

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, SEPTEMBER 18, 2019**

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 SEPTEMBER 4, 2019
- B. APPROVED MINUTES OF AUGUST 19, 2019
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

3. PERSONAL PRESENTATIONS:

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

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

4. CORRESPONDENCE:

NONE

5. MEETINGS:

NONE

6. REPORTS:

- A. SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION REGULAR MEETING HELD SEPTEMBER 9, 2019
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD SEPTEMBER 9, 2019

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C. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT
PLANT ADVISORY COMMITTEE (TPAC) HELD SEPTEMBER 12, 2019

7. UNFINISHED BUSINESS:

A. LOAN, BANK ACCOUNTS AND POTENTIAL REVENUE SHARING
COMMERCIAL CREDIT CARD

8. NEW BUSINESS:

NONE

9. STAFF REPORT:

- A. FORUM
- B. SILICON VALLEY FALL FESTIVAL
- C. PROSPECT PUMP STATION
- D. WASTEWATER FLOW TO SANTA CLARA
- E. 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.

12. NEXT MEETING:

A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD
ON WEDNESDAY, OCTOBER 2, 2019

13. ADJOURNMENT:

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

SEPTEMBER 2019

- 09/02: Holiday – Office Closed
- 09/04: 1st Regular Meeting (*Bosworth excused*)
- 09/09: SCCSDA Regular Meeting
- 09/10: TAC
- 09/12: TPAC
- 09/14: Silicon Valley Fall Festival
- 09/18: 2nd Regular Meeting (*Chen excused*)

SEPTEMBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY	3	4 1 st Regular Meeting	5	6	7
8	9 SCCSDA	10 TAC	11	12 TPAC	13	14 Silicon Valley Fall Festival
15	16	17	18 2 nd Regular Meeting	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2019

- 10/02: 1st Regular Meeting
- 10/08: TAC
- 10/10: TPAC
- 10/16: 2nd Regular Meeting

OCTOBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 1 st Regular Meeting	3	4	5
6	7	8 TAC	9	10 TPAC	11	12
13	14	15	16 2 nd Regular Meeting	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2019

- 11/06: 1st Regular Meeting
- 11/11: TAC
- 11/14: TPAC
- 11/20: 2nd Regular Meeting
- 11/28-29: Holiday-Office Closed

NOVEMBER 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 1 st Regular Meeting	7	8	9
10	11 TAC	12	13	14 TPAC	15	16
17	18	19	20 2 nd Regular Meeting	21	22	23
24	25	26	27	28 Holiday	29	30

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, SEPTEMBER 04, 2019

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 Kwok called the meeting to order and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors present: Angela S. Chen, Taghi S. Saadati, John M. Gatto, and Patrick S. Kwok. William A. Bosworth was on excused absence.

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

2. MINUTES:

- A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, the minutes of Monday, August 19, 2019 were approved as written.
- B. By consensus, the Minutes of Wednesday, August 7, 2019 are to be Noted & Filed.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

There was none.

5. MEETINGS:

- A. Director Bosworth indicated at the meeting of September 4, 2019 that he plans to attend the regular meeting of the Santa Clara County Special Districts Association regular meeting to be held September 9, 2019.
- B. Manager Porter and Advisor Tanaka both plan to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) meeting to be held September 9, 2019.
- C. Director Gatto plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) meeting to be held September 12, 2019.

6. REPORTS:

The Board and Staff attended CASA Conference held August 21-23, in San Diego, CA. Director Saadati reported on the CSRMA pre-CASA conference training held on August 21, 2019. In his

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 04, 2019

opinion, the topics were good this year. President Kwok commented on diversity. Director Chen attended the Ethics Training workshop.

7. UNFINISHED BUSINESS:

- A. The Board discussed the loan agreement with Zion. Staff was instructed to prepare a balance sheet on a regular basis.

8. NEW BUSINESS:

- A. Staff reported on the new Cal Bank account. The funds will go into a District account, requests for payment will be made by staff and will require signature by two Board members. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, the Board approved opening two bank accounts (one checking and one saving).
- B. Staff reported on the Prospect Pump Station bid result and staff recommendation for contract award and payment to City of Saratoga. On motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, the Board approved award of contract to Con-Quest Contractors, Inc. and payment to the City of Saratoga for Encroachment Permit fees.
- C. The Board discussed Vallco draft Installer's Agreement. The Board instructed staff to change "may" to "shall" on page 2 of the agreement and talked about other developments in Cupertino. On motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, the Board approved draft of the Installer's Agreement and to provide copy to the Installer for review and ultimately for Board's approval.

9. STAFF REPORTS:

- A. District Manager Porter reported on the District's Annual Report. The Board instructed staff to review the formatting as printed so that bold font does not appear where it is inappropriate and to make sure picture boxes are aligned.
- B. District Manager Porter reported on flow through City of Santa Clara and the Board and staff discussed that new developments may be water-tight. Using the Peak Wet Weather Flow to Average Dry Weather Flow ratio determined by the existing condition may not apply to future developments.
- C. District Advisor Tanaka reported on CSDA membership. The Board's membership will run through December 2020.
- D. District Manager Porter reported on the District's annual audit.

10. CLOSED SESSION:

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 04, 2019

President Kwok adjourned the regular meeting session and opened the closed session at 9:05 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 Kwok adjourned the closed session and the regular meeting was called to order at 9:11 p.m.

There was no reportable action.

11. NEXT MEETING:

- A. Next regular District Board meeting is scheduled to be held on Wednesday, September 18, 2019. Director Chen is excused from the meeting.

12. ADJOURNMENT:

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

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
MONDAY, AUGUST 19, 2019

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 Kwok called the meeting to order and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

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

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

2. MINUTES & BILLS:

- A. On a motion by Director Bosworth, seconded by Director Saadati, by a vote of 4-0-1, the minutes of Wednesday, August 7, 2019 were approved as written. Director Kwok abstained due to his absence on 8/7/2019 Board Meeting.
- B. By consensus, the Minutes of Wednesday, July 17, 2019 are to be Noted & Filed.
- C. The Board reviewed the July financials for payment. On a motion by Director Saadati, seconded by Director Bosworth, by a vote of 5-0-0, payment of bills was approved as written.
- D. The Directors submitted their July 2019 timesheets to Staff.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

There was none.

5. MEETINGS:

- A. The Board discussed final arrangements for the CASA Annual Conference to be held August 21-23, 2019 in San Diego, CA.
- B. President Kwok plans to attend the CSRMA Risk Management seminar to be held August 21, 2019 at CASA Conference. Directors Chen and Saadati are already registered to attend.

6. REPORTS:

There were none.

CUPERTINO SANITARY DISTRICT BOARD MEETING
MONDAY, AUGUST 19, 2019

7. UNFINISHED BUSINESS:

There was none.

8. NEW BUSINESS:

- A. The Board discussed the annual rate adjustment for the District Manager position. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Board approved the District Manager rate increase from \$240.00 per hour to \$254.00 per hour to cover adjustment years 2018 and 2019, effective September 1, 2019 through the end of Fiscal Year 2019-20 (June 30, 2020) in accordance with the agreement for management and engineering services between the District and Mark Thomas & Co. Inc, dated August 15, 2017.

9. STAFF REPORTS:

- A. Manager Porter reported on the status of Prospect Pump Station.
- B. Manager Porter reported on the monthly maintenance report.

10. CLOSED SESSION:

President Kwok adjourned the regular meeting session and opened the closed session at 7:17 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 Kwok adjourned the closed session and the regular meeting was called to order at 7:26 p.m.

There was no reportable action.

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, September 4, 2019. Director Bosworth informed the Board that he will not be able to attend the September 4, 2019 meeting and his absence was approved.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:30 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT WARRANTS PAYABLE - September 18, 2019

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,376.21	ADP	Directors' Salary	
18716	M&O	\$ 330,549.15	Mark Thomas & Company, Inc.	Office Rent	400.00
				Utilities	776.35
				District Sewer Capital & Support	23,763.65
				Plan Checking & Inspection	7,584.25
				Management Services	43,821.20
				Engineering Services	71,586.27
				Repairs	26,016.92
				Maintenance	145,810.04
				Emergency	2,080.30
				Membership Dues	546.00
				Travel & Meetings (Staff)	1,396.01
				Operating Expense	131.96
				Printing & Publications	6,636.20
18717	M&O	\$ 1,070.90	Dooley Insurance Services	Insurance - Group Life & Dental (Aug)	
18718	M&O	\$ 34,500.00	Jones Hall, APLC	Loan Payment - Bond Counsel for \$10M Loan	
18719	M&O	\$ 7,252.00	California Special District Association	Membership Dues	
18720	M&O	\$ 10,086.47	LAFCO	Membership Dues	
18721	M&O	\$ 3,850.06	Atkinson Farasyn LLP	Legal - District Counsel	3,348.00
				Travel & Meetings (BOD)	502.06
18722	M&O	\$ 861.68	William Bosworth	Travel & Meetings (BOD)	
18723	M&O	\$ 1,149.22	Angela Chen	Travel & Meetings (BOD)	
18724	M&O	\$ 1,089.71	Patrick Kwok	Travel & Meetings (BOD)	
18725	M&O	\$ 729.87	Taghi Saadati	Travel & Meetings (BOD)	
18726	M&O	\$ 7,420.84	DB Incorporated	Printing & Publications	
18727	M&O	\$ 56.34	City of Santa Clara Utilities	Utilities	
18728	M&O	\$ 306.39	San Jose Water Company	Utilities	
18729	M&O	\$ 4,797.85	PG&E	Utilities	
18730	M&O	\$ 19,654.50	Pan-Pacific Supply Company	Repairs	
18731	M&O	\$ 5,489.36	St. Francis Electric	District Capital - Equipment	
18732	M&O	\$ 18,865.54	Frank A. Olsen Company	District Capital - Equipment	
18733	M&O	\$ 46,334.15	C&D Power	District Capital - Equipment	45,479.15
				Maintenance	855.00
18734	M&O	\$ 402.95	Grainger	Maintenance	
18735	M&O	\$ 206.05	Home Depot	Maintenance	
18736	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
18737	M&O	\$ 18,290.00	AB/JDD Plumbing Heating & AC	Maintenance	
18738	M&O	\$ 32,886.81	Roto-Rooter	Maintenance	
18739	M&O	\$ 115,580.77	Able Underground Construction	Maintenance	69,889.55
				Repairs	41,140.44
				District Capital - Equipment	4,550.78
18740	M&O	\$ 5,276.00	City of Cupertino	District Sewer Capital & Support	
18715	M&O	\$ 77,200.00	City of Saratoga (warrant issued 9/4/19)	District Sewer Capital & Support	
TOTAL		\$ 746,417.82			

EMERGENCY DETAILS:

AB/JDD Plumbing - no emergencies this month

Able - no emergencies this month

Roto-Rooter - no emergencies this month

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH AUGUST 2019
 (2nd Month of Operations - 16% into FY Operations)
 FISCAL YEAR: July 1, 2019 to June 30, 2020

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges	311010							
Handbilling		\$522,000.00	\$0.00	\$0.00	\$0.00	\$522,000.00	0.0%	None to date
Tax Roll		\$17,100,000.00	\$0.00	\$0.00	\$0.00	\$17,100,000.00	0.0%	None to date
Capital Loan		\$10,000,000.00	\$0.00	\$0.00	\$0.00	\$10,000,000.00	0.0%	None to date
Permit Fees	31020	\$130,000.00	\$19,031.52	\$24,750.00	\$43,781.52	\$86,218.48	33.7%	Sixteen payments received this month; Thirty-four total received to date
Connection Fees	31031	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
Capacity Fees	31032	\$300,000.00	\$6,326.56	\$0.00	\$6,326.56	\$293,673.44	2.1%	None this month
Pump Zone Fees	31033	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$160,000.00	\$11,100.00	\$8,500.00	\$19,600.00	\$140,400.00	12.3%	Twenty-two payments received this month; Fifty payments total received to date
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$220,000.00	\$0.00	\$55,810.70	\$55,810.70	\$164,189.30	25.4%	FY19 Ctr 4
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	\$1,025,000.00	\$61,152.60	\$0.00	\$61,152.60	\$964,847.40	6.0%	None this month
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$20,000.00	\$1,248.01	\$0.00	\$1,248.01	\$18,751.99	6.2%	None this month
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$16,757.34	\$0.00	\$16,757.34	(\$6,757.34)	167.6%	\$16,757.34 received from Forum last month for 2 Wet Well Wizard lift station aeration systems
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$30,385,500.00	\$115,616.03	\$89,060.70	\$204,676.73	\$30,180,823.27	0.67%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$30,385,500.00	\$115,616.03	\$89,060.70	\$204,676.73	\$30,180,823.27	0.67%	

CASH ACCOUNT SUMMARY

Date	Description	Balance	Replacement Fund	Net Cash
July 31, 2019	Ending Balance	\$ 16,937,841.74	\$ 2,700,000.00	\$ 14,237,841.74
August 31, 2019	Ending Balance	\$ 16,128,185.68	\$ 2,700,000.00	\$ 13,428,185.68

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH AUGUST 2019
 (2nd Month of Operations - 16% into FY Operations)

FISCAL YEAR: July 1, 2019 to June 30, 2020

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
OPERATING EXPENSES								
Loan Payments	41000	\$1,172,305.00	\$0.00	\$34,500.00	\$34,500.00	\$1,137,805.00	2.9%	Loan Servicing Fees - Bond Counsel
Directors Fees	41030	\$35,000	\$2,628.80	\$2,376.21	\$5,005.01	\$29,994.99	14.3%	August Payroll
Gasoline, Oil & Fuel	41060	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Insurance	41070	\$135,000	\$6,368.80	\$1,070.90	\$7,439.70	\$127,560.30	5.5%	Dootley (Life & Dental)
Memberships	41080	\$35,000	\$653.00	\$17,884.47	\$18,537.47	\$16,462.53	53.0%	CSDA; LAFCO; CWEA Membership for Inspectors
Office Rent	41090	\$6,000	\$400.00	\$400.00	\$800.00	\$5,200.00	13.3%	August Rent
Operating Expenses	41100	\$3,000	\$400.00	\$131.96	\$531.96	\$2,468.04	17.7%	Business Cards for Engineers; Stamps for office use
Contracting Services:								
Outfall Maintenance	41113	\$71,000	\$0.00	\$0.00	\$0.00	\$71,000.00	0.0%	None to date
T.P. Oper. & Maint.	41114	\$6,253,614	\$1,534,507.00	\$0.00	\$1,534,507.00	\$4,719,107.00	24.5%	None this month
Professional Services:								
Management Services	41121	\$500,000	\$35,169.69	\$43,821.20	\$78,990.89	\$421,009.11	15.8%	On target
Engineering Services	41122	\$1,000,000	\$119,018.96	\$71,586.27	\$190,605.23	\$809,394.77	19.1%	On target
Plan Ckg. & Insp.	41123	\$140,000	\$14,679.66	\$7,584.25	\$22,263.91	\$117,736.09	15.9%	On target
Legal - District Counsel	41124	\$60,000	\$5,301.00	\$3,348.00	\$8,649.00	\$51,351.00	14.4%	Atkinson Farasyn - August Services
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$980,000	\$71,195.55	\$0.00	\$71,195.55	\$908,804.45	7.3%	None this month
Legal - Common Interest Group (CuSD Share)	41124	\$222,000	\$20,080.79	\$0.00	\$20,080.79	\$201,919.21	9.0%	None this month
Audit	41125	\$11,500	\$0.00	\$0.00	\$0.00	\$11,500.00	0.0%	None this month
Printing & Publications	41130	\$15,000	\$1,853.80	\$14,057.04	\$15,910.84	-\$910.84	106.1%	Notice of Public Hearing; Notice of Rate Increase
Repairs	41150	\$800,000	\$4,790.57	\$86,811.86	\$91,602.43	\$708,397.57	11.5%	On target
Maintenance	41151	\$3,000,000	\$255,463.38	\$268,475.40	\$523,938.78	\$2,476,061.22	17.5%	On target
Travel & Meetings Staff	41170	\$15,000	\$3,485.78	\$1,396.01	\$4,881.79	\$10,118.21	32.5%	CASA - Aug. 2019 (RKT and BTP Airfare & Lodging)
Travel & Meetings BOD	41170	\$18,000	\$2,980.00	\$4,332.54	\$6,712.54	\$11,287.46	37.3%	CASA - Aug. 2019
Utilities	41190	\$60,000	\$6,728.82	\$5,936.93	\$12,665.75	\$47,334.25	21.1%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0%	None to date
Connection Fees	41202	\$2,000	\$233,177.80	\$0.00	\$233,177.80	-\$231,177.80	11659%	None this month
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$2,111.65	\$2,080.30	\$4,191.95	\$245,808.05	1.7%	On site stoppage calls cleared by inspectors
Consolidated Election	48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None to date
TOTAL OPERATING EXPENSES		\$14,840,419	\$2,320,395.05	\$565,793.34	\$2,886,188.39	\$11,954,230.61	19.4%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,000,000	\$122,366.61	\$106,239.65	\$228,606.26	\$1,771,393.74	11.4%	Prospect Pump Station Rehab Project - Encroachment Permits and Engineering
Treatment Plant Capital	46042	\$14,085,406	\$1,245,540.00	\$0.00	\$1,245,540.00	\$12,839,866.00	8.9%	None this month
Outfall Capital	46042	\$850,000	\$0.00	\$0.00	\$0.00	\$850,000.00	0.0%	None to date
District Equipment	46043	\$150,000	\$0.00	\$74,384.83	\$74,384.83	\$75,615.17	49.6%	3 Trailer Mounted Generators; 2 Wet Well Wizard lift station aeration systems
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
TOTAL CAPITAL EXPENSES		\$17,365,406	\$1,367,906.61	\$180,624.48	\$1,548,531.09	\$15,816,874.91	8.9%	
TOTAL EXPENSES		\$32,205,825	\$3,688,301.66	\$746,417.82	\$4,434,719.48	\$27,771,105.52	13.8%	

Running Total Expenses for Prospect Pump Station

Contractor/Firm	TOTAL BY FIRM	PAYMENT MADE											
		February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19		
Mark Thomas & Co.	\$ 409,540.18	\$ 189,889.46	\$ 48,911.65	\$ 43,213.39	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 23,523.65					
Able Underground Construction	\$ 435,066.17	\$ 232,213.55	\$ 195,282.50	\$ 7,570.12									
Easy Fuel	\$ 3,231.28	\$ 3,231.28											
National Plant Services	\$ 10,317.50	\$ 10,317.50											
Pan Pacific Supply	\$ 20,857.22	\$ 20,857.22											
Pfeiffer Electric	\$ 73,559.87	\$ 73,559.87											
Rain for Rent	\$ 22,270.32	\$ 22,270.32											
Roto-Rooter	\$ 33,113.87	\$ 33,113.87											
Trinity Liquid Waste Svs	\$ 81,575.00	\$ 81,575.00											
Home Depot	\$ 412.99	\$ 412.99											
Grainger	\$ 377.11	\$ 377.11											
Testing Engineers	\$ 2,400.00	\$ 2,400.00											
CD Power	\$ 3,568.70	\$ 3,568.70											
PAC Machine - adapter	\$ 99.11	\$ 99.11											
Peninsula Pump Equipment	\$ 1,455.00	\$ 1,455.00											
Radman Aerial Survey	\$ 5,000.00	\$ 5,000.00											
AEC Electrical Design	\$ 11,060.00	\$ 11,060.00											
Bess Testlab Potholing	\$ 8,020.00	\$ 8,020.00											
Pure Technologies U.S., Inc.	\$ 57,750.00	\$ 57,750.00											
Able Traffic Control Design	\$ 3,312.50	\$ 3,312.50											
Shape - 3 new pumps	\$ -	\$ -											
Tedsco - Control cabinet-Elec.	\$ -	\$ -											
General Contractor	\$ -	\$ -											
Bruce Barton Pump Service	\$ 5,758.56	\$ 5,758.56											
City of Cupertino - Permit	\$ 5,276.00	\$ 5,276.00											
City of Saratoga - Permit	\$ 77,200.00	\$ 77,200.00											
TOTAL BY MONTHS	\$ 1,271,221.38	\$ 422,103.01	\$ 492,309.31	\$ 60,906.32	\$ 24,329.92	\$ 85,427.36	\$ 80,145.81	\$ 105,999.65					

Denotes design phase cost
Denotes construction phase cost

MTCO Billing	Employee Labor Hours							
	Feb	March	April	May	June	July	August	
Engineering Inquiries/Investigation	4,205.21	2,799.42	1,545.36					50%
SSMP	3,878.63	10,115.16	356.29					100%
Repair - Pump Station	90,780.78	25,743.83	20,861.98					100%
Emergency	73,589.54	6,198.09	7,468.39					100%
Design (CU-19104)	0.00	4,055.15	12,981.37	18,571.36	34,864.86	50,565.81	23,523.65	100%
Est. total charged to others	17,435.30							
TOTAL	189,889.46	48,911.65	43,213.39	18,571.36	34,864.86	50,565.81	23,523.65	

Cupertino Sanitary District - Monthly Maintenance Summary - August 2019

SSOs

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

PLSDs (Private Lateral Sewage Discharge)

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

Emergency Calls - Causes

Call Recd Business Hours	# of Calls	Call Recd After Hours	# of Calls	Call Recd Weekend	# of Calls
Root Intrusion	3	Debris	0	Debris	0
Onsite	2	Onsite	2	Onsite	0
Grease	0	Others	0	Offset	0
Others	0	Pump Station	0	Pump Station	2
Total:	5	Total:	2	Total:	0

Repairs

Address	Main/Lat	Description of Work
Creston Dr sec#2722-2 - 2722-1	Main	Spot Repair of 8' of 6" VCP w/SDR-26 + watertight seal & concrete collar @MH2722-1 (Overlay Project)
Alhambra Ave L1-95 - L1-94	Main	Spot repair of 11' of 6" VCP from 199' - 210' w/SDR-26 + install 1 wye & 8' of 6" VCP from 259' - 267' + 1 wye (Overlay Project)
Santa Paula Ave L2-279 - L2-278	Main	Spot repair of 6' of 6" VCP w/SDR-26 + water tight seal & mortar + shape the channel

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	FY2019-20 Annual Schedule	FY2019-20 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	21,021	77,710	2,762	13,771	631	7,818	0	3,182	1,018	127,913	234,602	24%
Easement Cleaning (ft)	0	4,269	18,918	503	0	631	2,466	0	1,904	227	28,918	45,863	33%
CCTV (ft)	0	3,336	14,520	2,096	522	0	0	0	0	0	20,474	56,175	27%

Lateral Maintenance

Activity	# of Laterals	FY2019-20 YTD	FY2019-20 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	420	808	2,555	32%
CCTV	15	32		
Inspection	23	45		

FOG Inspection

	# of Inspections	YTD FY2019-20	FY2019-20 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	36	89		
Completed	26	64	283	23%
Follow up Needed	3			