

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, JANUARY 17, 2018**

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 & BILLS:

- A. APPROVAL OF THE MINUTES OF JANUARY 03, 2018
- B. APPROVED MINUTES OF DECEMBER 20, 2017
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. 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:

- A. USA NORTH 811: COST INCREASES AND UPCOMING CHANGES
- B. CITY OF SAN JOSE FY16-17 ADJUSTMENTS FOR RWF O&M AND CIP

5. MEETINGS:

- A. CSRMA PRE-CASA CONFERENCE RISK MANAGEMENT SEMINAR TO BE HELD JANUARY 24, 2018 IN PALM SPRINGS, CA
- B. CASA WINTER CONFERENCE TO BE HELD JANUARY 24-26, 2018 IN PALM SPRINGS, CA

- C. CITY OF CUPERTINO JUNIPERO SERRA TRAIL PROJECT - TAC MEETING #2 TO BE HELD JANUARY 31, 2018 AT CUPERTINO CITY HALL

6. REPORTS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD JANUARY 9, 2018
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD JANUARY 11, 2018

7. UNFINISHED BUSINESS:

NONE

8. NEW BUSINESS:

- A. CALABAZAS CREEK PROJECT CLOSE OUT AND ACCEPTANCE
- B. SSMP ANNUAL AUDIT REPORT
- C. BOARD MEETING TIME
- D. CWEA CALIFORNIA FOG WORKSHOP

9. STAFF REPORT:

- A. MONTHLY MAINTENANCE REPORT

10. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL CONSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One Case

11. ADJOURNMENT:

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

JANUARY 2018

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

JANUARY 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 HOLIDAY	2	3 1 st Regular Meeting	4	5	6
7	8 TAC	9	10	11 TPAC	12	13
14	15	16	17 2 nd Regular Meeting	18	19	20
21	22	23	24	25	26	27
28	29	30	31	31	31	31

FEBRUARY 2018

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

FEBRUARY 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 TAC	6	7 1 st Regular Meeting	8 TPAC	9	10
11	12	13	14	15	16	17
18	19	20	21 2 nd Regular Meeting	22	23	24
25	26	27	28			

MARCH 2018

- 03/05: TAC & SCCSDA Meetings
- 03/07: 1st Regular Meeting
- 03/08: TPAC Meeting
- 03/21: 2nd Regular Meeting

MARCH 2018						
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	31

SANITARY BOARD MEETING
WEDNESDAY, JANUARY 03, 2018

Item 2A

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.

ROLL CALL:

President Bosworth 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, John M. Gatto, Patrick S. Kwok, Angela S. Chen, and Taghi S. Saadati.

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

MINUTES & BILLS:

On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Minutes of Wednesday, December 20, 2017 were approved.

By consensus, the Approved Minutes of December 06, 2017 were Noted & to be Filed as amended.

PERSONAL PRESENTATIONS:

There were none.

CORRESPONDENCE:

- A. The Board reviewed CSRMA Notice of Intent to Amend Bylaws. The Board discussed District's involvement as a member in one program with Board seat on authority.
- B. District Manager Tanaka reported a Public Records Act Request from Fair Contracting Corporation, requesting District's contractor payroll records.

MEETINGS:

- A. Manager Tanaka and Deputy Manager Porter will attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held January 09, 2018.
- B. Director Gatto will attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held January 11, 2018.
- C. The Board finalized itinerary for CSRMA Pre-CASA Conference Risk Management Seminar to be held January 24, 2018 in Palm Springs, CA.
- D. The Board finalized itinerary for CASA Winter Conference to be held January 24-26, 2018.

REPORTS:

There were none.

UNFINISHED BUSINESS:

- A. Capital Project Workshop: Manager Tanaka conducted a Capital Project Prioritization workshop for the Board. Besides the staff's 10-year capital project prioritization list, Manager Tanaka explained that the list does not include projects to be funded by developers in the future and projects that are not critical, but need to be revisited in 4 to 6 years' timeframe. Director Bosworth commented that the prioritization works out well as far as reviewing and setting the annual budgets moving forward and the staff's prioritization list is appropriate, giving priority to most critical needed projects first. Director Kwok asked if the cost estimates are current or escalated. Manager Tanaka responded that the cost estimates are current and have not been escalated. Based on this workshop, staff will prepare draft Ten-Year Capital Project Report to be presented to the Board for approval.

NEW BUSINESS:

There was none.

STAFF REPORTS:

- A. Manager Tanaka reported on the status of Calabazas/Tantau Construction Project. The construction portion of the project is complete and staff will agendize for completion/acceptance of the project for the next board meeting.

CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 8:48 p.m. in accordance with government code section 54956.9(d)4 to discuss anticipated litigation. President Bosworth adjourned the closed session and the regular meeting was called to order at 8:55 p.m.

There was no reportable action.

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

SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 20, 2017

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:28 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

ROLL CALL:

President Gatto 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, John M. Gatto, Patrick S. Kwok, Angela S. Chen and Taghi S. Saadati.

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

Guests present: Northpoint HOA representatives Dan Petroff, Sherri Elliott, and Zayra Yves.

MINUTES & BILLS:

- A. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the Minutes of Wednesday, December 6, 2017 were approved, with revision.
- B. By consensus, the Approved Minutes of November 15, 2017 were Noted & to be Filed.
- C. The Board reviewed the financials. On a motion by Director Chen, seconded by Director Kwok, by a vote of 5-0-0, the payment of Bills for the month of November were approved.
- D. The Directors submitted their December 2017 timesheets to Staff.

PERSONAL PRESENTATIONS:

By unanimous vote, Item 8A was moved up immediately after the personal presentation agenda. There was no personal presentation.

Agenda Item 8A – Northpoint HOA

Representatives of Northpoint HOA, Sherri Elliott, Dan Petroff and Zayra Yves were in attendance. The HOA members asked for clarification as to what the District is responsible for in regards to sewer maintenance. Manager Tanaka cited that Ordinance No. 117 was adopted early 2017 with proper legal notification, public hearing process and publication pertaining to clarifications of maintenance policy for laterals. Manager Tanaka explained the District responsibility for maintenance where District sewer main is located in an easement.

Elliott maintained that no maintenance had occurred in the past 20 years, resulting in necessary repairs. Manager Tanaka explained that mainline cleaning schedule is 2-3 years; there is no cleaning schedule for lower laterals unless owner calls the District with sewer problems/blockages. Staff was directed to provide Northpoint HOA with requested information (copy of Ordinance and maintenance records).

CORRESPONDENCE:

There was none.

MEETINGS:

A. The Board confirmed attendance and itinerary for CASA Conference to be held January 24-26, 2018 in Palm Springs, California.

REPORTS:

There were none.

UNFINISHED BUSINESS:

A. Staff gave a presentation to the Board on the District Capital Program.

Deputy District Manager Porter excused himself from the meeting at 9:15 p.m.

NEW BUSINESS:

A. See “Personal Presentations”, “Agenda Item 8A – Northpoint HOA”

B. 2018 Election of Officers and Appointment to Committees:

The Board elected District Officers for 2018, effective December 20, 2017. On motion by President Gatto, the Slate of Officers for the District were seconded and approved as follows:

- President - William A. Bosworth, motion seconded by Director Kwok
- Secretary - Patrick S. Kwok, motion seconded by Director Chen
- Secretary Pro-Tem - Angela S. Chen, motion seconded by Director Kwok

Directors thanked President Gatto for a job well done. Newly elected President Bosworth presided the meeting herein.

By concurrency, it was ordered that the Slate of Representatives for the District be approved, effective December 20, 2017, as follows:

TPAC Alternate	Director Gatto Director Kwok
Special Districts Association Alternate	President Bosworth Director Chen
CASA Alternate	President Bosworth Director Kwok
CSRMA Alternate	President Bosworth Director Chen

Finance Committee

Director Chen (Director in Position 3)
Director Saadati (Director in Position 4)

TAC

Manager Tanaka

STAFF REPORTS:

- A. Manager Tanaka provided an update on the status of Calabazas/Tantau Construction Project.
- B. Manager Tanaka reported on the Monthly Maintenance report.

CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 9:25 p.m. in accordance with government code section 54956.9(d)4 to discuss anticipated litigation. President Bosworth adjourned the closed session and the regular meeting was called to order at 9:33 p.m.

Reportable action: There was no reportable action.

ADJOURNMENT:

On a motion properly made and seconded, at 9:34 p.m. the meeting was adjourned.

President of the Sanitary Board

Secretary of the Sanitary Board

CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - JANUARY 17, 2018

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,798.91	ADP	Director Salary	
18315	M&O	\$ 260,782.60	Mark Thomas & Company, Inc.	Office Expense	400.00
				Management Svcs	32,875.81
				Engineering Svcs	101,155.26
				Plan Checking & Insp.	\$6,407.17
				Repairs & Maintenance	112,448.82
				Emergency	2,810.53
				Capital Outlay-Sewer Const.	3,902.07
				Utilities	776.35
				Operating Supplies	6.59
18316	M&O	\$ 180.00	CWEA	Membership Dues	
18317	M&O	\$ 1,042.78	Dooley Insurance Services	Insurance	
18318	M&O	\$ 108,306.82	CSRMA - Alliant	Insurance	
18319	M&O	\$ 3,220.00	Atkinson Farasyn, LP	Legal (District Counsel)	
18320	M&O	\$ 60.70	San Jose Water Company	Utilities	
18321	M&O	\$ 3,176.05	PG&E	Utilities	
18322	M&O	\$ 67.94	City of Santa Clara - Utilities	Utilities	
18323	M&O	\$ 139,098.14	California Trenchless, Inc.	Capital Outlay - Sewer (Pmt. #7)	
18324	M&O	\$ 1,909,340.00	City of San Jose	T.P Operations & Maintenance	1,392,778.00
				T.P. Capital Outlay	516,562.00
18325	M&O	\$ 135.00	Jose Silva Gardening	Repairs & Maintenance	
18326	M&O	\$ 551.13	Home Depot	Repairs & Maintenance	
18327	M&O	\$ 2,148.30	Shape, Inc.	Repairs & Maintenance	
18328	M&O	\$ 35,638.02	Roto Rooter Sewer Service	Repairs & Maintenance	34,763.85
				Emergency	874.17
18329	M&O	\$ 44,264.88	Able Underground Construction	Repairs & Maintenance	43,356.06
				Emergency	908.82
TOTAL		<u>\$ 2,510,811.27</u>			

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH DECEMBER 2017
 (6th Month of Operations - 50% into FY Operations)
 FISCAL YEAR: July 1, 2017 to June 30, 2018

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
OPERATING EXPENSES								
Directors Fees	41030	\$40,000	\$11,019.74	\$2,798.91	\$13,818.65	\$26,181.35	34.5%	Under budget
Gasoline, Oil & Fuel	41060	\$3,000	\$1,387.09	\$0.00	\$1,387.09	\$1,612.91	46.2%	None this month. Prior expenses fuel at flow monitoring station
Insurance	41070	\$125,000	\$10,080.82	\$109,349.60	\$119,430.42	\$5,569.58	95.5%	CSRMA PIP Insurance for 2018 and Directors Insurance
Memberships	41080	\$28,000	\$4,570.11	\$180.00	\$4,750.11	\$23,249.89	17.0%	CWEA Memberships this month
Office Expense	41090	\$6,000	\$3,569.79	\$400.00	\$3,969.79	\$2,030.21	66.2%	Board Room Rent
Operating Supplies	41100	\$3,000	\$50.25	\$6.59	\$56.84	\$2,943.16	1.9%	Stamps for office use
Contractual Services:								
Outfall Maintenance	41113	\$190,000	\$254,484.00	\$0.00	\$254,484.00	(\$64,484.00)	133.9%	None this month. Over budget-final payment made to Santa Clara for 5 years
T.P. Oper. & Maint.	41114	\$5,571,000	\$3,296,899.00	\$1,392,778.00	\$4,689,677.00	\$881,323.00	84.2%	Payment for 3rd Qtr this month
Professional Services:								
Management Services	41121	\$500,000	\$179,822.21	\$32,875.81	\$212,698.02	\$287,301.98	42.5%	On Target
Engineering Services	41122	\$600,000	\$363,659.47	\$101,155.26	\$464,814.73	\$135,185.27	77.5%	FOG implementation, increased effort on ARC-GIS/Lucity and CIP Master Plan
Plan Ckg. & Insp.	41123	\$140,000	\$41,531.17	\$6,407.17	\$47,938.34	\$92,061.66	34.2%	On Target
Legal District Counsel	41124	\$60,000	\$8,473.99	\$3,220.00	\$11,693.99	\$48,306.01	19.5%	Billings through 01/10/18
Legal (Outside Counsel)	41124	\$200,000	\$27,476.66	-	\$27,476.66	\$172,523.34	13.7%	Common Interest Group cost sharing
Audit	41125	\$11,000	\$10,775.00	\$0.00	\$10,775.00	\$225.00	98.0%	Final. Patel & Associates, LLP
Printing & Publications	41130	\$30,000	\$7,735.06	\$0.00	\$7,735.06	\$22,264.94	25.8%	None this month. Annual Reports Printing & Mailing
Repairs & Maintenance	41150	\$3,200,000	\$1,135,263.32	\$193,403.16	\$1,328,666.48	\$1,871,333.52	41.5%	On Target
Travel & Meetings	41170	\$25,000	\$16,481.91	\$0.00	\$16,481.91	\$8,518.09	65.9%	On Target; CASA winter conference
Utilities	41190	\$60,000	\$25,818.40	\$4,081.04	\$29,899.44	\$30,100.56	49.8%	On Target
Refunds & Reimbursements:								
Miscellaneous	41201	\$10,000	\$8,876.00	\$0.00	\$8,876.00	\$1,124.00	88.8%	None this month. Mann Drive and D&B Legacy LLC
Connection Fees	41202	\$7,000	\$0.00	\$0.00	\$0.00	\$7,000.00	0.0%	None to Date
Checking & Inspection	41203	\$5,000	\$0.00	\$0.00	\$0.00	\$5,000.00	0.0%	None to Date
Emergency Funds	48000	\$250,000	\$48,050.02	\$4,593.52	\$52,643.54	\$197,356.46	21.1%	Five emergencies this month
Consolidated Election	48001	\$5,000	0.00	\$0.00	\$0.00	\$5,000.00	0.0%	None to Date
TOTAL OPERATING EXPENSES		\$11,069,000	\$5,456,024.01	\$1,851,249.06	\$7,307,273.07	\$3,756,726.93	66.0%	
CAPITAL EXPENSES								
Sewer Construction	46041	\$1,600,000	\$1,609,923.19	\$143,000.21	\$1,752,923.40	(\$152,923.40)	109.6%	Calabazas Construction CIP Project complete less retention
T.P. & Outfall Capital Improve	46042	\$7,220,000	\$4,196,566.06	\$516,562.00	\$4,713,128.06	\$2,506,871.94	65.3%	Payment for 3rd Qtr this month
Equipment	46043	\$150,000	\$17,019.26	\$0.00	\$17,019.26	\$132,980.74	11.3%	
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00		Replacement Fund to be recorded in June 2018-Current Balance \$2,400,000
TOTAL CAPITAL EXPENSES		\$9,270,000	\$5,823,508.51	\$659,562.21	\$6,483,070.72	\$2,786,929.28	69.9%	
TOTAL EXPENSES		\$20,339,000	\$11,279,532.52	\$2,510,811.27	\$13,790,343.79	\$6,548,656.21	67.8%	Three quarters of T.P. costs paid and CIP nearly complete

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH DECEMBER 2017
(6th Month of Operations - 50% into FY Operations)
 FISCAL YEAR: July 1, 2017 to June 30, 2018
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								
Service Charges	31010							
Handbilling		\$391,562.00	\$0.00	\$0.00	\$0.00	\$391,562.00	0.0%	To be billed in January 2018
Tax Roll		\$13,831,326.00	\$0.00	\$0.00	\$0.00	\$13,831,326.00	0.0%	First payment in January 2018
Permit Fees	31020	\$30,000.00	\$3,350.00	\$3,600.00	\$6,950.00	\$23,050.00	23.2%	20 payments received this month
Acreage	31031	\$15,000.00	\$2,856.00	\$0.00	\$2,856.00	\$12,144.00	19.0%	None this month: One Payment to date
Front Footage	31032	\$20,000.00	\$8,896.40	\$0.00	\$8,896.40	\$11,103.60	44.5%	None this month: One Payment to date
Additional Dwelling	31033	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.0%	None to Date
Additional Density	31034	\$200,000.00	\$858.24	\$0.00	\$858.24	\$199,141.76	0.4%	1 payment received this month
Checking & Inspection Fees	31040	\$160,000.00	\$49,851.83	\$3,250.00	\$53,101.83	\$106,898.17	33.2%	Total 105 payments received
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to Date
Interest	32050	\$160,000.00	\$64,991.75	\$28,659.12	\$93,650.87	\$66,349.13	58.5%	FY18 1st QTR final - rcvd this month
SJ Credit and Others	32091	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	0.0%	None to Date
Lateral Construction	32093	\$15,000.00	\$3,200.00	\$0.00	\$3,200.00	\$11,800.00	21.3%	None this month: One Payment to date
Mann Drive	32094	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	Completed: Close out next fiscal year
TOTAL OPERATING REVENUE		\$15,905,388.00	\$134,004.22	\$35,509.12	\$169,513.34	\$15,735,874.66	1.07%	
Revenue Transfer		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL REVENUE		\$15,905,388.00	\$134,004.22	\$35,509.12	\$169,513.34	\$15,735,874.66	1.07%	

CASH ACCOUNT SUMMARY

Date	Description	Balance	Replacement Fund	Net Cash
June 30, 2017	Ending Balance	\$ 22,464,574.90	\$ 2,100,000.00	\$ 20,364,574.90
July 31, 2017	Ending Balance	\$ 19,612,816.78	\$ 2,400,000.00	\$ 17,212,816.78
August 31, 2017	Ending Balance	\$ 18,915,222.26	\$ 2,400,000.00	\$ 16,515,222.26
September 30, 2017	Ending Balance	\$ 17,659,566.60	\$ 2,400,000.00	\$ 15,259,566.60
October 31, 2017	Ending Balance	\$ 11,730,749.16	\$ 2,400,000.00	\$ 9,330,749.16



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December 29, 2017

RE: cost increases and upcoming changes

Dear Corporation Members,

My name is James Wingate; I'm writing to introduce myself as the new Executive Director at USA North 811 ("USAN"). I previously worked for the Utah 811 center for 17 years before our Board of Directors hired me in June 2017. I'm humbled by the responsibility and honored by the trust placed in me to lead this great organization.

USAN is undergoing a transition right now and it's important for each member to understand how they are being affected. Two key things are happening simultaneously:

- 1 – Costs are being spread out so each member pays their fair share. For many years after USAN's creation in 1975 the founding utility owners (especially AT&T and PG&E) subsidized the center's operational costs. In 2014, the Board voted to equalize the costs, and to phase-in the increase over a 3-year period to lessen the immediate impact on the members.
- 2 – Ticket volume has increased significantly over the past few years due to the booming economy and increased awareness among excavators. Previous ticket forecasts did not and could not have foreseen such a dramatic rise (2017 volume is 11.1% higher than 2016). Budget increases are needed to accommodate the growth and correct the suboptimal service levels at the contact center. The Board approved a 12% increase in 2017 and an 11.68% increase for 2018.

Combined, these factors have led to higher-than-expected cost increases for our members. Many managers are now paying attention to USAN costs that were previously very low and now warrant their own budget strategy. There are several things that every member can do to help the USAN contact center operate efficiently, thereby keeping the costs to the members as low as possible:

- Keep your service area registration current. The tickets you receive and the costs you incur are based on the polygon area that you define on the map. Review this area regularly and promptly make changes when needed to ensure you receive relevant tickets and exclude irrelevant ones. (See the included "Shapefile Instructions for Service Area Registration" document.)
- Keep your contact information current. Make sure we have the appropriate phone numbers and email addresses to give to excavators who have questions about regular tickets, emergencies, after-hours emergencies, damages, engineering, billing, etc. Promptly email changes to memberservices@usanorth811.org. Excavators are frequently frustrated when they attempt to communicate with a utility owner but have outdated contact information.
- Use online tools. Manage your tickets with our free software Web Ticket Management System (Web TMS) and Ticket Search (<http://usanorth811.org/webtms-information-request/>).
- Create your tickets online. Utility owners are also excavators; help us be efficient with our staffing by having your employees and subcontractors create their tickets online instead of by telephone. Use www.811express.com for single-address locations or sign up for E-ticket training to use the same software (free) that our customer service representatives use (<http://usanorth811.org/eticket/>)

- Promote 811 within your company and to your customers. Put links to usanorth811.org and 811express.com on your website. Add 811 stickers to your vehicles. Include information about 811 in bill stuffers, newsletters, social media, and other communications to your customers.

A couple of recent law changes have also altered the landscape:

Electronic Positive Response – [4216.3\(c\)](#)

Beginning 1/1/2018, utility owners will be able to utilize Electronic Positive Response to inform excavators how they have responded to a ticket. USAN will host a system to receive and post responses from all utility owners; the excavator will be able to check the status of the ticket to confirm which members have responded. This system is voluntary for both members and excavators, but it is probable that it will become mandatory in the future, as it is in other states. We will send a message in early January explaining the details of the system.

‘Dig-Safe’ Board – [4216.12](#) (full details [4216.10](#) – [4216.24](#))

The California Underground Facilities Safe Excavation Board has been created to reduce damages; the governor has appointed seven board members already (see the press release [here](#), and news coverage about the board [here](#)). It is probable that the majority, if not all, of the funding for this board will come from the utility companies in California. I believe the executive officer of this board will be contacting all utility owners in the near future about funding.

Other procedural changes will be occurring in 2018; please watch for messages about these issues:

- Emergency tickets, including after-hours emergency ticket processing and delivery
- Ticket size – max size in urban and rural areas
- Ticket details – what information is needed/wanted on tickets
- GIS map data from local government providers

In summary, it is important for all members to stay abreast of developments at USAN. Pay attention to the broadcast messages that we send, read the minutes from the board meetings, ask questions, express concerns. You may use these email addresses:

memberservices@usanorth811.org – general inquiries and questions about your tickets, bill, etc.

james.wingate@usanorth811.org – contact center management issues

board@usanorth811.org – policy issues that you’d like the Board of Directors to consider

Board meeting minutes, statistics, and other relevant documents will be posted online soon; we’ll send a message giving the location after the January 24, 2018 Board meeting in which the Board will vote whether to post the documents publicly or only for members using a login and password. I appreciate your support and participation and I look forward to working with you in 2018 to reduce damages to utility lines in California and Nevada. Let’s make it a great year!

Respectfully,



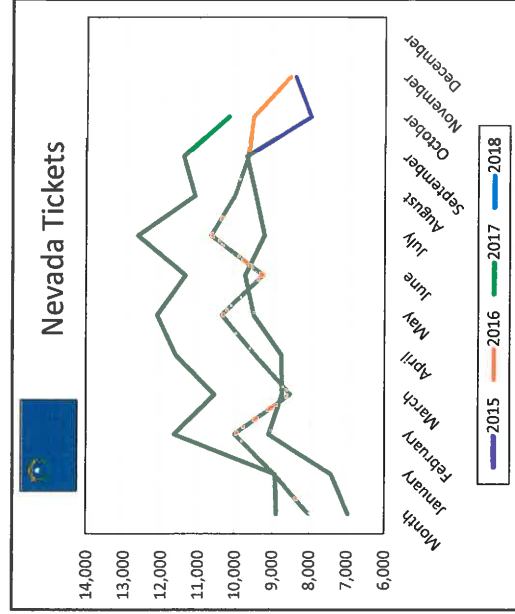
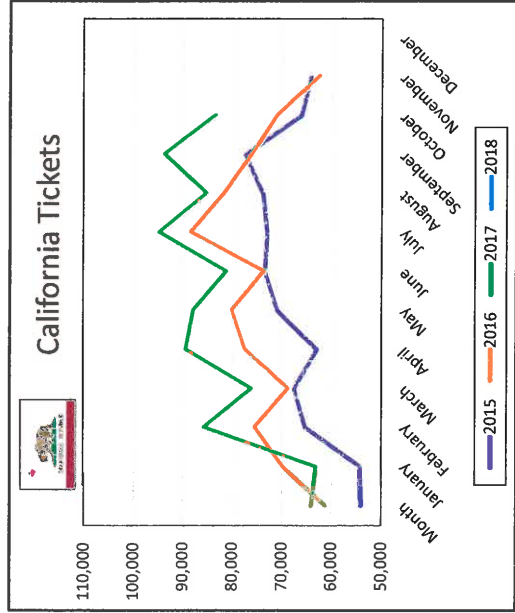
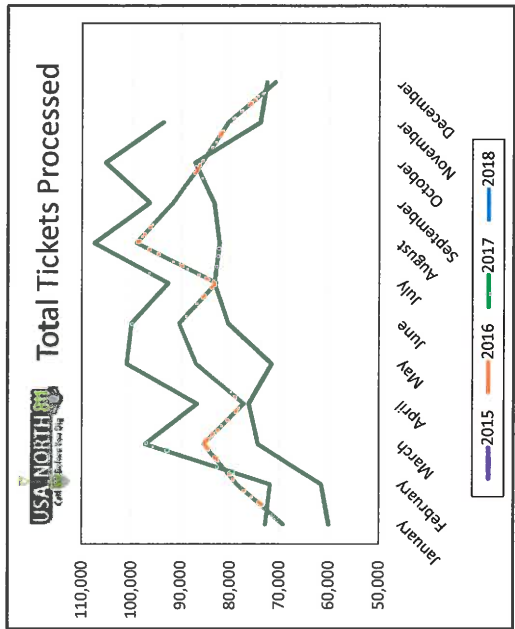
James Wingate

Executive Director

925-222-6506 direct

james.wingate@usanorth811.org

Ticket Volume 2015-2017



Month	TICKETS PROCESSED			CHANGE	
	2015	2016	2017	2016 to 2017	% CHANGE
January	60,233	69,300	73,006	3,706	5.3%
February	61,704	78,740	72,067	-6,673	-8.5%
March	74,451	85,432	97,411	11,979	14.0%
April	76,312	77,210	86,781	9,571	12.4%
May	71,701	86,983	101,148	14,165	16.3%
June	80,535	90,500	100,157	9,657	10.7%
July	83,297	82,927	92,664	9,737	11.7%
August	82,320	99,112	107,607	8,495	8.6%
September	83,395	91,685	96,406	4,721	5.1%
October	87,262	85,809	105,324	19,515	22.7%
November	74,153	80,516	93,687	13,171	16.4%
December	835,363	928,214	1,026,258	98,044	10.6%
TOTAL	908,103	999,146	0	91,043	10.03%

November vs. Previous November
 Change vs. last year 6,363 13,171
 % Change vs. last year 8.58% 16.36%

Year-to-date Subtotal vs. Previous Year's Subtotal
 Change vs. last year 92,851 98,044
 % Change vs. last year 11.12% 10.56%

Year vs. Previous Year
 Change vs. last year 91,043 -999,146
 % Change vs. last year 10.03%

Month	TICKETS PROCESSED			CHANGE	
	2015	2016	2017	2016 to 2017	% CHANGE
January	54,111	61,261	64,096	2,835	4.6%
February	54,264	69,778	63,124	-6,654	-9.5%
March	65,343	75,412	85,748	10,336	13.7%
April	67,552	68,692	76,217	7,525	11.0%
May	62,933	77,498	89,524	12,026	15.5%
June	71,014	80,129	88,033	7,904	9.9%
July	73,547	73,672	81,312	7,640	10.4%
August	73,086	88,445	94,959	6,514	7.4%
September	73,928	81,663	85,295	3,632	4.4%
October	77,540	76,137	93,915	17,778	23.4%
November	66,162	70,983	83,480	12,497	17.6%
December	64,343	62,397	82,033	19,696	31.9%
CA Total	803,823	886,067	0	82,244	10.23%

November vs. Previous November
 Change vs. last year 4,821 12,497
 % Change vs. last year 7.29% 17.61%

Year-to-date Subtotal vs. Previous Year's Subtotal
 Change vs. last year 84,190 82,033
 % Change vs. last year 11.39% 9.96%

Year vs. Previous Year
 Change vs. last year 82,244 -886,067
 % Change vs. last year 10.23%

Month	TICKETS PROCESSED			CHANGE	
	2015	2016	2017	2016 to 2017	% CHANGE
January	6,985	8,039	8,910	871	10.8%
February	7,440	8,962	8,943	-19	-0.2%
March	9,108	10,020	11,663	1,643	16.4%
April	8,760	8,518	10,564	2,046	24.0%
May	8,768	9,485	11,624	2,139	22.6%
June	9,521	10,371	12,124	1,753	16.9%
July	9,750	9,255	11,352	2,097	22.7%
August	9,234	10,667	12,648	1,981	18.6%
September	9,467	10,022	11,111	1,089	10.9%
October	9,722	9,672	11,409	1,737	18.0%
November	7,991	9,533	10,207	674	7.1%
December	8,397	8,535	16,011	7,476	88.1%
NV Total	105,143	113,079	0	7,936	7.07%

November vs. Previous November
 Change vs. last year 1,542 674
 % Change vs. last year 19.30% 7.07%

Year-to-date Subtotal vs. Previous Year's Subtotal
 Change vs. last year 7,798 16,011
 % Change vs. last year 8.06% 15.32%

Year vs. Previous Year
 Change vs. last year 7,936 -113,079
 % Change vs. last year 7.55%



Key Performance Indicators - November 2017

TICKETS PROCESSED				'16-'17	Change
	2015	2016	2017		
January	60,233	69,300	73,006	5.3%	
February	61,704	78,740	72,067	-8.5%	
March	74,451	85,432	97,411	14.0%	
April	76,312	77,210	86,781	12.4%	
May	71,701	86,983	101,148	16.3%	
June	80,535	90,500	100,157	10.7%	
July	83,297	82,927	92,664	11.7%	
August	82,320	99,112	107,607	8.6%	
September	83,395	91,685	96,406	5.1%	
October	87,262	85,809	105,324	22.7%	
November	74,153	80,516	93,687	16.36%	
SUBTOTAL	835,363	928,214	1,026,258	10.6%	
December	72,740	70,932			
TOTAL	908,103	999,146			

% OF TICKETS PROCESSED ONLINE				'16-'17	Change
	2015	2016	2017		
January	20.0%	28.4%	42.7%	50.4%	
February	20.0%	27.3%	42.2%	54.6%	
March	21.7%	25.6%	42.5%	66.0%	
April	24.2%	25.0%	43.3%	73.2%	
May	25.8%	29.8%	43.8%	47.0%	
June	26.4%	32.1%	45.2%	40.8%	
July	26.4%	38.3%	46.2%	20.6%	
August	26.8%	42.4%	44.9%	5.8%	
September	26.7%	36.2%	46.2%	27.6%	
October	29.3%	43.5%	46.3%	6.4%	
November	29.8%	43.1%	48.0%	11.3%	
SUBTOTAL	24.7%	32.9%	44.3%	34.9%	
December	29.9%	41.2%			
AVERAGE	25.5%	34.3%			

TICKET DELIVERY TIME (mm:ss)				'16-'17	Change
	2015	2016	2017		
January	3:18	3:38	0:25	-88.5%	
February	3:22	3:35	0:25	-88.4%	
March	3:47	3:08	0:41	-78.2%	
April	3:28	3:15	0:58	-70.3%	
May	3:43	0:57	0:29	-49.1%	
June	3:45	0:33	0:47	42.4%	
July	3:33	0:23	1:05	182.6%	
August	3:41	0:26	0:23	-11.5%	
September	3:17	0:22	0:31	40.9%	
October	3:43	0:24	0:26	8.3%	
November	3:42	0:25	0:30	20.0%	
SUBTOTAL	3:33	1:40	0:37	-63.0%	
December	2:53	0:24			
AVERAGE	3:31	1:28			

CALLS ANSWERED				'16-'17	Change
	2015	2016	2017		
January	47,586	40,721	32,592	-20.0%	
February	47,267	49,512	37,040	-25.2%	
March	55,533	48,917	56,043	14.6%	
April	56,287	56,586	47,908	-15.3%	
May	51,568	63,724	62,831	-1.4%	
June	60,804	59,616	54,612	-8.4%	
July	55,786	59,564	33,242	-44.2%	
August	55,504	63,384	39,601	-37.5%	
September	55,474	54,253	34,472	-36.5%	
October	58,355	46,282	36,982	-20.1%	
November	41,959	74,492	31,020	-58.4%	
SUBTOTAL	586,123	617,051	466,343	-24.4%	
December	45,452	35,384			
TOTAL	631,575	652,435			

SPEED OF ANSWER (mm:ss)				'16-'17	Change
	2015	2016	2017		
January	2:00	1:10	1:06	-5.7%	
February	1:15	2:41	1:23	-48.4%	
March	4:27	2:23	1:17	-46.2%	
April	5:02	5:14	2:06	-59.9%	
May	3:47	8:29	2:05	-75.4%	
June	5:45	7:54	2:06	-73.4%	
July	2:46	12:36	1:44	-86.2%	
August	4:27	8:07	1:06	-86.4%	
September	2:39	7:06	1:31	-78.6%	
October	3:27	2:49	1:39	-41.4%	
November	2:03	2:05	1:20	-36.0%	
SUBTOTAL	3:25	5:30	1:34	-71.3%	
December	1:23	0:34			
AVERAGE	3:15	5:05			

% OF CALLS ABANDONED				'16-'17	Change
	2015	2016	2017		
January	6.20%	0.05%	0.04%	-20.00%	
February	6.08%	0.07%	0.09%	28.57%	
March	0.00%	0.04%	0.04%	0.00%	
April	0.00%	0.06%	0.14%	133.33%	
May	0.00%	0.07%	0.20%	185.71%	
June	0.00%	0.07%	0.62%	785.71%	
July	0.00%	0.05%	0.60%	1100.00%	
August	0.00%	0.12%	0.43%	258.33%	
September	0.00%	0.09%	0.55%	511.11%	
October	0.00%	0.06%	0.46%	666.67%	
November	0.03%	0.05%	0.37%	640.00%	
SUBTOTAL	1.12%	0.07%	0.32%	384.93%	
December	0.04%	0.05%			
AVERAGE	1.03%	0.07%			

% OF CALLS ANSWERED =< 30 SECS				
CGA Best Practice: 80%				
	2015	2016	2017	'16-'17 Change
January				#DIV/0!
February				#DIV/0!
March				#DIV/0!
April				#DIV/0!
May				#DIV/0!
June				#DIV/0!
July				#DIV/0!
August		34.1%		#DIV/0!
September		44.4%		#DIV/0!
October				#DIV/0!
November		67.6%		#DIV/0!
SUBTOTAL	#DIV/0!	#DIV/0!	48.7%	#DIV/0!
December				
AVERAGE	#DIV/0!	#DIV/0!		

% OF CALLS ANSWERED >= 10 MINS				
	2015	2016	2017	'16-'17 Change
January				#DIV/0!
February				#DIV/0!
March				#DIV/0!
April				#DIV/0!
May				#DIV/0!
June				#DIV/0!
July				#DIV/0!
August			55.6%	#DIV/0!
September			52.9%	#DIV/0!
October				#DIV/0!
November				#DIV/0!
SUBTOTAL	#DIV/0!	#DIV/0!	54.3%	#DIV/0!
December				
AVERAGE	#DIV/0!	#DIV/0!		

% OF CALLS RECEIVING BUSY SIGNAL				
CGA Best Practice: 1% or less				
	2015	2016	2017	'16-'17 Change
January	5.91%	0.02%	0.01%	-50.00%
February	10.57%	0.00%	0.01%	#DIV/0!
March	0.00%	0.05%	0.01%	-80.00%
April	0.00%	0.00%	0.00%	#DIV/0!
May	0.00%	0.00%	0.01%	#DIV/0!
June	0.00%	0.22%	0.29%	31.82%
July	0.00%	0.06%	0.00%	-100.00%
August	0.00%	0.02%	0.00%	-100.00%
September	0.00%	0.52%	0.00%	-100.00%
October	0.00%	0.00%	0.00%	#DIV/0!
November	0.00%	0.02%	0.00%	-100.00%
SUBTOTAL	1.50%	0.08%	0.03%	-63.74%
December	0.00%	0.00%		
AVERAGE	1.37%	0.08%		

CSR UTILIZATION				
Call Center Industry Ideal: 70%				
	2015	2016	2017	'16-'17 Change
January				#DIV/0!
February				#DIV/0!
March				#DIV/0!
April				#DIV/0!
May				#DIV/0!
June				#DIV/0!
July				#DIV/0!
August			75.6%	#DIV/0!
September			76.9%	#DIV/0!
October			78.7%	#DIV/0!
November			72.6%	#DIV/0!
SUBTOTAL	#DIV/0!	#DIV/0!	77.1%	#DIV/0!
December				
AVERAGE	#DIV/0!	#DIV/0!		

CALL HANDLE TIME (mm:ss)				
	2015	2016	2017	'16-'17 Change
January	5:28	5:33		-100.0%
February	5:43	5:53		-100.0%
March	5:47	5:48		-100.0%
April	5:53	6:00		-100.0%
May	5:55	6:33		-100.0%
June	6:12	6:27		-100.0%
July	5:58		5:52	#DIV/0!
August	6:03		5:48	#DIV/0!
September	5:52		5:49	#DIV/0!
October	5:56		5:53	#DIV/0!
November	5:43		5:41	#DIV/0!
SUBTOTAL	5:52	6:02	5:50	-3.3%
December	5:32			
AVERAGE	5:50	6:02		

CSR STAFFING (FTEs)				
	2015	2016	2017	'16-'17 Change
January				#DIV/0!
February				#DIV/0!
March				#DIV/0!
April				#DIV/0!
May				#DIV/0!
June				#DIV/0!
July				#DIV/0!
August			30.2	#DIV/0!
September			32.3	#DIV/0!
October			34.2	#DIV/0!
November			26.3	#DIV/0!
SUBTOTAL	#DIV/0!	#DIV/0!	32.2	#DIV/0!
December				
AVERAGE	#DIV/0!	#DIV/0!		

Service Area Registration – Polygon Shapefile Instructions

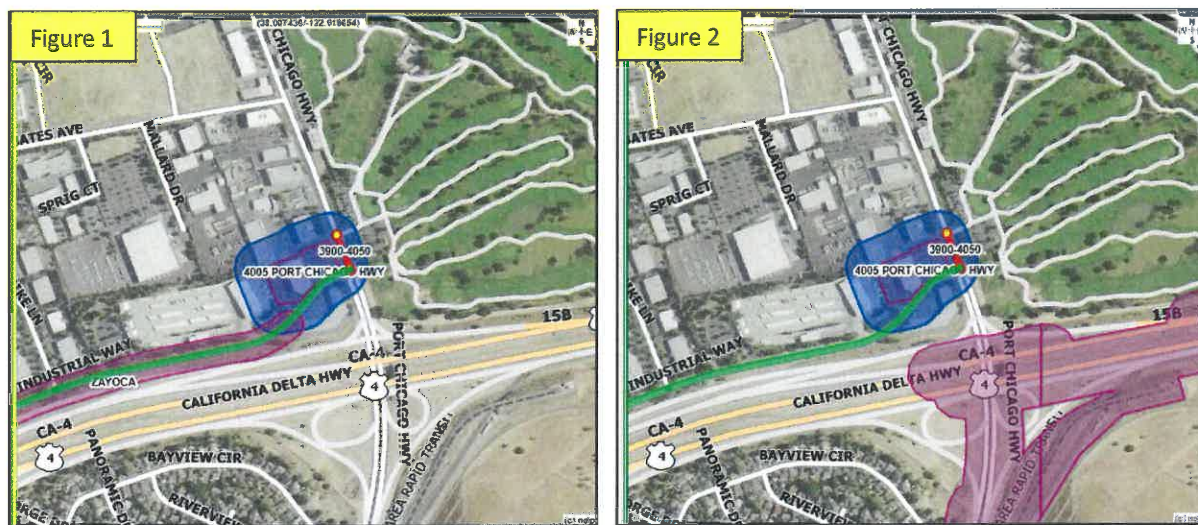


Document last revised: 12/28/2017

Introduction

Every member of the USA North 811 (“USAN”) association of utility owners is responsible to define and communicate to the USAN contact center the geographic area for which they wish to be notified (i.e. receive tickets) about upcoming excavation work. This is done by defining in USAN’s digital map (GIS) system a Service Area Registration (“SAR”) polygon shape that covers the geographic area where the member’s utility infrastructure exists.

When an excavator creates a ticket, a USAN employee will draw a “work area polygon” on the map to encompass the dig site location and extent as described by the excavator. If the work area polygon touches the SAR polygon of a member, the ticket will be delivered by USAN to the affected member so the member can be aware of the upcoming excavation and mark its nearby utility lines to protect them from damage.



In figure 1 above, a member’s SAR polygon (purple) is touched by the work area polygon (blue), so that member would receive the ticket. In figure 2, a different member’s SAR polygon (purple) is not touched by the work area polygon (blue), so that member would not receive the ticket.

NOTE: There is significant liability tied to the accuracy of your SAR polygon. Worst case scenario: A ticket is not delivered to a pipeline company because their SAR was inaccurate. The pipeline company doesn’t mark their pipeline because they did not know they should since they didn’t get the ticket. The excavator sees no markings so he assumes the area is clear of utility lines. He digs and hits the pipeline. The pipeline owner is liable for the damage and its consequences, which could include interrupted utility service, property damage, downtime costs, environmental contamination, personal injury and/or death.

Update Frequency

A member utility owner's SAR may need to change as utility infrastructure is installed, bought, sold, re-routed, etc. Every member is responsible to keep their SAR current to ensure all relevant tickets are received while irrelevant tickets are excluded. Please review your SAR regularly and update it as needed.

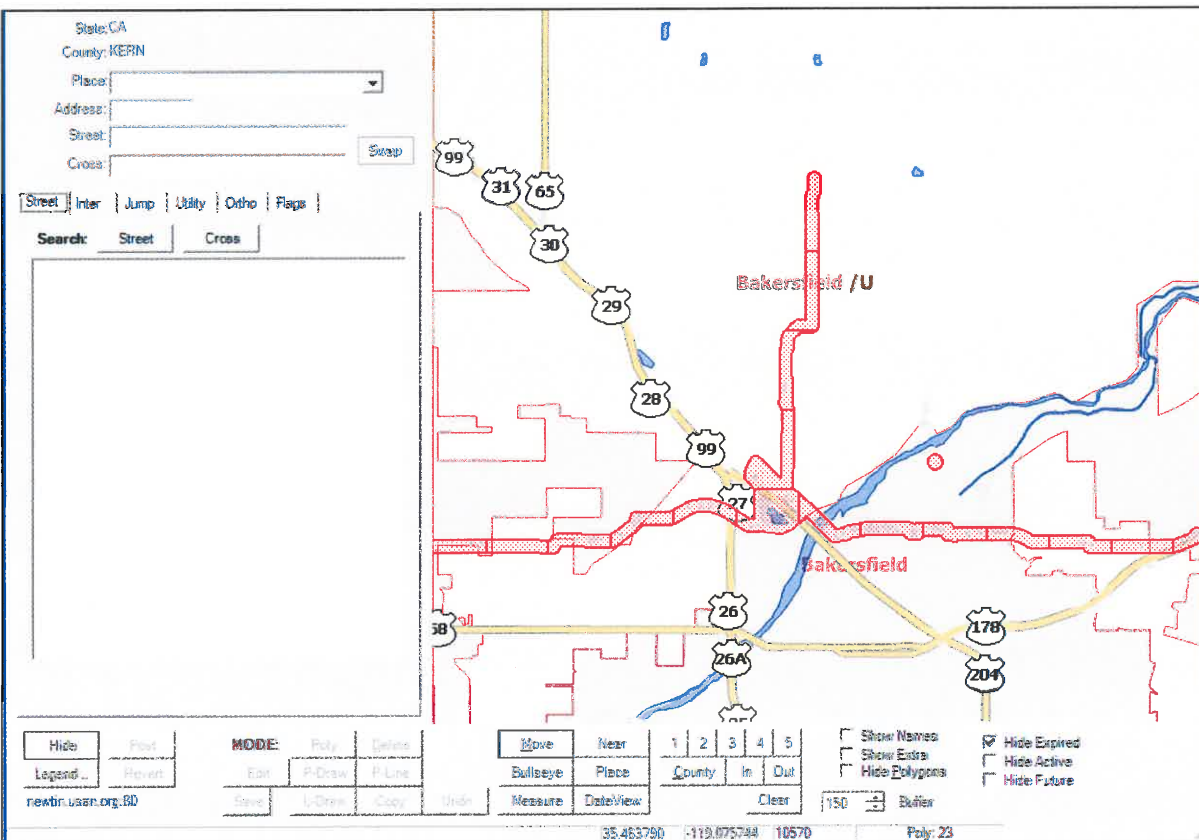
GIS Shapefile Requirements

Email an ESRI shapefile of your SAR polygon to memberservices@usanorth811.org. The file must use NAD83 geographic coordinates (WKID: 4269 – unprojected latitude/longitude) and must include these four file types:

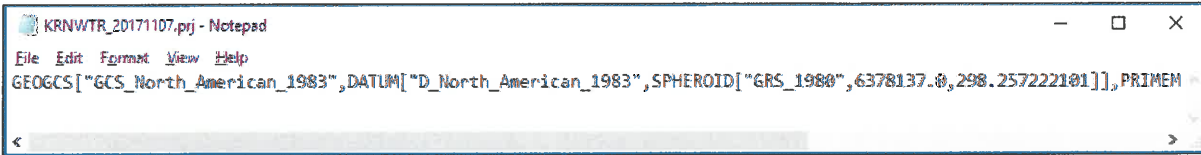
- .shp – shape geometry
- .shx – index file
- .dbf – attribute table
- .prj – coordinate system

Notes

- In the email message, please specify the member code to which the shapefile applies.
- You may view your live SAR at any time using our Member Polygon Maintenance tool. A member's SAR is shown in red in the screenshot below.
- We will send you a screenshot showing your SAR polygon in relation to our other GIS map layers. Once you confirm the SAR polygon is accurate, we will load it into our system. You may also specify when you would like the new SAR to take effect (immediately or at a future date).
- To help our GIS system draw faster, your SAR polygon will be divided into smaller polygons that are roughly one square mile in size. The exact same area that you provided will be covered by these smaller polygons.



- When creating a shapefile, coordinate system errors are frequent, especially when exporting from engineering software like AutoCAD or Microstation. To confirm you have the coordinate system correct, open the .prj file using Windows Notepad or a similar program. The text of the file should look like this:



```
KRNVTR_20171107.prj - Notepad
File Edit Format View Help
GEOGCS["GCS_North_American_1983", DATUM["D_North_American_1983", SPHEROID["GRS_1980", 6378137.0, 298.257222101]], PRIMEM
```

- If help is needed to export from an AutoCAD DWG file or a MicroStation DGN file, instructions can be provided (see contact info at end of this document). NOTE: The instructions are a good-faith attempt to help, but USAN is not liable for their accuracy as software changes.

If you do not have software to create a shapefile or export to shapefile format, consider these options:

- Create a polygon using Google Earth, save it as a KML file, and convert the KML to a shapefile. There are several free online converters that can convert KML or KMZ to shapefile. As a last resort, USA North 811 can use ArcGIS software to convert a KML file to a shapefile.
- Create a polygon using USA North’s “Member Polygon Maintenance” tool.

Summary

Your SAR polygon is a dynamic and important shape, and you are responsible for its accuracy. It needs to be big enough to make sure you don’t miss any tickets (see note about liability earlier in this doc), but you also don’t want it to be too big because you want to avoid unwanted tickets that cost you money (your bill to USAN is based on the number of tickets you receive) and time (your time to review and respond to tickets that are out of your area). Balance is needed. It’s best to err on the side of caution, keeping in mind that it’s not possible to have your SAR be so perfect that you will get every ticket that applies to you and never get a ticket that doesn’t apply. Until GIS map data becomes more accurate, gets updated more often, and is shared more freely, overnotification will continue to occur; but it can be minimized by reviewing your SAR polygon often and adjusting it when needed.

Questions: email memberservices@usanorth811.org or call 925-222-6501.

Item 4B



Environmental Services Department

January 3, 2018

Cupertino Sanitary District
Attn: Richard Tanaka, General Manager
20863 Stevens Creek Blvd, Suite 100
Cupertino, Ca. 95014-2154

RE: FY16-17 Third Quarter Adjustments for RWF O&M and CIP

Dear Richard,

Attached are the final FY16-17 Audited Third Quarter Adjustment accounting schedules showing both the summary and detail of the credit adjustments for the RWF's O&M and CIP activity for Cupertino Sanitary District.

The total credit to your district will be approximately \$ 2.1M. The credits are comprised of four main categories as noted in the table below. A detailed explanation for each category is provided in this letter. The exact amounts of the credits for each agency is shown on the detailed accounting schedules that are attached.

South Bay Water Recycling Revenue in Fund 513	O&M Savings	Refund of Prior Capital Contributions for SBWR Expansion	CIP Savings
\$ 556,432	\$ 358,097	\$ 1,153,217	\$ 21,020

South Bay Water Recycling (SBWR) Revenues: An increase in SBWR revenues during the fiscal year accounts for approximately \$ 556,432 of the O&M credit refund. The SBWR program has seen increases in the level of recycled water revenue over the last two fiscal years, due primarily to increasing wholesale recycled water service rates for the SBWR program and reduced discount rates charged for industrial users beginning in FY14-15.

O&M Savings

- Continued realization of personal services savings through vacancies, which accounts for approximately \$ 134,286 of the total credit refund of \$ 358,097. While vacancy rates within the RWF have gradually declined in recent years through aggressive recruitment efforts, vacancy savings remained significant for FY16-17.
- Savings of \$ 223,811 in non-personal appropriations within the RWF O&M group, accounts for the remainder of the O&M credit refund. Significant and unexpected infrastructure issues were discovered during the implementation of ongoing CIP construction projects, which resulted in the deferral of several non-critical maintenance

projects. These issues, combined with prolonged weather-related issues, delayed the implementation of several maintenance projects and resulted in expenditures tracking well below budgeted levels in categories such as supplies and contractual services.

Refund of prior contributions for SBWR expansion projects

The total refund for this category of \$ 1,153,217 is due to older carry-over balances related to the SBWR Master Plan, SBWR Phase D, and the South Bay Action Plan (SBAP) that are no longer needed. The SBWR Strategic Master Plan Report (Report) that was completed in 2015 identified near-term (up to the year 2020) reliability projects and directed staff to collaborate with the District on long-term (beyond the year 2020) strategies identified in the Report for potable reuse of recycled water. Since the current focus of the SBWR program is to implement near-term strategic reliability projects that maintain SBWR as a reliable asset to support existing customers, funding that had been collected in prior years to support the capital expansion of the SBWR distribution system is no longer necessary and is being refunded. The largest part of this refund, SBAP balance of \$ 954,186, is related to grant revenues/reimbursements and interest received over the life of the project.

CIP Savings

During FY16-17, the CIP budget had some budgetary adjustments that in total had a “net zero” impact to the budget. The CIP savings in this category of \$ 21,020 is driven by other project close-outs/savings during the fiscal year.

Finally, refund checks will be issued for the credit balances for O&M and CIP and will be processed by the ESD Fiscal Unit during the month of January 2018. You should expect to receive the checks around mid-February.

Please let me know if you have any further questions concerning the third quarter adjustments. I can be reached at 408-975-2599.

Sincerely,



Laura Burke, Principal Accountant
Environmental Services Department
The City of San Jose
(408) 975-2599, laura.burke@sanjoseca.gov

Operations and Maintenance Fund 513

Schedule 1-b

**SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
TREATMENT PLANT OPERATING FUND
ANNUAL TRANSACTIONS REPORT
FISCAL YEAR 2016-17(Period 15)**

	Total	San Jose	Santa Clara	West Valley	Cupertino	Millpitas	District 2-3	Burbank
Beginning Cash Balance - Fd 514	28,905	28,905	-	-	-	-	-	-
- Fd 513	45,695,931	27,626,919	6,599,261	4,975,009	2,436,506	3,225,752	683,576	148,908
Total Beginning Cash Balance	45,724,836	27,655,824	6,599,261	4,975,009	2,436,506	3,225,752	683,576	148,908
Revenue								
Contributions	82,906,762	53,499,998	12,342,683	7,284,703	4,339,260	4,545,616	716,163	178,339
Land	160,496	117,793	25,070	11,095	6,538	-	-	-
Discharge Permits	51,446	24,500	15,050	560	-	8,120	3,216	-
Transfer-In from Fd 537	-	-	-	-	-	-	-	-
SCVWD Reimb.	-	-	-	-	-	-	-	-
Connection Fee District 2-3	-	-	-	-	-	-	-	-
Land Revenue	-	-	-	-	-	-	-	-
Cash Disbursement	-	-	-	-	-	-	-	-
Tfr to Fd 512 Capital	-	-	-	-	-	-	-	-
Interest Income	42,276	19,599	8,521	6,206	2,988	3,966	818	178
Miscellaneous	10,116,948	8,434,682	1,503,681	920,238	556,432	583,849	94,693	23,672
Total Revenue	93,277,928	60,096,572	13,894,905	8,222,802	4,905,218	5,141,551	814,790	202,089
Dec (inc) Inventory	(0)	(0)	-	-	-	-	-	-
Dec (inc) Accrued Interest	(117,076)	(117,076)	-	-	-	-	-	-
Dec (inc) Accounts Receivable	(220,711)	(140,379)	(32,802)	(20,076)	(12,139)	(12,737)	(2,064)	(514)
Total Cash Revenue	92,940,141	59,839,117	13,862,103	8,202,726	4,893,079	5,128,814	812,726	201,575
O & M Billing Expenditures	86,910,813	55,277,884	12,916,685	7,905,408	4,780,095	5,015,623	812,616	202,502
Materials Issued to Fd 446	(3,713)	(2,363)	(552)	(338)	(204)	(214)	(35)	(9)
Allowance for Bad Debt Expenses	-	-	-	-	-	-	-	-
In-Lieu of Taxes Fee	-	-	-	-	-	-	-	-
	86,907,102	55,275,521	12,916,133	7,905,070	4,779,891	5,015,409	812,581	202,494
GASB 68 Deferred inflows Adj.	80,993	80,993	-	-	-	-	-	-
Fd 514 O&M Transfer to Fd 541	-	-	-	-	-	-	-	-
Total Expenditures	86,988,093	55,356,514	12,916,133	7,905,070	4,779,891	5,015,409	812,581	202,494
Decrease (Increase) in Current Liabilities	(3,145,809)	(2,000,829)	(467,530)	(286,143)	(173,019)	(181,545)	(29,413)	(7,330)
Decrease (Increase) in Encumbrances	2,120,334	1,348,596	315,124	192,866	116,618	122,365	19,825	4,940
Decrease (Increase) in L.T. Liab. for Workers' Comp. Claims	248,910	158,314	36,893	22,641	13,690	14,365	2,327	580
Decrease (Increase) in L.T. Liab. for OPEB Obligation	392,687	249,761	58,361	35,719	21,598	22,662	3,672	915
Total Cash Expenditures	86,604,215	55,112,356	12,859,081	7,870,153	4,758,778	4,993,255	808,992	201,599
Increase (Decrease) in Cash	6,335,925	4,726,760	1,003,021	332,573	134,302	135,559	3,734	(24)
Rounding Adjustment	-	(2)	-	-	(1)	1	1	1
Ending Cash Balance	52,060,761	32,382,582	7,602,282	5,307,582	2,570,807	3,361,312	687,311	148,885
Distribution of Ending Cash:								
Fund 514	118,234	118,234	-	-	-	-	-	-
Fund 513	51,942,527	32,264,348	7,602,282	5,307,582	2,570,807	3,361,312	687,311	148,885
Ending Cash Distributed	52,060,761	32,382,582	7,602,282	5,307,582	2,570,807	3,361,312	687,311	148,885
NonCash Accounts:								
Accrued Interest	229,616	229,616	-	-	-	-	-	-
Accounts Receivable	1,503,123	968,744	210,169	136,279	78,382	89,787	15,525	4,237
Current Liabilities	(9,755,982)	(6,267,147)	(1,370,471)	(918,192)	(471,045)	(563,082)	(137,958)	(28,087)
Reserve for Encumbrances	(5,619,730)	(3,387,364)	(897,790)	(592,240)	(250,692)	(337,722)	(134,019)	(19,903)
Liability for OPEB	(16,908,641)	(11,059,969)	(2,247,974)	(1,469,993)	(872,171)	(1,025,221)	(185,501)	(47,811)
Liability for Workers' Comp. Claims	(3,010,342)	(1,979,008)	(389,282)	(260,855)	(140,751)	(188,586)	(42,308)	(9,552)
Ending Credits	18,498,805	10,887,455	2,906,935	2,202,580	914,529	1,336,487	203,050	47,769

CIP Fund 512

Fund 512 - Summary of 3rd Quarter Credit (Debit) / Cash Reconciliation FY16-17

	RWF Projects - Fund 512			SBWR Projects - Fund 512				Grand Total
	Over-all WA	Digester	Iron Salt	SBWR MP	SBWR Phase D	SBAP	Total Credit / (Debit)	
San Jose	\$ (4,969,275)	\$ 624,929	\$ (169,634)	\$ 903,213	\$ 1,957,612	\$ 4,451,687	\$ (4,513,980)	\$ 2,858,532
Santa Clara	\$ 1,089,077	\$ 46,855	\$ (38,126)	\$ 198,237	\$ 425,669	\$ 10,963	\$ 1,097,807	\$ 1,732,676
WVSD	\$ 14,090	\$ 18,289	\$ (18,436)	\$ 93,056	\$ 207,642	\$ 1,450,477	\$ 13,944	\$ 1,765,119
Cupertino	\$ 22,699	\$ 10,696	\$ (12,376)	\$ 65,408	\$ 133,623	\$ 954,186	\$ 21,020	\$ 1,174,237
Milpitas	\$ 635,215	\$ 17,255	\$ (22,469)	\$ 126,970	\$ 237,604	\$ 1,450,511	\$ 630,001	\$ 2,445,086
CSD 2-3	\$ (27,890)	\$ 1,299	\$ (1,538)	\$ 10,963	\$ 18,944	\$ 185,780	\$ (28,129)	\$ 187,558
Burbank	\$ 8,265	\$ 497	\$ (641)	\$ 3,903	\$ 7,134	\$ 45,165	\$ 8,121	\$ 64,323
Total Credit / (Debit)	\$ (3,227,819)	\$ 719,820	\$ (263,219)	\$ 1,401,750	\$ 2,986,228	\$ 8,588,769	\$ (2,771,218)	\$ 10,207,530

Schedule 1-b

SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT TREATMENT PLANT CAPITAL FUND ANNUAL TRANSACTIONS REPORT FISCAL YEAR 2016-17 (Period 15)								
	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance - Fd 514	-	-	-	-	-	-	-	-
Beginning Cash Balance - Fd 512	82,199,111	56,534,811	11,299,697	5,243,419	3,283,225	5,122,640	538,282	177,037
Total Beginning Cash Balance	82,199,111	56,534,811	11,299,697	5,243,419	3,283,225	5,122,640	538,282	177,037
Revenue:								
Contributions								
1st Qtr	9,766,394	3,090,000	2,888,808	1,287,539	850,930	1,496,545	105,880	46,692
2nd Qtr	2,317,988	-	1,002,968	447,021	295,438	519,592	36,760	16,209
3rd Qtr	27,656,590	17,858,500	4,323,328	1,836,862	1,217,651	2,232,960	118,197	69,092
4th Qtr	19,716,867	13,180,856	2,827,626	1,260,270	832,915	1,464,865	103,636	45,699
Total Contributions	59,456,839	34,129,356	11,042,730	4,831,692	3,196,934	5,713,962	364,473	177,692
Debt Service Contribution	42,862	-	-	(20,004)	(12,716)	20,986	46,864	7,742
Misc Revenue	-	-	-	-	-	-	-	-
Reverse Cap Reapprop. In FY15-16	4,692,000	3,124,215	658,100	309,250	204,384	359,454	25,384	11,214
Interest Income	422,870	266,229	73,647	33,003	20,984	34,760	3,107	1,150
Total Revenue	64,614,571	37,509,800	11,774,477	5,153,941	3,409,586	6,129,152	439,817	197,798
Calpine/MEC Reimbursement	341,575	218,632	48,818	26,698	17,591	25,567	3,450	820
SRFL Repayments Reimb.	1,373,760	-	687,840	377,108	226,810	21,894	48,746	11,562
USBWR Grants	-	-	-	-	-	-	-	-
Tfr in fm Fd 826	188,826	188,826	-	-	-	-	-	-
Dec(Inc) Accrued Interest	(59,731)	(59,731)	-	-	-	-	-	-
Total Cash Revenue	66,459,001	37,857,527	12,511,135	5,557,746	3,653,987	6,176,413	492,013	210,180
Expenditures:								
Capital Projects - Schedule 1-a	63,143,805	41,563,147	9,337,706	4,161,808	2,750,544	4,837,447	342,239	150,914
Tfr to Bond 2009A Reserve	1,292,000	1,255,798	-	-	-	10,062	22,442	3,708
Tfr to Fd 001	6,000	6,000	-	-	-	-	-	-
Tfr to Fd 210	172,000	172,000	-	-	-	-	-	-
Adj for FY 15-16 tfr to Digester	8,109,819	5,391,246	1,144,052	534,518	353,264	621,293	46,064	19,382
Debt Svc Tfr	1,661,812	491,426	-	553,662	351,931	45,753	102,171	16,868
SRFL Payments	4,420,509	3,060,097	681,156	373,445	224,806	21,484	48,272	11,449
Capital Replacement Allowance	-	-	-	-	-	-	-	-
Total Expenditures	78,705,945	51,939,715	11,162,914	5,623,433	3,680,346	5,536,028	561,188	202,321
Inc (Dec) Accounts Receivable	22,442	14,772	3,319	1,479	978	1,719	122	54
Dec (Inc) in Beg. Encumbrances	6,529,442	4,347,694	915,820	430,356	284,422	500,221	35,324	15,605
Dec (Inc) in Encumbrances	(26,866,585)	(17,684,392)	(3,973,031)	(1,770,777)	(1,170,308)	(2,058,249)	(145,617)	(64,211)
Dec (Inc) in Accts. Payable	(6,724,309)	(4,426,142)	(994,391)	(443,199)	(292,911)	(515,149)	(36,446)	(16,071)
Dec (Inc) in Accrued Int. Payable	43,373	30,025	6,683	3,664	2,204	211	474	112
Dec (Inc) in Accrued Vac.	(47)	(47)	-	-	-	-	-	-
Dec (Inc) in OPEB Oblig	28,816	28,816	-	-	-	-	-	-
GASB 68 Deferred Inflows Adj.	(100,318)	(100,318)	-	-	-	-	-	-
Total Cash Expenditures	51,638,759	34,150,123	7,121,314	3,844,956	2,504,730	3,464,781	415,045	137,810
Increase/(Decrease) in Cash	14,820,242	3,707,403	5,389,821	1,712,790	1,149,257	2,711,632	76,969	72,370
Rounding Adjustment	(5)	(5)	-	-	-	-	-	-
Ending Cash Balance	97,019,348	60,242,209	16,689,518	6,956,209	4,432,482	7,834,272	615,251	249,407
Distribution of Ending Cash:								
Fund 514	-	-	-	-	-	-	-	-
Fund 512	97,019,348	60,242,209	16,689,518	6,956,209	4,432,482	7,834,272	615,251	249,407
Ending Cash Distributed	97,019,348	60,242,209	16,689,518	6,956,209	4,432,482	7,834,272	615,251	249,407
Non Cash Accounts:								
Accounts Receivable	22,612	43,835	(16,440)	(4,361)	435	(1,019)	148	15
Accrued Interest Receivable	359,859	359,859	-	-	-	-	-	-
Accrued SRFL Int. Payable	(68,039)	(47,100)	(10,484)	(5,748)	(3,457)	(331)	(743)	(176)
Accounts Payable	(13,685,259)	(8,978,778)	(2,018,154)	(916,473)	(599,513)	(1,044,872)	(94,759)	(32,710)
Accrued Vac, Sick, Comp	(1,859)	(1,859)	-	-	-	-	-	-
Reserve for Encumbrances	(50,136,481)	(32,405,387)	(8,122,548)	(3,594,136)	(2,206,940)	(3,338,338)	(348,666)	(120,466)
Capital Projects - Rebudgeted	(36,738,000)	(24,182,054)	(5,432,815)	(2,421,402)	(1,600,307)	(2,814,498)	(199,120)	(87,804)
Ending Credits/(Debits)	(3,227,819)	(4,969,275)	1,089,077	14,090	22,699	635,215	(27,890)	8,265

Schedule 1-b

**SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
TREATMENT PLANT CAPITAL FUND -Digester Project
ANNUAL TRANSACTIONS REPORT
FISCAL YEAR 2016-17 (Period 15)**

	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance - Fd 512	115,122,802	83,345,451	15,575,857	5,978,833	3,616,748	5,972,868	444,092	188,953
Total Beginning Cash Balance	115,122,802	83,345,451	15,575,857	5,978,833	3,616,748	5,972,868	444,092	188,953
Revenue:								
Contributions								
1st Qtr	4,663,719	3,256,680	731,622	255,105	150,471	243,627	18,439	7,775
1st Qtr Contingency (Other Trib. Only)	3,961,100	-	2,060,300	718,100	423,400	685,600	52,000	21,700
2nd Qtr	378,094	264,023	59,315	20,682	12,197	19,752	1,497	628
3rd Qtr	(165,202)	613,173	137,755	(204,999)	(211,558)	(458,698)	(27,143)	(13,732)
4th Qtr	378,094	264,023	59,315	20,682	12,197	19,752	1,497	628
Total Contributions	9,215,805	4,397,899	3,048,307	809,570	386,707	510,033	46,290	16,999
Debt Service Contribution	-	-	-	-	-	-	-	-
Misc Revenue	-	-	-	-	-	-	-	-
Interest Income	523,846	369,667	78,465	28,600	16,867	27,313	2,066	868
Total Revenue	9,739,651	4,767,566	3,126,772	838,170	403,574	537,346	48,356	17,867
SRFL Repayments Reimb.	-	-	-	-	-	-	-	-
Dec(Inc) Accrued Interest	(297,475)	(297,475)	-	-	-	-	-	-
Total Cash Revenue	9,442,176	4,470,091	3,126,772	838,170	403,574	537,346	48,356	17,867
Expenditures:								
Capital Projects - Schedule 1-a	19,048,491	13,301,563	2,988,327	1,041,952	614,504	995,093	75,432	31,620
Contingency -San Jose only	(9,551,363)	(9,551,363)	-	-	-	-	-	-
Debt Svc Tfr	-	-	-	-	-	-	-	-
SRFL Payments	-	-	-	-	-	-	-	-
Total Expenditures	9,497,128	3,750,200	2,988,327	1,041,952	614,504	995,093	75,432	31,620
Adj for FY 15-16 (Inc) in Encumb	(8,109,819)	(5,391,246)	(1,144,052)	(534,518)	(353,264)	(621,293)	(46,064)	(19,382)
Dec (Inc) in Encumbrances	9,902,203	6,914,707	1,553,458	541,651	319,445	517,291	39,213	16,438
Dec (Inc) in Encumbrances (SJ Only)	9,551,363	9,551,363	-	-	-	-	-	-
Dec (Inc) in Accrued Int. Payable	-	-	-	-	-	-	-	-
Total Cash Expenditures	20,840,875	14,825,024	3,397,733	1,049,085	580,685	891,091	68,581	28,676
Increase/(Decrease) in Cash	(11,398,699)	(10,354,933)	(270,961)	(210,915)	(177,111)	(353,745)	(20,225)	(10,809)
Rounding Adjustment	-	-	-	-	-	-	-	-
Ending Cash Balance	103,724,103	72,990,518	15,304,896	5,767,918	3,439,637	5,619,123	423,867	178,144
Non Cash Accounts:								
Accrued Interest Receivable	445,789	445,789	-	-	-	-	-	-
Reserve for Encumbrances	(102,538,072)	(72,174,529)	(15,114,966)	(5,699,743)	(3,399,520)	(5,554,225)	(418,956)	(176,133)
Digester Projects - Rebudgeted	(912,000)	(636,849)	(143,075)	(49,886)	(29,421)	(47,643)	(3,612)	(1,514)
Ending Credits/(Debits)	719,820	624,929	46,855	18,289	10,696	17,255	1,299	497

Schedule 1-b

SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT TREATMENT PLANT CAPITAL FUND -Iron Salt ANNUAL TRANSACTIONS REPORT FISCAL YEAR 2016-17 (Period 15)								
	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance - Fd 512	-	-	-	-	-	-	-	-
Total Beginning Cash Balance	-	-	-	-	-	-	-	-
Revenue:								
Contributions								
1st Qtr	107,455	69,275	15,549	7,527	5,051	9,161	644	248
2st Qtr	107,455	69,259	15,559	7,526	5,051	9,169	633	258
3rd Qtr	107,455	69,259	15,559	7,526	5,051	9,169	633	258
4th Qtr	111,636	71,952	16,165	7,819	5,248	9,526	658	268
Total Contributions	434,001	279,745	62,832	30,398	20,401	37,025	2,558	1,032
Debt Service Contribution	-	-	-	-	-	-	-	-
Misc Revenue	-	-	-	-	-	-	-	-
Interest Income	7,943	5,120	1,150	556	373	678	47	19
Total Revenue	441,944	284,865	63,982	30,954	20,774	37,703	2,615	1,051
SRFL Repayments Reimb.	-	-	-	-	-	-	-	-
Dec(Inc) Accrued Interest	(6,759)	(6,759)	-	-	-	-	-	-
Total Cash Revenue	435,185	278,106	63,982	30,954	20,774	37,703	2,615	1,051
Expenditures:								
Capital Projects - Schedule 1-a	409,163	263,717	59,247	28,658	19,235	34,914	2,410	982
Total Expenditures	409,163	263,717	59,247	28,658	19,235	34,914	2,410	982
Dec (Inc) in Beg. Encumbrances	(6,529,442)	(4,347,694)	(915,820)	(430,356)	(284,422)	(500,221)	(35,324)	(15,605)
Dec (Inc) in Encumbrances	3,239,536	2,087,978	469,085	226,897	152,291	276,430	19,081	7,775
Dec (Inc) in Accrued Int. Payable	-	-	-	-	-	-	-	-
Total Cash Expenditures	(2,880,744)	(1,996,000)	(387,488)	(174,801)	(112,897)	(188,877)	(13,833)	(6,848)
Increase/(Decrease) in Cash	3,315,929	2,274,106	451,470	205,755	133,671	226,580	16,448	7,899
Rounding Adjustment	(1)	(1)	-	-	-	-	-	-
Ending Cash Balance	3,315,928	2,274,105	451,470	205,755	133,671	226,580	16,448	7,899
Non Cash Accounts:								
Accrued Interest Receivable	6,759	6,759	-	-	-	-	-	-
Accrued SRFL Int. Payable	-	-	-	-	-	-	-	-
Reserve for Encumbrances	(3,289,905)	(2,259,716)	(446,735)	(203,458)	(132,132)	(223,791)	(16,243)	(7,830)
Iron Salt Projects - Rebudgeted	(296,000)	(190,781)	(42,861)	(20,732)	(13,915)	(25,258)	(1,743)	(710)
Ending Credits/(Debits)	(263,218)	(169,634)	(38,126)	(18,436)	(12,376)	(22,469)	(1,538)	(641)

SBWR

Schedule 1-b

**SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
SOUTH BAY WATER RECYCLING MASTER PLAN
ANNUAL TRANSACTIONS REPORT
FISCAL YEAR 2016-17(Period 15)**

	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance Fund 512	1,398,934	907,348	190,286	94,346	65,280	126,704	11,077	3,893
Total Beginning Cash Balance	1,398,934	907,348	190,286	94,346	65,280	126,704	11,077	3,893
Revenue:								
Contributions -Tfr fm Plant Capital	-	-	-	-	-	-	-	-
AWT SCVWD Contributions	-	-	-	-	-	-	-	-
USBWR Grant	-	-	-	-	-	-	-	-
Investment Income (Loss)	5,002	3,245	680	337	233	453	40	14
Total Revenue	5,002	3,245	680	337	233	453	40	14
Cash Tfr fm Fd 512	-	-	-	-	-	-	-	-
(Inc) Dec in Accrued Interest	(672)	(1,926)	492	257	167	306	23	9
(Inc) Dec in Grant Receivable	(710,263)	(457,786)	(102,846)	(49,747)	(33,389)	(60,607)	(4,183)	(1,705)
Total Cash Revenue	(705,933)	(456,467)	(101,674)	(49,153)	(32,989)	(59,848)	(4,120)	(1,682)
Expenditures:								
Expenditures (Attachment 1-a)	(20,000)	(12,890)	(2,896)	(1,401)	(940)	(1,707)	(118)	(48)
Dec (Inc) in Current Liability	-	-	-	-	-	-	-	-
Dec (Inc) in Encumbrances	20,000	12,890	2,896	1,401	940	1,707	118	48
Cash Tfr to Fd 512	-	-	-	-	-	-	-	-
Total Cash Expenditures	-	-	-	-	-	-	-	-
Increase/(Decrease) in Cash	(705,934)	(456,467)	(101,674)	(49,153)	(32,989)	(59,848)	(4,120)	(1,682)
Rounding adjustment	-	-	-	-	-	-	-	-
Ending Cash Balance	693,001	450,881	88,612	45,193	32,291	66,856	6,957	2,211
NonCash Accounts:								
Accrued Interest Receivable	4,257	4,257	-	-	-	-	-	-
Accrued Grant Receivable	710,263	458,694	101,838	49,848	33,388	60,606	4,184	1,705
Reserve for Encumbrances	(5,771)	(10,619)	7,787	(1,985)	(271)	(492)	(178)	(13)
Capital Projects - Rebudget	-	-	-	-	-	-	-	-
Ending Credits/(Debits)	1,401,750	903,213	198,237	93,056	65,408	126,970	10,963	3,903

Schedule 1-b

**SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
SOUTH BAY WATER RECYCLING PHASE D
ANNUAL TRANSACTIONS REPORT
FISCAL YEAR 2016-17(Period 15)**

	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance Fund 512	6,436,584	4,274,643	905,924	430,867	280,294	492,350	37,108	15,398
Total Beginning Cash Balance	6,436,584	4,274,643	905,924	430,867	280,294	492,350	37,108	15,398
Revenue:								
SJW SBWR Sys Capacity Impr Fee	1,206,566	777,667	174,711	84,508	56,721	102,956	7,107	2,896
Interest Income	22,494	14,869	3,180	1,517	992	1,752	130	54
Total Revenue	1,229,060	792,536	177,891	86,025	57,713	104,708	7,237	2,950
Cash Tfr fm Fd 512	-	-	-	-	-	-	-	-
Dec (Inc) in Accrued Interest	(4,657)	(4,657)	-	-	-	-	-	-
Total Cash Revenue	1,224,503	787,979	177,891	86,025	57,713	104,708	7,237	2,950
Expenditures:								
Expenditures (Attachment 1-a)	-	-	-	-	-	-	-	-
Dec (Inc) in Current Liability	-	-	-	-	-	-	-	-
Dec (Inc) in Encumbrances	-	-	-	-	-	-	-	-
Cap Reapprop. Adj for FY 15-16	4,692,000	3,124,215	658,100	309,250	204,384	359,454	25,384	11,214
Cash Tfr to Fd 512	-	-	-	-	-	-	-	-
Total Cash Expenditures	4,692,000	3,124,215	658,100	309,250	204,384	359,454	25,384	11,214
Increase/(Decrease) in Cash	(3,467,497)	(2,336,236)	(480,209)	(223,225)	(146,671)	(254,746)	(18,147)	(8,264)
Rounding adjustment	-	-	-	-	-	-	-	-
Ending Cash Balance	2,969,087	1,938,407	425,715	207,642	133,623	237,604	18,961	7,134
NonCash Accounts:								
Accrued Interest Receivable	19,142	19,142	-	-	-	-	-	-
Reserve for Encumbrances	-	63	(46)	-	-	-	(17)	-
Ending Credits/(Debits)	2,988,229	1,957,612	425,669	207,642	133,623	237,604	18,944	7,134

Schedule 1-b

**SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
SOUTH BAY ACTION PLAN CAPITAL FUND
ANNUAL TRANSACTIONS REPORT
FISCAL YEAR 2016-17(Period 15)**

	Total	San Jose	Santa Clara	West Valley	Cupertino	Milpitas	District 2-3	Burbank
Beginning Cash Balance Fund 512	12,289,638	9,778,112	1,880,794	90,723	138,372	457,021	(43,258)	(12,126)
Beginning Cash Balance Fund 514	-	-	-	-	-	-	-	-
Total Beginning Cash Balance	12,289,638	9,778,112	1,880,794	90,723	138,372	457,021	(43,258)	(12,126)
Revenue:								
Contributions	-	-	-	-	-	-	-	-
AWT SCVWD Contributions	-	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
USBWR Grant	-	-	-	-	-	-	-	-
Investment Income (Loss)	58,683	37,561	8,387	4,587	3,022	4,392	593	141
Equip. Replacement Transfers	-	-	-	-	-	-	-	-
Total Revenue	58,683	37,561	8,387	4,587	3,022	4,392	593	141
Fund 539 SRFL Debt Svc Transfer	-	-	-	-	-	-	-	-
Transfer in Fd 531	-	-	-	-	-	-	-	-
Decrease (Increase) in Accrued Interest Receivable	(29,652)	(29,652)	-	-	-	-	-	-
Accrued Grant Receivable	-	-	-	-	-	-	-	-
Total Cash Revenue	29,031	7,909	8,387	4,587	3,022	4,392	593	141
Expenditures:								
Expenditures (Attachment 1-a)	-	-	-	-	-	-	-	-
Dec (inc) in Encumbrances	88,839	56,863	12,697	6,944	4,575	6,650	897	213
Transfer out Fd 514 Plant Cap.	-	-	-	-	-	-	-	-
Total Cash Expenditures	88,839	56,863	12,697	6,944	4,575	6,650	897	213
Increase/(Decrease) in Cash	(59,808)	(48,954)	(4,310)	(2,357)	(1,553)	(2,258)	(304)	(72)
inc/(Dec) in Cash FY15-16 SBWR	-	(2,922,625)	(1,340,290)	1,650,600	1,007,453	1,272,019	266,621	66,222
Rounding adjustment	-	-	-	-	-	-	-	-
Ending Cash Balance	12,229,830	6,806,533	536,194	1,738,966	1,144,272	1,726,782	223,059	54,024
Distribution of Ending Cash:								
Fund 512	12,229,830	6,806,533	536,194	1,738,966	1,144,272	1,726,782	223,059	54,024
Fund 514	-	-	-	-	-	-	-	-
Ending Cash Distributed	12,229,830	6,806,533	536,194	1,738,966	1,144,272	1,726,782	223,059	54,024
NonCash Accounts:								
Accrued Interest Receivable	49,939	49,939	-	-	-	-	-	-
Accrued Grant Receivable	-	-	-	-	-	-	-	-
Reserve for Encumbrances	-	(2,287)	2,287	-	-	-	-	-
Capital Projects - Rebudget	(3,691,000)	(2,362,498)	(527,518)	(288,489)	(190,087)	(276,271)	(37,279)	(8,858)
Ending Credits/(Debits)	8,588,769	4,491,687	10,963	1,450,477	954,186	1,450,511	185,780	45,165



Memo

Item 8A

To: Board of Directors
From: Richard Tanaka, District Manager-Engineer
Date: January 17, 2018
Re: Calabazas Creek/Tantau Ave Sanitary Sewer Rehabilitation CIP

Status Update:

Construction of sanitary sewer improvements has been completed by California Trenchless, Inc. and staff has determined that the construction of improvements required by the plans and specifications have been completed to staff's satisfaction and approval. All payments for work have been received.

The summary of the costs are as follows:

Original Contract Award:	\$1,263,365.00
Change Orders Total:	\$144,184.39
Approved payments to date:	\$1,251,883.25
Release Contractor's retention amount:	\$139,098.14
Total payment to Contractor:	\$1,390,981.39

The final cost overrun percentage over the original contract amount is 10.10%.

District has completed project close-outs for two encroachment permits - one from Santa Clara Valley Water District for crossing Calabazas Creek and other from State of California (Caltrans) for crossing of I-280.

District has received reimbursement from CableCom, LLC in the amount of \$15,040.58 for added cost to the project as a result of damages caused by Cal Water involving water main breakage adjacent to District construction site at Vallco Two (19333 Vallco Pkwy, Cupertino).

Per Agreement with Apple and District, landscape at Apple, Inc. properties, Tantau 10 and Tantau 11 (just north of I-280), has been completed by Apple's contractor, Shooter & Butts. The District's share of the cost for this landscape is still pending.

Recommendations:

Board approve Resolution No. 1301 to Accept Completion of Calabazas Creek / Tantau Avenue Sanitary Sewer Rehabilitation Project.

Attachments:

- 1) Resolution No. 1301

RESOLUTION NO. 1301

A RESOLUTION OF THE SANITARY BOARD OF THE CUPERTINO SANITARY DISTRICT ACCEPTING COMPLETION OF CALABAZAS CREEK / TANTAU AVENUE SANITARY SEWER REHABILITATION PROJECT

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

WHEREAS, the improvements completed are for the Project No. CU-16114, entitled "Calabazas Creek / Tantau Avenue Sanitary Sewer Rehabilitation Project" pursuant to the contract between District and CALIFORNIA TRENCHLESS, INC., dated June 7, 2017;

WHEREAS, the following sanitary sewer improvements have been completed:

- Removed and installed 4 redwood trees
- Installed 474-LF of 4" & 6" HDPE SDR 11 sanitary sewer bypass pipe
- Installed 1398-LF of 8" HDPE SDR 17 sanitary main
- Installed 187-LF of 8" HDPE SDR 11 sanitary sewer siphon
- Installed 1014-LF of 10" HDPE SDR 17 sanitary main
- Adjusted 10 manholes to meet grade
- Repaired one manholes channelization and lateral entrance
- Installed 3 60"-diameter manholes
- Installed a 15'-deep junction box
- Installed 15-LF of 36" casing by jack-and-bore
- Abandoned 240-LF corroded 8" cast iron pipe
- Abandoned 120-LF corroded 8" cast iron siphon
- Abandoned 2 manholes within SCWD right-of-way

WHEREAS, the improvements have been inspected and approved by the District staff; and

WHEREAS, the District Manager-Engineer recommends the Board of Directors to accept the completion of the Project No. CU-16114, entitled "Calabazas Creek / Tantau Avenue Sanitary Sewer Rehabilitation Project".

NOW, THEREFORE, IT IS ORDERED, the Board of Directors of the Cupertino Sanitary District accepts the Project No. CU-16114, entitled "Calabazas Creek / Tantau Avenue Sanitary Sewer Rehabilitation Project" as complete.

*

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*

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly passed and adopted by the Board of Directors of the Cupertino Sanitary District, Santa Clara County, California, at a meeting held on the 17th day of January 2018, by the following vote of the members thereof:

AYES, and in favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

Secretary
Cupertino Sanitary District

(SEAL)

APPROVED:

President
Cupertino Sanitary District

Date: January 12, 2018

Cupertino Sanitary District Sewer System Management Plan (SSMP) 2016 Annual Audit Report

The purpose of the Sewer System Management Plan (SSMP) Audit is to evaluate the effectiveness of Cupertino Sanitary District SSMP and to identify whether updates are needed. This document was developed to meet the requirements of State Water Resources Control Board Order No. 2006-0003-DWQ as revised by Order No. WQ 2013-0058-EXEC.

This report was prepared and will be presented to the District Board of Directors on January 17, 2018. Documentation of SSMP audits are kept on file at the District's Office, and an indication is made in the California Integrated Water Quality System (CIWQS) database that the audit was completed.

The audit consists of the following elements:

- Progress made on development of SSMP elements, and whether or not the District is on schedule in developing all elements of the SSMP
 - 1) Continued implementation Lucity software system to manage cleaning and maintenance
 - 2) Continued data update to an electronic system (ARC-GIS and Lucity) - ongoing
- SSMP implementation efforts over the timeframe in question
 - 1) District has updated its master plan in draft form; to be approved by Board in first quarter of 2018
 - 2) CCTV is on target to have 100% completed per SSMP.
 - 3) Completed first critical cast-iron pipe replacement project along Tantau in 2017.
- The effectiveness of implementing SSMP elements

Number and Size of SSOs

Table below summarizes 2017 SSOs. The total number of SSOs for the reporting period was 16. Of the 16 SSOs, 2 were from mainlines, and 14 were from laterals. Eighty-eight percent of the SSOs were from property line cleanouts.

Corrective actions were taken for each of the SSO incidents.

Date	SSO ID	SSO Category	SSO Location -	Estimated Spill (Gallon)	Estimated Spill Recovered (Gallon)	Certified Date	Description	Corrective Action	
1	2/12/2017	832970	3	10522 Orange Ln	6.4	6.4	3/10/2017	Lateral - Roots	No defect found; place on annual
2	2/15/2017	833423	3	1117 Steeplechase Ln	679	10	3/10/2017	Lateral - POC/Roots	Owner to fix POC
3	4/3/2017	834420	3	888 Brookgrove Ln	7	7	5/5/2017	Lateral - Rag/paper	Education and place on annual
4	5/3/2017	835329	3	1361 S De Anza Blvd	1	0	6/26/2017	Lateral - Hwy grease	Bobbie's Café - G.I. inspected
5	5/26/2017	835778	3	1188 Crestline Dr	291	0	6/27/2017	Lateral - Hwy Roots	No defect found; place on annual
6	6/1/2017	836261	3	20229 Northwest Square, Cup	754	0	7/5/2017	Lateral - Hwy roots	No defect found; place on annual
7	6/18/2017	835956	3	10835 Northview Sq	110	110	7/2/2017	Lateral - Hwy Roots	No defect found; place on annual
8	7/5/2017	939117	3	10276 E Estate Dr, Cup	15	15	8/9/2017	Lateral - Hwy Roots	No defect found; place on annual
9	8/8/2017	839886	3	859 Hyde Ave	78	1	9/17/2017	Lateral - Hwy roots	No defect found; place on annual
10	8/31/2017	840402	3	10257 Vista Knoll Blvd, Cup	799	0	10/7/2017	Lateral - Hwy roots	No defect found; place on annual
11	9/6/2017	840111	3	13570 Surrey Ln	472	472	10/7/2017	Lateral - Hwy roots	CO needs to be upgraded. Notified o
12	9/29/2017	840520	1	Cedarbrook Terrace T-9 T-8	1500	1470	10/7/2017	Main - Root ball blockages	Place on annual maintenance
13	11/7/2017	841680	3	6295 Shadygrove Ct	106	0	11/27/2017	Lateral - Hwy Roots	No defect found; place on annual
14	11/27/2017	842028	3	1105 Milky Way	174	0	12/6/2017	Lateral - Hwy Roots in lower portion	Place on 6 mo. Service
15	12/2/2017	843118	3	881 Ferngrove Dr	5	5	12/26/2017	Lateral - Roots & debris lower portion	Place on 6 mo. Service
16	12/26/2017		3	22820 San Juan - Manhole SSO	11	0		Main - Hwy Debris	Education and place on annual

- **Evaluation of the Effectiveness of the SSMP**

District utilizes measure of effectiveness of our SSMP based on number of SSOs and average SSOs per 100 miles and volume of spills per miles as compared to the state-wide average.

LOCATION	Total miles of collection system	Total number of SSOs	Total volumes (gal)	Average SSOs per 100 miles	Average Volume of Spills per 100 miles (gal)
Region 4	21,001	365	906,552	1.74	4,317
State Wide	99,338	3,981	24,967,366	4.01	25,134
CUSD Mainline	202	1	1,500	0.50	743
CuSD - All	294	16	5,028	5.44	1,710

In Region 4, many of the large tributary agencies do not report lateral SSOs. For measuring the District's effectiveness, mainline SSOs are compared to Region 4 and the State. District's average SSO per 100 miles is 0.50, which is very low when compared to Region 4 (1.74) and State- Wide (4.01). Volumes of spills for all SSOs in District is 1,710 gallons, which is very low compared to Region 4 (4,317) and State-Wide (25,134).

In 2017, 14 of the 16 SSO's were from laterals, of which majority of the causes was root intrusion from City street trees. District is working with CASA and CASSE to develop lower and upper lateral maintenance program to reduce SSO's from laterals. District has recently updated District's ordinance related to laterals to insure proper maintenance and overall reductions in SSO's and Inflow/infiltration from both upper and lower laterals.

- A description of the additions and improvements made to the sanitary sewer collection system in the past reporting year(s)

1) Continued CCTV – estimated at 50% complete through 2017.

- 2) Completed first critical cast-iron pipe replacement project along Tantau
- A description of the additions and improvements planned for the upcoming reporting year(s) with an estimated schedule for implementation.
 - 1) Perform 39 pipe repairs on pipes rated defect Grade 5
 - 2) Replace the defect Grade 5 cast iron pipe at Holly & Cranberry
- **Check list of SSMP Elements**

Directions: Please check YES or NO for each question. If NO is answered for any question, describe the updates/changes needed and the timeline to complete those changes in the "*Description of Scheduled Updates/Changes to the SSMP*" section.

		YES	NO
ELEMENT 1 – GOALS			
A.	Are the goals stated in the SSMP still appropriate and accurate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 2 – ORGANIZATION			
A.	Is the District Services Key Staff Telephone List current?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Is the Sanitary Sewer Overflow Responder Telephone List current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C.	Is Figure 1 of the SSMP, entitled “District Organization Chart,” current?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D.	Are the position descriptions and accurate portrayal of staff responsibilities?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E.	Is Table 2 of the SSMP, titled “Chain of Communication for Reporting and Responding to SSOs,” accurate and up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
District administrator is being replaced with Deputy District Director. See org chart attached at the end of this report for update.			
ELEMENT 3 – LEGAL AUTHORITY			
Does the SSMP contain excerpts from the current Cupertino Sanitary District Operations Code documenting the District’s legal authority to:			

		YES	NO
A.	Prevent illicit discharges?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Require proper design and construction of sewers and connections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C.	Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the District?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D.	Limit discharges of fats, oil and grease?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E.	Enforce any violation of its sewer ordinances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 4 – OPERATIONS AND MAINTENANCE			
Collection System Maps			
A.	Does the SSMP reference the current process and procedures for maintaining the District’s wastewater collection system maps? Need to create ARC-GIS map	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B.	Are the District’s wastewater collection system maps complete, current, and sufficiently detailed? See comments below:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The updating of the wastewater collection system map was converted from DWG to ARC-GIS system. The SSMP will be updated to reference current process and procedures.			
Resources and Budget			
C.	Does the District allocate sufficient funds for the effective operation, maintenance and repair of the wastewater collection system and is the current budget structure documented in the SSMP?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prioritized Preventive Maintenance			
D.	Does the SSMP describe current preventive maintenance activities and the system for prioritizing the cleaning of sewer lines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E.	Based upon information in the Annual SSO Report, are the District’s preventive maintenance activities sufficient and effective in minimizing SSOs and blockages?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

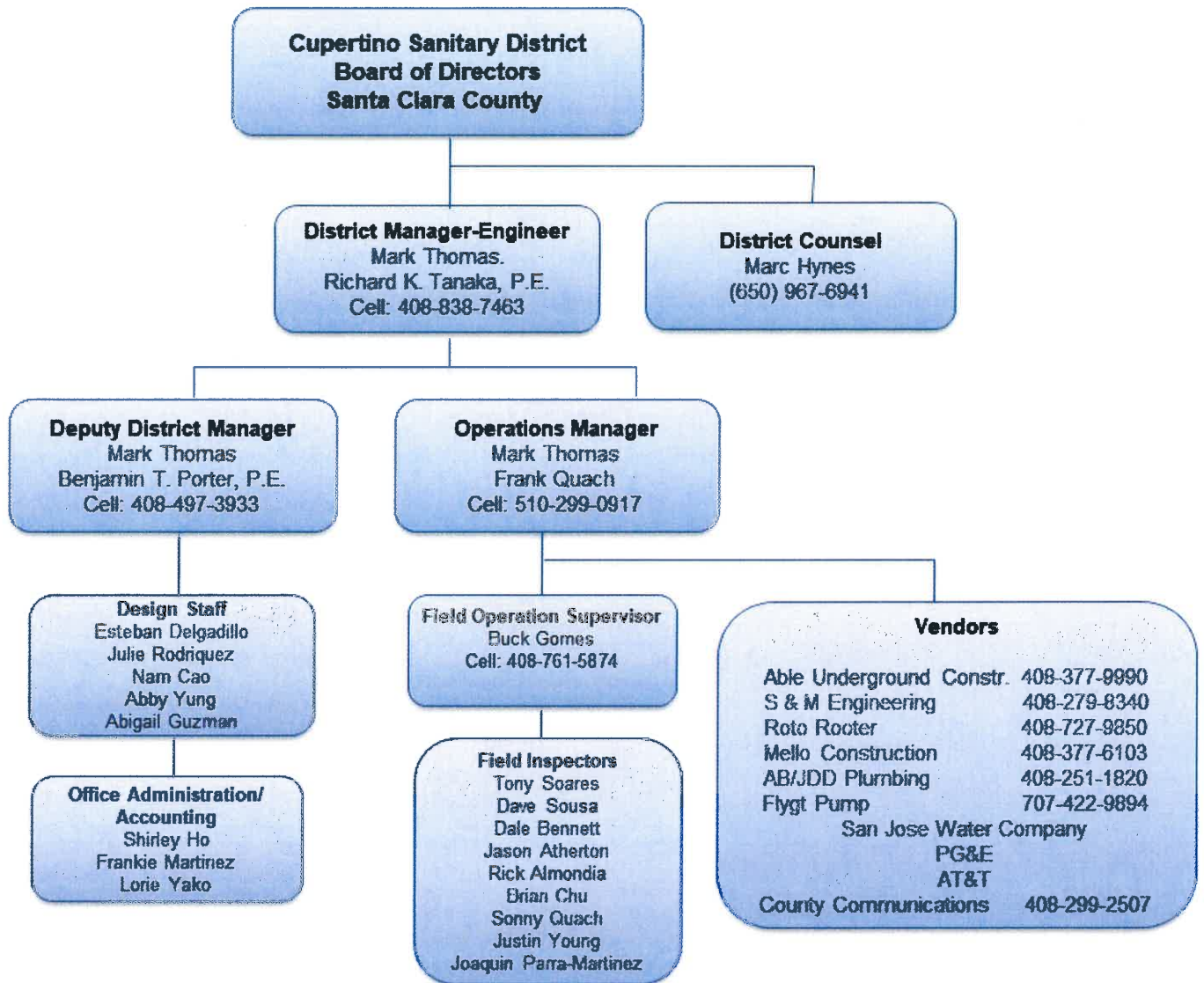
		YES	NO
Scheduled Inspections and Condition Assessments			
F.	Is there an ongoing condition assessment program sufficient to develop a capital improvement plan addressing the proper management and protection of infrastructure assets? Are the current components of this program documented in the SSMP?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contingency Equipment and Replacement Inventory			
G.	Does the SSMP list the major equipment currently used in the operation and maintenance of the collection system and document the procedures of inventory management?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
H.	Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conduct regular maintenance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Training			
I.	Is the training calendar current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
J.	Does the SSMP document current training expectations and programs within the District's Wastewater Division?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Outreach to Plumbers and Building Contractors			
K.	Does the SSMP document current outreach efforts to plumbers and building contractors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 5 – DESIGN AND PERFORMANCE STANDARDS			
A.	Does the SSMP contain current design and construction standards for the installation of new sanitary sewer systems, pump stations and other appurtenances and for the rehabilitation and repair of existing sanitary sewer systems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Does the SSMP document current procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and the rehabilitation and repair of existing sewer lines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 6 – OVERFLOW AND EMERGENCY RESPONSE PLAN			
A.	Does the District's Sanitary Sewer Overflow and Backup Response Plan establish procedures for the emergency response, notification, and reporting of sanitary sewer overflows (SSOs)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

		YES	NO
B.	Are District staff and contractor personnel appropriately trained on the procedures of the Sanitary Sewer Overflow and Backup Response Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C.	Considering performance indicator data in the Annual SSO Report, is the Sanitary Sewer Overflow and Backup Response Plan effective in handling SSOs in order to safeguard public health and the environment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 7 – FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM			
A.	Does the Fats, Oils, and Grease (FOG) Control Program include efforts to educate the public on the proper handling and disposal of FOG?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Does the District’s FOG Control Program identify sections of the collection system subject to FOG blockages, establish a cleaning schedule and address source control measures to minimize these blockages?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C.	Are requirements for grease removal devices, best management practices (BMP), record keeping and reporting established in the District’s FOG Control Program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D.	Does the District have sufficient legal authority to implement and enforce the FOG Control Program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E.	Is the current FOG program effective in minimizing blockages of sewer lines resulting from discharges of FOG to the system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 8 – SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN			
A.	Does the Cupertino Sanitary District Sanitary Sewer Master Plan evaluate hydraulic deficiencies in the system, establish sufficient design criteria and recommend both short and long term capacity enhancement and improvement projects?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Does the District’s Capital Improvement Plan (CIP) establish a schedule of approximate completion dates for both short and long-term improvements and is the schedule reviewed and updated to reflect current budgetary capabilities and activity accomplishment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The District Master Plan is being updated with the with the City of Cupertino’s new 2040 General Plan. The District is utilizing XPSWMM to evaluate future hydraulic deficiencies in the system and will be developing both short and long term capacity enhancement and improvement projects.			

		YES	NO
ELEMENT 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS			
A.	Does the SSMP accurately portray the methods of tracking and reporting selected performance indicators?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B.	Is the District able to sufficiently evaluate the effectiveness of SSMP elements based on relevant information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELEMENT 10 – SSMP AUDITS			
A.	Will the SSMP Audit be submitted with the SSO Annual Report to the Regional Water Board by March 15 th of the year following the end of the calendar year being audited?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Submittal of the SSO Annual Report and SSMP Audit is no longer being required by the San Francisco Bay Regional Water Quality Control Board effective in 2013. Self-audit kept on file.			
ELEMENT 11 – COMMUNICATION PROGRAM			
A.	Does the District effectively communicate with the public and other agencies about the development and implementation of the SSMP and continue to address any feedback?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ATTACHMENT:

Figure 1- Organization Chart of the SSMP



CALIFORNIA FOG WORKSHOP

Seeing Through the FOG to Keep Pipes Clear



Fats, oil and grease were the #1 culprit of sanitary sewer overflows in the early 2000s. We've increased compliance with inspections and cleaning programs. Sewer overflows are now at an all time low. Yet, large, complex FOG challenges remain.

Speakers will revisit the regulations, discuss new, affordable grease removal technologies, new compliance programs and discuss steps you should take to continue improving your FOG program. Let's bring an end to fatbergs, even the mini-bergs!

This unique workshop is **jointly organized by CWEA's Collection Systems and P3S Committees** to demonstrate we are stronger together in water when we work together. This will be a fun day bringing together pretreatment inspectors, engineers and sewer system professionals.

No More FATBERGS!

Wednesday, February 14th
Riverside
Convention Center
 3637 5th St
 Riverside, CA 92501
 Parking is \$8/day

After attending this workshop, you'll be able to:

- Summarize grease trap ordinances
- Describe grease trap operation and how to assist restaurants
- State the latest findings from California FOG studies
- Identify and address grease "hot-spots"

Who should attend:

- | | |
|------------------------------|--------------|
| • Compliance inspectors | • Engineers |
| • Collection system managers | • Regulators |
| • Collection system crews | • Vendors |

Sponsored by:



Earn up to 6 CWEA contact hours towards Collection System Maintenance, Environmental Compliance Inspector, Laboratory Analyst, Mechanical Technologist and Electrical & Instrumentation recertification.

EARLY BIRD DEADLINE IS JANUARY 19TH - SAVE \$51!



CWEA

Collection Systems Committee



P3S Committee

CALIFORNIA FOG WORKSHOP

Seeing Through the FOG to Keep Pipes Clear

Riverside Convention Center		Speaker
7:30 a.m.	Registration, Coffee and a Breakfast	
7:50 a.m.	Welcome from the Collection System and P3S Committees and Workshop Moderator Ralph Palomares , Moderator, El Toro Water District Marvin Gonzalez , Chair Collection Systems Committee, Leucadia Wastewater District Shannon Simmers , Chair, P3S Committee, City of Redlands	
8:00 a.m.	Grease Removal Devices How They Work Efficiently	Dennis Doherty Goyslyn
9:00 a.m.	How to Start a FOG Program	Sean Dingman Websoft Developers
9:50 a.m.	Break with refreshment	
10:10 a.m.	Source Reduction Strategies for Improving Community Sustainability - Unleashing Innovation with Public Private Partnerships	Judith Marquez Innovare4Water
11:20 a.m.	Results of the Orange County Waste Discharge Requirements / FOG Study	Joseph Jenkins EEC
12:10 p.m.	Joint Lunch with Collection System and P3S Professionals	
1:45 p.m.	How to Implement a FOG Program	Joseph Jenkins EEC
2:35 p.m.	FOG Opportunities in the City - A Business Friendly Approach	Bryan Evans Dudek
3:25 p.m.	Wrap-up	



Judith Marquez
Innovare4Water

Judith is focused on increasing the efficiency of commercial kitchens in restaurants and the food service industry. She helps restaurants manage regulatory compliance. She is passionate about achieving savings and achieving better outcomes for communities and the planet. Judith is a board member for Surfrider Huntington Beach and leads the Ocean Friendly Restaurant Initiative.



Joseph Jenkins
EEC Environmental

Joseph has 10 years of FOG control program development and compliance inspections experience. Joseph has performed more than 4,000 FOG inspections, including with Costa Mesa Sanitary District, City of Santa Ana, City of La Habra, and Irvine Ranch Water District. Joseph manages and schedules EEC's FSE inspection programs. Joseph is also EEC's lead auditor for sewer system management plan (SSMP) audits.

Register online at MyCWEA.org

This 1 day workshop is co-located with the annual P3S Conference.

To sign-up go to
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P3S Conference >
Register Now >
From the reg types choose
"P3S 2018 Collection Systems
FOG Workshop"

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Seeing Through the FOG to Keep Pipes Clear

Registration Form

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Register your team before 1/19/18!

Early Bird

Member \$145 Non-Member \$325

Registration includes a hot breakfast & lunch

Regular (after 1/20/18)

Member \$196 Non-Member \$376
 Full-Time Student - No Cost (Provide proof of college attendance w/minimum of 9 units.)

PLEASE PRINT OR TYPE INFORMATION (attach form with additional attendees)

NAME FOR BADGE: _____

FIRST NAME: _____ LAST NAME: _____

TITLE: _____

AGENCY/COMPANY: _____


ADDRESS: _____

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EMERGENCY CONTACT: _____ EMERGENCY PHONE: () _____

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 **Special Services:** Please check here if you require special accommodations to fully participate. Attach a written description of your needs and return it to CWEA 30 days before the conference.

Dietary restrictions: Please check here to indicate dietary restrictions _____

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CWEA Workshops

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Full payment or purchase order is required to process registrations. If you have to cancel, written cancellation notice is required and must be received at least 15 days prior to the workshop date. A 25% service fee shall be retained on all cancellations. No refunds shall be given for cancellations made less than 15 days prior to the event. A written special service request is required 30 days in advance.

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CWEA

Collection Systems Committee



P3S Committee

CALIFORNIA FOG WORKSHOP

Seeing Through the FOG to Keep Pipes Clear

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1 only

\$1,600

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Sponsors receive: logo in the conference brochure and on signage. Acknowledged at the start of the workshop.

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Or, mail order form and payment to: CWEA P3S Sponsorship
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Sponsorship questions, please contact:
Alec Mackie, CWEA Director of Communication
510-382-7800 x114 or amackie@cwea.org



PLEASE HELP SUPPORT THE COLLECTION SYSTEM & P3S COMMUNITY!



CWEA

Collection Systems Committee



P3S Committee

Cupertino Sanitary District Monthly Maintenance Summary - December 2017

<u>SSOs</u>							
<u>Start Date</u>	<u>Location</u>	<u>Cause of SSO</u>	<u>Cat</u>	<u>Main/Lat</u>	<u>SSO Volume (Gal)</u>	<u>SSO Recovered (Gal)</u>	
12/2/2017	881 FERNGROVE DR	Root Intrusion	3	Sewer Lateral	5	5	
12/26/2017	San Juan Ave sec#L8-6 - L8-C	Debris	3	Sewer Mainline	11	0	

<u>Emergency Calls- Causes</u>					
<u>Call Recd Business Hours</u>	<u># of Calls</u>	<u>Call Recd After Hours</u>	<u># of Calls</u>	<u>Call Recd Weekend</u>	<u># of Calls</u>
Root Intrusion	1	Root Intrusion	1	Root Intrusion	3
Others	2	Total:	1	On-Site	2
Total:	3			Offset	1
				Total:	6

<u>Repairs</u>		
<u>Address</u>	<u>Main/Lat</u>	<u>Description of Work</u>
13551 MANDARIN WAY	Sewer lateral	Replace retaining wall at the back of 13551 Mandarin Way with pressure treated redwood.

<u>Mainline Maintenance</u>											
<u>Size of Pipe</u>	<u>4"</u>	<u>6"</u>	<u>8"</u>	<u>10"</u>	<u>12"</u>	<u>14"</u>	<u>15"</u>	<u>16"</u>	<u>18"</u>	<u>>20"</u>	<u>Total</u>
Mainline Cleaning (ft)	0	30,843	49,870	6,302	310	0	0	0	0	0	87,325
Easement Cleaning (ft)	0	3,556	6,992	2,650	0	0	0	0	0	0	13,198
CCTV (ft)	0	10,536	5,083	0	0	0	0	0	0	1,884	17,503

<u>Lateral Maintenance</u>	
	<u># of Laterals</u>
Cleaning	217
CCTV	15
Inspection	18

<u>FOG Inspection</u>
Number Performed - 34
Pass - 34