

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, MAY 20, 2020**

A_G_E_N_D_A

In accordance with Executive Order N-33-20, meeting to be held at 7:00 p.m. via teleconference [call 1(866)899-4679 Conference Access Code: 251566821] and anyone interested may also call in. The District Office at 20863 Stevens Creek Blvd, Suite 100, Cupertino is closed.

1. ROLL CALL:

2. PUBLIC HEARING:

- A. CONDUCT A PUBLIC HEARING ON PROPOSED SANITARY SEWER SERVICE CHARGE INCREASE FOR FISCAL YEAR 2020-2021
 - 1. Staff Presentation
 - 2. Open Public Hearing and Receive Testimony
 - 3. Close Public Hearing
 - 4. Board Discussion
 - 5. Adopt Ordinance No. 126 Amending Article VII, Sections 7001 through 7003, of the Cupertino Sanitary District Operations Code
 - 6. Set Public Hearing Date to Collect Sewer Charges on Tax Roll for June 17, 2020 – Approve Resolution No. 1323

3. MINUTES & BILLS:

- A. APPROVAL OF THE MINUTES OF MAY 6, 2020
- B. APPROVED MINUTES OF APRIL 15, 2020
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTORS' MONTHLY TIMESHEETS

4. 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.

**CUPERTINO SANITARY DISTRICT
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5. CORRESPONDENCE:

NONE

6. MEETINGS:

- A. THE REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL COMMITTEE (TAC) TO BE HELD ON MAY 22, 2020
- B. THE REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON MAY 28, 2020
- C. THE REGULAR MEETING OF THE SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION TO BE HELD ON JUNE 1, 2020

7. REPORTS:

- A. THE REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON MAY 7, 2020

8. UNFINISHED BUSINESS:

- A. COVID-19 DISCUSSION
- B. CREDIT CARD PAYMENT STATUS
- C. PROSPECT PUMP STATION – KIRKBROOK AREA IMPROVEMENTS

9. NEW BUSINESS:

NONE

10. STAFF REPORT:

- A. MONTHLY MAINTENANCE REPORT

11. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

**CUPERTINO SANITARY DISTRICT
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12. CALENDAR ITEMS:

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD
ON WEDNESDAY, JUNE 3, 2020

13. ADJOURNMENT:

CUPERTINO SANITARY DISTRICT MEETING/EVENT SCHEDULE

MAY 2020

- 05/06: 1st Regular Meeting
- 05/07: TPAC
- 05/20: 2nd Regular Meeting and Public Hearing
- 05/22: TAC
- 05/28: TPAC

MAY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 1 st Regular Meeting	7 TPAC	8	9
10	11	12	13	14	15	16
17	18	19	20 2 nd Regular Meeting	21	22 TAC	23
24	25 Holiday	26	27	28 TPAC	29	30
31						

JUNE 2020

- 06/01: SCCSDA Regular Meeting
- 06/03: 1st Regular Meeting
- 06/08: TAC
- 06/11: TPAC
- 06/17: 2nd Regular Meeting

JUNE 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 1 st Regular Meeting	4	5	6
7	8 SCCSDA	9	10	11 TPAC	12	13
14	15 TAC	16	17 2 nd Regular Meeting	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2020

- 07/01: 1st Regular Meeting
- 07/06: TAC
- 07/09: TPAC
- 07/15: 2nd Regular Meeting

JULY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 1 st Regular Meeting	2	3	4
5	6 TAC	7	8	9 TPAC	10	11
12	13	14	15 2 nd Regular Meeting	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



Memo

Item 2A

To: Board of Directors
From: Benjamin Porter, District Manager-Engineer
Date: May 20, 2020
Re: BOARD ITEM 2A: STAFF REPORT FOR PUBLIC HEARING FOR RATE INCREASES

Executive Summary:

Staff recommends considering a 10% rate increase for FY 2020-21. This increased rate will be effective July 1, 2020 through June 30, 2021. The fess will primarily be included as part of the Santa Clara County property tax bill, for which property owners will be making tax payments on December 10, 2020 and April 10, 2021. Others will be hand billed in January 2021.

Background:

In March 2020, the District received the San Jose/Santa Clara Regional Wastewater Facility’s Operations and Maintenance budget for Fiscal year 2020-2021 and an updated budget for the next five years for the treatment plant capital improvements.

Sewer service rates for the other agencies tributary to the San Jose treatment plant, as well in the surrounding Bay area were investigated. A comparison of the sewer rates for the Bay Area is provided below in Figure 1.

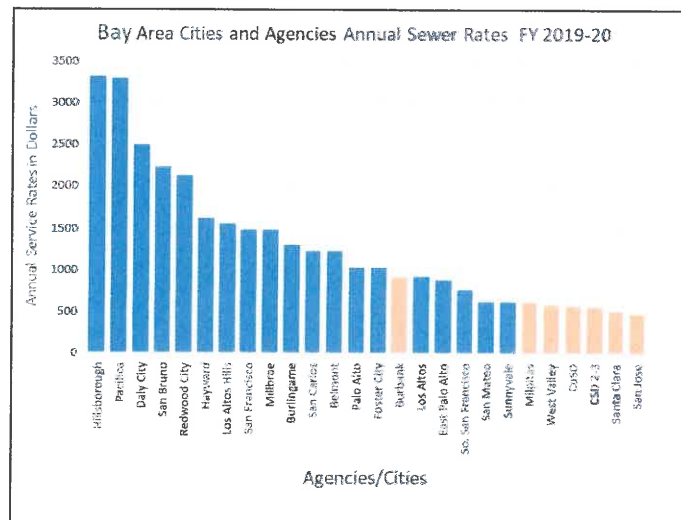


Figure 1. Bay Area Sewer Service Rates

All tributary agencies served by the San Jose/Santa Clara Regional Wastewater Facility are on the low end of service charges, when compared to the rest of the Bay Area, with the exception of the Burbank Sanitary District, which is more toward the middle of the range.

Figure 2, below provides the comparison of the seven tributary agencies' service rates, including proposed or already approved service rate increases for 2020-2021. With a 10% increase, the District's rates would be in line with the other tributary agencies. West Valley Sanitation District, Burbank Sanitary District and the Cities of San Jose and Milpitas have approved rate increases for next fiscal year.

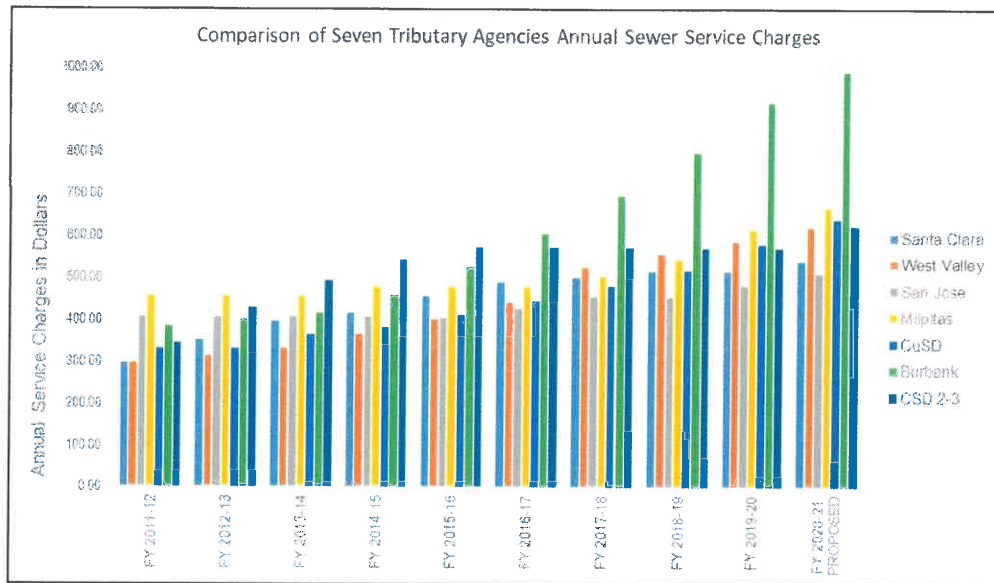


Figure 2. Tributary Agencies Service Rates

Analysis and Results:

For this rate study analysis, the following assumptions/criteria have been used:

- 1) Assume pay as you go strategy for the San Jose/Santa Clara Regional Wastewater Facility capital improvements since there are no financing opportunities available from City of San Jose. The District received a \$10 million loan to help pay for the capital costs at the treatment plant; the funds from this loan were fully expended to partially pay the 2019-2020 capital costs.
- 2) The future expenses for the District's operation, management and maintenance is using this fiscal year's actual expenses to project the next four years of expenses. The starting point for future cash flow analysis is utilizing the current cash balance of \$20,777,966.
- 3) The anticipated \$2.3 million invoices from the City of Santa Clara and the City of San Jose for the joint interceptor improvement costs and O&M costs were included.

- 4) The District received a \$10 million loan to pay for Capital Projects and that money has been expended for the 2019-2020 Treatment Plant Capital Improvements, which were nearly \$10.4 million through the first three quarters of the fiscal year with another \$4.2 million payment due to the City of San Jose this year. The annual loan payment of \$1.2 million, split up into two payments is included in the analysis.
- 5) For the District CIP, Staff assumed a \$500k budget allocated each year to accommodate modest improvements. Further execution of Capital projects would require funding from development projects.

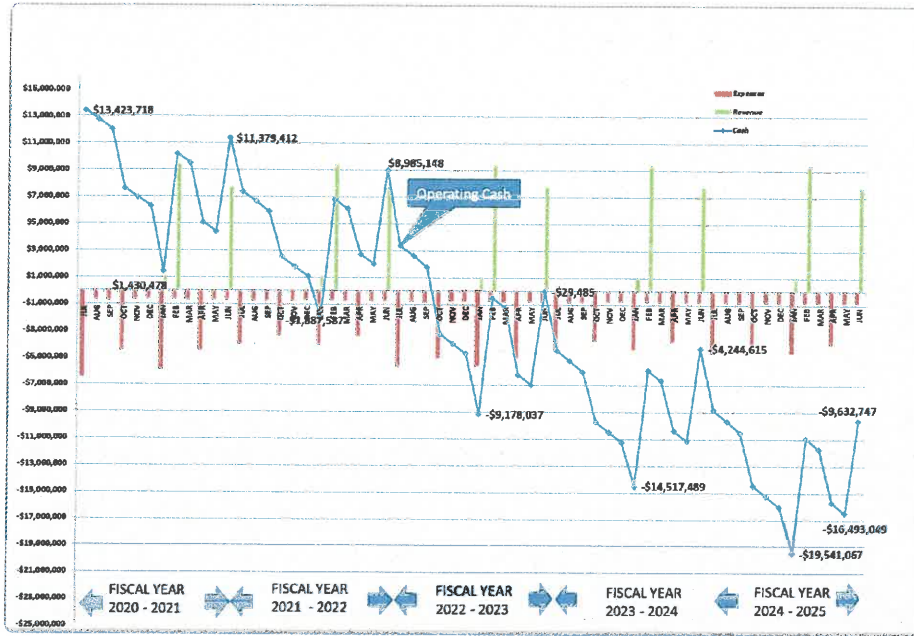
District performed three alternative analyses (0%, 8% and 10% increase) for cash flow projections as follows:

0% Rate Increase

With no rate increase, the District would fully deplete its cash reserves and would be unable to meet its financial obligations beginning in January 2022.

**Rate Increase Study - Cupertino Sanitary District
Sewer Service Charges with 0% Rate Increase**

	2019-20	2020-21	2021-22	2022-2023	2023-2024	2024-2025
Rates (Single Residential)	\$580.78	\$580.78	\$580.78	\$580.78	\$580.78	\$580.78
Rate Increases		0%	0%	0%	0%	0%
No. of Single Units	21,274	21,274	21,274	21,274	21,274	21,274
Residential Service Charges	\$12,355,514	\$12,355,514	\$12,355,514	\$12,355,514	\$12,355,514	\$12,355,514
Commercial	\$4,405,986	\$4,405,985.74	\$4,405,985.74	\$4,405,985.74	\$4,405,985.74	\$4,405,985.74
Handbilling	\$466,366	\$466,366.00	\$466,366.00	\$466,366.00	\$466,366.00	\$466,366.00
Service Charges Subtotal	\$17,227,865	\$17,227,865	\$17,227,865	\$17,227,865	\$17,227,865	\$17,227,865
(1% Collection Fee)	(\$167,615)	(\$167,615)	(\$167,615)	(\$167,615)	(\$167,615)	(\$167,615)
Total Service Charges	\$17,060,250.47	\$17,060,250	\$17,060,250	\$17,060,250	\$17,060,250	\$17,060,250
Interest Income	\$222,575	\$54,709	\$27,200	\$8,374	\$0	\$0
Other Revenue	\$13,172,194	\$1,522,504	\$1,512,910	\$1,580,602	\$1,628,564	\$1,659,492
Total Yearly Revenue	\$30,455,019	\$18,637,463	\$18,600,361	\$18,649,227	\$18,688,814	\$18,719,743
Treatment Plant CIP Allocation	\$14,065,406	\$6,380,263	\$3,779,153	\$9,710,531	\$4,194,761	\$4,548,239
Loan Payments		\$1,200,542	\$1,197,188	\$1,202,625	\$1,197,375	\$1,199,563
Net Cash required for TP CIP	\$14,065,406	\$7,580,805	\$4,976,341	\$10,913,156	\$5,392,136	\$5,747,802
Treatment Plant O&M	\$6,253,614	\$8,630,553	\$6,878,975	\$7,222,924	\$7,584,070	\$7,963,274
Joint Use (CSJ/SC Payments)	\$396,785	\$2,319,415	\$93,300	\$93,300	\$46,536	\$46,536
CuSD 5 Year CIP	\$2,318,279	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
CuSD O&M	\$7,717,939	\$8,103,836	\$8,509,027	\$8,934,479	\$9,381,203	\$9,850,263
Total Yearly Expense	\$30,752,022	\$27,134,608	\$20,957,643	\$27,663,859	\$22,903,945	\$24,107,874
Revenue/Expense Diff.	(\$297,003)	(\$8,497,145)	(\$2,357,282)	(\$9,014,632)	(\$4,215,131)	(\$5,388,132)
Cash on Hand	-	\$19,876,557	\$11,379,412	\$9,022,130	\$7,497	(\$4,207,633)
COH at End of FY	\$19,876,557	\$11,379,412	\$9,022,130	\$7,497	(\$4,207,633)	(\$9,595,765)

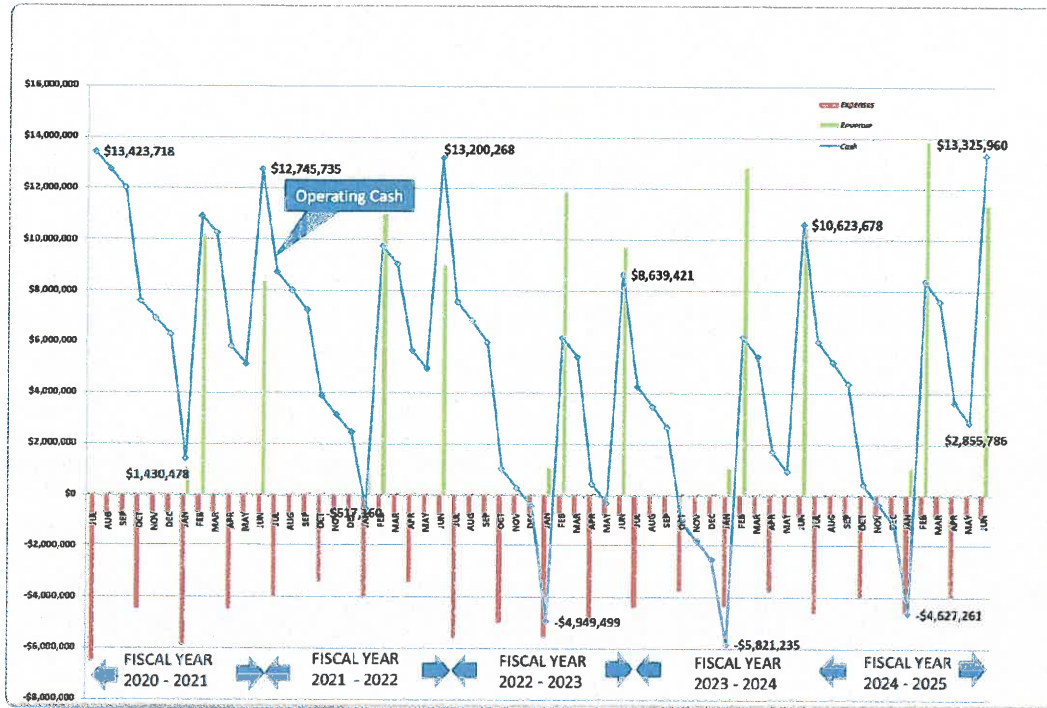


8% Rate Increase

With an 8% rate increase, the District would fully deplete its cash reserves and would still be unable to meet its financial obligations beginning in January 2022.

**Rate Increase Study - Cupertino Sanitary District
Sewer Service Charges with 8% Rate Increase**

	2019-20	2020-21	2021-22	2022-2023	2023-2024	2024-2025
Rates (Single Residential)	\$580.78	\$627.24	\$677.42	\$731.62	\$790.14	\$853.36
Rate Increases		8%	8%	8%	8%	8%
No. of Single Units	21,274	21,274	21,274	21,274	21,274	21,274
Residential Service Charges	\$12,355,514	\$13,343,955	\$14,411,471	\$15,564,389	\$16,809,540	\$18,154,303
Commercial	\$4,405,986	\$4,758,464.60	\$5,139,141.77	\$5,550,273.11	\$5,994,294.96	\$6,473,838.55
Handbilling	\$466,366	\$503,675.28	\$543,969.30	\$587,486.85	\$634,485.79	\$685,244.66
Service Charges Subtotal	\$17,227,865	\$18,606,095	\$20,094,582	\$21,702,149	\$23,438,321	\$25,313,386
(1% Collection Fee)	(\$167,615)	(\$181,024)	(\$195,506)	(\$211,147)	(\$228,038)	(\$246,281)
Total Service Charges	\$17,060,250.47	\$18,425,071	\$19,899,076	\$21,491,002	\$23,210,282	\$25,067,105
Interest Income	\$222,575	\$56,211	\$37,857	\$23,513	\$24,607	\$16,712
Other Revenue	\$13,172,194	\$1,522,504	\$1,512,910	\$1,588,497	\$1,661,208	\$1,718,444
Total Yearly Revenue	\$30,455,019	\$20,003,786	\$21,449,843	\$23,103,012	\$24,896,097	\$26,802,260
Treatment Plant CIP Allocation	\$14,065,406	\$6,380,263	\$3,779,153	\$9,710,531	\$4,194,761	\$4,548,239
Loan Payments		\$1,200,542	\$1,197,188	\$1,202,625	\$1,197,375	\$1,199,563
Net Cash required for TP CIP	\$14,065,406	\$7,580,805	\$4,976,341	\$10,913,156	\$5,392,136	\$5,747,802
Treatment Plant O&M	\$6,253,614	\$8,630,553	\$6,878,975	\$7,222,924	\$7,584,070	\$7,963,274
Joint Use (CSI/SC Payments)	\$396,785	\$2,319,415	\$93,300	\$93,300	\$46,536	\$46,536
CuSD 5 Year CIP	\$2,318,279	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
CuSD O&M	\$7,717,939	\$8,103,836	\$8,509,027	\$8,934,479	\$9,381,203	\$9,850,263
Total Yearly Expense	\$30,752,022	\$27,134,608	\$20,957,643	\$27,663,859	\$22,903,945	\$24,107,874
Revenue/Expense Diff.	(\$297,003)	(\$7,130,822)	\$492,200	(\$4,560,847)	\$1,992,152	\$2,694,386
Cash on Hand	-	\$19,876,557	\$12,745,735	\$13,237,935	\$8,677,088	\$10,669,240
COH at End of FY	\$19,876,557	\$12,745,735	\$13,237,935	\$8,677,088	\$10,669,240	\$13,363,626

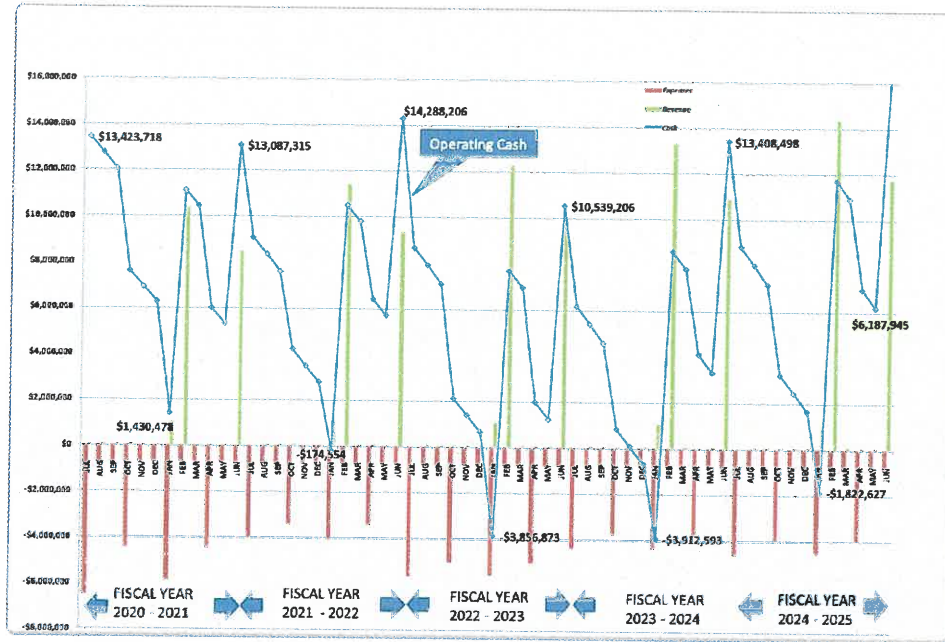


10% Rate Increase

With a 10% rate increase, the District would be able to meet its financial obligations. If the treatment plant expenses continue as projected by the City of San Jose, the District may need to wait to send its quarterly payments to San Jose after receiving the first installment of the sewer service charges from taxroll.

**Rate Increase Study - Cupertino Sanitary District
Sewer Service Charges with 10% Rate Increase**

	2019-20	2020-21	2021-22	2022-2023	2023-2024	2024-2025
Rates (Single Residential)	\$580.78	\$638.86	\$702.74	\$758.96	\$819.68	\$885.25
Rate Increases		10%	10%	8%	8%	8%
No. of Single Units	21,274	21,274	21,274	21,274	21,274	21,274
Residential Service Charges	\$12,355,514	\$13,591,065	\$14,950,172	\$16,146,185	\$17,437,880	\$18,832,911
Commercial	\$4,405,986	\$4,846,584.31	\$5,331,242.75	\$5,757,742.17	\$6,218,361.54	\$6,715,830.46
Handbilling	\$466,366	\$513,002.60	\$564,302.86	\$609,447.09	\$658,202.86	\$710,859.08
Service Charges Subtotal	\$17,227,865	\$18,950,652	\$20,845,717	\$22,513,375	\$24,314,445	\$26,259,600
(1% Collection Fee)	(\$167,615)	(\$184,376)	(\$202,814)	(\$219,039)	(\$236,562)	(\$255,487)
Total Service Charges	\$17,060,250.47	\$18,766,276	\$20,642,903	\$22,294,335	\$24,077,882	\$26,004,113
Interest Income	\$222,575	\$56,587	\$40,559	\$30,054	\$40,301	\$25,788
Other Revenue	\$13,172,194	\$1,522,504	\$1,512,910	\$1,590,470	\$1,669,566	\$1,738,197
Total Yearly Revenue	\$30,455,019	\$20,345,367	\$22,196,372	\$23,914,859	\$25,787,749	\$27,768,098
Treatment Plant CIP Allocation	\$14,065,406	\$6,380,263	\$3,779,153	\$9,710,531	\$4,194,761	\$4,548,239
Loan Payments		\$1,200,542	\$1,197,188	\$1,202,625	\$1,197,375	\$1,199,563
Net Cash required for TP CIP	\$14,065,406	\$7,580,805	\$4,976,341	\$10,913,156	\$5,392,136	\$5,747,802
Treatment Plant O&M	\$6,253,614	\$8,630,553	\$6,878,975	\$7,222,924	\$7,584,070	\$7,963,274
Joint Use (CSI/SC Payments)	\$396,785	\$2,319,415	\$93,300	\$93,300	\$46,536	\$46,536
CuSD 5 Year CIP	\$2,318,279	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
CuSD O&M	\$7,717,939	\$8,103,836	\$8,509,027	\$8,934,479	\$9,381,203	\$9,850,263
Total Yearly Expense	\$30,752,022	\$27,134,608	\$20,957,643	\$27,663,859	\$22,903,945	\$24,107,874
Revenue/Expense Diff.	(\$297,003)	(\$6,789,242)	\$1,238,728	(\$3,749,000)	\$2,883,804	\$3,660,224
Cash on Hand	-	\$19,876,557	\$13,087,315	\$14,326,044	\$10,577,044	\$13,460,848
COH at End of FY	\$19,876,557	\$13,087,315	\$14,326,044	\$10,577,044	\$13,460,848	\$17,121,072



Based on above analysis, a 10% rate increase is recommended for next fiscal year (FY 2020-21) for the following reasons/justifications:

1. For FY 2020-21, the District can maintain \$1,430,478 minimum cash for operations and maintenance.
2. District secured a \$10 million-dollar loan to pay for the treatment plant capital. This \$10 million-dollar has already been used to pay for the treatment plant capital costs. The District has now an obligation to repay this loan over a 10-year period, which equates to annual payments of over \$1,200,000.
3. The rate increase will provide a sound financial plan for the District for FY 2020-21.
4. This rate increase will provide flexibility moving forward for the next three years.

ORDINANCE NO. 126

AN ORDINANCE OF THE CUPERTINO SANITARY DISTRICT AMENDING SECTIONS 7301, 7302 AND 7303 OF CHAPTER VII OF THE CUPERTINO SANITARY DISTRICT OPERATIONS CODE RELATING TO SEWER SERVICE CHARGES

The Sanitary Board of the Cupertino Sanitary District, Santa Clara County, California, hereby ordains as follows:

SECTION 1: Sections 7301, 7302, and 7303 in Chapter VII of the Operations Code are amended to read as follows:

7301. CHARGE FOR SINGLE FAMILY UNITS:

Each Single-Family Unit (as defined in Section 2109.B) shall be charged Six Hundred Thirty-Eight Dollars and 86/ 100th Cents (\$638.86) per year.

7302. CHARGES FOR PARTICULAR UNITS:

A. Each Unit (as defined in Section 2109.A) of the particular uses listed below shall be charged Eight Dollars and 46/100th Cents (\$8.46) per year, plus an additional annual service charge per hundred cubic feet (HCF) of sewage discharged, to be determined by the District Manager utilizing water consumption for the months of December, January and February less 10% for irrigation and then annualized. Water consumption, if vacant during these months, will be determined by the District Engineer by reviewing typical monthly wet weather water usages. No credit, adjustment or refund shall be made if the premises or any part thereof is vacant unless said premises are disconnected from the sewer system. Additional annual service charges per hundred cubic feet (HCF) for various uses are follows:

<u>Type of Use:</u>	<u>Service Charge:</u>
Auto Repair Shop & Service Station	\$5.23 /HCF
Car Wash	\$4.36 /HCF
Domestic Laundry	\$4.69 /HCF
Machinery Manufacturer	\$7.67 /HCF
Motels or Hotels without Food Service	\$5.34 /HCF
Motels or Hotels with Food Service	\$8.94 /HCF
Retirement Homes with Common Dining Facility	\$10.08 /HCF
Convalescent Hospital	\$5.04 /HCF
Printing Plant	\$9.02 /HCF
Restaurant	\$10.90 /HCF
Retail or Professional Office	\$4.80 /HCF
School, College, Day Care Facility	\$6.79 /HCF

B. Minimum Charge: In no event shall the annual service charge levied upon any Unit of the uses listed in Paragraph A above, be less than seventy-five

percent (75%) of the service charge for a Single-Family Unit, as set forth in Section 7301 of this Chapter.

- C. Where different types of Units are served by the same water meter, the District Manager shall estimate the quantity of discharge produced by each type of Unit and calculate the additional service charge applicable to each type of Unit based upon the estimated discharge from that Unit.
- D. Whenever the District Manager determines that a Unit has been inappropriately classified as one of the types listed in Paragraph A of this Section, the District Manager may reclassify such Unit to another of the types listed in Paragraph A of this Section or require that the annual service charge for such Unit be calculated in accordance with the provisions of Section 7303 of this Chapter. Any increase or decrease in the annual service charge for the affected Unit resulting from the reclassification shall be prospective only and implemented on the next regular billing by the District for annual sewer charges. No discharger shall be entitled to a retroactive refund of charges paid, or liable for payment of additional charges, for any period prior to the effective date of the reclassification.

7303. CHARGES FOR ALL OTHER UNITS

- A. For each Unit not listed in Section 7302, the annual service charge shall be the sum of the annual Capital Cost Recovery Charge and the annual Maintenance and Operation Cost Recovery Charge, as determined by the District Manager, calculated as follows:

(1) Capital Cost Recovery Charge:

Infiltration/Inflow (I/I)	\$9.66 per year for each unit; <i>plus</i>
Flow	\$417,157.33 per year for each million gallons per day of sewage treatment plant capacity required to treat the sewage discharged from the Unit into the sanitary sewer system; <i>plus</i>
Biochemical Oxygen Demand (BOD)	\$60,915.55 per year for each thousand pounds per day of sewage treatment plant capacity required to remove the biochemical oxygen demand contained in sewage discharged from the Unit into the sanitary sewer system; <i>plus</i>
Suspended Solids (SS)	\$56,313.37 per year for each thousand pounds per day of sewage treatment plant capacity required to remove the suspended solids contained in the sewage discharged from the Unit into the sanitary sewer system; <i>plus</i>

Ammonia (NH3) \$184,850.16 per year for each thousand pounds per day of sewage treatment plant capacity required to remove ammonia contained in the sewage discharge from the Unit into the sanitary sewer system.

(2) Operation and Maintenance Cost Recovery Charge:

Flow \$3,631.91 for each million gallons per year of sewage discharged from the Unit into the sanitary sewer system; *plus*

Biochemical Oxygen Demand (BOD) \$413.50 for each thousand pounds per year of biochemical oxygen demand discharged from the Unit into the sanitary sewer system; *plus*

Suspended Solids (SS) \$539.92 for each thousand pounds per year of suspended solids discharged from the Unit into the sanitary sewer system; *plus*

Ammonia (NH3) \$4,457.95 for each thousand pounds per year of ammonia discharged from the Unit into the sanitary sewer system.

B. In determining the Capital Cost Recovery Charge and the Operation and Maintenance Cost Recovery Charge, the District Manager may utilize information on the content of discharges from particular Units provided by the treatment Plant, or other source of information deemed by the District Manager to be appropriate, or actual grab samples of such discharges taken by the District, or any combination thereof. The District Manager is authorized to modify the annual service charge from time to time, based upon such information and samples; *provided, however*, any increase or decrease in the annual service charge shall be prospective only and implemented on the next regular billing by the District for annual sewer charges. No discharger shall be entitled to a retroactive refund of charges paid, or liable for payment of additional charges, for any period prior to the effective date of the modification.

C. Where multiple Units having different flow content are served by the same water meter, the District Manager shall allocate the Capital Cost Recovery Charge and the Operation and Maintenance Cost Recovery Charge between each individual Unit based upon his estimate of the discharge material produced by each Unit.

SECTION 2: Upon adoption this Ordinance shall be entered in the minutes of the Sanitary Board and a summary of this Ordinance prepared by the District Counsel shall be published once in the Cupertino Courier and the Saratoga News, being newspapers of

general circulation in the District. A certified copy of the full text of this Ordinance shall be posted in the office of the District Clerk.

SECTION 3: This Ordinance shall become effective July 1, 2020.

PASSED AND ADOPTED at a regular meeting of the Sanitary Board of the Cupertino Sanitary District held on the 20th day of May 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the Sanitary Board

ATTEST:

Secretary of the Sanitary Board

APPROVED AS TO FORM:

District Counsel

RESOLUTION NO. 1323

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUPERTINO SANITARY DISTRICT FIXING TIME AND PLACE FOR HEARING ON REPORT ON RATES AND CHARGES FOR SERVICE AND FACILITIES FURNISHED BY THE DISTRICT FOR THE FISCAL YEAR 2020-2021 AND PROVIDING FOR NOTICE THEREOF

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

WHEREAS, this District has elected to have certain rates and charges for services and facilities furnished by it which have become delinquent and the rates and charges for services and facilities furnished by the District for the fiscal year 2020-21 collected on the tax roll of the County of Santa Clara, State of California, pursuant to Sections 5470 through 5473.11 of the Health and Safety Code of the State of California; and

WHEREAS, pursuant thereto, a report on said rates and charges will be filed with the Secretary of this District on June 3, 2020;

NOW, THEREFORE, IT IS HEREBY ORDERED that Wednesday, the 17th day of June 2020, at the hour of 7:00 o'clock P.M., at the regular meeting place of said Board, Stevens Creek Office Center, 20863 Stevens Creek, Suite 100, Cupertino, California, or via teleconference in accordance with Executive Order N-33-20, are hereby fixed as the time and place for hearing on the report on rates and charges for services and facilities furnished by the District filed with the Secretary of this District, pursuant to law, and the Secretary shall publish notice of said hearing and of the filing of said report, once a week for two successive weeks prior to the date set for said hearing, in both the Cupertino Courier and Saratoga News, both a newspaper of general circulation published in the District.

* * * * *

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, at a meeting thereof held on the 20th day of May 2020, by the following vote:

AYES, Members:

NOES, Members:

ABSENT, Members:

Secretary, Cupertino Sanitary District

APPROVED:

President, Cupertino Sanitary District

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, MAY 6, 2020

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

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

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

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

Public: No public present on conference call.

2. MINUTES:

A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0 the minutes of Wednesday, April 15, 2020 were approved.

B. By consensus, the Minutes of Wednesday, April 1, 2020 are to be Noted & Filed.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

A. The Board reviewed LAFCO proposed budget for FY2021 and public hearing notice. It is to be Noted & Filed.

5. MEETINGS:

A. Director Gatto plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held May 7, 2020.

6. REPORTS:

A. Manager Porter reported on the regular meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held May 4, 2020. Topics included: consultant fee issues, capital refunds, and COVID-19 impacts.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, MAY 6, 2020

7. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.
- B. The Board discussed tablet use for Board meetings.
- C. Advisor Tanaka reported on Cal Bank credit card setup status. The device is set up and ready to receive credit card payments from customers.

8. NEW BUSINESS:

- A. The Board reviewed the staff report and the Resolution No. 1322, Notice of Completion for Prospect Pump Station Project. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0 Resolution No. 1322 was approved.
- B. The Board reviewed the staff report and discussed the request for reimbursement of sewer service fees for Bollinger Plaza (APN 359-23-018). On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0 reimbursement in the amount of \$1,645 was approved.

9. STAFF REPORTS:

- A. Manager Porter requested input for the public hearing presentation format for May 20, 2020. Staff is directed to prepare Public Hearing Presentation Staff Memo. Manager Porter will be in the District office for the public hearing to be held May 20, 2020.
- B. Manager Porter informed Board about the potential to accept sewer flows from City of Sunnyvale. Board directed staff to investigate and prepare report to the Board.
- C. Advisor Tanaka reported on the status of the Flow Report to Santa Clara, and two reports (Potential I/I Reduction and Onsite Storage) submitted to Vallco. On May 6, the Santa Clara County Judge ruled in favor of Vallco to develop the site under SB 35.

10. CLOSED SESSION:

President Chen adjourned the regular meeting session and opened the closed session at 8:08 p.m.

- 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.

Manager Porter and Advisor Tanaka were present for the portion of the discussion related to treatment plant cost, but thereafter were excused from the closed session. Closed session was adjourned at 8:28 p.m. There was no reportable action.

The regular meeting was called to order at 8:28 p.m. Manager Porter and Advisor Tanaka rejoined the regular meeting.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, MAY 6, 2020

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, May 20, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 9:01 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. in accordance with the Executive Order N-33-20 via teleconferencing.

1. ROLL CALL:

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

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

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

Public: No one conferenced in.

2. MINUTES & BILLS:

A. On a motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the minutes of Wednesday, April 1, 2020 were approved.

B. By consensus, the Minutes of Wednesday, March 18, 2020 are to be Noted & Filed.

C. The Board reviewed the March financials for payment. It was noted that there is a warrant made out to Cupertino Sanitary District in the amount of \$600,000 which will be deposited to Cal Bank savings account as a security for the loan. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, payment of bills was approved.

D. The Board members will submit their timesheets electronically.

3. PERSONAL PRESENTATIONS:

There were none.

4. CORRESPONDENCE:

A. The Board reviewed CSDA Take Action Brief and instructed staff to note & file.

5. MEETINGS:

There are none.

6. REPORTS:

There were none.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

7. UNFINISHED BUSINESS:

A. COVID-19 discussion-

- 1) CASA outreach: CASA provided public awareness information and granted the District permission to use the provided informational materials for the District website and other public outreach.
- 2) District website/public outreach: Staff and President Chen worked on updating the District website and public outreach to cities of Saratoga and Cupertino, including Cupertino Chamber of Commerce. Staff is to prepare a news release and contact news media and look into Next Door for additional public outreach.

B. Credit card fees: The Board moved to add Resolution No. 1321 to Agenda Item 7B, "Credit Card Fees". On motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, Resolution No. 1321 was added. After discussion, on motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, Resolution No. 1321, approving Cal Bank (First Data) for merchant services was approved.

8. NEW BUSINESS:

- A. The Board reviewed the letter sent to U.S. Legislatures supporting Federal funding for COVID-19 to include special districts. On motion by Director Gatto, seconded by Director Saadati, by a vote of 5-0-0, the Board approved ratification of the letter and requested that another similar letter be sent to U.S. Congresswoman, Zoe Lofgren.
- B. The Board discussed Ratification of SSMP Annual Audit. On motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0, the Board approved ratification.
- C. All Board members completed Form 470.
- D. The Board reviewed proposed Resolution No. 1320, requesting and consenting to consolidation of elections. After discussion, on motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0, Resolution No. 1320 was approved.

9. STAFF REPORTS:

- A. Advisor Tanaka reported on the Prospect Pump Station. The striping should be completed in early May. Staff will agendize project close-out and will recommend making final payment to the Contractor in May.
- B. Manager Porter reported on the final annual report to River Watch.
- C. Advisor Tanaka reported that there may be several tax roll reimbursements coming up soon.
- D. Manager Porter reported on the monthly maintenance report.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, APRIL 15, 2020

10. CLOSED SESSION:

The closed session was cancelled.

11. NEXT MEETING:

The next regular District Board meeting is scheduled to be held on Wednesday, May 6, 2020.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:18 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - May 20, 2020**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,626.50	ADP	Directors' Salary	
18890	M&O	\$ 475,866.98	Mark Thomas	Office Rent	400.00
				Utilities	776.35
				District Sewer Capital & Support	17,408.89
				Plan Checking & Inspection	2,646.60
				Management Services	79,174.72
				Engineering Services	135,555.57
				Repairs	19,916.91
				Maintenance	216,972.78
				Emergency Funds	2,823.16
				Memberships	192.00
18891	M&O	\$ 4,716.00	Atkinson Farasyn LLP	Legal - District Counsel (April)	
18892	M&O	96,442.73	Hunton Andrews Kurth	Legal - Common Interest Group (Advance Pay)	75,225.33
				Legal - Common Interest Group (CuSD Share)	21,217.40
18893	M&O	\$ 1,070.90	Dooley Insurance Services	Insurance - Group Life & Dental	
18894	M&O	\$ 368.00	Alliant Insurance Services	Insurance (Mobile Vehicle 3rd Qtr Addition)	
18895	M&O	\$ 1,645.00	Seet Family Living Trust - Bollinger Plaza	Refunds & Reimbursements - Misc.	
18896	M&O	\$ 54.80	City of Santa Clara Utilities	Utilities	
18897	M&O	\$ 4,325.43	PG&E	Utilities	
18898	M&O	\$ 86.86	San Jose Water Company	Utilities	
18899	M&O	\$ 147,776.11	ConQuest	District Sewer Capital and Support	
18900	M&O	\$ 8,611.44	Tesco Controls, Inc.	District Capital - Equipment	6,620.00
				Maintenance	1,991.44
18901	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
18902	M&O	\$ 237.90	Home Depot	Maintenance	
18903	M&O	\$ 2,275.00	C&D Power	Maintenance	
18904	M&O	\$ 14,012.00	Shape Inc.	Maintenance	
18905	M&O	\$ 3,274.00	Telstar	Maintenance	
18906	M&O	\$ 70,770.15	Able Underground Construction	Maintenance	
18907	M&O	\$ 12,622.50	Roto-Rooter	Maintenance	
18908	M&O	\$ 23,702.50	AB/JDD Plumbing Heating & AC	Maintenance	23,327.50
				Emergency	375.00
18909	M&O	\$ 19,084.00	County Sanitation District 2-3	Legal - Common Interest Group (Advance Pay)	14,885.52
				Legal - Common Interest Group (CuSD Share)	4,198.48
TOTAL WARRANTS		\$ 889,703.80			

EMERGENCY DETAILS:**AB/JDD Plumbing** - two emergencies this month**Able** - no emergencies this month**Roto-Rooter** - no emergencies this month

CUPERTINO SANITARY DISTRICT
MONTLY FINANCIAL REPORT TROUGH APRIL 2020
 Month of Operation - 83 into FY Operation
 FISCAL YEAR: July 1, 2019 to June 30, 2020
EXPENSE SUMMARY REPORT

Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
OPERATING EXPENSES							
41000	\$1,172,305.00	\$34,500.00	\$0.00	\$34,500.00	\$1,137,805.00	2.9%	First Payment Due 7/15/2020: \$600,416.67
41030	\$35,000	\$24,915.24	\$2,625.50	\$27,541.74	\$1,458.26	76.7%	April Payroll
41060	\$3,000	\$1,431.81	\$0.00	\$1,431.81	\$1,568.19	47.7%	None this month
41070	\$135,000	\$128,230.11	\$1,438.90	\$129,669.01	\$5,330.99	96.1%	Dooley (Life & Dental); Alliant AMVP 3rd Qtr Additional Premium
41080	\$35,000	\$47,312.79	\$192.00	\$47,504.79	-\$12,504.79	135.7%	CWEA Membership for Inspector
41090	\$6,000	\$3,600.00	\$400.00	\$4,000.00	\$2,000.00	66.7%	On target
41100	\$3,000	\$1,178.43	\$0.00	\$1,178.43	\$1,821.57	39.3%	None this month
Contractual Services:							
41113	\$71,000	\$46,535.89	\$0.00	\$46,535.89	\$24,464.11	65.5%	None this month. San Jose Paid, but not Santa Clara
41114	\$6,253,614	\$6,138,028.00	\$0.00	\$6,138,028.00	\$115,586.00	98.2%	Paid 100% for this Fiscal Year
Professional Services:							
41121	\$500,000	\$354,150.80	\$79,174.72	\$433,325.52	\$66,674.48	86.7%	On target
41122	\$1,000,000	\$887,506.11	\$135,555.57	\$1,023,061.68	-\$23,061.68	102.3%	Overbudget: Increased services related to I/I reduction, modeling, Santa Clara Flow, Plan Ckg. & Insp.
41123	\$140,000	\$106,693.31	\$2,646.60	\$109,339.91	\$30,660.09	78.1%	On target
41124	\$60,000	\$30,627.00	\$4,716.00	\$35,343.00	\$24,657.00	58.9%	Atkinson Farasyn - April Services
Legal - Common Interest Group							
41124	\$980,000	\$461,989.23	\$90,110.85	\$552,100.08	\$427,899.92	56.3%	Hunton Andrews (February Services); CSD 2-3 FY19-20 Q1-Q3 billing
Legal - Common Interest Group							
41124	\$222,000	\$130,304.65	\$25,415.88	\$155,720.53	\$66,279.47	70.1%	Hunton Andrews (February Services); CSD 2-3 FY19-20 Q1-Q3 billing
41125	\$11,500	\$11,300.00	\$0.00	\$11,300.00	\$200.00	98.3%	Paid in full
41130	\$15,000	\$24,187.72	\$0.00	\$24,187.72	-\$9,187.72	161.3%	None this month
41150	\$800,000	\$287,628.73	\$19,916.91	\$307,545.64	\$492,454.36	38.4%	Not many repairs to-date: more effort on Engineering and Maintenance projects
Maintenance							
41151	\$3,000,000	\$2,286,865.59	\$345,618.27	\$2,632,483.86	\$367,516.14	87.7%	On target
41170	\$15,000	\$8,210.95	\$0.00	\$8,210.95	\$6,789.05	54.7%	None this month
41170	\$18,000	\$13,993.26	\$0.00	\$13,993.26	\$4,006.74	77.7%	None this month
41190	\$60,000	\$48,465.43	\$5,243.44	\$53,708.87	\$6,291.13	89.5%	On target
Refunds & Reimbursements:							
41201	\$50,000	\$9,037.78	\$1,645.00	\$10,682.78	\$39,317.22	21.4%	Reimbursement for Sewer Service Charges - Bollinger Plaza
41202	\$2,000	\$233,177.80	\$0.00	\$233,177.80	-\$231,177.80	11659%	None this month; Reimbursed five customers in August for connection fees paid
41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
48000	\$250,000	\$83,779.59	\$3,198.16	\$86,977.75	\$163,022.26	34.8%	Two emergencies this month
48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None to date
TOTAL OPERATING EXPENSES	\$14,840,419	\$11,403,650.22	\$717,898.80	\$12,121,549.02	\$2,718,869.98	81.7%	
CAPITAL EXPENSES							
46041	\$2,000,000	\$2,116,536.91	\$165,185.00	\$2,281,721.91	(\$281,721.91)	114.1%	Prospect Pump Station Rehab Project; ConQuest Final Payment
46042	\$14,065,406	\$14,014,863.00	\$0.00	\$14,014,863.00	\$50,543.00	99.6%	Paid 100% for this Fiscal Year
46042	\$650,000	\$184,701.75	\$0.00	\$184,701.75	\$65,298.25	21.7%	None this month. Paid San Jose-reduced amount and none paid to Santa Clara.
46043	\$150,000	\$137,130.39	\$6,620.00	\$143,750.39	\$6,249.61	95.8%	Flow Meter Replacement for Homestead 1 Pump Station
46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	Will increase \$300K reserve in June 2020
TOTAL CAPITAL EXPENSES	\$17,365,406	\$16,453,232.05	\$171,805.00	\$16,625,037.05	\$740,368.95	95.7%	
TOTAL EXPENSES	\$32,205,825	\$27,856,882.27	\$889,703.80	\$28,746,586.07	\$3,459,238.93	89.3%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH APRIL 2020
(10th Month of Operations - 83% 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	31010			APR				
Handbilling		\$522,000.00	\$0.00	\$243,080.00	\$243,080.00	\$278,920.00	46.6%	Three payments received (West Valley Community, De Anza College, Caltrans)
Tax Roll		\$17,100,000.00	\$9,735,652.20	\$0.00	\$9,735,652.20	\$7,364,347.80	56.9%	None this month. Second payment in June
Capital Loan		\$10,000,000.00	\$10,000,000.00	\$0.00	\$10,000,000.00	\$0.00	100.0%	Received/Funded in June
Permit Fees	31020	\$130,000.00	\$86,515.52	\$2,400.00	\$88,915.52	\$41,084.48	68.4%	Eight payments this month; One hundred twenty-seven payments 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	\$9,038.56	\$16,246.00	\$25,284.56	\$274,715.44	8.4%	One payment this month; Four payments received to date
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	\$71,405.00	\$3,900.00	\$75,305.00	\$84,695.00	47.1%	Ten payments this month; One hundred ninety payments received to date
Annexation	32050	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$220,000.00	\$248,453.20	\$0.00	\$248,453.20	(\$28,453.20)	112.9%	None this month
City of San Jose Credit(s)	32091	\$500,000.00	\$2,753,384.00	\$0.00	\$2,753,384.00	(\$2,253,384.00)	550.7%	None this month
Legal - Common Interest Group (Tributaries)	32092.1	\$1,026,000.00	\$258,834.17	\$5,862.78	\$264,696.95	\$761,303.05	25.8%	Received from CSD 2-3 for FY18-19 Q4 CIG Cost Sharing
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$20,000.00	\$5,282.33	\$119.65	\$5,401.98	\$14,598.02	27.0%	Received from CSD 2-3 for FY18-19 Q4 CIG Cost Sharing
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$18,939.86	\$142.05	\$19,081.91	(\$9,081.91)	190.8%	5-Year Lateral Loan Payment #1 (includes \$31.25 interest earned)
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	\$23,187,504.84	\$271,750.48	\$23,459,255.32	\$6,926,244.68	77.21%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$30,385,500.00	\$23,187,504.84	\$271,750.48	\$23,459,255.32	\$6,926,244.68	77.21%	

CASH ACCOUNT SUMMARY

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
6/30/2019 Ending Balance	\$20,235,726.11	\$2,700,000.00	\$17,535,726.11			
July 31, 2019	\$16,937,841.74	\$2,700,000.00	\$14,237,841.74		\$0.00	\$16,937,841.74
August 31, 2019	\$16,128,185.68	\$2,700,000.00	\$13,428,185.68		\$0.00	\$16,128,185.68
September 30, 2019	\$15,423,633.09	\$2,700,000.00	\$12,723,633.09		\$10,000,000.00	\$25,423,633.09
October 31, 2019	\$13,347,920.35	\$2,700,000.00	\$10,647,920.35		\$8,014,698.15	\$21,362,618.50
November 30, 2019	\$12,602,906.70	\$2,700,000.00	\$9,902,906.70		\$7,622,909.71	\$20,225,816.41
December 31, 2019	\$12,224,581.14	\$2,700,000.00	\$9,524,581.14		\$7,111,363.66	\$19,335,944.80
January 31, 2020	\$19,474,926.65	\$2,700,000.00	\$16,774,926.65		\$173,726.38	\$19,648,653.03
February 29, 2020	\$20,777,966.38	\$2,700,000.00	\$18,077,966.38		\$178,589.38	\$20,956,555.76
March 31, 2020	\$20,335,236.46	\$2,700,000.00	\$17,635,236.46	\$600,000.00	\$183,452.38	\$20,518,688.84
April 15, 2020	\$19,735,236.46	\$2,700,000.00	\$16,435,236.46	\$600,000.00	\$183,452.38	\$19,918,688.84
April 30, 2020	\$14,303,842.25	\$2,700,000.00	\$11,603,842.25	\$600,000.00	\$183,452.38	\$15,087,294.63

Running Total Expenses for Prospect Pump Station

Contractor/Firm	PAYMENT MADE														
	TOTAL BY FIRM	February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19	December-19	January-20	February-20	March-20
Mark Thomas & Co.	\$ 688,371.61	\$ 189,889.46	\$ 48,911.65	\$ 43,213.39	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 23,523.65	\$ 21,457.37	\$ 72,732.94	\$ 56,001.82	\$ 46,881.91	\$ 49,411.42	\$ 6,680.34	\$ 8,256.74
Able Underground Construction	\$ 435,066.17	\$ 232,713.55	\$ 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												
Robo-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			\$ 47,250.00	\$ 8,020.00								
Able Traffic Control Design	\$ 3,312.50		\$ 3,312.50			\$ 3,312.50									
Shape - 3 new pumps	\$ 115,838.14		\$ 115,838.14												
Tesco - Control cabinet-Elec.	\$ 186,725.00		\$ 186,725.00												
General Contractor	\$ -		\$ -							\$ 108,814.70	\$ 17,707.00	\$ 169,018.00			\$ 7,023.44
Bruce Barton Pump Service	\$ 5,758.56		\$ 5,758.56												
Interstate Traffic Control	\$ 707.39		\$ 707.39												
Con-Quest Contractors, Inc.	\$ 1,438,709.22		\$ 1,438,709.22												
City of Cupertino - Permit	\$ 5,276.00		\$ 5,276.00					\$ 5,276.00							\$ 53,815.18
City of Saratoga - Permit	\$ 77,200.00		\$ 77,200.00					\$ 77,200.00							
TOTAL BY MONTHS	\$ 3,292,032.56	\$ 422,103.01	\$ 492,309.31	\$ 60,906.32	\$ 24,329.92	\$ 85,427.36	\$ 80,145.81	\$ 105,999.65	\$ 21,457.37	\$ 199,254.64	\$ 610,969.79	\$ 402,174.68	\$ 545,994.00	\$ 6,680.34	\$ 69,095.36

Denotes design phase cost
Denotes construction phase cost

Contractor/Firm	PAYMENT MADE														
	TOTAL BY FIRM	February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19	December-19	January-20	February-20	March-20
Engineering Inquiries/Investigation	\$ 4,205.21	\$ 2,799.42	\$ 1,545.36												
SSMP	\$ 3,878.63	\$ 10,115.16	\$ 356.29												
Repair - Pump Station	\$ 90,780.78	\$ 25,743.83	\$ 20,861.98												
Emergency	\$ 73,589.54	\$ 6,198.09	\$ 7,468.39												
Design (CU-19104)	\$ -	\$ 4,055.15	\$ 12,981.37	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 23,523.65	\$ 21,457.37	\$ 72,732.94	\$ 56,001.82	\$ 46,881.91	\$ 49,411.42	\$ 6,680.34	\$ 8,256.74	\$ 17,408.89
Est. total charged to others	\$ 17,435.30		\$ 17,435.30												
TOTAL BY MONTHS	\$ 189,889.46	\$ 48,911.65	\$ 43,213.39	\$ 18,571.36	\$ 34,864.86	\$ 50,565.81	\$ 23,523.65	\$ 21,457.37	\$ 72,732.94	\$ 56,001.82	\$ 46,881.91	\$ 49,411.42	\$ 6,680.34	\$ 8,256.74	\$ 17,408.89

Cupertino Sanitary District - Monthly Maintenance Summary - April 2020

Item 10.A.

SSOs

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

PLSDs (Private Lateral Sewage Discharge)

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

Emergency Calls - Causes

Call Rec'd Business Hours	# of Calls	Call Rec'd After Hours	# of Calls	Call Rec'd Weekend	# of Calls
Root Intrusion	3	Root Intrusion	1	Root Intrusion	0
Onsite	5	Onsite	1	Onsite	2
Debris	0	Debris	1	Debris	0
Others	1	Others	0	Others	0
Pump Station	0	Pump Station	0	Pump Station	1
Total:	9	Total:	3	Total:	3

Repairs

Address	Main/Lat	Description of Work
None		

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2019-20 YTD	FY2019-20 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	28,760	44,087	2,674	46	0	0	0	0	0	75,567	859,079	962,623	89%
Easement Cleaning (ft)	1,498	7,314	253	0	0	0	0	0	0	0	9,065	136,807	138,059	99%
CCTV (ft)	0	14,087	6,441	0	0	0	0	0	0	0	20,528	164,013	206,765	79%

Lateral Maintenance

Activity	# of Laterals	FY2019-20 YTD	*FY2019-20 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	431	4,022	4,427	91%
CCTV	1	105		
Inspection	6	175		

FOG Inspection

	# of Inspections	YTD FY2019-20	FY2019-20 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	0	295		
Completed	0	215	283	76%
Follow up Needed	0			

*10-31-19 Added 2,823 laterals to annual schedule from investigation to locate PLCOs that had no prior cleaning service

*2-13-2020 Adjustment on Annual Lateral schedule - PLCOs w/no prior service (1514) + PLCOs remaining in FY2019-20 schedule (373) + PLCOs already serviced July 19 - Jan 20 (2731) = 4618

*2-13-2020 Adjustment - 4618 - 191 = 4427 (PLCO lid unable to open (approx 75), PLCOs serviced by HOA (116))