Fiscal Year 2023-2024 Budget. Manager Porter is to prepare the final proposed budget for review and approval at the next regular meeting.

9. NEW BUSINESS:

- A. The Board reviewed the Reimbursement Claim for APN 375-39-021. After brief discussion, on a motion by Director Chen, seconded by Director Saadati, by a vote of 5-0-0, the Board approved reimbursement to the property owner in the amount of \$3,000.00.

Director Bosworth left the meeting at 8:45pm.

- B. The Board discussed CASA 68th Annual Conference and CSRMA Training: August 9-August 11, 2023, San Diego, California. By consensus, the Board plans to attend the conference and training.

10. STAFF REPORTS:

- A. Associate Sanitary Engineer Yung reported on Future Development Projects.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, JUNE 7, 2023

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, June 21, 2023.
- B. A Public Hearing on Report on Rates and Collection on Tax Roll is to be held on Wednesday, June 21, 2023.

12. ADJOURNMENT:

On a motion properly made and seconded, at 9:00 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, MAY 17, 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.

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: William A. Bosworth, Angela S. Chen, Taghi S. Saadati, David A. Doyle, and Patrick S. Kwok.

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

District Consultant: Richard K. Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. PUBLIC HEARING:

A. The Board conducted a public hearing on the Proposed Sanitary Sewer Service Charge Increase for Fiscal Year 2023-2024.

1. Manager Porter presented the rate study.
2. President Kwok opened the public hearing at 7:13 p.m. The Board reviewed written protests. There were no public comments.
3. President Kwok closed the public hearing at 7:16 p.m.
4. The Board discussed the proposed new sewer rate increase not to exceed 5%.
5. On motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the Board approved Ordinance No. 131, Amending Sections 7301, 7302 and 7303 of Chapter VII of the Cupertino Sanitary District Operations Code Relating to Sewer Service Charges. The new sewer service rates will take effect, beginning July 1, 2023.
6. On motion by Director Bosworth, seconded by Director Saadati, by a vote of 5-0-0, the Board approved Resolution No. 1342, Fixing Time and Place for Public Hearing on Report on Rates and Collection on Tax Roll for FY 2023-24. The public hearing is set to take place on Wednesday, June 21, 2023 in the District office.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, MAY 17, 2023

4. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:28 p.m. Manager Porter, and Associate Sanitary Engineer Yung were excused from the 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.

Board action: There was no reportable action.

President Kwok adjourned the closed session at 7:40 p.m. and the regular meeting was called to order. District Manager Porter, and Associate Sanitary Engineer Yung rejoined the regular meeting.

5. MINUTES & BILLS:

- A. On a motion by Director Bosworth, seconded by Director Saadati, by a vote of 5-0-0, the minutes of the regular meeting held on Wednesday, April 19, 2023, were approved as written.
- B. By consensus, the Minutes of Wednesday, April 5, 2023, are to be Noted & Filed.
- C. The Board reviewed April payable warrants and financial statements. On a motion by Director Saadati, seconded by Director Doyle, by a vote of 5-0-0, the financial statements and payment of bills for April were approved as written.
- D. The Board members will submit their May timesheets to Manager Porter.

6. CORRESPONDENCE:

- A. The Board reviewed correspondence from Northpoint HOA regarding the protest of Ordinance No. 117. President Kwok recused himself from this item because of possible conflict of interest. After discussion, the Board directed Manager Porter to respond to the HOA..
- B. The Board reviewed and discussed an email from California Association of Sanitation Agencies (CASA) regarding support requested for National Wipes Legislation. By consensus, the Board agreed to support the legislation and President Kwok will sign the support letters.
- C. The Board discussed a request received for outreach. The Board directed Manager Porter to gather more information on the nature and extent of the outreach.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, MAY 17, 2023

7. MEETINGS:

- A. President Kwok, on the advice of Counsel, will not to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TPAC) to be held on Thursday, May 18, 2023.
- B. Director Bosworth plans to attend the Santa Clara County Special Districts Association (SCCSDA) regular meeting to be held on Monday, June 5, 2023. Director Chen is the alternate.
- C. The regular meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held on Monday, June 12, 2023, is expected to be canceled
- D. The regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, June 15, 2023, is expected to be canceled.

8. REPORTS:

- A. Manager Porter, on the advice of Counsel, did not attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on Monday, May 15, 2023.

9. UNFINISHED BUSINESS:

- A. Manager Porter and Associate Sanitary Engineer Yung reported on the Annual Lateral Maintenance Program.

10. NEW BUSINESS:

There was none.

11. STAFF REPORTS:

- A. Associate Sanitary Engineer Yung reported on Future Development Projects.
- B. Manager Porter reported on the Maintenance Summary Report.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, June 7, 2023.

13. ADJOURNMENT:

On a motion properly made and seconded, at 9:15 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH MAY 2023
11th Month of Operations - 92% into FY Operations)
 FISCAL YEAR: July 1, 2022 to June 30, 2023

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
MAY SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,063	\$600,687.50	\$599,375.00	\$1,200,062.50	\$0.50	100.0%	Loan Payment No. 7 - due 07/15/23
Directors Fees	41030	\$38,000	\$28,657.25	\$1,634.40	\$30,291.65	\$7,708.35	79.7%	On Target
Gasoline, Oil & Fuel	41060	\$4,000	\$1,878.72	\$0.00	\$1,878.72	\$2,121.28	47.0%	None this month
Insurance	41060	\$170,000	\$158,839.29	\$1,185.19	\$160,024.48	\$9,975.52	94.1%	Dooley Insurance (Group Life and Dental - July Coverage)
Memberships	41080	\$57,000	\$39,615.23	\$297.00	\$39,912.23	\$17,087.77	70.0%	CWEA - Certification and Membership Renewal (Field Inspector)
Office Rent	41090	\$4,800	\$4,000.00	\$400.00	\$4,400.00	\$400.00	91.7%	On Target
Operating Expenses - General	41100	\$3,000	\$2,658.42	\$0.00	\$2,658.42	\$341.58	88.6%	None this month
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$3,839.39	\$343.34	\$4,182.73	\$1,817.27	69.7%	Credit Card Processing Fees - May
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$176,187.69	\$0.00	\$176,187.69	-\$105,187.69	248.2%	None this month
T.P. Operations & Maintenance	41114	\$6,902,554	\$7,255,120.00	\$0.00	\$7,255,120.00	-\$352,566.00	105.1%	Paid in Full for FY2022-2023
Professional Services:								
Management Services	41121	\$575,000	\$399,265.68	\$29,087.21	\$428,352.89	\$146,647.11	74.5%	On Target
SSMP Certification and Implementation	41121	\$100,000	\$23,494.09	\$18,685.27	\$42,179.36	\$57,820.64	42.2%	New Waste Discharge Requirements (WDR) Implementation
Engineering Services	41122	\$1,365,000	\$1,049,603.59	\$123,965.81	\$1,173,569.40	\$191,430.60	86.0%	On Target
Inflow/Infiltration Reduction	41122	\$500,000	\$28,366.30	\$1,186.26	\$29,552.56	\$470,447.44	5.9%	Flow model calibration
Plan Checking & Inspection	41123	\$300,000	\$167,070.89	\$13,462.94	\$180,533.83	\$119,466.17	60.2%	On Target
Legal - Consultant Services	41124	\$36,000	\$44,300.00	\$4,900.00	\$49,200.00	-\$13,200.00	136.7%	Richard Tanaka - Consulting Services for May 2023
Legal - District Counsel	41124	\$60,000	\$34,746.00	\$5,715.00	\$40,461.00	\$19,539.00	67.4%	District Counsel - Legal Services for April-May 2023
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$4,004,000	\$3,715,320.25	\$1,784,603.33	\$5,499,923.58	-\$1,495,923.58	137.4%	Hunton Andrews Kurth - April Legal Fees
Legal - Common Interest Group (CuSD Share)	41124	\$1,136,000	\$1,047,910.83	\$503,349.66	\$1,551,260.49	-\$415,260.49	136.6%	Hunton Andrews Kurth - April Legal Fees
Audit	41125	\$12,600	\$13,145.00	\$0.00	\$13,145.00	-\$545.00	104.3%	None this month
Printing & Publications	41130	\$28,000	\$23,063.48	\$1,927.40	\$24,990.88	\$3,009.12	89.3%	Public Hearing Notice for Sewer Service Charge Rate increase
Repairs and Maintenance		\$4,025,000						
Repairs	41150	\$300,000	\$92,352.63	\$5,442.63	\$97,795.26	\$202,204.74	32.6%	On Target
Maintenance	41151	\$3,725,000	\$3,315,606.66	\$330,293.76	\$3,645,900.42	\$79,099.58	97.9%	\$35.5K is for Pump Stations (\$32.1K from Mark Thomas Staff, and \$3.4K from outside vendors)
Travel & Meetings Staff	41170	\$15,000	\$6,046.68	\$0.00	\$6,046.68	\$8,953.32	40.3%	None this month
Travel & Meetings BOD	41170	\$18,000	\$9,063.45	\$0.00	\$9,063.45	\$8,936.55	50.4%	None this month
Utilities	41190	\$70,000	\$57,882.33	\$5,930.67	\$63,813.00	\$6,187.00	91.2%	On target; electricity and water at pump stations
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$742.23	\$3,000.00	\$3,742.23	\$46,257.77	7.5%	889 Brookgrove Lane - reimbursement for cost of repairs to the sewer lateral
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	\$159,202.79	\$24,927.11	\$184,129.90	\$65,870.10	73.7%	Mark Thomas - Stoppage Response; Able - Emergency Spot Repair (10431 N. De Anza Blvd.)
Consolidated Election	48001	\$150,000	\$4,281.00	\$0.00	\$4,281.00	\$145,719.00	0.0%	None this month
TOTAL OPERATING EXPENSES		\$21,156,017	\$18,462,947.37	\$3,459,711.98	\$21,922,659.35	-\$766,642.35	103.6%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$700,000	\$456,249.20	\$74,502.32	\$530,751.52	169,248.48	75.8%	Significant Defect Repair Project
District Sewer Capital & Support - VTA	46041	\$1,800,000	\$1,409,286.07	\$1,005,865.43	\$2,415,151.50	(615,151.50)	134.2%	\$57.1K from Mark Thomas Staff; \$948.6K from outside vendors
Treatment Plant Capital	46042	\$3,789,547	\$3,784,547.00	\$0.00	\$3,784,547.00	5,000.00	99.9%	Paid in Full for FY2022-2023
Outfall Capital	46042	\$95,000	\$280,533.83	\$0.00	\$280,533.83	(185,533.83)	295.3%	None this month
District Equipment	46043	\$150,000	\$126,132.51	\$22,429.96	\$148,562.47	1,437.53	99.0%	Shape Inc. - Rebuilt Pumps for Cristo Rey PS and Florence PS; Transducers for various PS
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$6,834,547	\$6,056,748.61	\$1,102,797.71	\$7,159,546.32	(\$324,999.32)	104.8%	
TOTAL EXPENSES		\$27,990,564	\$24,519,695.98	\$4,562,509.69	\$29,082,205.67	(\$1,091,641.67)	103.9%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH MAY 2023
11th Month of Operations - 92% into FY Operations)
 FISCAL YEAR: July 1, 2022 to June 30, 2023
REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts May Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$618,711.00	\$490,193.00	\$0.00	\$490,193.00	\$128,518.00	79.2%	None this month
Tax Roll	31010	\$20,395,721.00	\$11,611,244.47	\$0.00	\$11,611,244.47	\$8,784,476.53	56.9%	None this month
Permit Fees	31020	\$75,000.00	\$87,126.87	\$7,000.00	\$94,126.87	(\$19,126.87)	125.5%	Twenty payments received this month; One hundred ninety-nine received to date
Connection Fees	31031	\$600,000.00	\$89,810.00	\$0.00	\$89,810.00	\$510,190.00	15.0%	None this month
Capacity Fees	31032	\$450,000.00	\$35,862.20	\$0.00	\$35,862.20	\$414,137.80	8.0%	No payment received this month; Three payments received to date
Pump Zone Fees	31033	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$300,000.00	\$156,200.00	\$6,900.00	\$163,100.00	\$136,900.00	54.4%	Seventeen payments this month; Two hundred thirty-three received to date
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$100,000.00	\$160,181.52	\$64,104.46	\$224,285.98	(\$124,285.98)	224.3%	Q3 FY2022-2023
City of San Jose Credit(s)	32091	\$500,000.00	\$1,898,833.00	\$0.00	\$1,898,833.00	(\$1,398,833.00)	379.8%	None this month
Legal - Common Interest Group (Tributaries)	32092.1	\$3,304,000.00	\$3,286,756.78	\$846,035.68	\$4,132,792.46	(\$828,792.46)	125.1%	Payments from Tributary Agencies for March billings
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$36,000.00	\$66,206.71	\$16,920.73	\$83,127.44	(\$47,127.44)	230.9%	Payments from Tributary Agencies for March billings
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$14,724.51	\$142.05	\$14,866.56	(\$4,866.56)	148.7%	District 5yr lateral loan program. Payment #13 of 20
Refunds/Reimbursements - VTA	46041	\$1,440,000.00	\$506,116.45	\$0.00	\$506,116.45	\$933,883.55	35.1%	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		\$27,866,932.00	\$18,403,255.51	\$941,102.92	\$19,344,358.43	\$8,522,573.57	69.42%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$27,866,932.00	\$18,403,255.51	\$941,102.92	\$19,344,358.43	\$8,522,573.57	69.42%	

CASH ACCOUNT SUMMARY

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
FY 2021-22 Balance	\$18,765,721.45	\$3,300,000.00	\$15,465,721.45	\$762,082.82	\$1,058,859.55	\$20,586,663.82
July 31, 2022	\$18,057,733.71	\$3,600,000.00	\$14,457,733.71	\$770,283.34	\$1,058,923.08	\$19,886,940.13
August 31, 2022	\$15,040,721.91	\$3,600,000.00	\$11,440,721.91	\$787,005.74	\$1,059,066.69	\$16,886,794.34
September 30, 2022	\$13,928,089.09	\$3,600,000.00	\$10,328,089.09	\$801,832.83	\$1,059,197.27	\$15,789,119.19
October 31, 2022	\$11,161,210.40	\$3,600,000.00	\$7,561,210.40	\$816,828.46	\$1,059,332.22	\$13,037,371.08
November 30, 2022	\$11,034,278.54	\$3,600,000.00	\$7,434,278.54	\$771,056.11	\$1,059,462.83	\$12,864,797.48
December 31, 2022	\$9,947,547.23	\$3,600,000.00	\$6,347,547.23	\$784,456.57	\$1,059,593.46	\$11,791,597.26
January 31, 2023	\$20,119,557.08	\$3,600,000.00	\$16,519,557.08	\$753,678.39	\$1,059,724.08	\$21,932,959.55
February 28, 2023	\$19,643,212.78	\$3,600,000.00	\$16,043,212.78	\$765,124.99	\$1,059,846.03	\$21,468,183.80
March 31, 2023	\$18,945,897.36	\$3,600,000.00	\$15,345,897.36	\$780,718.80	\$1,060,014.46	\$20,786,630.62
April 30, 2023	\$13,557,809.17	\$3,600,000.00	\$9,957,809.17	\$651,700.76	\$1,060,351.39	\$15,269,861.32
May 31, 2023	\$12,304,429.93	\$3,600,000.00	\$8,704,429.93	\$664,285.18	\$1,061,615.83	\$14,030,330.93

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 05/31/23

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	04/16/20				\$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	\$818,846.85
	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	06/22/21		\$1,415,647.00	\$926,889.61	\$1,107,651.79	\$488,757.39	\$1,089,479.35	\$2,197,131.14		\$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	07/15/21									
	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	10/20/21	\$690,453.00				(\$480,000.00)	(\$480,000.00)		(\$210,453.00)	
	1010 C2R Engineering	10/20/21	\$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.	11/16/22	\$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.	01/30/23	\$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.	04/25/23	\$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
TOTAL OR BALANCE AMOUNT			\$10,830,368.99	\$1,458,820.64	\$967,596.76	\$1,061,615.83	\$11,223.88	\$611,223.88	\$1,672,839.70	\$53,061.30	\$1,725,901.00

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - June 21, 2023**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
19697	M&O	\$ 599,375.00	Zions Bank (CalBank)	Loan Payments	
N/A	M&O	\$ 1,634.40	ADP	Directors' Salary	
19698	M&O	\$ 1,185.19	Dooley Insurance Services	Insurance - Group Life & Dental	
19699	M&O	\$ 297.00	CWEA	Memberships	
N/A	M&O	\$ 343.34	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19700	M&O	\$ 431,117.11	Mark Thomas	Office Rent	400.00
				Management Services	29,087.21
				SSMP Cert Update and Implementation	18,685.27
				Engineering Services	123,965.81
				Peak Flow Reduction	1,186.26
				Plan Checking & Inspection	13,462.94
				Repairs (Non-Pump Station)	5,442.63
				Maintenance (Non-Pump Stations)	128,222.81
				Maintenance (Pump Stations)	32,100.71
				Utilities	1,052.70
				Emergency Funds	1,639.07
				District Sewer Capital & Support	18,691.32
				District Sewer Capital & Support - VTA	57,180.38
19701	M&O	\$ 4,900.00	Richard K. Tanaka	Legal - Consultant Services	
19702	M&O	\$ 5,715.00	Armento & Hynes	Legal - District Counsel	
19703	M&O	\$ 2,287,952.99	Hunton Andrews Kurth, LLP	Legal - Common Interest Group (CuSD Advance Pay)	1,784,603.33
				Legal - Common Interest Group (CuSD Share)	503,349.66
19704	M&O	\$ 1,927.40	Bay Area News Group	Printing & Publications	
19705	M&O	\$ 2,036.17	California Survey & Drafting Supplies	Maintenance (Non-Pump Stations)	
19706	M&O	\$ 605.88	Home Depot	Maintenance (Non-Pump Stations)	
19707	M&O	\$ 55.58	City of Cupertino	Maintenance (Pump Stations)	
19708	M&O	\$ 3,388.75	Pioneer Research Corporation	Maintenance (Pump Stations)	
19709	M&O	\$ 25,823.16	RotoRooter	Maintenance	
19710	M&O	\$ 79,472.50	AB/JDD Plumbing Heating & AC	Maintenance	
19711	M&O	\$ 81,876.24	Able Underground Construction	Maintenance (Non-Pump Stations)	58,588.20
				Emergency (Non-Pump Stations)	23,288.04
19712	M&O	\$ 67.55	City of Santa Clara Utilities	Utilities (Pump Stations)	
19713	M&O	\$ 4,810.42	PG&E	Utilities (Pump Stations)	
19714	M&O	\$ 3,000.00	Claudia Lin	Refunds & Reimbursements-Misc	
19715	M&O	\$ 4,521.83	Imperium First Consulting	District Sewer Capital & Support - VTA	
19716	M&O	\$ 30,263.22	Bennett Trenchless	District Sewer Capital & Support - VTA	
19717	M&O	\$ 913,900.00	Cratus, Inc.	District Sewer Capital & Support - VTA	
19719	M&O	\$ 55,811.00	Akel Engineering Group, Inc.	District Sewer Capital & Support	
19718	M&O	\$ 22,429.96	Shape Inc.	District Equipment (Pump Stations)	

TOTAL WARRANTS **\$ 4,562,509.69**

<u>Pk Flow Red. Total:</u>	\$ 1,186.26	Mark Thomas
<u>Maintenance Total:</u>	\$ 330,293.76	Mark Thomas, CSDS, HomeDepot, City of Cupertino, Pioneer, RotoRooter, ABLE, AB/JDD
<u>Utilities Total:</u>	\$ 5,930.67	Mark Thomas, Santa Clara Utilities, PG&E
<u>Emergency Total:</u>	\$ 24,927.11	Mark Thomas
<u>Pump Station Portion</u>	\$ 62,852.97	Mark Thomas (Maintenance staff); City of Cupertino (Florence PS); Pioneer (all PS); Shape (Cristo Rey, Florence PS, other PS); Utilities (all PS)
<u>VTA Portion</u>	\$ 1,005,865.43	Mark Thomas, Imperium, Bennett, Cratus

EMERGENCY DETAILS:

Roto-Rooter - No emergencies this month

Able - One emergency this month

AB/JDD Plumbing - No emergencies this month

CUPERTINO SANITARY DISTRICT

Item 9.B.

BUDGET WORKSHEET FOR FY 2023-24

Expenses

Account Name	Account Number	FY 2021-22 Actual	FY 2022-23 Budget	Expended Through May	FY 2022-23 Projected Expenditure	Projected % of Budget	Preliminary FY 2023-24 Budget	REMARKS
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,000	\$1,200,063	1,200,062.50	1,200,063	100.0%	\$1,200,063	Two annual loan payments
Directors Fees	41030	\$30,106	\$38,000	30,291.65	32,926	86.6%	\$38,000	Keep same as last year
Gasoline, Oil & Fuel	41060	\$2,071	\$4,000	1,878.72	2,879	72.0%	\$4,000	Keep same as last year
Insurance	41070	\$155,111	\$170,000	160,024.48	161,017	94.7%	\$170,000	Keep same as last year
Memberships	41080	\$36,973	\$57,000	39,912.23	49,912	87.6%	\$57,000	Keep same as last year
Office Rent	41090	\$4,800	\$4,800	4,400.00	4,800	100.0%	\$4,800	Keep same as last year
Operating Expenses	41100	\$1,520	\$3,000	2,658.42	2,958	98.6%	\$3,000	Keep same as last year
Operating Expenses - Credit Card Transaction Fees		\$4,803	\$6,000	4,182.73	4,583	76.4%	\$6,000	Keep same as last year
Contractual Services:								
Outfall Maintenance	41113	\$69,563	\$71,000	176,187.69	176,188	248.2%	\$180,000	Increase to reflect previous year's cost
T.P. Oper. & Maint.	41114	\$6,675,376	\$6,902,554	7,255,120.00	7,255,120	105.1%	\$7,241,534	From TPAC Budget
Professional Services:								
Management Services	41121	\$540,236	\$575,000	428,352.89	468,279	81.4%	\$575,000	Keep same as last year
SSMP Certification and Implementation	41121	\$2,534	\$100,000	42,179.36	44,529	44.5%	\$50,000	Reduce from last year; Ongoing effort will be required to comply with new Waste Discharge Requirements.
Engineering Services	41122	\$1,245,474	\$1,365,000	1,173,569.40	1,278,530	93.7%	\$1,400,000	Increase by 2.5%
Peak Flow Reduction		\$467,349	\$500,000	29,552.56	32,389	6.5%	\$200,000	Reduce from last year. Future (2023/2024) costs will support implementation of the Program and will be funded by Installer's Agreements
Plan Ckg. & Insp.	41123	\$203,357	\$300,000	180,533.83	197,241	65.7%	\$300,000	Keep same as last year
Legal - Consultant Services		\$32,700	\$36,000	49,200.00	53,630	149.0%	\$18,000	Reduce by 50% to reflect consultant services related to litigation
Legal - District Counsel	41124	\$34,191	\$60,000	40,461.00	43,936	73.2%	\$60,000	Keep same as last year
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,343,846	\$4,004,000	5,499,923.58	6,323,590	157.9%	\$1,404,000	CUSD is lead agency for the Common Interest Group. This is advance pay, but it is a passthrough and will be 100% reimbursed from other tributary agencies.
Legal - Common Interest Group (CuSD Share)	41124	\$379,034	\$1,136,000	1,551,260.49	1,783,577	157.0%	\$396,000	CUSD's Allocation of \$1.8 Million total legal expenses in 2023-2024
Audit	41125	\$11,950	\$12,600	13,145.00	13,145	104.3%	\$13,800	Increase actual cost by 5.0% to account for projected increase in audit cost
Printing & Publications	41130	\$26,297	\$28,000	24,990.88	28,991	103.5%	\$32,000	Increase to reflect previous year's cost
Repair and Maintenance		\$3,815,315	\$4,025,000	\$3,743,696	\$4,076,449		\$4,185,000	Increase combined budget for Repair and maintenance by approximately 4%
Repairs	41150	\$181,436	\$300,000	97,795.26	142,795	47.6%	\$200,000	Reduce to reflect consistency with 2022/2023 expenses
Maintenance	41151	\$3,633,879	\$3,725,000	3,645,900.42	3,933,653	105.6%	\$3,985,000	Increase budget to reflect increased cost of maintenance based on labor, fuel, and inflation
Travel & Meetings Staff	41170	\$993	\$15,000	6,046.68	6,047	40.3%	\$15,000	Keep same as last year
Travel & Meetings BOD	41170	\$12,148	\$18,000	9,063.45	9,063	50.4%	\$18,000	Keep same as last year
Utilities	41190	\$64,216	\$70,000	63,813.00	69,601	99.4%	\$70,000	Keep same as last year
Refunds & Reimbursements:								
Miscellaneous	41201	\$60,714	\$50,000	3,742.23	6,742	13.5%	\$50,000	Keep same as last year
Connection Fees	41202	\$0	\$2,000	-	1,000	50.0%	\$2,000	Keep same as last year
Checking & Inspection	41203	\$400	\$3,000	-	1,000	33.3%	\$3,000	Keep same as last year
Emergency Funds	48000	\$99,459	\$250,000	184,129.90	200,050	80.0%	\$250,000	Keep same as last year
Consolidated Election	48001	\$0	\$150,000	4,281.00	4,281	0.0%	\$0	No election this year
TOTAL OPERATING EXPENSES		\$16,520,535	\$21,156,017	21,922,659.35	\$23,532,515	111.2%	\$17,946,197	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$414,931	\$700,000	530,751.52	565,752	80.8%	\$1,250,000	Plan for Mainline and Pump Station Capital Improvement Projects in 2023/2024.
District Sewer Capital & Support - VTA		\$0	\$1,800,000	2,415,151.50	3,615,152	200.8%	\$4,200,000	Remaining budget of \$8 million over two years
Treatment Plant Capital	46042	\$8,429,645	\$3,789,547	3,784,547.00	3,784,547	99.9%	\$3,379,003	From TPAC
Outfall Capital	46042	\$508,964	\$95,000	280,533.83	1,274,534	1341.6%	\$200,000	Estimated from projections given by SJ/SC staff
District Equipment	46043	\$142,370	\$150,000	148,562.47	156,562	104.4%	\$150,000	Keep same as year year
Replacement Fund	46044	\$0	\$300,000	-	\$300,000	100.0%	\$300,000	Annual reserve setaside
TOTAL CAPITAL EXPENSES		\$9,495,910	\$6,834,547	\$7,159,546	\$9,696,546	141.9%	\$9,479,003	
TOTAL EXPENSES		\$26,016,445	\$27,990,564	\$29,082,206	\$33,229,062	118.7%	\$27,425,200	

CUPERTINO SANITARY DISTRICT

BUDGET WORKSHEET FOR FY 2023-24

Revenue

Account Name	Account Number	FY21-22 Actual	FY 2022-23 Budget	Revenue Through May 2023	FY 2022-23 Projected Revenue	Projected % of Budget	Preliminary FY 2023-24 Budget	REMARKS
OPERATING								
Service Charges	31010							
Handbilling		\$589,249	\$618,711	\$490,193	\$600,193	97.0%	\$630,203	Based on 5% rate increase
Tax Roll		\$19,423,480	\$20,395,721	\$11,611,244	\$20,395,244	100.0%	\$21,415,007	Based on 5% rate increase
Permit Fees	31020	\$97,111	\$75,000	\$94,127	\$102,840	137.1%	\$100,000	Increase to reflect 2022/2023 Revenue
Connection Fees	31031	\$1,285,756	\$600,000	\$89,810	\$98,791	16.5%	\$600,000	Keep same as last year
Capacity Fees	31032	\$334,078	\$450,000	\$35,862	\$39,448	8.8%	\$450,000	Keep same as last year
Pump Zone Fees	31033	\$0	\$20,000	\$0	\$0	0.0%	\$20,000	Keep same as last year
Checking & Inspection Fees	31040	\$393,158	\$300,000	\$163,100	\$178,720	59.6%	\$300,000	Keep same as last year
Annexation	32010	\$0	\$2,500	\$0	\$0	0.0%	\$2,500	Keep same as last year
Interest	32050	\$93,843	\$100,000	\$224,286	\$224,286	224.3%	\$200,000	Increase to reflect 2022/2023 Revenue
City of San Jose Credit(s)	32091	\$1,737,333	\$500,000	\$1,898,833	\$1,898,833	379.8%	\$500,000	Keep same as last year
Legal - Common Interest Group (Tributaries)	32092.1	\$1,238,472	\$3,304,000	\$3,286,757	\$6,548,792	198.2%	\$1,404,000	Payments from Other Tributary Agencies - match Expense side
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$61,098	\$36,000	\$66,207	\$143,127	397.6%	\$28,000	2% of Advance Pay
Refunds/Reimbursements - Misc.	32091	\$39,570	\$10,000	\$14,725	\$14,867	148.7%	\$10,000	Keep same as last year
Refunds/Reimbursements - VTA	46041		\$1,440,000	\$506,116	\$3,606,116	250.4%	\$4,200,000	Approximately \$8 million reimbursed over two years
Lateral Construction	32093	\$0	\$15,000	\$0	\$0	0.0%	\$15,000	Keep same as last year
TOTAL OPERATING REVENUE		\$25,293,148	\$27,866,932	\$18,481,260	\$33,851,258	121.5%	\$29,874,709	
Revenue Transfer				\$11,206,053				
TOTAL REVENUE								
Total Expenses			\$27,990,564		\$33,229,062		\$27,425,200	
Credit to Account					\$622,197		\$2,449,510	
Debit from Account			\$123,632					
Net Operating Revenue			\$27,866,932		\$33,851,258		\$29,874,709	

Item 9.D.

ESTIMATED COST TO PARTICIPATE IN ANNUAL CUPERTINO FUN FESTIVAL (Based on 2022 participation expenses)

Expense	Qty		Total Cost
Booth	1		\$400.00
Electricity	1		\$50.00
Logo Handouts	300		\$663.00
In-House Printed Info Flyers	150	\$0.30	\$45.00
Admin Staff x2	8 hrs day of	\$102.00 per hr	\$1,632.00
Admin Staff x1	8 hrs org/prep	\$102.00 per hr	\$816.00
Engineering Staff x1	4 hrs day of	\$139.00 per hr	\$556.00
Management	6 hrs day of	\$273.00 per hr	\$1,638.00
Misc. Booth Décor and Educational Display Materials			\$25.00
			<u>\$5,825.00</u>



Memo

Item 10C

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: June 21, 2023

Re: SAFETY EQUIPMENT PURCHASE REQUEST

Summary:

In an endeavor to adhere to the best safety practices and ensure our inspectors are protected with proper, updated gear and equipment, Staff performs annual safety equipment checks. During this year's inspection in June, Staff identified the need for replacement of the following items:

- Traffic cones (Qty. 25) - \$855.25

Reason: To replenish damaged cones and equip newer trucks with traffic control equipment.

- Safety vests (Qty. 14) - \$560.60

Reason: To replace faded and worn-out vests that are over one year old, providing the inspectors with proper fitting, highly visible safety vests. To supply new inspectors with vests.

- First Aid Car Kits (Qty. 15) - \$345.30

Reason: To replace all outdated first aid kits in field trucks and equip newer trucks with emergency medical supplies.

Recommendation:

It is recommended to authorize staff to proceed with the purchase of the above safety items in the total amount of \$1,921.86 (Including tax \$160.71) to ensure the continued safety of Cupertino Sanitary District inspectors.

Attachment:

Quote from Grainger



Quotation

100 Grainger Pkwy
 Lake Forest IL 60045-5201
 www.grainger.com
 (800)472-4643

Customer Information
 CUPERTINO SANITARY DISTRICT
 20863 STEVENS CREEK BLVD STE 100
 CUPERTINO CA 95014-2110

Billing Information
 CUPERTINO SANITARY DISTRICT
 20863 STEVENS CREEK BLVD STE 100
 CUPERTINO CA 95014-2110

Shipping Information
 CUPERTINO SANITARY DISTRICT
 20863 STEVENS CREEK BLVD STE 100
 CUPERTINO CA 95014-2110

Information
 Grainger Quote Number 2054594902
 Quote Start Date 06/14/2023
 Quote Expiration Date 07/14/2023
 Creation Date 06/14/2023
 Grainger EIN Number 36-1150280
 PO #
 PO Create Date
 PO Release #
 Customer Number 852637891
 Department Number
 Project/Job Number
 Requisitioner Name
 Attention
 Caller RICK ALMONDIA
 Telephone Number 4084830497
 Page 1 / 3

Freight Forwarder

We will deliver according to the following terms and conditions:

Incoterms® 2020: FOB ORIGIN
 Freight Terms: Prepaid + Fee
 Carrier: * See line item detail
 Payment Terms: Net 30 days after invoice date

Special Instructions:

Item PO-Line	Material	Description	Expected Del Date	Qty	Unit	Price	Total in USD
10	347LA5	Vest,Black,L Manufacturer: KISHIGO Part Number: 1515-L Carrier: Origin: CN		5.00	EA	42.83	214.15
20	347LA6	Vest,Black,M Manufacturer: KISHIGO Part Number: 1515-M Carrier:		2.00	EA	42.50	85.00



Quotation

100 Grainger Pkwy
 Lake Forest IL 60045-5201
 www.grainger.com
 (800)472-4643

Information

Grainger Quote Number	2054594902
Creation Date	06/14/2023
Customer Number	852637891
Page	2 / 3

Item PO-Line	Material	Description	Expected Del Date	Qty	Unit	Price	Total in USD
		Origin: CN					
30	347LA3	Vest,Black,4XL Manufacturer: KISHIGO Part Number: 1515-4X Carrier: Origin: CN		4.00	EA	37.35	149.40
40	347LA3	Vest,Black,4XL Manufacturer: KISHIGO Part Number: 1515-4X Carrier: Origin: CN		1.00	EA	37.35	37.35
50	53WN57	Traffic Cone,5 lb.,Orange Cone Color Manufacturer: GRAINGER APPROVED Part Number: RS70025C3M64 Carrier: Origin: TW		25.00	EA	34.21	855.25
60	347LA2	Vest,Black,3XL Manufacturer: KISHIGO Part Number: 1515-3X Carrier: Origin: CN		2.00	EA	37.35	74.70
70	46G227	First Aid Kit,Bulk,White,138 Pcs,10 Ppl Manufacturer: AMERICAN RED CROSS Part Number: 711340 Carrier: Origin: US		15.00	EA	23.02	345.30
Sub Total							1,761.15
Estimated Shipping							0.00
Estimated Other Shipping							0.00
Tax							160.71
Total USD							\$ 1,921.86



Quotation

100 Grainger Pkwy
Lake Forest IL 60045-5201
www.grainger.com
(800)472-4643

Information

Grainger Quote Number	2054594902
Creation Date	06/14/2023
Customer Number	852637891
Page	3 / 3

Item PO-Line	Material	Description	Expected Del Date	Qty	Unit	Price	Total in USD
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Thank you for the opportunity to provide this quotation.

Please reference our Grainger quote number when you are ready to place your order.

Any changes to the products and/or quantities identified in the quotation may result in different pricing.

Quoted shipping charges and delivery date are subject to change. Upon acceptance of the quotation by customer, Grainger will provide actual shipping charges for the order, if applicable.

This transaction is subject to the current contract between customer and Grainger; or if no contract exists, the Terms of Sale located at <https://www.grainger.com/content/mc/policies/terms-of-sale>.

Item 11.A.

Future Development Projects:

Prep. Date: 6/16/2023

Items	Descriptions:	Phase	IA	Re-Development Fees	Estimated Construction	Remarks
1	Atria Cupertino (Westport) - Senior Living	Building	Sent	1.9 Mil.	2023	
2	Canyon Crossing Redevelopment	Building	Sent	312 K	on-hold	
3	Hamptons Apartments	On-hold	Drafted	*	on-hold	
4	Leon Townhomes - 7 Townhomes	Planning - Approved	IA to be updated in Building Phase	97 K	Q4 2023, 2024	2nd submittal review completed May 19, 2023.
5	Vallco - Redevelopment (RISE) - 709 residential units and 37,000 SF of commercial space	Planning - Phase 1	Drafted, to be updated	1.67 Mil.	*	
6	Marina Plaza (DeAnza Ventures)	Planning S3	Drafted	*	*	
7	20860 McClellan Road Lot Split - Seven new homes	Building	Drafted, to be reviewed	92K	*	
8	1655 S. DeAnza Redevelopment (2 Parcels into 34 residential units)	Planning	*	*	*	
9	10619 S De Anza Blvd - Mixed Use (2090 SF Commercial & 11 Residential Units)	Planning	*	*	*	
10	20015 SCB - 134 Housing on 2 Existing Commercial Parcels	Planning	*	*	*	Added 5/15/2023
11	20638 Cleo Avenue - Four Lot subdivision (SF)	Planning	*	*	*	Demo Permit only

* Not enough information from developer to determine.

SSOs

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

PLSDs (Private Lateral Sewage Discharge)

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

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	2	Root Intrusion	0	Root Intrusion	0
Onsite	2	Onsite	0	Onsite	0
Grease	0	Grease	0	Offset	0
Offset	0	Offset	0	Debris	0
Debris	1	Others	0	Others	0
Pump station	0	Pump Station	0	Pump Station	0
Total:	5	Total:	0	Total:	0

Repairs

Address	Main/Lat	Description of Work
Oakcrest PS	PS	Replaced pump
Cristo Rey PS	PS	Replaced new transducer + rebuilt pump
Florence PS	PS	Rebuilt pump
De Anza Blvd T-466-467	Main	Emergency spot repair of 16' of 8" broken sewer main along De Anza Blvd T-466 - T-467 in front of 10431 N De Anza Blvd

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2022-23 YTD	FY2022-23 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	82,786	70,269	9,929	0	0	381	0	0	0	163,365	1,421,722	1,673,032	85%
Easement Cleaning (ft)	0	7,424	13,195	2,061	0	0	0	0	0	0	22,680	196,346	217,684	90%
CCTV (ft)	0	59	15,500	0	0	0	2,290	0	469	0	18,318	174,530	207,880	84%

Lateral Maintenance

Activity	# of Laterals	FY2022-23 YTD	FY2022-23 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	564	5,258	6,436	82%
CCTV	18	143		
Inspection	25	261		

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

	# of Inspections	YTD FY2022-23	FY2022-23 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	19	254		
Completed	17	213	265	80%
Follow up Needed	1			

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 12.A.

<p align="center"><u>JUNE 2023</u></p> <p>06/05: SCCSDA TAC-Canceled 06/07: 1st Regular Meeting 06/08: TPAC-Canceled 06/21: 2nd Regular Meeting</p>	JUNE 2023						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2	3
	4	5 TAC SCCSDA	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	30	

<p align="center"><u>JULY 2023</u></p> <p>07/05: 1st Regular Meeting 07/10: TAC 07/13: TPAC 07/19: 2nd Regular Meeting</p>	JULY 2023						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
							1
	2	3	4	5 1 st Regular Meeting	6	7	8
	9	10 TAC	11	12	13 TPAC	14	15
	16	17	18	19 2 nd Regular Meeting	20	21	22
	23	24	25	26	27	28	29
30	31						

<p align="center"><u>AUGUST 2023</u></p> <p>07/02: 1st Regular Meeting 07/07: TAC Canceled 07/10: TPAC Canceled 07/09-11: CASA Conference 07/16: 2nd Regular Meeting</p>	AUGUST 2023						
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 1 st Regular Meeting	3	4	5
	6	7 TAC	8	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		