

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, OCTOBER 20, 2021**

AGENDA - AMENDED

The meeting will 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 COMMENTS

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

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

3. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL-SIGNIFICANT EXPOSURE TO LITIGATION

In accordance with government code section paragraph (2) of subdivision (d), there is significant exposure to litigation from California Riverwatch pertaining to the Clean Water Act.

B. 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.

4. MINUTES & BILLS

A. APPROVAL OF THE MINUTES OF OCTOBER 6, 2021

B. APPROVED MINUTES OF SEPTEMBER 15, 2021

C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT

D. DIRECTOR'S MONTHLY TIMESHEETS

5. CORRESPONDENCE

NONE

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, OCTOBER 20, 2021**

6. MEETINGS

NONE

7. REPORTS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON OCTOBER 12, 2021
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON OCTOBER 14, 2021

8. UNFINISHED BUSINESS

- A. COVID-19 UPDATES
- B. I-280/WOLFE ROAD SEWER RELOCATION
- C. DRAFT ANNUAL REPORT

9. NEW BUSINESS

- A. REQUEST FOR REIMBURSEMENT OF PERMIT FEE – BLD-2021-1108
- B. SEWER SERVICE CHARGE CORRECTION - MARDESICH COMPANIES

10. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. PEAK FLOW REDUCTION
- C. MONTHLY MAINTENANCE REPORT

11. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, NOVEMBER 3, 2021

12. AB 361

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

13. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 6, 2021

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 Saadati 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, William A. Bosworth, John M. Gatto, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Consultant: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:00 p.m.

A. Riverwatch Letter Discussion regarding Potential Litigation

Manager Porter and Deputy Manager Woodhouse were excused from the closed session at 7:08 p.m.

B. 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.

Closed session was adjourned at 7:39 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES:

A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, September 15, 2021, were approved.

B. By consensus, the Minutes of Wednesday, September 1, 2021, are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 6, 2021

5. CORRESPONDENCE:

- A. The Board reviewed a letter from the City of Sunnyvale – Conveyance of Wastewater from 91 Homes Across Calabazas Creek. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0 the Board agreed to have staff re-open agreement discussions with the City of Sunnyvale and bring back a proposal to the Board.

6. MEETINGS:

- A. Manager Porter plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) scheduled to be held on October 12, 2021.
- B. Director Kwok plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on October 14, 2021.

7. REPORTS:

- A. Manager Porter and Deputy Manager Woodhouse reported on the teleconference meeting of The California Alliance for Sewer System Excellence (CASSE) held on September 30, 2021.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates. After discussion, on a motion by Director Bosworth, seconded by Director Gatto, by a vote of 5-0-0 the Board makes the following findings required by AB 361 to continue holding meetings by teleconferencing electronically:
 - 1. The March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect.
 - 2. The County of Santa Clara has a Universal Indoor Face Covering Order in effect and continues to encourage social distancing.
 - 3. Due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.
- B. Manager Porter reported on the I-280/Wolfe Sanitary Sewer Relocation. Staff is in discussions with Caltrans and VTA regarding design and construction of a new crossing of I-280 for the District's existing 15-inch diameter sewer. The District's sewer was constructed prior to the I-280 construction so it appears all the costs of the sewer design and construction will be paid for by Caltrans and VTA. District staff will be discussing partnering with Bennett Engineering, a trenchless technology specialty firm, to assist the Mark Thomas Design Team with the design of the bore and jack crossing of the freeway.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 6, 2021

9. NEW BUSINESS:

- A. The Board considered updates to the District website. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0 the Board approved revisions to the District's website including website migration by a contractor, with an initial budget of \$5,000 for the migration services.
- B. The Board reviewed the Draft Annual Report for 2021. Board members provided comments and Staff will make revisions.

10. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Deputy Manager Woodhouse reported on Peak Flow Reduction.

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, October 20, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:46 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 15, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:02 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 Saadati 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, William A. Bosworth, John M. Gatto, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Consultant: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

Motion to amend agenda to include discussion of Riverwatch letter in the closed session. On a motion by Director Bosworth, seconded by Director Gatto, by a vote of 5-0-0, the Board approved motion to amend the agenda.

President Saadati adjourned the regular meeting session and opened the closed session at 7:05 p.m.

A. Conference with legal counsel – Riverwatch.

Board action: There was no reportable action.

Manager Porter and Deputy Manager Woodhouse were excused from the remainder of closed session.

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

Board action: There was no reportable action.

The closed session was adjourned at 7:30 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 15, 2021

4. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, September 1, 2021, were approved as written.
- B. By consensus, the Minutes of Wednesday, August 18, 2021, are to be Noted & Filed.
- C. The Board reviewed August payable warrants and financial statements. The Board instructed staff to transfer \$690,453 from the Cal Bank account to the District commingled funds.

By consensus the financial statement and payment of bills were approved. On a motion by Director Chen, seconded by Director Bosworth, by a vote of 4-1-0, the financial statement and payment of bills were approved with revision to transfer funds to the commingled fund. Director Gatto voted no.

- D. Board members will submit their September timesheets to Manager Porter.

5. CORRESPONDENCE:

- A. Director Gatto reported on the letter from SVWCD titled: City of San Jose and Santa Clara Valley Water Efforts Toward Purified Water Project.
- B. The Board reviewed correspondence from County of Santa Clara titled: Treasury Investment Portfolio Status.

6. MEETINGS:

There are none.

7. REPORTS:

- A. Manager Porter reported on the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on September 7, 2021.
- B. Director Kwok reported on teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on September 9, 2021.
- C. Director Bosworth reported on the Santa Clara County Special Districts Association meeting held on September 13, 2021.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, SEPTEMBER 15, 2021

9. NEW BUSINESS:

- A. The Board reviewed the memo on Electrical Improvements at Crescent, Salem, and Pierce Lift Stations. On a motion by Director Chen, seconded by Director Gatto, by a vote of 5-0-0, the Board authorized staff to proceed with improvements.

10. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Deputy Manager Woodhouse reported on the Peak Flow Reduction program.
- C. Manager Porter reported on the Silicon Valley Fall Festival held on September 11, 2021, in Cupertino, CA.
- D. Manager Porter reported on the monthly maintenance report.

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, October 6, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:40 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JUNE 2022
(3rd Month of Operations - 25% into FY Operations)
 FISCAL YEAR: July 1, 2021 to June 30, 2022

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	(#) {shgghgf Gdwh	Comments
SEPT SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,542	\$0.00	\$0.00	\$0.00	\$1,200,541.67	0.0%	None this month
Directors Fees	41030	\$38,000	\$6,020.44	\$2,889.42	\$8,909.86	\$29,090.14	23.4%	On Target
Gasoline, Oil & Fuel	41060	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None this month
Insurance	41060	\$170,000	\$7,500.02	\$992.08	\$8,492.10	\$161,507.90	5.0%	Dooley Insurance (Group Life and Dental)
Memberships	41080	\$57,000	\$10,544.45	\$6,131.58	\$16,676.03	\$40,323.97	29.3%	Underground Service Alert - Annual Membership
Office Rent	41090	\$4,800	\$800.00	\$400.00	\$1,200.00	\$3,600.00	25.0%	On Target
Operating Expenses	41100	\$3,000	\$108.00	\$456.85	\$564.85	\$2,435.15	18.8%	\$400 Booth Rental for Fall Festival; Postage/Stamps
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$882.60	\$246.62	\$1,129.22	\$4,870.78	18.8%	September Credit Card Processing Fees
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$0.00	\$46,535.89	\$46,535.89	\$24,464.11	65.5%	CSJ - Billing for FY20-21 (July 2020 to June 2021)
T.P. Oper. & Maint.	41114	\$6,675,375	\$1,668,844.00	\$1,668,844.00	\$3,337,688.00	\$3,337,687.00	50.0%	CSJ - 2nd Quarter Billing for FY2021-2022
Professional Services:								
Management Services	41121	\$550,000	\$68,674.33	\$56,349.44	\$125,023.77	\$424,976.23	22.7%	On Target
SSMP Certification and Implementation	41121	\$100,000	\$127.00	\$0.00	\$127.00	\$99,873.00	0.1%	On Target
Engineering Services	41122	\$1,300,000	\$227,276.91	\$121,291.31	\$348,568.22	\$951,431.78	26.8%	On Target
Inflow/Infiltration Reduction	41122	\$500,000	\$148,286.84	\$93,457.91	\$241,744.75	\$258,255.25	48.3%	Peak flow reduction program; V&A Consulting Engineers
Plan Ckg. & Insp.	41123	\$300,000	\$26,757.17	\$15,256.60	\$42,013.77	\$257,986.23	14.0%	On Target
Legal - Consultant Services	41124	\$36,000	\$7,900.00	\$2,100.00	\$10,000.00	\$26,000.00	27.8%	Richard Tanaka - Consulting Services for September 2021
Legal - District Counsel	41124	\$60,000	\$2,250.00	\$5,481.00	\$7,731.00	\$52,269.00	12.9%	August and September billings
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,014,000	\$113,537.34	\$92,050.33	\$205,587.67	\$808,412.33	20.3%	Hunton Andrews, LLP - July services; CSD2-3 billing for Q4 FY2020-2021
Legal - Common Interest Group (CuSD Share)	41124	\$286,000	\$32,023.35	\$25,962.92	\$57,986.27	\$228,013.73	20.3%	Hunton Andrews, LLP - July services; CSD2-3 billing for Q4 FY2020-2021
Audit	41125	\$12,000	\$0.00	\$0.00	\$0.00	\$12,000.00	0.0%	None to date
Printing & Publications	41130	\$28,000	\$0.00	\$0.00	\$0.00	\$28,000.00	0.0%	None to date
Repair and Maintenance		\$3,900,000						
Repairs	41150	\$450,000	\$53,361.56	\$5,701.95	\$59,063.51	\$390,936.49	13.1%	On target; 2021 Overlay repairs
Maintenance	41151	\$3,450,000	\$527,333.59	\$323,963.10	\$851,296.69	\$2,598,703.31	24.7%	On target
Travel & Meetings Staff	41170	\$15,000	\$0.00	\$127.50	\$127.50	\$14,872.50	0.9%	Refund on CASA lodging for R. Woodhouse; CASA expense reimbursement to M. Hynes
Travel & Meetings BOD	41170	\$18,000	\$6,151.91	-\$1,239.92	\$4,911.99	\$13,088.01	27.3%	Refund on CASA lodging deposits for A. Chen, P. Kwok., J. Gatto, and T. Saadati
Utilities	41190	\$70,000	\$6,411.78	\$9,682.15	\$16,093.93	\$53,906.07	23.0%	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	\$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	\$11,947.55	\$8,104.25	\$20,051.80	\$229,948.20	8.0%	One emergency this month (from AB/JDD billing)
Consolidated Election	48001	\$0	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	None this Fiscal Year
TOTAL OPERATING EXPENSES		\$16,722,717	\$2,926,738.84	\$2,484,784.98	\$5,411,523.82	\$11,311,192.85	32.4%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$1,000,000	\$254.00	\$52,204.06	\$52,458.06	947,541.94	5.2%	I-280/Wolfe Road Sewer Relocation; C2R Engineering - Oakrest PS Wet Well Rehab
Treatment Plant Capital	46042	\$8,430,221	\$1,017,799.00	\$5,370,456.00	\$6,388,255.00	2,041,966.00	75.8%	CSJ - 2nd Quarter Billing for FY2021-2022
Outfall Capital	46042	\$1,095,045	\$0.00	\$96,500.95	\$96,500.95	998,544.05	8.8%	CSJ - Billing for 2nd Half of FY2020-2021 (Jan. 2021 to June 2021)
District Equipment	46043	\$150,000	\$8,583.67	\$0.00	\$8,583.67	141,416.33	5.7%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$10,975,266	\$1,026,636.67	\$5,519,161.01	\$6,545,797.68	\$4,429,468.32	59.6%	
TOTAL EXPENSES		\$27,697,983	\$3,953,375.51	\$8,003,945.99	\$11,957,321.50	\$15,740,661.17	43.2%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH JUNE 2022
(3rd Month of Operations - 25% into FY Operations)
 FISCAL YEAR: July 1, 2021 to June 30, 2022

REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts Sept Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$574,901.00	\$0.00	\$0.00	\$0.00	\$574,901.00	0.0%	None to date
Tax Roll	31010	\$18,647,000.00	\$0.00	\$0.00	\$0.00	\$18,647,000.00	0.0%	None to date
Permit Fees	31020	\$75,000.00	\$16,841.32	\$6,584.62	\$23,425.94	\$51,574.06	31.2%	Twenty-one payments received this month; Sixty-seven payments received to date
Connection Fees	31031	\$300,000.00	\$11,034.00	\$0.00	\$11,034.00	\$288,966.00	3.7%	None this month
Capacity Fees	31032	\$450,000.00	\$5,212.00	\$0.00	\$5,212.00	\$444,788.00	1.2%	None this month
Pump Zone Fees	31033	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$300,000.00	\$21,000.00	\$83,400.00	\$104,400.00	\$195,600.00	34.8%	Vallco Additional Deposit; 21 payments received this month; 72 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	\$200,000.00	\$24,789.57	\$0.00	\$24,789.57	\$175,210.43	12.4%	None this month
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	\$1,014,000.00	\$392,646.29	\$64,439.57	\$457,085.85	\$556,914.15	45.1%	Received from City of Milpitas and West Valley SD for CIG/Tribs Share of Costs
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$14,000.00	\$870.33	\$1,315.09	\$2,185.43	\$11,814.57	15.6%	Received from City of Milpitas and West Valley SD for CIG/Tribs Share of Costs
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$0.00	\$84.00	\$84.00	\$9,916.00	0.8%	Alliant Insurance - AMVP Premium Adjustment for stolen generator
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$22,122,401.00	\$472,393.51	\$155,823.28	\$628,216.79	\$21,494,184.21	2.84%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$22,122,401.00	\$472,393.51	\$155,823.28	\$628,216.79	\$21,494,184.21	2.84%	

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
FY 2020-21 Balance	\$18,598,059.22	\$3,000,000.00	\$15,598,059.22	\$1,258,057.67	\$1,107,676.36	\$20,963,793.25
July 31, 2021	\$16,183,910.31	\$3,000,000.00	\$13,183,910.31	\$1,279,657.80	\$1,107,694.57	\$18,571,262.68
August 31, 2021	\$14,986,161.40	\$3,000,000.00	\$11,986,161.40	\$1,290,453.41	\$1,107,713.99	\$17,384,328.80
September 30, 2021	\$14,443,648.98	\$3,000,000.00	\$11,443,648.98	\$1,304,809.30	\$1,107,732.20	\$16,856,190.48

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 10/20/2021

Cal Bank Activities			Total Interest Earned or Refund Received from CSJ	Interest or Refund Prorated to Loan Balance	Loan Balance w/Interest	Interest or Refund Prorated to \$600K District Savings	District Portion of Savings Balance	Total Savings balance	Checking Acct Balance (Credit Card Payments Received)	TOTAL AT CAL BANK	
No.	Payee	Date	Check Amount		\$10,000,000.00			\$10,000,000.00		\$10,000,000.00	
1001	San Jose	10/16/19	\$2,180,309.00		\$7,819,691.00			\$7,819,691.00		\$7,819,691.00	
1002	San Jose	10/16/19	\$29,515.44		\$7,790,175.56			\$7,790,175.56		\$7,790,175.56	
1003	Tesco	11/20/19	\$17,707.00		\$7,772,468.56			\$7,772,468.56		\$7,772,468.56	
1004	Shape	11/20/19	\$108,814.78		\$7,663,653.78			\$7,663,653.78		\$7,663,653.78	
1005	Tesco	12/18/19	\$169,018.00		\$7,494,635.78			\$7,494,635.78		\$7,494,635.78	
1006	Con Quest	12/18/19	\$385,242.58	\$30,683.35	\$7,140,076.55			\$7,140,076.55		\$7,140,076.55	
1007	San Jose	01/15/20	\$6,966,355.00		\$173,721.55			\$173,721.55		\$173,721.55	
Interest through 3/31/20				\$6,823.36	\$180,544.91			\$180,544.91		\$180,544.91	
Deposit			04/16/20		\$180,544.91		\$600,000.00	\$780,544.91	\$2,996.28	\$783,541.19	
Balance as of 5/30/2020				\$179.37	\$180,586.41	\$137.87	\$600,137.87	\$780,724.28	\$5,744.81	\$786,469.09	
Balance as of 6/30/2020				\$197.98	\$180,632.21	\$152.18	\$600,290.05	\$780,922.26	\$31,953.57	\$812,875.83	
Balance as of 7/31/2020				\$191.84	\$180,676.58	\$147.47	\$600,437.52	\$781,114.10	\$37,732.75	\$818,846.85	
Balance as of 8/31/2020				\$154.53	\$180,712.33	\$118.79	\$600,556.30	\$781,268.63	\$48,220.05	\$829,488.68	
Balance as of 9/30/2020				\$25.62	\$180,718.25	\$19.69	\$600,576.00	\$781,294.25	\$56,059.22	\$837,353.47	
Balance as of 10/31/2020				\$25.62	\$180,724.18	\$19.69	\$600,595.69	\$781,319.87	\$67,713.45	\$849,033.32	
Balance as of 11/30/2020				\$26.47	\$180,730.30	\$20.35	\$600,616.04	\$781,346.34	\$80,097.89	\$861,444.23	
Balance as of 12/31/2020				\$26.47	\$180,736.42	\$20.35	\$600,636.39	\$781,372.81	\$89,436.48	\$870,809.29	
Balance as of 1/31/2021				\$24.83	\$180,742.17	\$19.09	\$600,655.47	\$781,397.64	\$99,672.14	\$881,069.78	
Balance as of 2/28/2021				\$23.98	\$180,747.71	\$18.43	\$600,673.91	\$781,421.62	\$108,211.86	\$889,633.48	
Balance as of 3/31/2021				\$28.26	\$180,754.25	\$21.72	\$600,695.63	\$781,449.88	\$121,953.35	\$903,403.23	
Balance as of 4/30/2021				\$22.27	\$180,759.40	\$17.12	\$600,712.75	\$781,472.15	\$135,672.77	\$917,144.92	
Balance as of 5/31/2021				\$11.99	\$180,762.18	\$9.22	\$600,721.96	\$781,484.14	\$153,926.10	\$935,410.24	
Deposit - CSJ Refund			06/22/21	\$1,415,667.34	\$926,903.93	\$488,764.47	\$1,089,486.37	\$2,197,152.48			
Balance as of 6/30/2021				\$20.34	\$1,107,676.36	\$10.09	\$1,089,496.46	\$2,197,172.82	\$168,561.21	\$2,365,734.03	
Balance as of 7/31/2021				\$36.12	\$1,107,694.57	\$17.91	\$1,089,514.37	\$2,197,188.60	\$190,143.43	\$2,387,332.03	
Balance as of 8/31/2021				\$38.53	\$1,107,713.99	\$19.11	\$1,089,533.48	\$2,197,211.35	\$200,919.93	\$2,398,131.28	
Balance as of 9/30/2021				\$36.12	\$1,107,732.20	\$17.91	\$1,089,551.39	\$2,197,245.06	\$215,257.91	\$2,412,502.97	
1009	Co-Mingled Fund	10/20/21	\$690,453.00			(\$480,000.00)	(\$480,000.00)		(\$210,453.00)		
1010	C2R Engineering	10/20/21	\$49,030.00		(\$49,030.00)						
Balance as of 10/20/2021					\$1,058,702.20		\$609,551.39	\$1,668,253.59	\$4,804.91	\$1,673,058.50	
TOTAL OR BALANCE AMOUNT			\$10,596,444.80	\$1,454,244.39	\$964,694.00	\$1,058,702.20	\$9,551.39	\$609,551.39	\$1,668,253.59	\$4,804.91	\$1,673,058.50

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - October 20, 2021**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,889.42	ADP	Directors' Salary	
19234	M&O	\$ 992.08	Dooley Insurance Services	Insurance - Group Life & Dental	
19235	M&O	\$ 6,131.58	Underground Service Alert	Memberships	
N/A	M&O	\$ 246.62	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19236	M&O	\$ 7,182,336.84	City of San Jose	Outfall Maintenance	46,535.89
				T.P. Oper. & Maint.	1,668,844.00
				Treatment Plant Capital	5,370,456.00
				Outfall Capital	96,500.95
19237	M&O	\$ 443,913.89	Mark Thomas	Operating Expenses	456.85
				Office Rent	400.00
				Management Services	56,349.44
				Engineering Services	121,291.31
				Peak Flow Reduction	41,037.91
				Plan Checking & Inspection	15,256.60
				Repairs	3,723.52
				Maintenance	195,237.15
				Travel & Meetings Staff	(309.98)
				Travel & Meetings BOD	(1,239.92)
				Utilities	1,052.70
				Emergency Funds	7,484.25
				District Sewer Capital & Support	3,174.06
19238	M&O	\$ 52,420.00	V&A Consulting Engineers inc.	Peak Flow Reduction	
19239	M&O	\$ 2,100.00	Richard K. Tanaka	Legal - Consultant Services	
19240	M&O	\$ 5,918.48	Armento & Hynes LLP	Legal - District Counsel	5,481.00
				Travel & Meetings Staff	437.48
19241	M&O	\$ 117,722.85	Hunton Andrews Kurth, LLP	Legal - CIG/Tribs (CuSD Advance Pay)	91,823.82
				Legal - CIG/Tribs (CuSD Share)	25,899.03
19242	M&O	\$ 290.40	County Sanitation District 2-3	Legal - CIG/Tribs (CuSD Advance Pay)	226.51
				Legal - CIG/Tribs (CuSD Share)	63.89
19243	M&O	\$ 1,978.43	CD & Power	Repairs	
19244	M&O	\$ 111.82	CA Surveying & Drafting Supply	Maintenance	
19245	M&O	\$ 240.00	County-Dept. of Environmental Health	Maintenance	
19246	M&O	\$ 318.93	Grainger	Maintenance	
19247	M&O	\$ 143.57	Home Depot	Maintenance	
19248	M&O	\$ 17,297.28	RotoRooter	Maintenance	
19249	M&O	\$ 51,791.85	Able Underground Construction	Maintenance	
19250	M&O	\$ 59,442.50	AB/JDD Plumbing Heating & AC	Maintenance	58,822.50
				Emergency	620.00
19251	M&O	\$ 63.08	City of Santa Clara Utilities	Utilities	
19252	M&O	\$ 8,566.37	PG&E	Utilities	
1010	M&O	\$ 49,030.00	C2R Engineering, Inc.	District Sewer Capital & Support	
TOTAL WARRANTS		\$ 8,003,945.99			

***1009 \$ 690,453.00 Cupertino Sanitary District Transfer of funds from CalBank to Co-Mingled Account**

***Denotes Cal Bank transaction**

<u>Pk Flow Red. Total:</u>	\$ 93,457.91	Mark Thomas, V&A Consulting Engineers
<u>Maintenance Total:</u>	\$ 323,963.10	Mark Thomas, CA Surveying, Dept. of Env. Health, Grainger, Home Depot, Roto Rooter, ABLE, AB/JDD
<u>Utilities Total:</u>	\$ 9,682.15	Mark Thomas, Santa Clara Utilities, PG&E (2 months billing)
<u>Emergency Total:</u>	\$ 8,104.25	Mark Thomas, AB/JDD

EMERGENCY DETAILS:

Roto-Rooter - no emergencies this month

Able - no emergencies this month

AB/JDD Plumbing - one emergency this month

DISTRICT MANAGER-ENGINEER

MARK THOMAS & COMPANY, INC.

BENJAMIN T. PORTER

DISTRICT COUNSEL

ARMENTO AND HYNES, LLP.

MARC HYNES



BOARD OF DIRECTORS

JOHN M. GATTO

WILLIAM A. BOSWORTH

PATRICK S. KWOK

ANGELA S. CHEN

TAGHI S. SAADATI

20863 STEVENS CREEK BOULEVARD, SUITE 100

CUPERTINO, CALIFORNIA 95014-2154

PHONE (408) 253-7071 • Fax (408) 253-5173

File: CSD – MOP #21-040

October 13, 2021

Gene Gonzalo
Highway Capital Program Manager
Santa Clara Valley Transportation Authority
3331 North First Street
San Jose, CA 95134-1927

Subject: I-280/Wolf Road Interchange Improvement Project
Caltrans Project EA: 04-1K300, VTA Project No. P-0987
Verification and Claim Letter

Dear Mr. Gonzalo:

I have received your letter dated March 9, 2021 regarding the I-280/Wolf Road Interchange Improvement Project. Subsequent to that letter, the Cupertino Sanitary District (District) responded to the initial request in the letter to review preliminary project plans/utility drawings and provide markups/comments. We also participated in a meeting with your project team to discuss the project and the letter we received from you.

Your letter states that it was assumed that the District's facilities were installed under a Caltrans encroachment permit and as such, all of the costs associated with the relocation of the District's facilities in conflict with proposed highway improvement would be the responsibility of the District.

As discussed in the meeting, we do not agree with the above assumption. Our facilities were installed prior to the construction of the highway. Because we have prior rights, if the project needs to relocate the District's sewer, the cost of that work should be borne by the highway project.

I have attached as confirmation of the District's prior rights, page 31 of I-280 /Wolfe As-builts from the original highway construction. On this sheet of the As-builts, the District's sanitary sewer is being shown as existing and was relocated to its current alignment at the time of highway construction in 1963.

Per Streets and Highways Code Section 703, "Whenever the department requires a publicly owned utility to relocate within a freeway any utility facility lawfully maintained in any freeway which was not a state highway at the time such utility facility was originally installed therein, the department shall pay the cost of such relocation." Furthermore, from said Section 703, "Publicly owned sewers and fire hydrants and any street lighting structure, whether publicly or privately owned, in any freeway shall be relocated, where necessary, at the expense of the department." Therefore, it is our position the local agency/State is responsible for the costs for the relocation of the District's facilities.

DISTRICT MANAGER-ENGINEER

MARK THOMAS & COMPANY, INC.

BENJAMIN T. PORTER

DISTRICT COUNSEL

ARMENTO AND HYNES, LLP.

MARC HYNES



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PHONE (408) 253-7071 • Fax (408) 253-5173

The District would like to enter into a utility agreement with the Santa Clara Valley Transportation Authority that will detail the reimbursement of the project's costs.

Yours very truly,

A handwritten signature in blue ink that reads 'Benjamin T. Porter'.

Benjamin T. Porter, P.E.
District Manager-Engineer

Enclosure: Page 31 of I-280 /Wolfe As-builts

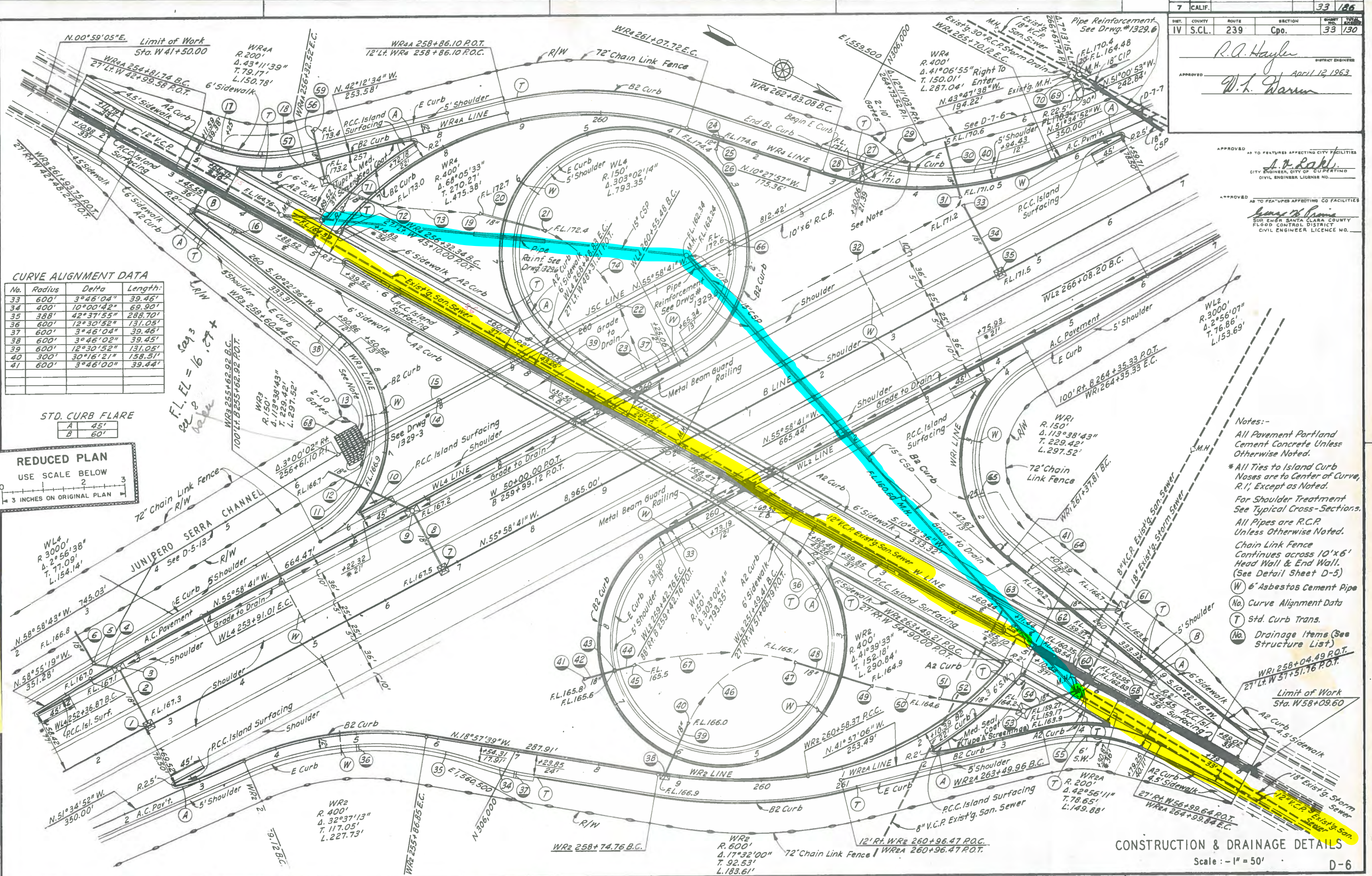
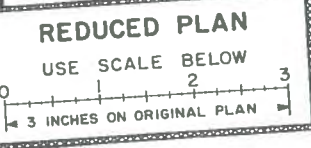
Cc: Jon Cacciotti (HMH), Lam Trinh (VTA)

CURVE ALIGNMENT DATA

No.	Radius	Delta	Length
33	600'	3°46'04"	39.46'
34	400'	10°00'42"	69.90'
35	388'	42°37'55"	288.70'
36	600'	12°30'52"	131.05'
37	600'	3°46'04"	39.46'
38	600'	3°46'02"	39.45'
39	600'	12°30'52"	131.05'
40	300'	30°16'21"	158.51'
41	600'	3°46'00"	39.44'

STD. CURB FLARE

	A	B
	45'	60'



APPROVED AS TO FEATURES AFFECTING CITY FACILITIES
 I.V. Rohl
 CITY ENGINEER, CITY OF CUPERTINO
 CIVIL ENGINEER LICENSE NO. _____

APPROVED AS TO FEATURES AFFECTING CO FACILITIES
 James W. Brown
 SUP. ENGR. SANTA CLARA COUNTY
 FLOOD CONTROL DISTRICT
 CIVIL ENGINEER LICENSE NO. _____

- Notes:-**
- All Pavement Portland Cement Concrete Unless Otherwise Noted.
 - * All Ties to Island Curb Nos. are to Center of Curve, R.I.; Except as Noted.
 - For Shoulder Treatment See Typical Cross-Sections. All Pipes are R.C.P. Unless Otherwise Noted.
 - Chain Link Fence Continues across 10'x6' Head Wall & End Wall. (See Detail Sheet D-5)
 - (W) 6" Asbestos Cement Pipe
 - (No) Curve Alignment Data
 - (T) Std. Curb Trans.
 - (No) Drainage Items (See Structure List)

CONSTRUCTION & DRAINAGE DETAILS
 Scale: - 1" = 50' D-6

Project Engineer Date Design Engineer Date Approval Recommended By Date

J.P. Ford 10/62 E. Stewart 10/62 J.P. Ford 10/62

62-04T10H2758.1

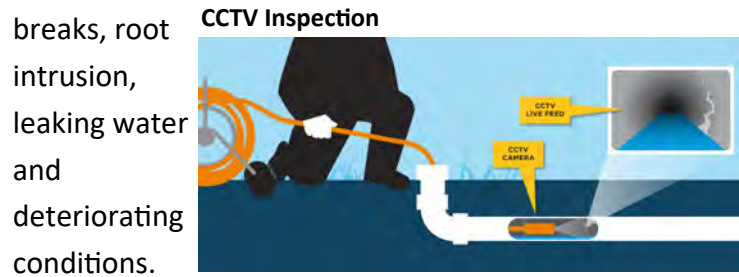
PEAK FLOW REDUCTION PROGRAM

CuSD has an ongoing program to identify and reduce the quantity of Inflow and Infiltration (I/I) in the District’s sewer system. Inflow and Infiltration (I/I) is defined as the stormwater and groundwater that enter a sewer system and significantly limit the ability of the sewer system to convey sewer flows. Cupertino Sanitary District estimates that I/I can make up as much as 50 percent of peak flow in the sewer system during wet weather – and that much of this I/I originates on private property. If I/I is ignored, it may cost the District millions of dollars to mitigate and will restrict new development projects in the District, while also impacting our capacity agreements. The purpose of the program is to reduce the amount of peak wet weather flow entering the District’s sanitary sewer system. Reduction of I/I in the system has the potential to lower the risk of sanitary sewer overflows and decrease the costs of conveying and treating wastewater. The District is implementing I/I reduction feasibility studies and analysis in peak flow project areas to measure the cost-effectiveness of I/I reduction. The program is on a scale large enough to potentially offset the need for larger conveyance or storage facilities. The program is implemented in four phases: Phase 1: Find I/I sources ; Phase 2: Fix Sources of I/I; Phase 3: Measure Wet Weather Flows; Phase 4: Model Wet Weather Flows.

Phase 1: Find Sources of I/I

The District uses Sewer System Evaluation Surveys (SSES) to examine the condition of sewers located on the private/public property lines to identify the likely sources of I/I. SSES methods include smoke testing and closed circuit television (CCTV) inspection.

CCTV cameras are robotically sent through sanitary sewer lines and along each side sewer to record a video of sewer conditions. CCTV inspections can identify



Smoke Testing involves pumping smoke through sewers from manholes in streets and observing where the smoke exits. The exiting smoke can indicate a broken pipe, or where the roof or foundation drains might be illegally connected to the sewer system.

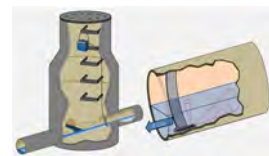


Phase 2: Fix Sources of I/I

Once the sources of I/I have been identified, the defects that are allowing I/I to enter the sewer system will be repaired. The primary focus of these repairs will be to fix broken pipes, manholes, and joint connections. Another focus is to reduce the amount of I/I that enters the sewer system from storm events by disconnecting roof drain downspouts and other building or yard drains that may be directly connected to the sewer and capping cleanouts.

Phase 3: Measure Sewer Flows During Rainfall Events

Flow is measured with metering equipment to determine the rainfall that enters the sewer system. Flow Monitoring can help to identify areas of high flows during



a rainfall event, indicating the presence of inflow, infiltration, or both.

Phase 4: Model Peak Flows

Metered flows are used as input to a hydraulic model of the Cupertino sewer system. The model will be used to determine how I/I flows impact the capacity and peak flow in the system and to assess whether there is sufficient capacity available to accommodate new development in the community.

OUR MISSION

- To protect the public health and environment.
- To provide for safe and cost-efficient collection of sewage waste.
- To provide for effective conveyance to the Treatment Plant.



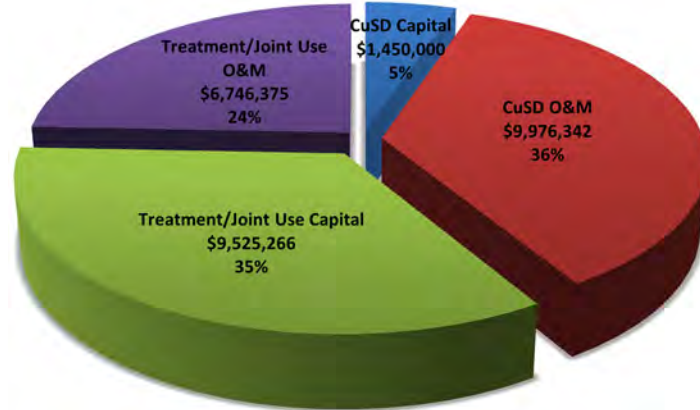
20863 Stevens Creek Boulevard
Suite 100
Cupertino, CA 95014

PROPERTY OWNER



FACTS & FIGURES

EXPENSES FY 2021-22



REVENUE FY 2021-22



NOTABLE ACCOMPLISHMENTS

- The District Board and Staff completed a comprehensive assessment of the cost of service for each of the District's customers, including residential type, commercial type, and whether the user required pump stations for the conveyance of wastewater to the treatment plant, as defined by regulatory requirements. The District Board adjusted the rates accordingly, based on the cost of service.
- The District has responded to COVID-19 by continuing its operations and maintenance without interruption. Please do your share to help us keep our sewer system running smoothly.

ANNUAL MAINTENANCE PROGRAM

The District continues to implement its annual maintenance program, District-wide, to help ensure our sewer system is running smoothly. With routine maintenance, we are able to better serve you by keeping the sewer lines clear and focusing on areas with a history of root intrusion and regular stoppages.

The District's contractors access property line cleanouts to rod and flush the lower sewer lateral, pulling out any roots and debris found in the line. Our contractors are licensed professionals who have been working with the District for several years. To see if your property is on our annual maintenance list, or to request service, call our office at (408) 253-7071 and our staff will be happy to assist you.

COVID-19 UPDATES

We know you're working hard to keep yourselves healthy during the COVID-19 pandemic. There has been an increase in the flushing of toilet paper, paper towels, rags, and disposable wipes. Toilet paper readily breaks down in the system and does not cause issues. However, other paper products do not break down as easily and can create blockage problems in your private lateral and the public sewer.

Help us keep our sewers healthy. Remember to never flush wipes, paper towels or tissues because they clog our pump stations and our pipes! The District has 17 pump stations and it has become a major maintenance issue, resulting in additional costs to maintain the sewer system.

For more information, go to www.cupertinosanitarydistrict.org where you will find additional information and links to recent media coverage, or contact us at (408) 253-7071.



WHO'S RESPONSIBLE FOR WHAT?

HOMEOWNER'S RESPONSIBILITY:

The owner is responsible for the "Upper Lateral" portion of the House Lateral. If a blockage occurs within the property line, then the homeowner must take responsibility to hire a plumber to remove the blockage.

A Property Line Clean Out is required by the District to service Lower Laterals. It is the owner's responsibility to have one installed, properly maintained, and accessible at all times.

DISTRICT'S RESPONSIBILITY:

The District is responsible for the maintenance and service of the lower portion of the lateral and the main sewer line. If a property line cleanout does not exist, the District will not be able to access our portion of the lateral. It is the responsibility of the homeowner to have a cleanout installed at the property line.



Lower Lateral

The District maintains the Lower Lateral from the cleanout at the property line to the main line.

Upper Lateral

The property owner maintains the Upper Lateral.



Memo

Item 9A

To: Board of Directors
From: Benjamin Porter, District Manager-Engineer
Date: October 20, 2021
Re: Reimbursement of Sewer Permit Fee
11801 Sierra Spring Court, Cupertino
(APN: 366-53-048)

Summary:

The designer and applicant, Shweta Singh, acting on behalf of the property owner, Kavita Bhatia, is requesting a partial reimbursement for payment of sewer permit fees.

On July 1, 2021, the District produced a plan review comment letter requiring the property owner to replace an existing property line cleanout and pay an inspection fee of \$400, plus a plan check fee of \$300.

On September 8, 2021, the District engineer confirmed with District inspector that because this is an HOA property and the sewer lateral is located on a private street, the owner was not required to install a property line cleanout. Our engineer notified the Designer, via email that the owner is not required to install a property line cleanout and the inspection fee of \$400 would be removed. However, the property owner was not informed by the designer that the fees had been reduced.

On September 23, 2021, the owner called the District office and paid the \$300 plan check fee and \$400 inspection fee over the phone with a credit card. District staff was not aware of the revised fees and accepted full payment.

Recommendation:

Approve reimbursement of \$400.00 to Kavita Bhatia for the inspection fee.

Attachments:

1. Receipt of Fee #9405
2. Proof of Credit Card Payment
3. Original Comment Letter
4. Approved Comment Letter



Item 9A- Attachment 1.

DISTRICT MANAGER-ENGINEER
MARK THOMAS & COMPANY, INC.
BENJAMIN T. PORTER, P.E.

BOARD OF DIRECTORS
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WILLIAM A. BOSWORTH
PATRICK S. KWOK

DISTRICT COUNSEL
ATKINSON FARASYN, LLP
MARC HYNES

20863 STEVENS CREEK BOULEVARD, SUITE 100
CUPERTINO, CALIFORNIA 95014-2154
PHONE (408) 253-7071 FAX (408) 253-5173
www.cupertinosanitarydistrict.org

Receipt #: 9405

Received From: Kavita Bhatia

9/23/2021 8:54:31AM

Address:

Phone: 707-685-2719

Check / Property Information

Check No.	Visa ending in...1■■■1	Bank:	
Amount:	Seven Hundred Dollars & 00/100	City Permit	BLD-2021-1108
APN #	366-53-048	CuSD Permit	21-180
Property:	11801 SIERRA SPRING CT, Cupertino, CA 95014	Bldng/Apt. N	

PROOF OF PAYMENT

	Account Number	Amount:
Plan Check Fee	(405.10)	300.00
Inspection Fee Specify:	(430.10)	400.00
System Connections Fees:		
Residential Connections:	(405.10)	0.00
Non-Residential Connections:	(405.10)	0.00
Change in Use	(425.10)	0.00
Treatment Plant Use Fee:		
Residential Capacity Fee	(435.10)	0.00
Non-Residential Capacity Fee	(435.10)	0.00
Change in Use	(425.10)	0.00
Treatment Plant Use Fee for Pump Station Area:		
Residential Capacity Fee	(435.10)	0.00
Non-Residential Capacity Fee	(435.10)	0.00
Change in Use	(425.10)	0.00
Discharge Permit Fees	(405.10)	0.00
Other fees Specify:		0.00
Total:		700.00

Comment:

Convert (E) Attached Garage To Attached JADU + Install PLCO

District Staff fmartinez

Item 9A- Attachment 2.



CUPERTINO SANITARY DIST

[20863 STEVENS CRK BL 100](#)
[CUPERTINO, CA 95014](#)
[+1 408-253-7071](#)



Subtotal \$700.00
Total Taxes \$0.00

Total \$ **700**⁰⁰

PAYMENT ID: X [REDACTED]
Cashier: FMARTINEZ

[Hide Details](#)

Card: Visa [REDACTED]
September 23, 2021, 8:51 AM
Method: TELEPHONE ORDER
Auth ID: [REDACTED]
Reference ID: [REDACTED]
Authorizing Network: VISA

DATE VISA
September 23, 2021 
8:51 am 

View the Privacy Policies for
[Clover](#)



Item 9A- Attachment 3.



DISTRICT MANAGER-ENGINEER
 MARK THOMAS & COMPANY, INC.
 BENJAMIN T. PORTER, P.E.

DISTRICT COUNSEL
 ATKINSON • FARASYN, LLP.
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20863 STEVENS CREEK BOULEVARD, SUITE 100
 CUPERTINO, CALIFORNIA 95014-2154
 (408) 253-7071 PHONE • (408) 253-5173 FAX

Permit Form

		Submittal #	1
Date:	7/01/2021	Cupertino Sanitary Permit #	21-180
APN:	366-53-048	Cupertino Building Permit #	BLD-2021-1108
Applicant Name:	Shweta Singh		
Address:	11801 Sierra Spring Court, Cupertino, CA		
Scope of Work:	Convert (E) Attached Garage To Attached JADU (402 SF); Relocate (E) Tankless Water Heater From Garage To Exterior Wall		

Cupertino Sanitary District COVID-19 Procedure

The Cupertino Sanitary District office and permit counter will be closed to the public but will continue to provide services. Permit review staff will work remotely to review and process permits. For payment, please mail checks to the District office. Payment via credit card can be made over the phone. Please contact Frankie Martinez at (408) 477-7300 to process your credit card payment. Please call (408) 477-7300 to schedule an inspection.

The Cupertino Sanitary District has reviewed the plans for the subject project:

- Sanitary sewer is available and the existing building is connected to our sanitary sewer system, see conditions/requirements listed below.

Conditions/Requirements for permit approval:

Completed	Conditions/Requirements
-	Cupertino Sanitary District Lateral Plan Check Fee (\$300) (O.C. 7102.3.1)
-	Cupertino Sanitary District Inspection Fee (\$400) – Lateral Connection to Existing lateral with New Cleanout and CCTV Inspection Included (O.C. 7102-4.1)
-	Show the following on the SITE PLAN on Sheet #: <ul style="list-style-type: none"> • Sanitary sewer lateral <ul style="list-style-type: none"> ○ Sanitary sewer lateral is located approximately 22’ from the left property line • New Property Line Cleanout (PLCO) • Callout for new PLCO <ul style="list-style-type: none"> ○ “New PLCO per District Standards. See Detail 7 on Sheet #”
-	Cupertino Sanitary District Detail 7 (sewer lateral cleanout installation on existing sewer) shall be included on plans for District Approval. District details are available on our website at www.cupertinosanitarydistrict.org under Contractors (O.C. 5101)

Cupertino Sanitary Permit # : 21-180
Cupertino Building Department # : BLD-2021-1108

Conditions/Requirements to be met during construction:

- Install new property line cleanout to District's standards. See attached detail. Property line cleanout must be within 5 feet of the property line. Cleanout shall be the same diameter as the street portion of the service lateral. Gravity lateral is 4" diameter. *(O.C. 4101)*
- Cupertino Sanitary District **Initial (Visual) Inspection** required. Contractor shall leave new pipe installation exposed. Do not backfill. Owner to contact District **48 hours** prior to scheduling a District Inspector for a visual inspection. *(O.C. 5203)*
- Cupertino Sanitary District **Final (CCTV) Inspection and Approval** of the new property line cleanout, point of connection, and District lateral is required prior to clearance for City of Cupertino Final Inspection. Owner must allow District **at least 48 hours'** notice to schedule a District Inspector for a video inspection. District to provide Building Department with **written notification** upon completion of inspection. *(O.C. 7102)*

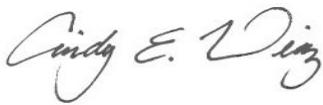
Additional Comments:

- Storm water surface or roof drains and other general surface water runoff, shall not be discharged to the sanitary sewer.
- The Cupertino Sanitary District recommends installing the required improvements near the beginning of the project in case any unforeseen issues arise with the installations.
- The applicant may potentially be required to upgrade their sanitary sewer lower lateral if the District finds the structural conditions of the pipe to be unsatisfactory.

Fees can be paid at the District office located at 20863 Stevens Creek Boulevard, Suite 100 in Cupertino, CA by cash or check (payable to "Cupertino Sanitary District").

All conditions, requirements and recommendations are to be completed at the (owner/developer)'s expense. If you have any questions or need additional information, please call Cindy Diaz at 408-477-7311

Respectfully,



For: Benjamin T. Porter, P.E.
District Manager-Engineer

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PERMITS HAVE EXPIRATION DATE OF 1 YEAR FROM DATE OF APPROVAL. IF REFILE FOR PERMIT APPLICATION AFTER YEAR IS UP, NEW PERMIT FEES MUST BE PAID BY APPLICANT.

Item 9A- Attachment 4.



DISTRICT MANAGER-ENGINEER
 MARK THOMAS & COMPANY, INC.
 BENJAMIN T. PORTER, P.E.

DISTRICT COUNSEL
 ATKINSON • FARASYN, LLP.
 MARC HYNES

BOARD OF DIRECTORS
 ANGELA S. CHEN
 JOHN M. GATTO
 WILLIAM A. BOSWORTH
 PATRICK S. KWOK
 TAGHI S. SAADATI

20863 STEVENS CREEK BOULEVARD, SUITE 100
 CUPERTINO, CALIFORNIA 95014-2154
 (408) 253-7071 PHONE • (408) 253-5173 FAX

**Approved For Issuing
 Building/ Plumbing Permits**

Permit Form

		Submittal #	2- Approved
Date:	10/01/2021	Cupertino Sanitary Permit #	21-180
APN:	366-53-048	Cupertino Building Permit #	BLD-2021-1108
Applicant Name:	Shweta Singh		
Address:	11801 Sierra Spring Court, Cupertino, CA		
Scope of Work:	Convert (E) Attached Garage To Attached JADU (402 SF); Relocate (E) Tankless Water Heater From Garage To Exterior Wall		

Cupertino Sanitary District COVID-19 Procedure

The Cupertino Sanitary District office and permit counter will be closed to the public but will continue to provide services. Permit review staff will work remotely to review and process permits. For payment, please mail checks to the District office. Payment via credit card can be made over the phone. Please contact Frankie Martinez at (408) 477-7300 to process your credit card payment. Please call (408) 477-7300 to schedule an inspection.

The Cupertino Sanitary District has reviewed the plans for the subject project:

- Sanitary sewer is available and the existing building is connected to our sanitary sewer system, see conditions/requirements listed below.
- Property is managed by HOA.

Conditions/Requirements for permit approval:

Completed	Conditions/Requirements
✓	Cupertino Sanitary District Lateral Plan Check Fee (\$300) (O.C. 7102.3.1)
✓	Show the following on the SITE PLAN on Sheet #: <ul style="list-style-type: none"> • Sanitary sewer lateral <ul style="list-style-type: none"> ○ Sanitary sewer lateral is located approximately 22' from the left property line • New Property Line Cleanout (PLCO) • Callout for new PLCO <ul style="list-style-type: none"> ○ "New PLCO per District Standards. See Detail 7 on Sheet #"

Cupertino Sanitary Permit # : 21-180
Cupertino Building Department # : BLD-2021-1108

Conditions/Requirements to be met during construction:

- Install new property line cleanout to District's standards. See attached detail. Property line cleanout must be within 5 feet of the property line. Cleanout shall be the same diameter as the street portion of the service lateral. Gravity lateral is 4" diameter. *(O.C. 4101)*
- Cupertino Sanitary District **Initial (Visual) Inspection** required. Contractor shall leave new pipe installation exposed. Do not backfill. Owner to contact District **48 hours** prior to scheduling a District Inspector for a visual inspection. *(O.C. 5203)*
- Cupertino Sanitary District **Final (CCTV) Inspection and Approval** of the new property line cleanout, point of connection, and District lateral is required prior to clearance for City of Cupertino Final Inspection. Owner must allow District **at least 48 hours'** notice to schedule a District Inspector for a video inspection. District to provide Building Department with **written notification** upon completion of inspection. *(O.C. 7102)*

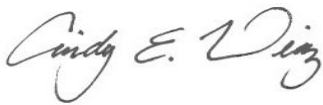
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Respectfully,



For: Benjamin T. Porter, P.E.
District Manager-Engineer

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PERMITS HAVE EXPIRATION DATE OF 1 YEAR FROM DATE OF APPROVAL. IF REFLING FOR PERMIT APPLICATION AFTER YEAR IS UP, NEW PERMIT FEES MUST BE PAID BY APPLICANT.



Memo

Item 9B

To: Board of Directors
From: Benjamin T. Porter, District Manager-Engineer
Date: October 20, 2021
RE: Sewer Service Charges Correction for Mardesich Companies at 20530, 20510, 20520 and 20558 Stevens Creek Blvd, Cupertino (APN: 359-08-018)

Summary:

On August 6, 2021 Connie Mardesich contacted CUSD to verify sanitary sewer charges (SSC) and the details of the calculation. She made multiple requests on discounting her SSC for FY 2021-2022 and went into detailed clarification, water monthly consumption records, percentage of sewer split among her tenants, and SSC calculation steps about the District’s Standard Method, which was adopted on May 19, 2021, and compared it to Actual Water Usage used in the past.

Below is the summary of requests made by Mardesich, and CUSD’s responses.

Name: Mardesich Companies	Requests made by Mardesich	CUSD'S Response
Pizza My Heart/ Savory Kitchen	Min. Charge requested due to vacancy during the change of tenants	No discount is given for vacancy and the data is not representative of water consumption for FY2021-2022; thus decision was made to use previous year’s water consumption (132hcfy) for FY2021-2022 SSC .
FedEx	Actual water usage requested	New Ordinance was adopted on May 19, 2021; no exception for any premises in Cupertino.
Credit Union, Tech CU	Actual water usage requested	New Ordinance was adopted on May 19, 2021; no exception for any premises in Cupertino.
Sola Salon	Actual water usage requested	New Ordinance was adopted on May 19, 2021; no exception for any premises in Cupertino.
Vacant (Min. Charge)	Claimed to be an irrigation meter and was proven by Cal. Water	Agreed to reimburse \$77.30
Starbucks Coffee Co.	COVID Shutdown discount and actual usage requested	No discount is given for vacancy and same applied to all premise in Cupertino District.
Sprouts	50/50 Sewer percentage split requested	The sewer percentage 80/20 split was the average number used among similar size supermarkets for food-prep/retail and 20% is the max. sewer allocation for Supermarket’s restroom.
Sprouts	50/50 Sewer percentage split requested	Same as above.

All the details, flow patterns, and the water usage were checked again, and nothing was found to be adjustable, except for one proven irrigation meter confirmed by California Water Company. The rest of the SSC is precisely and accurately calculated with case analysis performed and in compliance with the Ordinance.

District recalculated the sewer service charges as follows:

Name: Mardesich Companies	Address	2021 HCFY (With Correction)	2021 HCFY (Original)	% Sewer	Rate	2021 New Amount (With Correction)	2021 Amount (Original)
Pizza My Heart/ Savory Kitchen	20530 STEVENS CREEK BLVD	132	132	100%	11.91	\$1,581.00	\$1,581.00
FedEx	DE ANZA & STEVENS CREEK	436	436	10%	5.26	\$499.70	\$499.70
Credit Union, Tech CU	DE ANZA & STEVENS CREEK	436	436	10%	5.26	\$499.70	\$499.70
Sola Salon	DE ANZA & STEVENS CREEK	436	436	80%	5.26	\$1,841.90	\$1,841.90
Vacant (Min. Charge)	20510 STEVENS CREEK BLVD	-	108	-	-	\$499.70	\$577.00
Starbucks Coffee Co.	20520 STEVENS CREEK BLVD A	392	392	100%	11.91	\$4,682.40	\$4,682.40
Sprouts	20558 STEVENS CREEK BLVD	652	652	80%	11.91	\$6,217.30	\$6,217.30
Sprouts	20558 STEVENS CREEK BLVD	652	652	20%	5.26	\$694.40	\$694.40
Total:						\$16,516.10	\$16,593.40
Delta:						-\$77.30	Less

Connie Mardesich accepted the re-calculation with a reduction of \$77.30.

Recommendation:

Staff recommends the Board issue a check of \$75 as correction fee to Santa Clara County, Santa Clara Controller-Treasurer Department Tax Roll Control Unit to make the correction to the special assessment. No direct reimbursement will be involved.

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	0	Root Intrusion	1	Root Intrusion	0
Onsite	1	Onsite	2	Onsite	2
Grease	0	Offset	1	Offset	0
Debris	0	Debris	0	Grease	0
Others	1	Others	0	Others	1
Offset	0	Pump Station	0	Pump Station	1
Total:	2	Total:	4	Total:	4

Repairs

Address	Main/Lat	Description of Work
Pierce PS	PS	Replaced transfer switch for the generator
Oakcrest PS	PS	Oakcrest PS Rehabilitation

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2021-22 YTD	FY2021-22 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	27,467	84,697	9,533	5,168	274	6,985	476	0	0	134,600	384,289	987,432	39%
Easement Cleaning (ft)	0	5,306	12,753	2,121	1,015	274	1,278	476	0	0	23,223	51,928	159,062	33%
CCTV (ft)	0	1,388	11,445	0	0	0	0	0	0	0	12,833	30,667	207,880	15%

Lateral Maintenance

Activity	# of Laterals	FY2021-22 YTD	FY2021-22 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	452	1,271	4,247	30%
CCTV	11	37		
Inspection	13	64		

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

	# of Inspections	YTD FY2021-22	FY2021-22 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	31	80		
Completed	22	56	283	20%
Follow up Needed	6			

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 11A

<p align="center"><u>OCTOBER 2021</u></p> <p>10/06: 1st Regular Meeting 10/12: TAC 10/14: TPAC 10/20: 2nd Regular Meeting</p>	<table border="1"> <thead> <tr> <th colspan="7">OCTOBER 2021</th> </tr> <tr> <th>Sunday</th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> <th>Saturday</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td align="center">1</td> <td align="center">2</td> </tr> <tr> <td align="center">3</td> <td align="center">4</td> <td align="center">5</td> <td align="center">6 1st Regular Meeting</td> <td align="center">7</td> <td align="center">8</td> <td align="center">9</td> </tr> <tr> <td align="center">10</td> <td align="center">11</td> <td align="center">12 TAC</td> <td align="center">13</td> <td align="center">14 TPAC</td> <td align="center">15</td> <td align="center">16</td> </tr> <tr> <td align="center">17</td> <td align="center">18</td> <td align="center">19</td> <td align="center">20 2nd Regular Meeting</td> <td align="center">21</td> <td align="center">22</td> <td align="center">23</td> </tr> <tr> <td align="center">24</td> <td align="center">25</td> <td align="center">26</td> <td align="center">27</td> <td align="center">28</td> <td align="center">29</td> <td align="center">30</td> </tr> <tr> <td align="center">31</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	OCTOBER 2021							Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday						1	2	3	4	5	6 1 st Regular Meeting	7	8	9	10	11	12 TAC	13	14 TPAC	15	16	17	18	19	20 2 nd Regular Meeting	21	22	23	24	25	26	27	28	29	30	31						
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