

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 19, 2018**

A_G_E_N_D_A

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

1. ROLL CALL:

2. MINUTES & BILLS:

- A. APPROVAL OF THE MINUTES OF DECEMBER 5, 2018
- B. APPROVED MINUTES OF NOVEMBER 21, 2018
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

3. PERSONAL PRESENTATIONS:

THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS DESIRING TO ADDRESS THE BOARD ON ANY MATTER NOT ON THE AGENDA. SPEAKERS ARE LIMITED TO THREE (3) MINUTES.

ALL STATEMENTS REQUIRING A RESPONSE WILL BE REFERRED TO STAFF FOR FURTHER ACTION. IN MOST CASES, STATE LAW WILL PROHIBIT THE BOARD FROM MAKING ANY DECISIONS WITH RESPECT TO A MATTER NOT LISTED ON THE AGENDA.

4. CORRESPONDENCE:

- A. COUNTY OF SANTA CLARA (CSC) CONTROLLER-TREASURER
DEPARTMENT – CSC TREASURY INVESTMENT PORTFOLIO STATUS

5. MEETINGS:

NONE

6. REPORTS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD DECEMBER 10, 2018

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 19, 2018**

- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD DECEMBER 13, 2018

7. UNFINISHED BUSINESS:

- A. DISCUSSION OF SEWER EQUIPMENT (CUTTERS)

8. NEW BUSINESS:

- A. ELECTION OF OFFICERS FOR 2019
- B. PURCHASE OF TRIMBLE GEO 7X HANDHELD GPS UNIT

9. STAFF REPORT:

- A. UPDATE ON SMOKE TESTING – WORKSHOP 1/2/2019 MEETING
- B. MONTHLY MAINTENANCE REPORT

10. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

11. ADJOURNMENT:

**SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 05, 2018**

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

1. ROLL CALL:

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

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

Guest present: Sasha Dansky, Mark Thomas Principal

2. MINUTES:

- A. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0, the Minutes of Wednesday, November 21, 2018 were approved by a roll call vote.
- B. By consensus, the Approved Minutes of November 07, 2018 were Noted & to be Filed.

3. PERSONAL PRESENTATIONS:

There were none.

4. PUBLIC HEARING:

- 1. Manager Tanaka gave a presentation on the proposed fee changes.
- 2. President Bosworth opened the public hearing at 7:02 p.m. Comments from guests: There were none.
- 3. On a motion by Director Gatto, seconded by Director Kwok, by a roll call vote of 5-0-0, President Bosworth closed the public hearing at 7:03 p.m.
- 4. Board discussion: Director Gatto discussed timing of payment of fees, installer's agreements, and their relationships. Staff was instructed to identify purpose in section 7200. PURPOSE, of ARTICLE 2: SYSTEM CONNECTION FEES. The Board discussed selectively differentiating pump zones and Staff was directed to amend section 7400. PURPOSE, of ARTICLE 4: PUMP ZONE FEE.
- 5. On a motion by Director Gatto, seconded by Director Kwok, by a roll call vote of 5-0-0, Resolution No. 123 was approved with amendments to sections 7200 and 7400.

5. CORRESPONDENCE:

There was none.

6. MEETINGS:

- A. Deputy District Manager Porter will attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held December 10, 2018.
- B. Director Gatto plans to attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held December 13, 2018.

7. REPORTS:

- A. President Bosworth reported on the regular meeting of the Santa Clara County Special Districts Association held December 3, 2018. Topics discussed included: political activism, for which there was no agreement and it was sent back to committee; video contest for high school students; fees to stay @ \$100; and AB2299.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. Counsel Hynes reported on long form/short form Contractor Agreements and discussed length of contract, termination, and how task orders work. District to proceed with implementation of these agreements.

10. STAFF REPORTS:

- A. Manager Tanaka reported on the status of smoke testing and noted that lots of small defects were discovered; large inflow connection at local pool and suggested future meeting to discuss strategy/ implementation.

11. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:43 p.m.

- A. The Board discussed Public Employee Appointment in accordance with Government Code Section 54957(B)(1) Public Employee Appointment Title: District Manager-Engineer.

There was no reportable action.

- B. The Board Conducted Conference with Legal Counsel on 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.

There was no reportable action.

President Bosworth adjourned the closed session and the regular meeting was called to order at 7:59 p.m.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:02 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

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

1. ROLL CALL:

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

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

2. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 4-0-1, the minutes of Wednesday, November 7, 2018 were approved. Director Chen abstained.
- B. By consensus, the Minutes of Wednesday, October 17, 2018 are to be Noted & Filed.
- C. The Board reviewed the financials. Director Chen asked about regular staff time vs. staff time on emergency calls. The Board inquired as to why uniform shirts are coded as maintenance and instructed staff to properly categorize. The Board also instructed staff to investigate the cost for cutters so that District inspectors may clear roots in laterals without requiring outside vendors. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the payment of bills was approved.
- D. The Directors submitted their November 2018 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

- A. The Board reviewed correspondence from the City of San Jose regarding Revised FY2017-18 Operating & Maintenance Cost Sharing. It was to be Noted & Filed.

5. MEETINGS:

- A. President Bosworth plans to attend the Santa Clara County Special Districts Association meeting to be held December 03, 2018.

6. REPORTS:

- A. Director Gatto reported on the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held November 08, 2018. There was only one item of discussion which was related to utilizing union versus non-union labor.

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. The Board reviewed the FY 2017-18 Final District Audit Report and discussed its findings. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0, the Final District Audit Report was approved.
- B. The Board reviewed Draft Ordinance No. 123, Adopting Updated Permit and Fee Charges. The Board provided comments and instructed staff to implement changes before the Public Hearing.

9. STAFF REPORTS:

- A. Deputy District Manager Porter reported on the Monthly Maintenance Report.

10. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 8:12 p.m. in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

President Bosworth adjourned the closed session and the regular meeting was called to order at 8:16 p.m.

There was no reportable action.

11. ADJOURNMENT:

On a motion properly made and seconded, at 8:17 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - DECEMBER 19, 2018**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,886.69	ADP	Directors' Salary	
18503	M&O	\$ 293,792.91	Mark Thomas & Company, Inc.	Office Rent	400.00
				Travel & Meetings (Staff)	87.39
				Utilities	776.35
				Operating Expense	-
				District Sewer Capital & Support	5,322.81
				Plan Checking & Inspection	8,452.53
				Management Services	36,741.84
				Engineering Services	75,706.39
				Repairs	17,837.70
				Maintenance	140,920.79
				Emergency	7,547.11
18504	M&O	\$ 1,077.74	Dooley Insurance Services	Insurance - Group Life & Dental	
18505	M&O	\$ 2,546.25	Atkinson-Farasyn	Legal - District Counsel	
18506	M&O	\$ 33,370.00	Hunton Andrews Kurth LLP	Legal -Tributaries (CuSD Advance Pay)	26,028.60
				Legal -Tributaries (CuSD share of cost)	7,341.40
18507	M&O	\$ 60.72	City of Santa Clara	Utilities	
18508	M&O	\$ 3,607.06	PG&E	Utilities	
18509	M&O	\$ 1,435.20	Bay Area News Group	Printing & Publications	
18510	M&O	\$ 6,994.68	DB Incorporated	Printing & Publications	
18511	M&O	\$ 188.00	CWEA	Membership	
18512	M&O	\$ 16,711.00	CASA	Membership	
18513	M&O	\$ 12,259.00	SWRCB	Maintenance	
18514	M&O	\$ 6,225.00	California Diesel & Power	Maintenance	
18515	M&O	\$ 3,381.00	ESRI, Inc.	Maintenance	
18516	M&O	\$ 54.47	Home Depot Credit Services	Maintenance	
18517	M&O	\$ 2,585.00	Jose Silva Gardening	Maintenance	
18518	M&O	\$ 1,137.00	Mission Communications, LLC	Maintenance	
18519	M&O	\$ 7,625.08	Pan-Pacific Supply Company	District Capital Equipment	
18520	M&O	\$ 86,727.00	V&A Consulting Engineers, Inc.	District Sewer Capital and Support	
18521	M&O	\$ 8,635.00	AB/JDD Plumbing Heating	Maintenance	7,905.00
				Emergency	730.00
18522	M&O	\$ 54,558.90	Able Underground Construction	Maintenance	48,789.68
				Emergency	5,769.22
18523	M&O	\$ 30,602.88	Roto-Rooter	Maintenance	30,602.88
TOTAL		\$ 576,460.58			

EMERGENCY DETAILS:

AB/JDD Plumbing - Four emergencies for the month of November (two with Able)

Able - Two emergencies for the month of November

Roto-Rooter - No emergencies for the month of November

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH OCTOBER 2018
 (5th Month of Operations - 42% into FY Operations)
 FISCAL YEAR: July 1, 2018 to June 30, 2019
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	\$35,000	\$9,008.42	\$2,886.69	\$11,896.11	\$23,103.89	34.0%	November Payroll
Gasoline, Oil & Fuel	41060	\$3,000	\$1,495.78	\$0.00	\$1,495.78	\$1,504.22	49.9%	None this month
Insurance	41070	\$125,000	\$9,201.70	\$1,077.74	\$10,279.44	\$114,720.56	8.2%	BOD Group Life & Dental
Memberships	41080	\$30,000	\$15,453.07	\$16,899.00	\$32,352.07	(\$2,352.07)	107.8%	1-Yr renewal for CUSA; CWEA (individual membership)
Office Rent	41090	\$6,000	\$1,600.00	\$400.00	\$2,000.00	\$4,000.00	33.3%	On Target
Operating Expenses	41100	\$3,000	\$1,801.76	\$0.00	\$1,801.76	\$1,198.24	60.1%	None this month
Contractual Services:								
Outfall Maintenance	41113	\$70,000	\$46,535.89	\$0.00	\$46,535.89	\$23,464.11	66.5%	None this month
Treatment Plant Operation and Maintenance	41114	\$5,821,361	\$2,807,218.00	\$0.00	\$2,807,218.00	\$3,014,143.00	48.2%	None this month
Professional Services:								
Management Services	41121	\$500,000	\$145,166.70	\$36,741.84	\$181,908.54	\$318,091.46	36.4%	On target
Engineering Services	41122	\$800,000	\$393,656.04	\$75,706.39	\$469,362.43	\$340,637.57	57.4%	Over budget due to last month additional \$35,000 for Fee Study Report and \$8,000 to refine Flow Model per City of Santa Clara request.
Plan Checking and Inspection	41123	\$140,000	\$41,022.21	\$6,452.53	\$48,474.74	\$90,525.26	35.3%	On target
Legal - District Counsel	41124	\$60,000	\$6,527.50	\$2,546.25	\$9,073.75	\$50,926.25	15.1%	Atkinson Farasyn LLP (services through 12/11/18)
Legal - Common Interest Group (CUSD Advance Pay)	41124	\$1,179,360	\$28,333.41	\$26,028.60	\$54,362.01	\$1,124,997.99	4.6%	Hunton Andrews Billing for October services
Legal - Common Interest Group (CUSD Share)	41124	\$332,640	\$7,991.48	\$7,341.40	\$15,332.88	\$317,307.12	4.6%	Hunton Andrews Billing for October services
Audit	41125	\$11,000	\$10,775.00	\$0.00	\$10,775.00	\$225.00	98.0%	Audit is fully paid
Printing & Publications	41130	\$15,000	\$0.00	\$8,429.88	\$8,429.88	\$6,570.12	56.2%	Printing and Postage for CUSD Proposed Fees and Annual Report
Repairs	41150	\$800,000	\$167,140.39	\$17,837.70	\$184,978.09	\$615,021.92	23.1%	On Target
Maintenance	41151	\$2,400,000	\$969,410.06	\$253,859.82	\$1,223,269.88	1,176,730.12	51.0%	Includes \$17.7 GNet Software and \$12.2 SWCRB 1-Yr Renewal
Travel & Meetings - Staff	41170	\$15,000	\$5,216.57	\$87.39	\$5,303.96	\$9,696.04	35.4%	Transportation - GIS User Group Meeting on 11/14/18
Travel & Meetings - BOD	41170	\$15,000	\$7,245.85	\$0.00	\$7,245.85	7,754.15	48.3%	None this month
Utilities	41190	\$60,000	\$20,880.22	\$4,444.13	\$25,324.35	\$34,675.65	42.2%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$15,000	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
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	\$18,804.44	\$14,046.33	\$32,850.77	\$217,149.23	13.1%	Four emergencies this month
Consolidated Election	48001	\$20,000	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%	None this month
TOTAL OPERATING EXPENSES		\$12,711,361	\$4,704,485.49	\$476,785.69	\$5,181,271.18	\$7,530,089.82	40.8%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,000,000	\$116,178.89	\$92,049.81	\$208,228.70	\$1,791,771.30	10.4%	Smoke Testing
Treatment Plant Capital	46042	\$3,971,546	\$2,092,219.00	\$0.00	\$2,092,219.00	\$1,879,327.00	52.7%	None this month
Outfall Capital	46043	\$60,000	\$47,235.78	\$0.00	\$47,235.78	12,764.22	78.7%	None this month
District Equipment	46043	\$150,000	\$42,385.47	\$1,625.08	\$50,010.55	\$99,989.45	33.3%	Suction plates for volute - Prospect Pump Station
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$6,481,546	\$2,298,019.14	\$99,674.89	\$2,397,694.03	\$4,083,851.97	37.0%	
TOTAL EXPENSES		\$19,192,907	\$7,002,504.63	\$576,460.58	\$7,578,965.21	\$11,613,941.79	39.5%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH OCTOBER 2018
(5th Month of Operations - 42% into FY Operations)
 FISCAL YEAR: July 1, 2018 to June 30, 2019

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts	Total Amount Received	% Earned		Comments
						Remaining Balance to Collect	To Date	
OPERATING								
Service Charges	31010							
Handbilling		\$466,366.00	\$3,707.72	\$0.00	\$3,707.72	\$462,658.28	0.8%	None this month
Tax Roll		\$15,328,805.00	\$0.00	\$0.00	\$0.00	\$15,328,805.00	0.0%	First payment expected in January 2019 from County Tax Office
Permit Fees	31020	\$40,000.00	\$32,748.93	\$6,600.00	\$39,348.93	\$651.07	98.4%	Thirteen payments this month; Eighty-six payments received to date
Acreage	31031	\$25,000.00	\$17,667.92	\$0.00	\$17,667.92	\$7,332.08	70.7%	None this month
Front Footage	31032	\$30,000.00	\$28,718.00	\$0.00	\$28,718.00	\$1,282.00	95.7%	None this month
Additional Dwelling	31033	\$80,000.00	\$300.00	\$0.00	\$300.00	\$79,700.00	0.4%	None this month
Additional Density	31034	\$200,000.00	\$174,339.90	\$0.00	\$174,339.90	\$25,660.10	87.2%	None this month
Checking & Inspection Fees	31040	\$160,000.00	\$59,381.40	\$5,200.00	\$64,581.40	\$95,418.60	40.4%	Fifteen payments this month; Sixty-one payments received to date
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$160,000.00	\$61,673.78	\$29,469.03	\$91,142.81	\$68,857.19	57.0%	FY18-19 Q1
City of San Jose Credit(s)	32091	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00	0.0%	None to date
Legal - Common Interest Group (Tributaries)	32092.1	\$1,179,360.00	\$65,339.16	\$1,618.11	\$66,957.27	\$1,112,402.73	5.7%	Payments from BSD and CSD 2-3 for FY18-19 Q1 (less 2% Admin fees)
Legal - Common Interest Group (2% Admin Fees)	32092.2	\$23,587.20	\$1,333.45	\$33.02	\$1,366.47	\$22,220.73	5.8%	Payments from BSD and CSD 2-3 for FY18-19 Q1 (2% Admin fees)
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$3,499.50	\$0.00	\$3,499.50	\$6,500.50	35.0%	None this month
Lateral Construction	32093	\$15,000.00	\$3,000.00	\$0.00	\$3,000.00	\$12,000.00	20.0%	None this month
TOTAL OPERATING REVENUE		\$18,220,618.20	\$451,709.76	\$42,920.16	\$494,629.92	\$17,725,988.28	2.71%	
Revenue Transfer		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$18,220,618.20	\$451,709.76	\$42,920.16	\$494,629.92	\$17,725,988.28	2.71%	

CASH ACCOUNT SUMMARY

Date	Description	Replacement Fund		Net Cash
		Balance	Fund	
June 30, 2018	Ending Balance	\$ 18,406,345.03	\$ 2,400,000.00	\$ 16,006,345.03
July 31, 2018	Ending Balance	\$ 16,147,971.50	\$ 2,700,000.00	\$ 13,447,971.50
August 31, 2018	Ending Balance	\$ 15,711,321.00	\$ 2,700,000.00	\$ 13,011,321.00
September 30, 2018	Ending Balance	\$ 15,238,750.76	\$ 2,700,000.00	\$ 12,538,750.76
October 31, 2018	Ending Balance	\$ 11,927,789.32	\$ 2,700,000.00	\$ 9,227,789.32
November 30, 2018	Ending Balance	\$ 11,404,415.54	\$ 2,700,000.00	\$ 8,704,415.54

County of Santa Clara



**Finance Agency
Controller-Treasurer Department**

County Government Center
70 W. Hedding Street, East Wing, 2nd Floor
San Jose, California 95110-1705
(408) 299-5200 FAX (408) 288-9237

November 28, 2018

Submitted by: Alan Minato
Alan Minato, Controller-Treasurer

TO: BOARD OF TRUSTEES, SANTA CLARA COUNTY SCHOOL DISTRICTS
BOARDS OF DIRECTORS, SANTA CLARA COUNTY SPECIAL PURPOSE DISTRICTS

FROM: EMILY HARRISON, DIRECTOR OF FINANCE

SUBJECT: COUNTY OF SANTA CLARA TREASURY INVESTMENT PORTFOLIO STATUS

RECOMMENDATION

Receive and file the September 30, 2018 Detailed Investment Portfolio Listing.

DISCUSSION

In compliance with the State of California Government Code as amended by Chapters 783 and 784, Statutes of 1995 and in compliance with County Policy, the Santa Clara County Treasury Investment Portfolio Report as of September 30, 2018 is submitted for your review and acceptance.

The attached detailed investment reports list each investment of the County Treasury Pool as well as individual reports for specific investment funds that each school district or special district has in the County Treasury. The reports include the respective purchase and maturity dates, par value, amortized cost, market value, and yield to maturity for each investment.

A summary of market value versus cost is provided below for Commingled Investments of the County Pool.

	Cost	Market Value	Increase (Decrease)	Percent
Commingled Investments	\$ 6,126,862,543	\$6,064,553,473	(\$62,309,070)	(1.02%)

The yield of the pool on September 30, 2018 was 1.86%. As a comparison, on September 30, 2018 the yield of a 6-month Treasury Bill was 2.36%. A two-year Treasury Note was 2.81%. The State of California Local Agency Investment Fund (LAIF) yield was 2.00%.

Attached with the current investment strategy is a schedule that lists the average weighted maturities and yield for the Commingled Treasury Pool. Charts outlining investment concentration and distribution of bond maturities are provided for the Pool. Also included is a chart showing the one-year history of the Pool along with interest rates offered by selected comparable instruments.

Securities are purchased with the expectation that they will generally be held to maturity, hence unrealized gains or losses are not reflected in the yield calculations.

The market values of Pool securities were taken from pricing services provided by Bank of New York Mellon, Bloomberg Analytics, dealer quotes, and an independent pricing service.

A combination of securities maturing, new revenues, and tax receipts will adequately cover the anticipated cash flow needs for the next six months. Cash flows are continually monitored and are considered paramount in the selection of securities purchased for the Pool.

Attachments:

September 2018 Quarterly Investment Summary

2018 OFFICERS

President	William A. Bosworth
Secretary	Patrick S. Kwok
Secretary Pro-Tem	Angela S. Chen

2018 DISTRICT REPRESENTATIVES

TPAC	Director Gatto
Alternate	Director Kwok
Special Districts Association	President Bosworth
Alternate	Director Chen
CASA	President Bosworth
Alternate	None
CSRMA	President Bosworth
Alternate	Director Chen

FINANCE COMMITTEE

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

TAC

Manager Tanaka



Memo

Item 8B

To: Board of Directors
From: Richard Tanaka, District Manager-Engineer
Date: December 19, 2018
Re: Purchase of Trimble Geo 7X GPS Unit

ArcGIS and Lucity system has been in place for about three years. During this period, initial setup of geographical data base has been completed. The original District sewer mains and laterals were developed utilizing AutoCAD for graphical representation. These AutoCAD maps were ditigally converted to ArcGIS.

We are now at the next step of refining ArcGIS layers with correct latitude, longitude and vertical elevations. This task can be accomplished in two ways. First approach is for Mark Thomas & Co. survey crew to locate all manholes with traditional survey equipment at an estimated cost of \$45,000 to \$50,000. Second approach is for District to purchase a handheld Trimble Geo 7X GPS unit so that our inspectors can field-locate manholes when they are out on their regular routine maintenance work. The main advantage of the Mark Thomas & Co. survey crew approach is that this work can be completed in two months, while the inspector approach will most likely take about 1 to 1.5 years to complete.

If District purchases this GPS unit, inspectors can also begin to locate all sewer cleanouts. In addition, this unit can be used during SSO events.

Recommendation:

Approve purchasing handheld GPS unit at cost of \$11,606.84. We have been able to negotiate 12% discount due to Mark Thomas business association with California Surveyinig Supply.

Attachment:

- Trimble GPS Quote
- Trimble Geo 7 Data Sheet



CSDS Sacramento
4733 Auburn Blvd.
Sacramento CA 95841
916-344-0232
916-344-2998 fax

CSDS Dublin
6701 Sierra Court Ste. E
Dublin CA 94568
925-960-0323
925-556-0150 fax

CSDS Fresno
4753 W. Jennifer Ave 10 Mountain Vista, Ste 150
Fresno CA 93722
559-275-0513
559-275-0518 fax

CSDS Las Vegas
Henderson, NV 89014
702-489-8640
702-489-8650

CSDS Los Angeles
10401 Venice Blvd., Ste
Los Angeles, CA 90034
310-836-1501
310-836-2758 fax

www.cdsinc.com

Trimble GPS Quote

Tony Bechtold, Quote ID: 121223

Billing Information

Account #:
Company : Mark Thomas & Company
Address: 20863 Stevens Creek Blvd. Suite 100
City: Cupertino
State: CA Zip: 95014

Phone: 408-838-7463
Attn: Richard Tanaka
Payment Type: Net 10
PO:

Shipping Information

Account #:
Company : Mark Thomas & Company
Address: 20863 Stevens Creek Blvd. Suite 100
City: Cupertino
State: CA Zip: 95014

Email: rtanaka@markthomas.com
Attn: Richard Tanaka
Phone: 408-838-7463
Ship Via: Other
Delivery Instructions: Tony Will Deliver

Item	Part Number	Description	Price	Discount Price	Qty	Total
1	GEO7X10CM	Trimble Geo 7X Handheld, 10cm, with Laser Rangefinder (H-Star, Floodlight, WEHH 6.5)	\$9,195.00	\$8,176.00	1	\$8,176.00
2	5053800	TerraSync Professional Software and Pathfinder Office Software Bundle	\$2,995.00	\$2,695.00	1	\$2,695.00
3	CSDSTRN	MGIS - Onsite Training for Geo 7x, Pathfinder Office and TerraSync Software - Three Hours	\$600.00		1	No Charge
4	CSDTSYR	CSDS Tech Support - 1 Year	\$495.00		1	Included

Non Taxable Subtotal \$2,695.00
Taxable Subtotal \$8,176.00
Tax Rate 9.000%
Tax \$735.84

Trade In Discount
Freight Free Shipping
Total \$11,606.84

Notes: Please Ship Complete

All returns and exchanges must be made within 30 days of invoice. All returns subject to a 25% restocking fee. No cancellations, refunds, or exchanges on Special Order (including all GPS/GIS/Surveying Instruments and/or Software).

ORDERING INSTRUCTIONS:

Please make order out to CSDS Inc. 4733 Auburn Blvd. Sacramento, CA 95841
CSDS Tax ID# 68-0106845
Point of Contact: Tony Bechtold, Ph# (415) 312-5096
Please email all Purchase Orders to Tony Bechtold (there is no need to send a hard copy in the mail):
email: tony@cdsinc.com

x
Customer Acceptance
Signature Required for Special Order Item p
Tony Bechtold # 206
tony@cdsinc.com
415-312-5096

Quote Valid for 30 Days

Date: 12/3/2018

TRIMBLE GEO 7 SERIES

KEY FEATURES

Trimble Flightwave remote positioning technology

Easy and productive data capture of assets with remote measurement

Trimble Floodlight satellite shadow reduction technology

More positions and increased accuracy in tough GNSS environments

Maximize your GNSS productivity and be ready for the future

Track existing and planned GNSS constellations

End-to-end data collection solution

Flexible software options, to collect, process, and manage data



READY FOR ANYTHING

Be truly productive with the Trimble® Geo 7 series. No matter what gets in your way.

Eliminate physical barriers to field success

Geo 7X handhelds offer two powerful technology innovations so you stay productive when the going gets tough.

For times when occupying the position is simply not possible, smart mappers turn to Trimble Flightwave™ technology. Flightwave-enabled workflows easily integrate offset measurements from the Geo 7 rangefinder module directly with Trimble data collection software. Users can simply point and shoot to get the position, despite dangerous conditions or right-of-way challenges—saving time each day while getting previously impossible work done.

Trimble Floodlight™ technology keeps you working when heavy overhead cover obstructs weak satellite signals.

Smart data collection

By providing compatibility with existing and planned GNSS constellations, the Geo 7X has the smarts to maximize productivity by delivering reliable GNSS tracking today and in the future.

Compatible with the breadth of Trimble GIS field and office software, the Geo 7X gives you flexible end-to-end data collection solutions and workflow choices. From the field-proven Trimble TerraSync™ and Positions™ software, to the customizable data collection workflows of Trimble TerraFlex™ software. Work productively, the way you want to.

Everything you need to work

Better faster camera, greater processing power, and more—it's all there to keep you working. Stay on target, no matter what, with the Trimble Geo 7 series.



TRIMBLE GEO 7 SERIES

PHYSICAL DIMENSIONS

Geo 7X handheld (H x W x D)	234 mm x 99 mm x 56 mm (9.2 in x 3.9 in x 2.2 in)
Geo 7X handheld	963 g
Geo 7X handheld with rangefinder	1080 g

GNSS, ORIENTATION, AND DISTANCE¹

GNSS sensor	L1/L2 GNSS receiver and antenna
Chipset	220 channel Trimble Maxwell™ 6
Systems	GPS, GLONASS, Galileo, BeiDou, QZSS
SBAS	WAAS, EGNOS, MSAS, GAGAN
SBAS+	Yes
Floodlight	Yes
Receiver protocols	NMEA, TSIP2
Update rate	1 Hz
Time to first fix	< 45 seconds (typically)
Real-time correction protocols	RTCM2.x/RTCM3.x/CMR+/CMRx
Real-time Centimeter mode accuracy ²	
Horizontal	1 cm + 1 ppm HRMS
Vertical	1.5 cm + 2 ppm VRMS
Postprocessed Centimeter mode accuracy ²	
Horizontal	1 cm + 1 ppm HRMS
Vertical	1.5 cm + 1 ppm VRMS
H-Star™ accuracy	10 cm + 1 ppm HRMS
Code accuracy (real time)	75 cm + 1 ppm HRMS
Code accuracy (postprocessed)	50 cm + 1 ppm HRMS
SBAS accuracy	Typically submeter

Orientation sensors	3-axis gyro, magnetometer, accelerometer
Heading accuracy	1.5°
Inclination accuracy	0.5°
Roll accuracy	0.5°

Distance sensor	Laser rangefinder module
Communication protocols	NMEA or Trimble proprietary
Passive range	Up to 120 m
Reflective range	Up to 200 m
Accuracy ³	0.05 m
Range precision	0.01 m

NETWORK AND WIRELESS CONNECTIVITY

GSM/GPRS/EDGE	850 / 900 / 1800 / 1900 MHz
UMTS/HSPA+	800 / 850 / 900 / 1900 / 2100 MHz
CDMA/EV-DO Rev. A	800 / 1900 MHz (Verizon certified)
Wi-Fi	802.11b/g
Bluetooth profiles	BT 2.0 +EDR (SPP, OPP, FTP, PAN, A2DP, DUN, HID)

POWER AND BATTERY⁴

Type	Rechargeable, removable Li-Ion
Capacity	11.1V 2,500 mAh
Charge time	< 4 hours (typical)
Real time DGNS usage (via integrated 3G/3.5G)	Up to 7 hours
Real time DGNS usage (via Bluetooth)	Up to 9.5 hours
Non-GNSS use	Up to 24 hours
Standby	Up to 50 days

SYSTEM CPU, MEMORY, AND CAMERA

CPU	Texas Instruments DM3730 1 GHz + GPU
Memory	4 GB user memory + SD slot (up to 32 GB), 256 MB RAM
Camera	5 MP

DISPLAY AND TOUCH PANEL

Display	4.2" VGA (640 x 480) LED transreflective
Touch panel	Resistive touch panel with polarized light filter
Brightness	280 cd/m ²

OS

Microsoft® Windows® Embedded Handheld version 6.5 Professional.
English (U.S.), Chinese (Simplified), Chinese (Traditional), French, German, Italian, Japanese, Korean, Spanish, Portuguese (Brazil), Russian.

SYSTEM REQUIREMENTS

Syncing with a PC requires Windows 7, Windows Vista, or Windows XP Home or Professional with Service Pack 3 or later. Some field applications and services require mobile internet access.

ENVIRONMENTAL USE

Operating ambient temperature	-4° to 140° F (-20° to 60° C)
Storage temperature	-22° to 158° F (-30° to 70° C)
Relative humidity	95% non-condensing
Maximum operating altitude	29,000 ft (9,000 m)
Maximum storage altitude	40,000 ft (12,000 m)
Water/dust ingress	IP65
Functional shock	MIL-STD 810G Method 516.6 Procedure I
Drop	4 ft (1.22 m)
Vibration	MIL-STD 810 G Method 514.6 Procedure I

FIELD AND OFFICE SOFTWARE COMPATIBILITY

- Trimble TerraFlex software
- Trimble TerraSync software
- Trimble Positions software
- Trimble GPS Controller software
- Trimble GNSS Connector software
- Most third party NMEA-based software for Windows Mobile®
- Trimble GPS Pathfinder® Office software

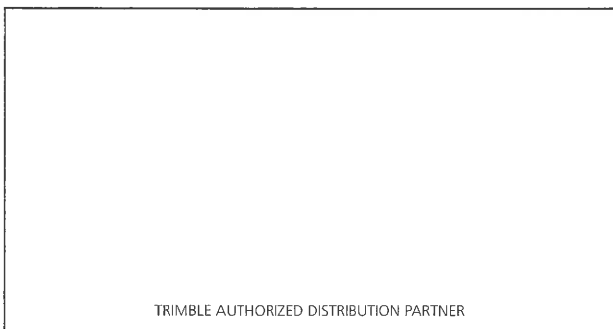
© 2013, Trimble Navigation Limited. All rights reserved. Trimble, the Globe & Triangle logo, GeoExplorer, and GPS Pathfinder are trademarks of Trimble Navigation Limited, registered in the United States and in other countries. Flightwave, Floodlight, H-Star, Positions, TerraFlex, TerraSync, and Zephyr are trademarks of Trimble Navigation Limited. The Bluetooth word mark and logos are owned by the Bluetooth SIG, Inc. and any use of such marks by Trimble Navigation Limited is under license. Microsoft, Windows, and Windows Mobile are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. All other trademarks are the property of their respective owners. PN 022516-002 (11/13)

1 Accuracy and reliability may be subject to anomalies due to multipath, obstructions, satellite geometry, and atmospheric conditions. Always follow recommended GNSS data collection practices. Specified Centimeter accuracy can normally be achieved for baselines of 30 km or less. Specified H-Star accuracy can normally be achieved for baseline lengths of 100 km or less. Centimeter and H-Star accuracy is typically achieved within 2 minutes.
2 Stated accuracy is with Trimble Zephyr™ Model 2 GNSS antenna.
3 1-sigma, @ 20 C, to Kodak Grey card at 50 m.
4 Actual run time will vary with conditions and environment of use.

Specifications subject to change without notice.



CE 0682



TRIMBLE AUTHORIZED DISTRIBUTION PARTNER

NORTH AMERICA

Trimble Navigation Limited
10368 Westmoor Dr
Westminster CO 80021
USA

EUROPE

Trimble Germany GmbH
Am Prime Parc 11
65479 Raunheim
GERMANY

ASIA-PACIFIC

Trimble Navigation
Singapore Pty Limited
80 Marine Parade Road
#22-06, Parkway Parade
Singapore 449269
SINGAPORE



Cupertino Sanitary District
Monthly Maintenance Summary - November 2018

SSOs

Start Date	Location	Cause of SSO	Cat	Main/Lat	SSO Volume (Gal)	SSO Recovered (Gal)
11/20/2018	20865 Mc Clellan Rd, Cupertino	Root Intrusion	3	Lateral	222	222
11/27/2018	20370 Town Center Ln, Cupertino	Offset	1	Lateral	215	215

Emergency Calls - Causes

Call Recd Business Hours	# of Calls	Call Recd After Hours	# of Calls	Call Recd Weekend	# of Calls
Root Intrusion	4	On-site	2	Root Intrusion	1
Others	2			Pump Station	1
Offset	1				
Pump Station	1				
Total:	8	Total:	2	Total:	2

Repairs

Address	Main/Lat	Description of Work
None		

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	FY2018-19 Annual Schedule	FY2018-19 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	178	26,233	56,799	2,596	19,246	217	3,111	0	62	471	413,274	882,053	47%
Easement Cleaning (ft)	178	4,147	12,310	642	0	217	424	0	62	0	70,545	151,772	46%
CCTV (ft)	0	7,606	20,973	0	0	0	0	0	0	0	92,013	206,765	45%

Lateral Maintenance

Activity	# of Laterals	FY2018-19 YTD	FY2018-19 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	285	1,268	2,167	59%
CCTV	7	57		
Inspection	19	79		

FOG Inspection

	# of Inspection	YTD FY2018-19	FY2018-19 Annual Schedule	% Complete (YTD/Annual schedule)
Number Performed	46	241		
Completed	25	147	283	52%
Follow up Needed	2			