

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, NOVEMBER 6, 2024**

AGENDA

The meeting will be held in person at 7:00 p.m. in the Stevens Creek Office Center, Suite 100, 20863 Stevens Creek Boulevard, Cupertino, California and via virtual teleconference.

Anyone interested may attend in person, by phone [call 1 (866) 899 - 4679 Conference Access Code: 251566821], or virtually <https://global.gotomeeting.com/join/251566821>.

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 – 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

- A. APPROVAL OF THE MINUTES OF OCTOBER 23, 2024
- B. APPROVED MEETING MINUTES OF OCTOBER 2, 2024

5. CORRESPONDENCE

- A. CITY OF SAN JOSE REVISED FY2023-24 OPERATIONS & MAINTENANCE COST SHARING
- B. LAFCO POLICIES COMPREHENSIVE REVIEW AND UPDATE: NOTICE OF AVAILABILITY AND PUPBLIC HEARING
- C. THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION REQUEST FOR RECORDS

6. MEETINGS

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON TUESDAY, NOVEMBER 12, 2024
- B. CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE (CASSE) TELECONFERENCE TO BE HELD ON WEDNESDAY NOVEMBER 13, 2024

**CUPERTINO SANITARY DISTRICT
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C. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON THURSDAY, NOVEMBER 14, 2024

7. REPORTS

A. VIA REGINA FORCE MAIN

8. UNFINISHED BUSINESS

A. CRISTO REY PUMP STATION CONTROL PANEL

9. NEW BUSINESS

A. REIMBURSEMENT OF SEWER SERVICE CHARGES FOR APN 342-29-011

10. STAFF REPORT

NONE

11. CALENDAR ITEMS

A. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON WEDNESDAY, NOVEMBER 20, 2024

12. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 23, 2024

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

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:

Board Members present: Angela Chen, Patrick Kwok, Taghi Saadati, and Bill Bosworth. David Doyle attended virtually from 1032 S Kihei Rd, B316, Kihei, HI 96753.

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Chen adjourned the regular meeting session and opened the closed session at 7:00 p.m. Manager Porter and Administrative Clerk Martinez were excused.

- 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.

President Chen adjourned the closed session at 7:06 p.m. and the regular meeting was called to order. Manager Porter and Administrative Clerk Martinez.

Board action: There was no reportable action.

4. MINUTES & BILLS:

- A. Approval of the Regular Meeting Minutes of October 2, 2024

On a motion by Director Kwok, seconded by Director Bosworth, by a roll call vote of 4-0-1, the minutes of the Regular Meeting held on Wednesday, October 2, 2024, were approved as written. Director Doyle abstained.

- B. Approved Minutes of September 18, 2024, are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 23, 2024

C. Approval of Financial Report and Payment of Bills

On a motion by Director Bosworth, seconded by Director Saadati, by a roll call vote of 4-0-1, the financial statements and warrants were approved. Director Doyle abstained.

D. Timesheets

The Board submitted their October timesheets to District Manager Porter.

5. CORRESPONDENCE:

There were none.

6. MEETINGS:

- A. Manager Porter plans on attending the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held on Monday, November 12, 2024.
- B. Manager Porter and Staff plan to attend the California Alliance for Sewer System Excellence (CASSE) teleconference to be held on Wednesday, November 13, 2024.
- C. Director Kwok plans on attending the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, November 14, 2024.

7. REPORTS:

- A. Manager Porter reported on the California Alliance for Sewer System Excellence (CASSE) teleconference held on Wednesday, October 9, 2024.

8. UNFINISHED BUSINESS:

A. Cristo Rey Lift Station – Electrical Modifications

Manager Porter gave an update on the Cristo Rey Lift Station electrical modifications. The Board requested review of the scope of work and contract documents to authorize the District Manager to give the engineering firm approval to proceed with the design work.

9. NEW BUSINESS:

A. Reimbursement Request-Partial Sewer Permit Fees (APN 342-14-095)

On a motion by Director Saadati, seconded by Director Kwok by a roll call vote of 4-0-1, the Board approved reimbursement in the amount of \$400. Director Doyle abstained from voting.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 23, 2024

B. Installer’s Agreement Closeout – Alan Row

On a motion by Director Kwok, seconded by Director Bosworth by a roll call vote of 4-0-1, the Board approved Resolution No. 1352, Accepting the Sanitary Sewer Improvements Installed In Conjunction With Parcel Map 342 Page 14, Parcels 066, 104, & 105, “22690 Stevens Creek Boulevard,” Cupertino, California. Director Doyle abstained from voting.

10. STAFF REPORT

- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on the Monthly Maintenance Summary.

11. CALENDAR ITEMS

- A. The next regular District Board Meeting is scheduled to be held on Wednesday, November 6, 2024. President Chen plans to attend both the November 6, 2024, and November 20, 2024 Board meetings virtually.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:19 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

Approved

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 2, 2024

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

1. ROLL CALL:

Acting 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:

Board Members present: Patrick Kwok, David Doyle, Taghi Saadati, and Bill Bosworth. Angela Chen was on excused absence.

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

Acting President Saadati adjourned the regular meeting session and opened the closed session at 7:01 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.

Board action: There was no reportable action.

Acting President Saadati adjourned the closed session at 7:06 p.m. and the regular meeting was called to order.

4. MINUTES:

- A. Approval of the Regular Meeting Minutes of September 18, 2024

On a motion by Director Bosworth, seconded by Director Kwok by a vote of 4-0-0, the minutes of the Regular Meeting held on Wednesday, September 18, 2024, were approved as written.

- B. Approved Minutes of September 4, 2024, are to be Noted & Filed.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 2, 2024

5. CORRESPONDENCE:

- A. Emailed letter from Saratoga residents regarding Request to Deny Proposed Sewer Connection for House Family Vineyard. It is to be Noted & Filed.
- B. Email from resident Rosemary Wong – Opposing Sewer Connection for House Family Vineyard. It is to be Noted & Filed.

6. MEETINGS:

- A. The regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held on Monday, October 7, 2024, was cancelled.
- B. Manager Porter and Staff plan to attend the California Alliance for Sewer System Excellence (CASSE) teleconference to be held on Wednesday, October 9, 2024.
- C. The regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, October 10, 2024, was cancelled.

7. REPORTS:

- A. Director Bosworth reported on the Santa Clara County Special Districts Association (SCCSDA) Special Meeting/Workshop on Proposed LAFCO Policy Changes held on Monday, September 23, 2024.

8. UNFINISHED BUSINESS:

- A. The Forum Odor Issues

Manager Porter gave an update on The Forum odor issues. Cleaning started without proper equipment. They were told to stop and obtain the proper equipment and notify the District when ready to resume cleaning. The cleaning was resumed on a Friday without notifying the District. The District found out the following Monday and was able to monitor the rest of the cleaning.

- B. Via Regina Forcemain Bypass.

Manager Porter gave an update to the Board on the Via Regina Forcemain Bypass.

9. NEW BUSINESS:

- A. Vallco Property Owner Installer's Agreement

On a motion by Director Doyle, seconded by Director Bosworth by a vote of 4-0-0, the Board approved the Vallco Property Owner Installer's Agreement with the added modification to add a timeline for property owner to replenish used funds for the project.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 2, 2024

10. STAFF REPORT

A. Manager Porter reported on Future Development Projects.

11. CALENDAR ITEMS

A. The next regular District Board Meeting is scheduled to be held on Wednesday, October 23, 2024.

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:00 p.m. the meeting was adjourned.

Secretary Pro-Tem of the Sanitary Board

Acting President of the Sanitary Board



RECEIVED

OCT 23 2024

CUPERTINO
SANITARY DISTRICT

Environmental Services Department

SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT

Item 5A

October 21, 2024

TO: Tributary Agencies

SUBJECT: Revised FY 2023-24 Operating & Maintenance Cost Sharing

The Master Agreements require that each agency's total discharge to the Plant for the preceding fiscal year be reviewed in terms of treatment parameters. The Master Agreements also require that any adjustments to the agencies' shares of Operating and Maintenance (O & M) costs resulting from this review be made no later than the third quarter billing of the current fiscal year.

The attached report has been prepared to show each agency's actual O & M cost allocation for fiscal year 2023-24, as determined by the quantity and quality of the agency's sewage discharged. The actual O & M cost allocations that are shown on Table I of the report will be used to develop the prior year adjustments that are prepared for the third quarter billing.

Please review the attached report and call me at 975-2599 or Lillian Nguyen at 975-2567 if you have any questions or if clarification is needed.

Sincerely,

LAURA BURKE
Principal Accountant
Business Services Division
Environmental Services Department

Attachment



**CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT**

SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)

**AGENCIES' OPERATING AND MAINTENANCE
COST ALLOCATION
FOR FISCAL YEAR 2023-24**

The adopted 2023-24 Operating and Maintenance (O/M) Budget for the San Jose - Santa Clara Regional Wastewater Facility was allocated to the tributary agencies proportionally, based on the agencies' estimated flows and loadings reported in their fiscal year (FY) 2023-24 Revenue Programs. This allocation was the basis for the quarterly billings of FY 2023-24.

The attached tables show the final flows and loadings for FY 2023-24 and the revised cost distribution. Any necessary adjustments to the agencies resulting from this allocation will be shown in the third quarter billings of the current fiscal year.

Table 1 compares the allocation of the FY 2023-24 budget, which was the basis for the quarterly billings of FY 2023-24, with the final actual cost allocations developed using the percentages contained in Table 2.

Table 2 contains the agencies' revised O/M cost allocation percentages computed using the discharge data shown in Table 3.

Table 3 contains the agencies' final Revenue Program discharge data for FY 2023-24.

TABLE 1

CITY OF SAN JOSE ENVIRONMENTAL SERVICES DEPARTMENT SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY COMPARISON OF 2023-24 BUDGETED AND ACTUAL O/M COST ALLOCATION				
AGENCY	FY 2023-24 BUDGET		FY 2023-24 ACTUAL	
	COST	% SHARE	COST	% SHARE
San Jose (1)	\$87,699,941	63.351%	\$85,775,169	63.053%
Santa Clara (1)	\$21,570,938	15.582%	\$21,247,559	15.619%
Subtotal	\$109,270,879	78.933%	\$107,022,728	78.672%
West Valley S.D.	12,413,464	8.967%	\$12,346,683	9.076%
Cupertino S.D.	7,241,534	5.231%	\$7,246,671	5.327%
Milpitas	7,872,797	5.687%	\$7,803,060	5.736%
C.S.D. No. 2-3	1,317,901	.952%	\$1,303,231	.958%
Burbank S.D.	318,400	.230%	\$314,245	.231%
Total	\$138,434,974	100.000%	\$136,036,618	100.000%
	(2)	(2)	(3)	(4)
<p>(1) The Cities of San Jose and Santa Clara share O/M cost based on current assessed valuation ratios. The ratios for FY 2023-24 are 80.145% and 19.855% for San Jose and Santa Clara, respectively.</p> <p>(2) SOURCE: 2023-24 Annual Budget for Regional Wastewater Facility.</p> <p>(3) SOURCE: Financial reports and records maintained by the City of San Jose.</p> <p>(4) SOURCE: Table 2.</p>				

TABLE 2

**CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT**

SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)

**AGENCIES' O&M COST ALLOCATION PERCENTAGES
FOR FISCAL YEAR 2023-24**

AGENCY	FLOW %	BOD %	SS %	NH3 %	% OF TOTAL SEWAGE TREATED	ALLOCATED COST	TOTAL O & M	PERCENTAGE SHARE OF TOTAL O&M
San Jose	21.585	13.653	13.786	14.029	63.053	\$85,775,169	\$85,775,169	63.053%
Santa Clara	5.347	3.382	3.415	3.475	15.619	\$21,247,559	\$21,247,559	15.619%
Subtotal	26.932	17.035	17.201	17.504	78.672	\$107,022,728	\$107,022,728	78.672%
West Valley S.D.	3.057	2.020	2.015	1.984	9.076	\$12,346,683	\$12,346,683	9.076%
Cupertino S.D.	1.714	1.334	1.214	1.065	5.327	\$7,246,671	\$7,246,671	5.327%
Milpitas	1.903	1.362	1.302	1.169	5.736	\$7,803,060	\$7,803,060	5.736%
C.S. No. 2-3	0.317	0.201	0.216	0.224	0.958	\$1,303,231	\$1,303,231	.958%
Burbank S.D.	0.077	0.048	0.052	0.054	0.231	\$314,245	\$314,245	.231%
Total	34.000	22.000	22.000	22.000	100.000	\$136,036,618	\$136,036,618	100.000%

(1) (1) (1) (1)

(1) SOURCE: State Water Resources Control Board's Revenue Program Guidelines for Wastewater Agencies.

**CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT
SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)
SUMMARY OF AGENCIES' REVENUE PROGRAM DISCHARGE DATA
FOR FISCAL YEAR 2023-24**

AGENCY	FLOW		BOD		SS		AMMONIA	
	MG	%	KLBS	%	KLBS	%	KLBS	%
San Jose	(1) 23,990.382	63.483%	49,677.345	62.054%	45,529.696	62.659%	6,224.052	63.767%
Santa Clara	(1) 5,943.341	15.727%	12,306.990	15.373%	11,279.458	15.523%	1,541.937	15.797%
Subtotal	(2) 29,933.723	79.210%	61,984.335	77.427%	56,809.154	78.182%	7,765.989	79.564%
West Valley	(3) 3,398.138	8.992%	7,352.589	9.184%	6,654.788	9.159%	880.167	9.017%
Cupertino	(5) 1,904.922	5.041%	4,853.147	6.062%	4,009.638	5.518%	472.445	4.840%
Milpitas	(4) 2,115.300	5.598%	4,956.880	6.192%	4,300.670	5.919%	518.460	5.312%
C.S. No. 2-3	(5) 352.441	0.933%	732.251	0.915%	714.904	0.984%	99.563	1.020%
Burbank	(5) 85.481	0.226%	175.800	0.220%	173.136	0.238%	24.093	0.247%
Total	37,790.005	100.000%	80,055.001	100.000%	72,662.289	100.000%	9,760.717	100.000%

- (1) The Master Agreement requires that San Jose and Santa Clara, as joint owners of the RWF, share O/M cost based on relative assessed valuation ratios. Accordingly, the discharges of the two cities were combined and redistributed to them based on the FY 2023-24 assessment valuation ratios of 80.145% and 19.855% for San Jose and Santa Clara, respectively.
- (2) SOURCE: San Jose: 2024-25 Revenue Program, revised for Monitored Industries based on actual data used in 2023-24 billings.
Santa Clara: 2024-25 Revenue Program Report.
- (3) SOURCE: Average loading for FY 2023-24 submitted by the district, dated 7/30/24.
- (4) SOURCE: 2024-25 Revenue Program Reports.
- (5) SOURCE: 2024-25 Revenue Program Reports.



**Local Agency
Formation Commission
of Santa Clara County**
777 North First Street
Suite 410
San Jose, CA 95112
SantaClaraLAFCO.org

Commissioners
Sylvia Arenas
Jim Beall
Rosemary Kamei
Yoriko Kishimoto
Otto Lee
Russ Melton
Terry Trumbull

Alternate Commissioners
Domingó Candelas
Helen Chapman
Cindy Chavez
Teresa O'Neill
Mark Turner
Executive Officer
Neelima Palacherla

DATE: October 29, 2024
TO: City Managers
Special District Managers
County Executive
County and City Planning Directors
Other Interested Parties
FROM: Neelima Palacherla, Executive Officer
SUBJECT: **LAFCO POLICIES COMPREHENSIVE REVIEW AND UPDATE:
Notice of Availability and Notice of LAFCO Public Hearing**

Thank you for your feedback on the Phase 1 LAFCO policy revisions. We appreciate the time and thought you put into sharing your comments with us.

LAFCO staff, working closely with the LAFCO Ad-Hoc Committee has carefully reviewed your comments and prepared responses. Where applicable, revisions have been made to the policies to address your concerns.

The comment letters, a table of responses to the comments, and the associated policy revisions are [now available for public review and comment here](#).

Written Comments

Your feedback is important to LAFCO. You may email your comments to LAFCO@ceo.sccgov.org.

Comments received by **November 13, 2024**, along with staff responses to the comments, will be included in the December 4 LAFCO meeting agenda packet.

LAFCO Public Hearings

LAFCO will hold a public hearing to consider and adopt the proposed Phase 1 policy revisions.

- Date:** **Wednesday, December 4, 2024**
- Time:** **1:15 PM or soon thereafter**
- Place:** **Board of Supervisors' Chambers, 70 West Hedding Street, San Jose**

The December 4 LAFCO meeting agenda, staff reports, and related materials will be available on the LAFCO website at SantaClaraLAFCO.org by **November 27, 2024**.

Thank you.

Info

From: Martinez, Vanesa <Vanesa.Martinez@cdtfa.ca.gov>
Sent: Wednesday, October 30, 2024 11:52 AM
To: info@cupertinosanitarydistrict.org
Subject: CuSD General Inquiry/Comments --The California Department of Tax and Fee Administration--
Attachments: Request for Information - Cupertino Sanitary District.pdf

Good day,

Please see attached request for information. Your cooperation is appreciated.
You may respond to this email with the requested documentation.

Sincerely,

Vanesa Martinez | Business Taxes Specialist
Field Operations Division/Sacramento Office
651 Bannon Street, Suite 100, Sacramento, CA, 95811-0299 MIC: KH
P: 1-916-309-8193 | **F:** 1-916-227-1883
E: vanesa.martinez@cdtfa.ca.gov | www.cdtfa.ca.gov



CDTFA
CALIFORNIA DEPARTMENT OF
TAX AND FEE ADMINISTRATION

Thank you for connecting with us



To continue our communication via e-mail, please complete and submit the CDTFA-82, *Authorization for Electronic Transmission of Data*. The form can be found online at <https://www.cdtfa.ca.gov/formspubs/cdtfa82.pdf>

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CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

651 BANNON STREET, STE 100 SACRAMENTO, CA 95811-0299 MIC: KH
1-916-309-8193 • FAX 1-916-227-1883
www.cdffa.ca.gov

GAVIN NEWSOM

Governor

AMY TONG

Secretary, Government Operations Agency

NICOLAS MADUROS

Director

CUPERTINO SANITARY DISTRICT
20863 STEVENS CREEK BLVD STE 100
CUPERTINO CA 95014-2110

Letter Date: October 30, 2024
Letter ID: L0028472107

**DEMAND TO FURNISH
INFORMATION**
Authorized by
Government Code section 15570.82

RE: KOBEPHO
DBA: KOBE PHO & GRILL
ACCOUNT NO.: 102-744400

Dear Cupertino Sanitary District:

The California Department of Tax and Fee Administration (CDTFA) has the authority to examine books, accounts, and papers of all persons required to report to it, or persons knowing the affairs of those required to report to it. We believe you were Utility Provider of KOBEPHO located at 21271 Steven Creek Blvd Ste 410 Cupertino CA 95014 and that the taxpayer may have had an account with you during the period(s) April 1, 2015 through June 30, 2022. For this reason, the CDTFA requires that the following information be provided for the above mentioned period(s) through the current date:

- A copy of the application for service.
- If available, please include copies of the checks used to make payments.
- Most current file information including the name and contact information of the person who negotiated contract terms, initiated purchases, or made payments on behalf of the taxpayer, service/mail address, phone numbers, payment method and bank name.
- A copy of all documents pertaining to the above business.

If you know of other persons or entities KOBEPHO may have paid during the stated time period, please include their names and addresses, and return the information with a copy of this letter in the enclosed self-addressed envelope. You may also return the information with a copy of this letter by fax. No fees should be billed to the CDTFA for responding to this record request.

As requested below, please provide the name and phone number of the person responsible for your response. Your cooperation is appreciated. The information you provide may be disclosed to KOBEPHO. Please contact me at the telephone number or address listed above if you have any questions.

Sincerely,

Vanesa Martinez
Business Taxes Specialist
Sacramento Office

Enclosure: Return Envelope

NAME OF PERSON RESPONDING TO THIS DEMAND (please print)	TELEPHONE NUMBER ()
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Memo

Item 8A

To: Board of Directors
From: Benjamin Porter, District Manager-Engineer
Date: November 6, 2024
Re: Cristo Rey Pump Station Control Panel

Background:

Frisch Engineering conducted an electrical analysis, device coordination, and arc flash study at the Cristo Rey Pump Station. Their evaluation determined that the existing control panel has exceeded its life expectancy, is outdated, and poses safety risks.

The Cristo Rey control panel has been assessed and found to have exceeded its expected lifespan, although it remains in fair condition. Nevertheless, it is recommended that the panel be replaced entirely, given the critical role of the pump station in the operation of the sewer system. The Cristo Rey pump station does not have a permanent sewer bypass system in place therefore complete failure of the pump station will be detrimental. Due to the critical role of the pump station, it is not recommended to modify the existing control panel to make it reliable.

The control panel fails to meet modern safety standards, and its current safety features are not functioning properly, which creates a significant electrocution hazard for the District's maintenance staff. Throughout its lifetime the control panel has been modified without documentation making it challenging to correct the current safety issues.

Additionally, there are issues with alarming and shutting down critical equipment during overtemperature conditions. The fan inside the control cabinet is inoperable, leading field staff to suspect that overheating may be causing false SCADA alarms, which require staff attention both during and after working hours.

The District has received a cost proposal of \$84,600.00 from Frisch Engineering to design the electrical power and control system for the Cristo Rey Pump Station. The staff agrees that the design of the electrical power and control system is essential for the Cristo Rey pump station. The current control panel can meet the power requirements of a new odor control system. The new control panel will be designed to accommodate the odor control system should the District choose to implement it in the future.

Recommendation:

Staff recommend awarding the design of the electric power and control system, \$84,600.00, to Frisch Engineering, inc.

Attachment:

1. Cristo Rey Electrical Assessment Report
2. Quote from Frisch Engineering

Cristo Rey Sewage Lift Station Electrical Assessment Report

Prepared for



Frisch Engineering, Inc.
Consulting Electrical Engineers

August 2024

Cupertino Sanitary District

Cristo Rey Sewage Lift Station Electrical Assessment Report

Introduction

The Cupertino Sanitary District retained Frisch Engineering, a Sacramento area electrical engineering consulting firm, to prepare an electrical and control system assessment for the Cristo Rey Sewage Lift Station (SLS). The objective of the electrical assessment is to document existing conditions and perform a preliminary electrical evaluation of the existing pump station to determine if it can support the power needs and integration of a new Odor Control System. The combined data, analysis, and recommendations may be used by the District for station electrical improvements and associated funding.

Observations

Frisch Engineering conducted a site visit to inspect the lift station as a whole and to document/record existing conditions of the Lift Station Control Panel. The system was assessed to identify any conditions considered deteriorated, unsafe or otherwise unsatisfactory. Components are considered unsatisfactory if they lack the desired functionality are beyond useful service life or have been subject to repeated maintenance.

The Cristo Rey SLS site appears to be well maintained and in fair condition for a sewage lift station of its age. The site in general is clean and clear of debris, rubbish, insects and/or rodents. It was noted that the station has a temporary shade structure installed indicating that the panel is exposed to excessive temperatures that may be impacting performance and reducing the lifespan of the equipment within. The station has been modified from its original design in many ways. The most significant change includes the addition of a stanchion mounted disconnect switch, generator connection panel and automatic transfer switch required to integrate a stationary portable generator. Other modifications to the power distribution, motor controls and PLC wiring have been made over years of operations. These modifications such as abandoned old generator connection, motor control logic changes, alarm dialer and telephone equipment removed and mismatched motor horsepowers are apparent but have not been documented so it is unclear what changes were made and how they impact the panel functions.



Existing Site Conditions



Generator Connection Panel and ATS

The Lift Station Control Panel which includes the Utility Meter and underground pull section, Main Breaker and power distribution section, Motor Controls section and PLC Section is showing signs of age but is functional in its current condition. The interior of the panel rusting

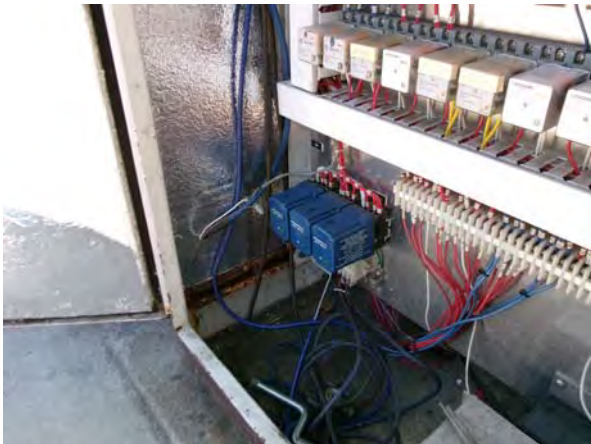
in areas and there are indications that sewer gases are finding a path in to the panel. Much of the power distribution equipment and controls equipment has been repurposed and/or abandoned in place without record. The panel labeling that is still installed is no longer accurate while other labels (equipment, terminal blocks, wire) are altogether missing. The fact that no power or control wiring diagrams exist makes operations, troubleshooting and maintenance difficult and potentially hazardous. For example the motor control logic as has been modified such that the motor contactor coil can be energized even with the associated pump motor disconnect in the open (OFF) position. This is a safety issue for operations staff that warrants further discussion.



Power Distribution and Motor Controls



PLC and Utility UG Pull Section



Rust in Panel



Control Modifications



Unsealed Conduit



Pump Cable Entries

Odor Control Integration

The electrical utility company, PG&E, is serving the site with a 240 volt, 3 phase, 100 amp service. A load calculation for the existing lift station has been developed using data provided by the District and/or collected in the field during a recent site visit. The load calculation is used to determine if the existing service has adequate capacity available to allow for additional loads. Based on the load calculation below the existing service has sufficient capacity to allow for the Titus Twister Mixing Aerator Odor Control System to be added to the existing lift station.

LOAD CALCULATIONS						
LOAD DESCRIPTION	CONNECTED LOAD			DEMAND LOAD		
	LOAD	QTY	TOTAL	LOAD	QTY	TOTAL
10 HP Lift Pump 2	28.00 A	1	11,639.4 VA	28.00 A	1	11,639.4 VA
7.5 HP Lift Pump 1	22.00 A	1	9,145.2 VA	22.00 A	1	9,145.2 VA
3 HP Odor Control	10.30 A	1	4,281.6 VA	10.30 A	1	4,281.6 VA
PEDESTAL DIST. BREAKERS 120/240	5.05 A	1	2,100.0 VA	4.04 A	1	1,680.0 VA
TOTAL LOAD =			65.35 A <	27,166.2 VA		
LOAD CORRECTION FACTORS						
LARGEST MOTOR LOAD x 25%:						
10 HP HP => 0.25 x	11,639.4 VA	=	7.00 A	2,909.8 VA	7.00 A	2,909.8 VA
80% BREAKER DERATING =		TOTAL x 0.25 =	18.09 A	7,519.0 VA	17.84 A	7,414.0 VA
FOR CONTINUOUS LOADS NEC 210-20						
SERVICE SIZE (MIN) =			90.44 AMP	37,595.1 VA	89.18 A	37,070.1 VA
EXISTING UTILITY SERVICE =			100 AMP			
240 V, 3 PHASE, 4 WIRE						

Titus Twister Mixing Aerator Odor Control System will require modifications to the power distribution equipment as well as the Pump Control I/O (if desired). The odor control system requires 3 separate circuits from the existing Control Panel. A 240 volt, 3 phase circuit is require to power the Blower and two (2) 120 volt, 20 amp circuits for the A/C Unit and Ozone Generator.

ITEM NO.	DESCRIPTION	QTY
1	100% AS34 SST Welded Enclosure	1
2	Climate Control Cover, Hinged, Lockable	1
3	Nema 3R disconnect	3
4	Control Panel (Nema 4w enc.)	1
5	Lowvied SST vent	2
6	Blower	1
7	Blower Output pipe 2" x 1/2" Sch 40 SST	1
8	Output Cover Plate	1
9	Cam-and-Groove Hose Coupling, 1/2" connection to 1" x 1/2" Sch 40 SST	1
10	Ortona Generator	1
11	Intake pipe 1 1/2" x 1/2" Sch 40 SST	1
12	Lift Lug, SST	2
13	Filter Drawer with Washable Filter	1
14	Door, Hinged, Lockable Lever	1
15	Base Flange with Mounting Holes, (2) each flange, 3/4" x 2"	2
16	Condensation Drain port, 1/2" barbed connection	1

Disconnect	Assignment	Phase	Voltage
1	A/C Unit	Single	110V/20amp
2	Ozone Generator	Single	110V/20amp
3	Blower	3-Phase	240V/20amp

Enclosure Weight (No Equipment)	375 lbs
Enclosure Weight (With Equipment)	654 lbs
Weights are approximate and may vary based on component setup.	

Titus Twisting Electrical Requirements

In order to supply 240 volt, 3 phase power to the Odor Control System the existing generator breaker located in the power distribution section (no longer in use) will need to be replaced with a new molded case, thermal magnetic, 20 amp, 3 pole breaker to feed power to the Blower. In addition, circuit 3, one of the existing 15 amp, 1 pole panel breakers, will need to be replaced with a new tandem style 20 amp / 20 amp, 1 pole breaker to feed power to the A/C Unit and Ozone Generator.

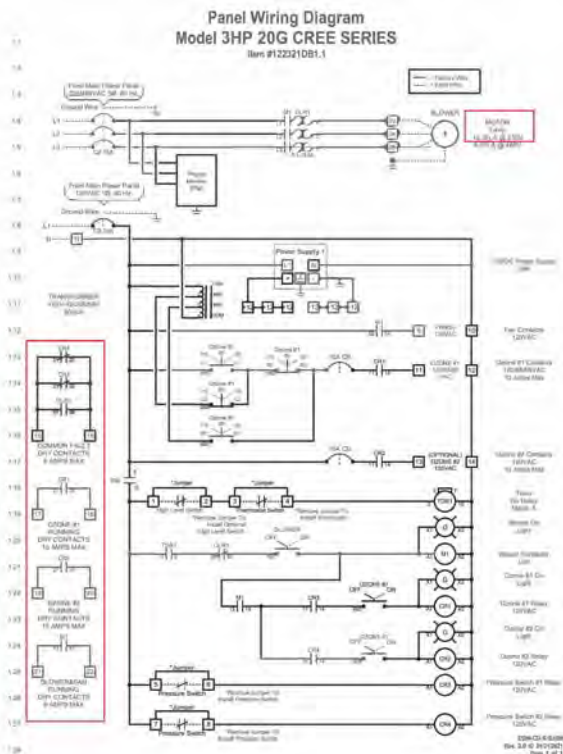


Replace Generator Breaker



Replace Circuit 3 with Tandem Breaker

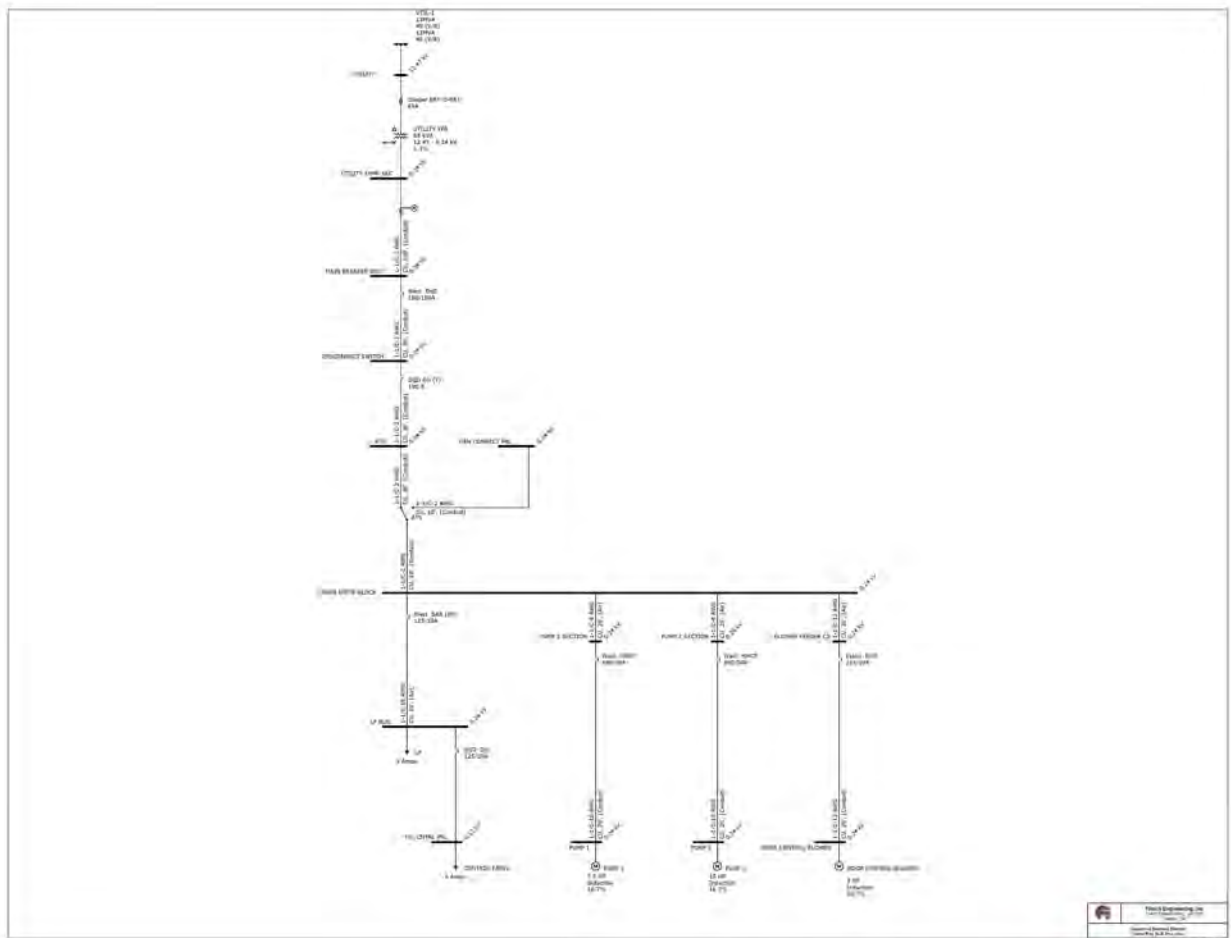
The odor control system motor controls do provide the following status outputs: Common Fault, Ozone #1 Running, Ozone #2 Running, and Blower/Fan Running. These are 6 amp rated dry contacts that can be wired to the existing PLC spare digital inputs for remote monitoring if required by the District.



Titus Twister Mixing Aerator motor control logic

Arc Flash Analysis

Frisch Engineering has modeled the existing lift station power distribution system for arc flash hazard analysis using EasyPower software. The proposed Odor Control System has been included in the analysis and Arc Flash Warning Labels have been produced for reference.



Arc Flash Online Diagram

WARNING
Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating: 0.2 cal/cm²
At Working Distance: 18.0 Inches
Voltage: 240.0 VAC
Arc Flash Boundary: 0' - 5"

Shock Hazard When Covers Are Removed

LOCATION: ATS
UPSTREAM TRIP DEVICE: MAIN CB
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 363-1028
Cupertino/Cristo Rey SLS

WARNING
Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating: 5.8 cal/cm²
At Working Distance: 18.0 Inches
Voltage: 240.0 VAC
Arc Flash Boundary: 4' - 4"

Shock Hazard When Covers Are Removed

LOCATION: MAIN BREAKER SECT
UPSTREAM TRIP DEVICE: FUSE
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 363-1028
Cupertino/Cristo Rey SLS

WARNING
Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating: 0.2 cal/cm²
At Working Distance: 18.0 Inches
Voltage: 240.0 VAC
Arc Flash Boundary: 0' - 5"

Shock Hazard When Covers Are Removed

LOCATION: DISCONNECT SWITCH
UPSTREAM TRIP DEVICE: MAIN CB
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 363-1028
Cupertino/Cristo Rey SLS

WARNING
Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating: 0.1 cal/cm²
At Working Distance: 18.0 Inches
Voltage: 240.0 VAC
Arc Flash Boundary: 0' - 4"

Shock Hazard When Covers Are Removed

LOCATION: MOTOR STARTER SECTION
UPSTREAM TRIP DEVICE: MAIN CB
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 363-1028
Cupertino/Cristo Rey SLS

Arc Flash Hazard Labels

Conclusions

While we have found that the existing lift station does have enough electrical capacity and space to add the proposed odor control system there are other factors that should be considered. According to the EPA report, Taking Stock of Your Water System, (2018) the typical useful life of electrical equipment is shown as the following:

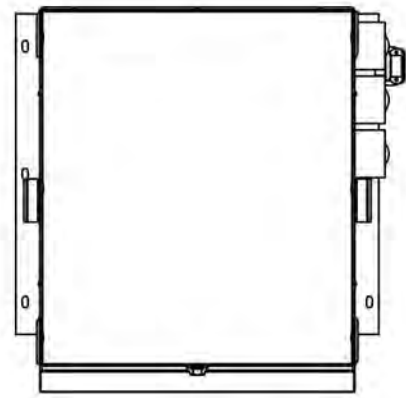
- Service lines – 30 years
- Power Distribution Equipment/Wiring - 20 years
- Motor Controls - 10 years
- Pumping Equipment - 10 years

In our opinion, these numbers are conservative and would be used in worst case scenarios such as in dirty environments, salt spray or where 100% reliability is critical. Well maintained motor control and pumping equipment properly installed and with adequate environmental controls can vastly extend the lifespan of a lift station of this size to 20+ years.

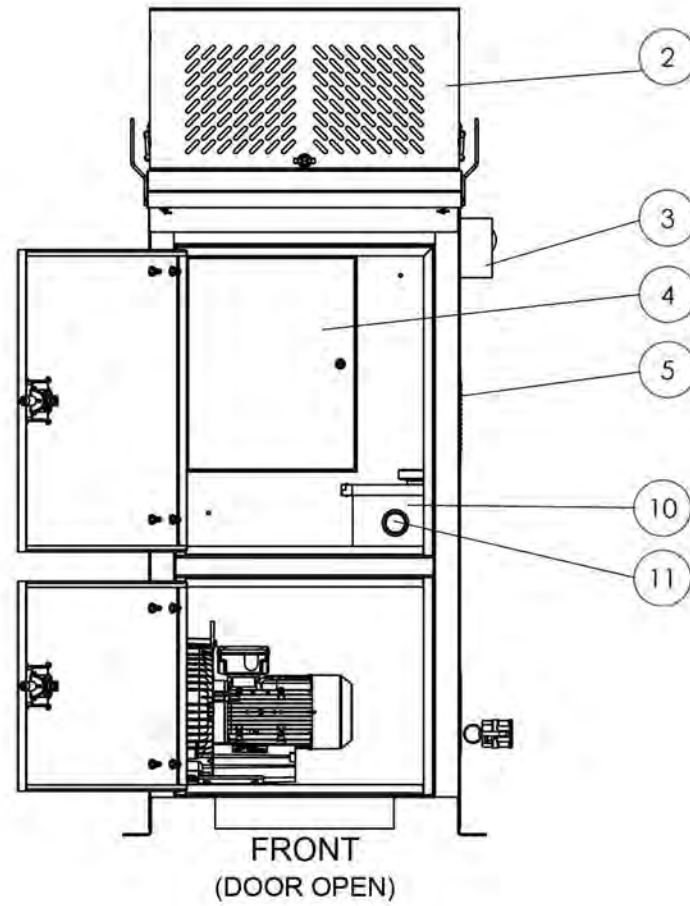
While the Cristo Rey SLS would be considered “beyond their useful life” per the EPA, it is generally in fair physical condition. There are however issues that exist with the lift station described by operations staff that include alarming and/or shutdown of critical equipment for over-temperature/overload conditions. This has resulted in a temporary shade structure being place over the control panel to reduce sun exposure. Also outdated power distribution components and motor controls devices, improper or missing pump protection devices, undocumented and unsafe motor control logic and malfunctioning equipment.

The issues including but not limited to those discussed in this report should be further researched and addressed as priorities if considering site modifications only. However given the critical role of this lift station and the number of power and control modifications that would be required to make this a reliable facility it is our recommendation that the panel be replaced in its entirety.

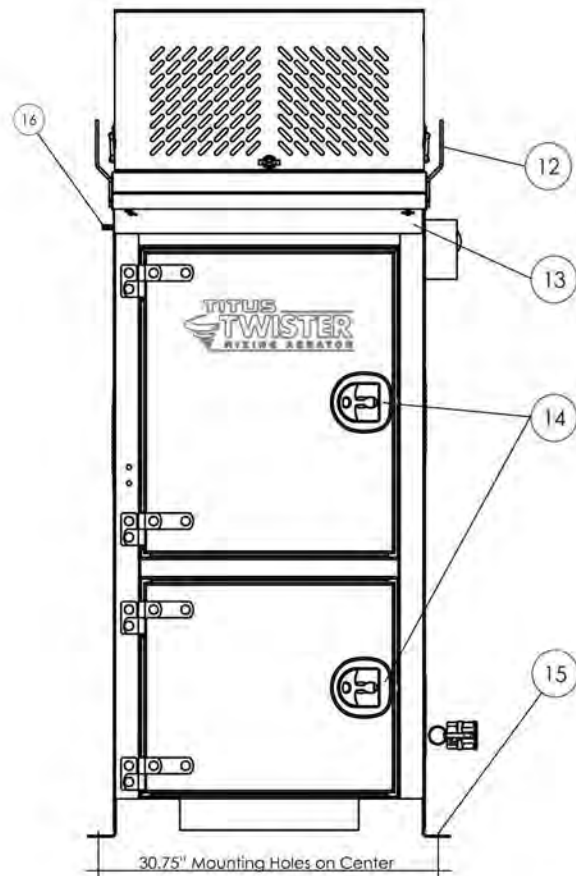
LOAD CALCULATIONS									
LOAD DESCRIPTION	CONNECTED LOAD				DEMAND LOAD				
	LOAD	QTY	TOTAL	LOAD	QTY	TOTAL			
10 HP Lift Pump 2	28.00 A	1	11,639.4 VA	28.00 A	1	11,639.4 VA			
7.5 HP Lift Pump 1	22.00 A	1	9,145.2 VA	22.00 A	1	9,145.2 VA			
3 HP Odor Control	10.30 A	1	4,281.6 VA	10.30 A	1	4,281.6 VA			
PEDESTAL DIST. BREAKERS 120/240	5.05 A	1	2,100.0 VA	4.04 A	1	1,680.0 VA			
TOTAL LOAD =			65.35 A <	27,166.2 VA	64.34 A <	26,746.2 VA			
LOAD CORRECTION FACTORS									
LARGEST MOTOR LOAD x 25%:									
10 HP HP => 0.25 x	11,639.4 VA	=	7.00 A	2,909.8 VA	7.00 A	2,909.8 VA			
80% BREAKER DERATING =	TOTAL x 0.25 =		18.09 A	7,519.0 VA	17.84 A	7,414.0 VA			
FOR CONTINUOUS LOADS NEC 210-20									
SERVICE SIZE (MIN) =			90.44 AMP	37,595.1 VA	89.18 A	37,070.1 VA			
EXISTING UTILITY SERVICE =			100 AMP						
240 V, 3 PHASE, 4 WIRE									



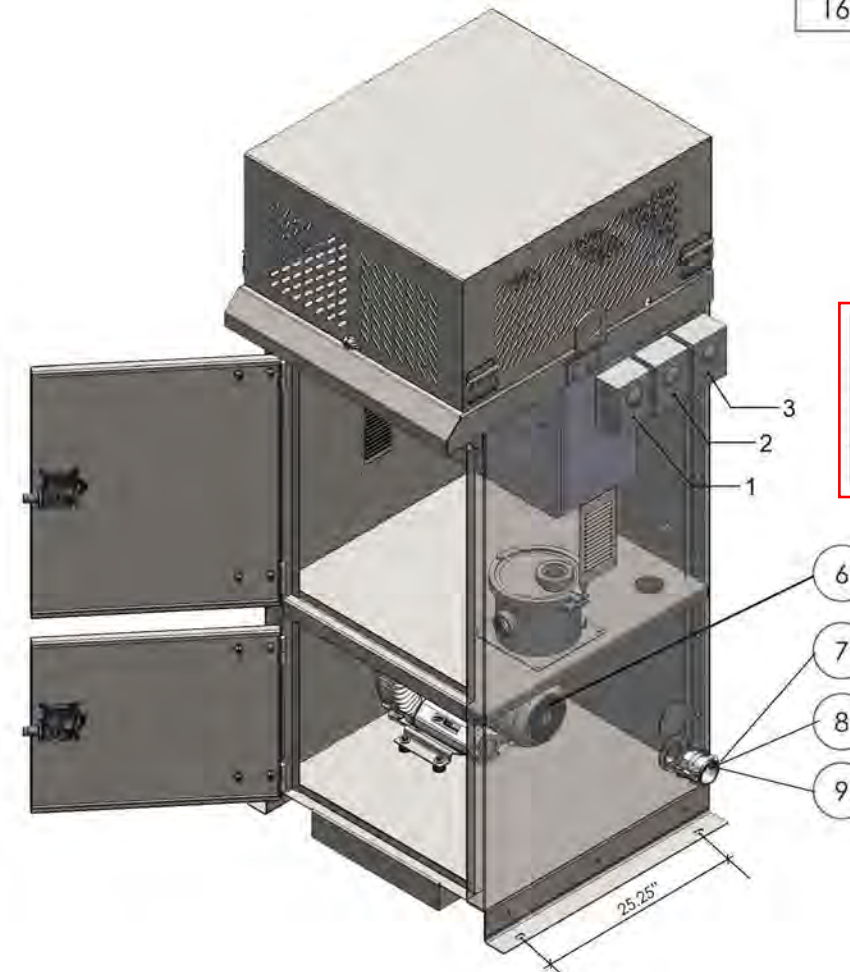
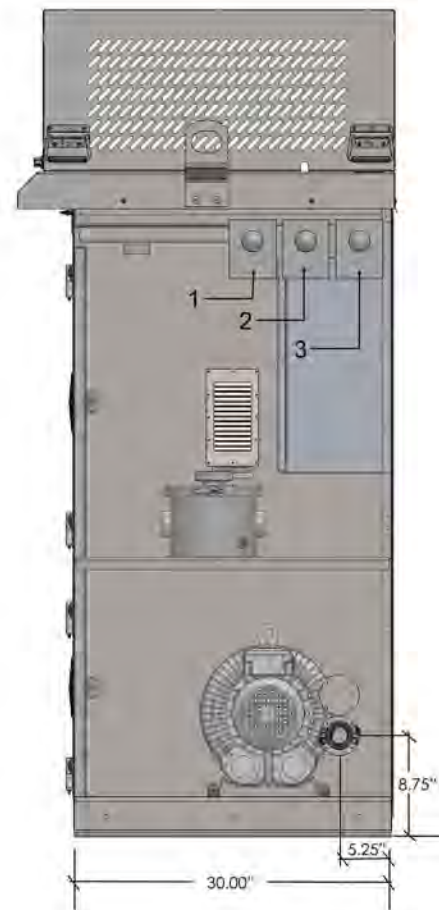
TOP



FRONT
(DOOR OPEN)



30.75" Mounting Holes on Center



ITEM NO.	DESCRIPTION	QTY.
1	1008, A304 SST Welded Enclosure	1
2	Climate Control Cover, Hinged, Lockable	1
3	Nema 3R disconnect	3
4	Control Panel (Nema 4x enc.)	1
5	Louvred SST vent	2
6	Blower	1
7	Blower Output pipe 2"Ø Sch 40 SST	1
8	Output Cover Plate	1
9	Cam-and-Groove Hose Coupling, for connection to 2"Ø SS pipe (by others)	1
10	Ozone Generator	1
11	Intake pipe 1.5"Ø Sch 40 SST	1
12	Lift Lug, SST	2
13	Filter Drawer with Washable Filter	1
14	Door, Hinged, Lockable Lever	1
15	Base Flange with Mounting Holes, (2) each flange, .5"Ø	2
16	Condensation Drain port, 1/2" barbed connection	1

NOTE: Drain hose from barbed connection on enclosure to drainage point shall be supplied by and installed by others.

Disconnect	Assignment	Phase	Voltage
1	A/C Unit	Single	115v/20amp
2	Ozone Generator	Single	115v/20amp
3	Blower	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Three	<input type="checkbox"/> 208v <input checked="" type="checkbox"/> 240v <input type="checkbox"/> 480v

Enclosure Weight (No Equipment)	375 lbs
Enclosure Weight (With Equipment)	604 lbs
Weights are approximate and may vary based on component setup.	

PROPRIETARY AND CONFIDENTIAL
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UNLESS OTHERWISE SPECIFIED
DIMENSIONS ARE IN INCHES
FABRICATION TOLERANCES:
FRACTION: ±1/16" - ANGULAR: MACH ± 1.0° BEND ± 1.0°
MACHINING TOLERANCES:
TWO PLACE DEC. ± 0.005" - THREE PLACE DEC. ± 0.001"

UNLESS OTHERWISE SPECIFIED
ALL WELDS ARE TO BE MADE IN ACCORDANCE WITH AWS D1.1
DO NOT SCALE DRAWING

MATERIAL FINISH
ASSY. 80 Grit DA.
WEIGHT
SEE CHART

SCALE: 1:18

DRAWN
CHECKED

DATE
10/10/2023
DATE
10/10/2023

TITLE: SS 1010 ENCLOSURE
DWG NO: ARC-CAB-009

REV
-
SIZE
B

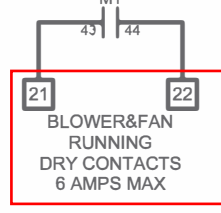
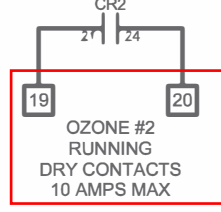
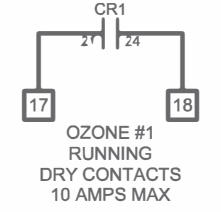
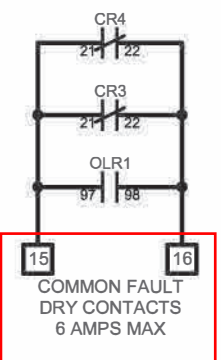
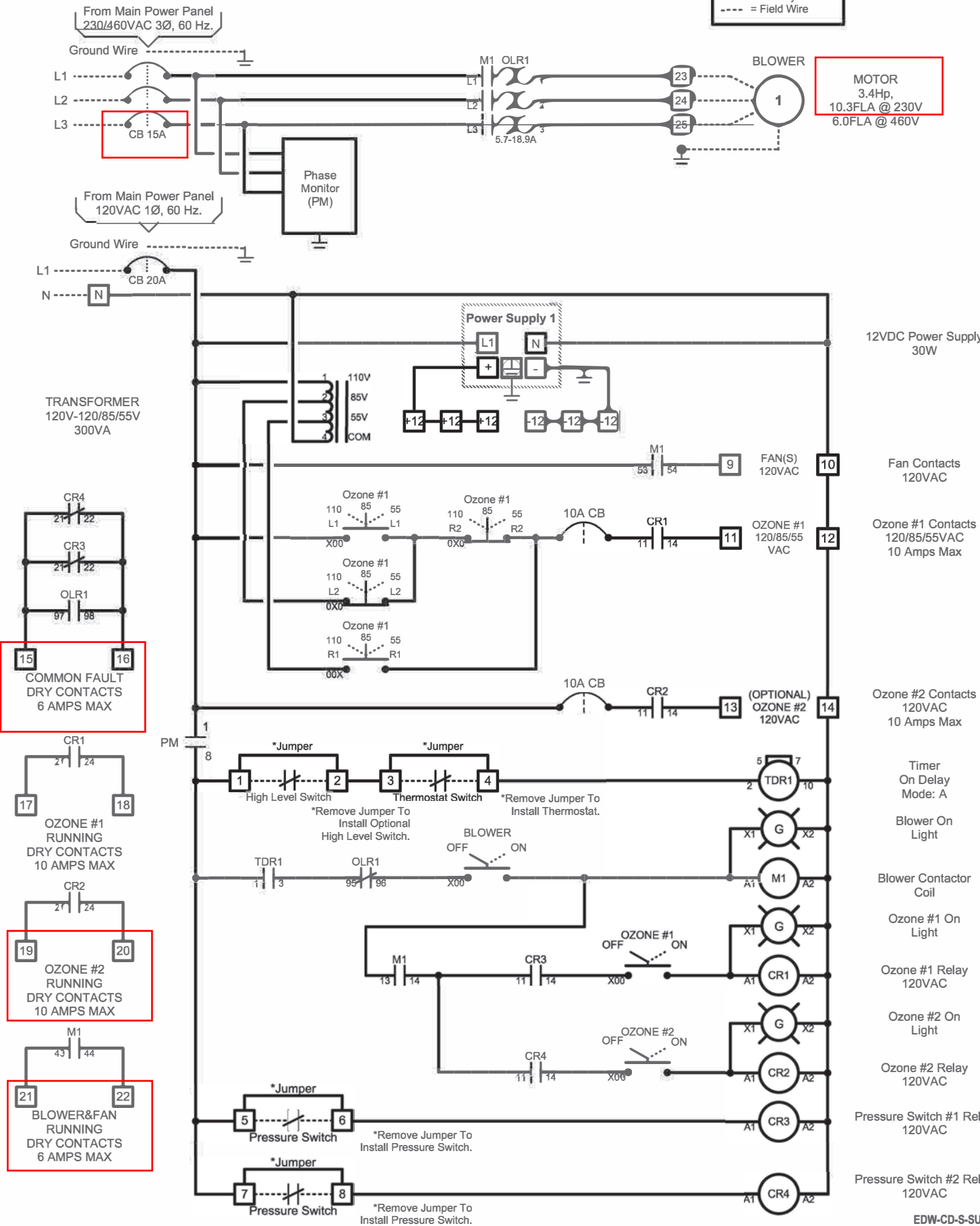
Panel Wiring Diagram

Model 3HP 20G CREE SERIES

Item #122321DB1.1

1.1
1.2
1.3
1.4
1.5
1.6
1.7
1.8
1.9
1.10
1.11
1.12
1.13
1.14
1.15
1.16
1.17
1.18
1.19
1.20
1.21
1.22
1.23
1.24
1.25
1.26
1.27
1.28

— = Factory Wire
- - - = Field Wire



MOTOR
3.4Hp,
10.3FLA @ 230V
6.0FLA @ 460V

12VDC Power Supply
30W

Fan(S)
120VAC

OZONE #1 Contacts
120/85/55VAC
10 Amps Max

(OPTIONAL)
OZONE #2
120VAC
10 Amps Max

Timer
On Delay
Mode: A

Blower On
Light

Blower Contactor
Coil

Ozone #1 On
Light

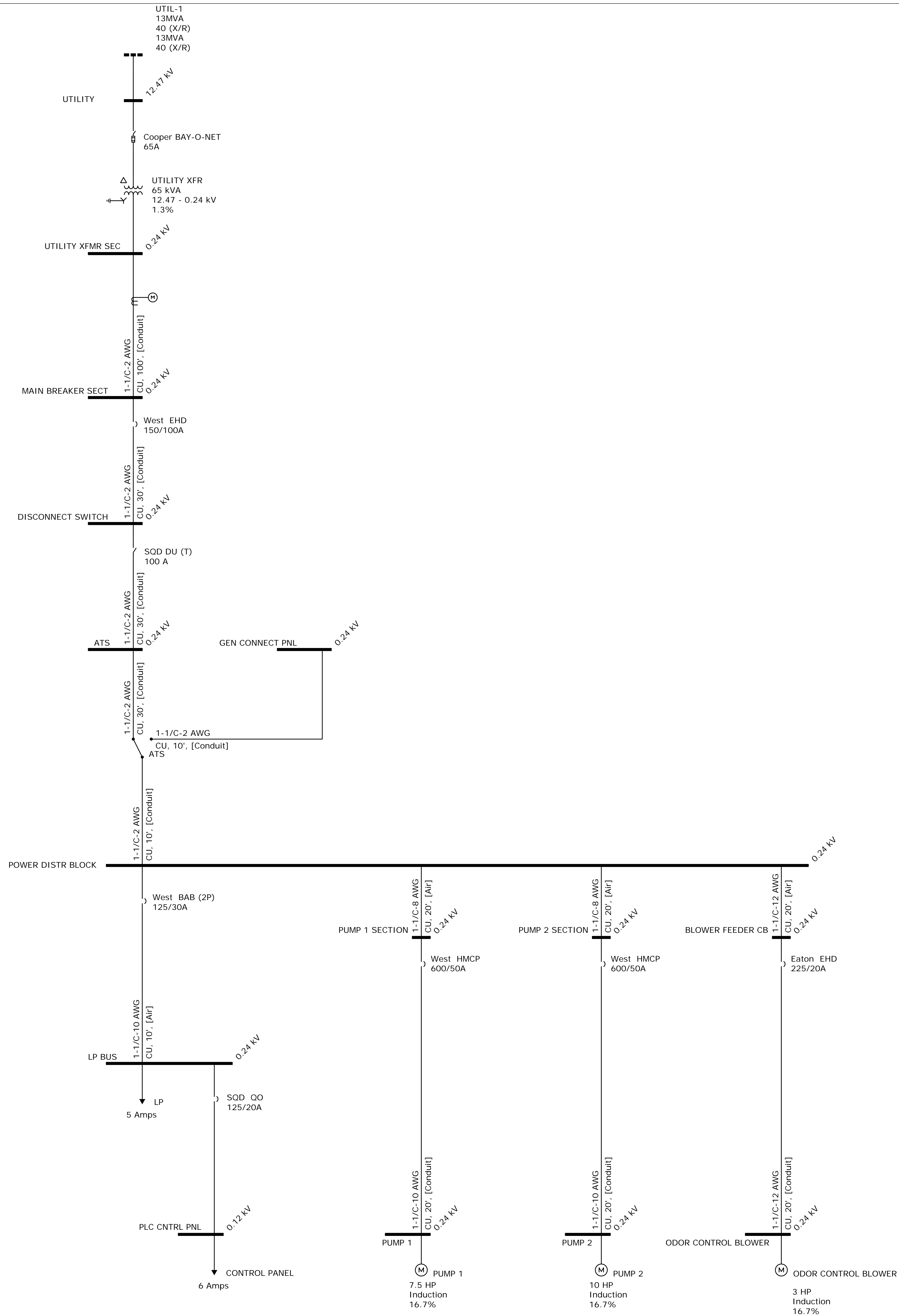
Ozone #1 Relay
120VAC

Ozone #2 On
Light

Ozone #2 Relay
120VAC

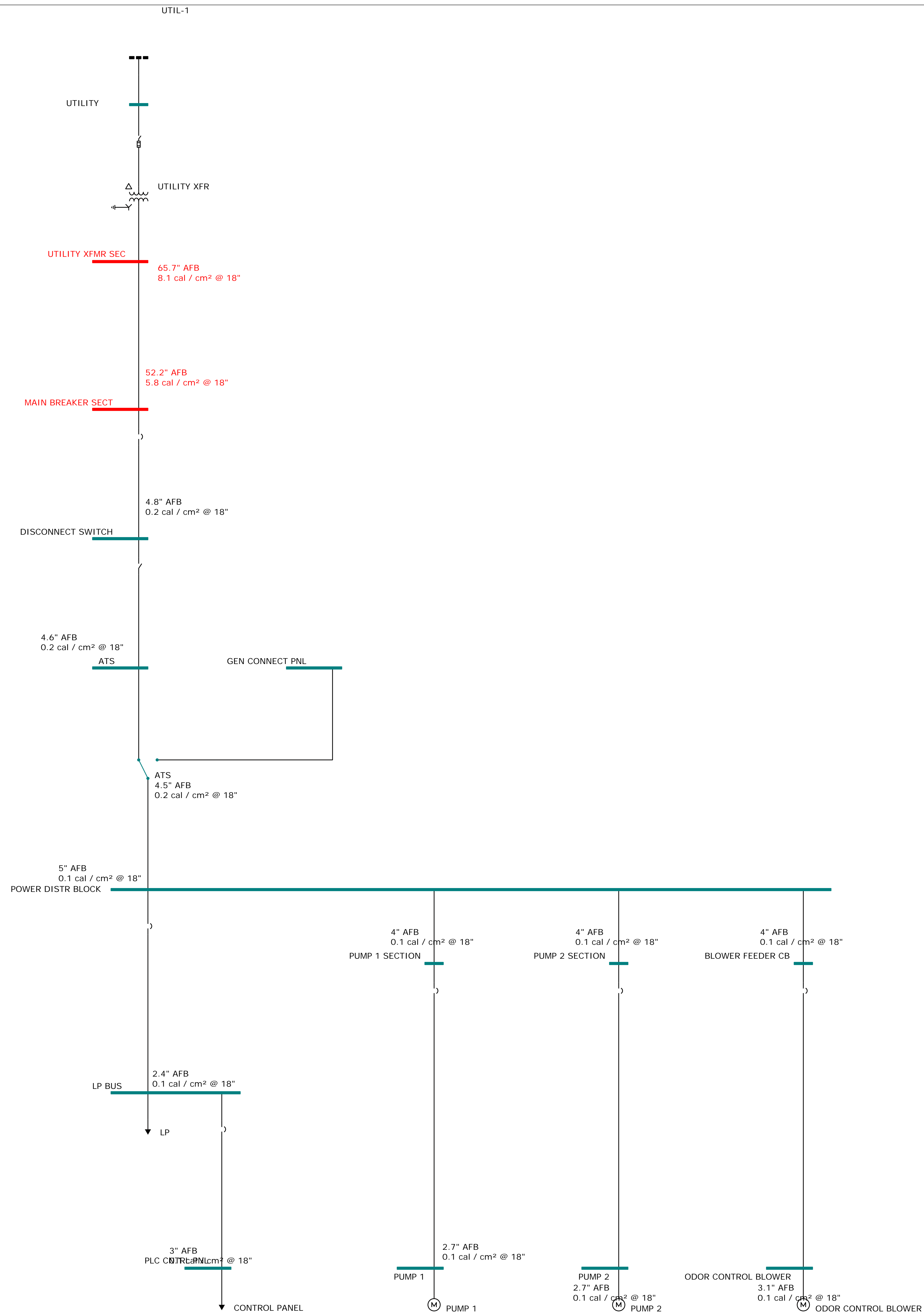
Pressure Switch #1 Relay
120VAC

Pressure Switch #2 Relay
120VAC



Frisch Engineering, Inc
 13405 Folsom Blvd., Unit 600
 Folsom, CA

Cupertino Sanitary District
 Cristo Rey SLS One-Line





WARNING

Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating:	0.2 cal/cm ²
At Working Distance:	18.0 Inches
Voltage:	240.0 VAC
Arc Flash Boundary:	0' - 5"

Shock Hazard When Covers Are Removed

LOCATION: ATS
UPSTREAM TRIP DEVICE: MAIN CB
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 353-1025
Cupertino Cristo Rey SLS



WARNING

Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating:	0.2 cal/cm ²
At Working Distance:	18.0 Inches
Voltage:	240.0 VAC
Arc Flash Boundary:	0' - 5"

Shock Hazard When Covers Are Removed

LOCATION: DISCONNECT SWITCH
UPSTREAM TRIP DEVICE: MAIN CB
DATE ISSUED: August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 353-1025
Cupertino Cristo Rey SLS



WARNING

Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating:	5.8 cal/cm ²
At Working Distance:	18.0 Inches
Voltage:	240.0 VAC
Arc Flash Boundary:	4' - 4"

Shock Hazard When Covers Are Removed

LOCATION:	MAIN BREAKER SECT
UPSTREAM TRIP DEVICE:	FS-2
DATE ISSUED:	August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 353-1025
Cupertino Cristo Rey SLS



WARNING

Arc Flash and Shock Risk
Appropriate PPE Required

Minimum Arc Rating:	0.1 cal/cm ²
At Working Distance:	18.0 Inches
Voltage:	240.0 VAC
Arc Flash Boundary:	0' - 4"

Shock Hazard When Covers Are Removed

LOCATION:	MOTOR STARTER SECTION
UPSTREAM TRIP DEVICE:	MAIN CB
DATE ISSUED:	August 2024

Study Revision: 1
Frisch Engineering, Inc.
(916) 353-1025
Cupertino Cristo Rey SLS



FRISCH ENGINEERING, INC.

Consulting Electrical Engineers and Programmers
13405 Folsom Blvd., Unit 600
Folsom, CA 95630

Electrical Contractor
C-10 Lic #1025671
Phone (916) 353-1025

October 15, 2024

Mrs. Julie Almondia
Mark Thomas
(408) 453-2742 direct
Julie Almondia <jalmondia@markthomas.com>

Location: Cupertino Cristo Rey SLS
Subject: Electrical Engineering Design Services

Mrs. Almondia,

Frisch Electrical Engineering Inc. is pleased to submit this proposal to perform the electric power and control system design services for this project. The following detail is provided in defining our proposed scope of work.

Design Services

We will produce electrical drawings and specifications for a 2-pump submersible pump station. The station design will include a new motor control center with full speed motor controllers. The power service entrance, control panels, and instrumentation needs to be either rehabilitated or replaced per the findings in the predesign report.

The new electrical controls will be housed in an outdoor enclosure similar to existing but with a shad structure or panel sunshade. The design will include either possibility by designing the weather structure or sunshade details.

The main breaker will feed a station and will be sized for the full capacity of the station. A diesel standby generator is included to provide automatic back-up power to the station in the event of utility outage. This proposal assumes that the generator is located outside in the same location as existing.

A PLC control panel will be designed that will meet current Cupertino requirements and standards for SCADA compatibility and communications. This will include the PLC make and model, PLC cards, operator interface, and termination requirements. Communications to SCADA will be determined and may include fiber optic or radio systems.

The design will consider safety of maintenance personnel. Over the past few years, safety requirements have been added that require Owner/Operators to post the severity of the electrical hazard that exists in the distribution system. The design will be cognizant of impacts to arc flash hazards and will mitigate those where possible. This effort could make the difference between maintainable vs. non-maintainable equipment. We will work to improve power distribution characteristics to allow the circuit breakers to work in the most efficient way possible and reduce hazards in the process. We cannot stress enough how important this effort will be to future operations and maintenance.

Instrumentation system will include monitoring for power, switch positions, generator, pump monitoring, and level controls. The status condition of the station will be monitored and made available to the SCADA system via remote cellular based communications.

The following drawings and specifications will be included in the design.

1. Meetings and Field Investigations
 - A. Site investigations to measure and review site, utility services, and other items.
 - B. Meetings at progress deliverables (3)
2. Electrical and Instrumentation Design
 - A. Project coordination and Management
 - B. Electrical Design Drawings
 1. Electrical and instrumentation symbols and abbreviations.
 2. Process and instrumentation diagrams (P&IDs)
 3. Single line diagram of power distribution with load calculations.
 4. Elevation layout drawing:
 - a. Utility Metering Switchboard or Panel
 - b. Transfer Switch
 - c. Motor Control Center
 - d. Control Panel with backpan layout
 - e. Miscellaneous other panels
 5. Control panel wiring diagrams.
 - a. PLC Control Panel.
 - b. Motor Control Wiring Diagrams.
 - c. Miscellaneous control diagrams for valves, lights, heaters, etc.
 6. Plan drawings:
 - a. Building Power and Control Plan
 - b. Building Lighting and Receptacle Plan
 - c. Site Electrical Plan
 7. Detail drawings:
 - a. Pad mounted electrical equipment.
 - b. Instrumentation (flowmeters, pressure transmitters, etc.)
 - c. Underground conduit
 - d. Conduit transition through grade
 - e. Underground pull box installation.
 - f. Pump motor connection.
 - g. Ground system installation.
 - h. Site lighting.
 - i. Antenna with mounting pole.
 - j. Miscellaneous additional details

- C. Electrical schedules:
 - 1. Conduit & wire
 - 2. Panelboard
 - 3. Instrumentation
 - 4. Lighting Fixtures
- D. Electrical specifications:
 - 1. General Electrical Materials
 - 2. Conduit and Boxes
 - 3. Low Voltage Wire
 - 4. Grounding
 - 5. Diesel Generator
 - 6. Automatic Transfer Switch
 - 7. Low Voltage Switchboard
 - 8. Panelboard and Power Transformer
 - 9. Pump Control Panel
 - 10. Factory and Field testing.
 - 11. Control Panel Components
 - 12. PLC and Operator Interface Hardware
 - 13. PLC an Operator Interface Applications Programming
 - 14. Instrumentation (flowmeters, pressure transmitters, etc)
 - 15. Other electrical components.
- E. Electrical and Instrumentation construction cost estimate at each design deliverable.
- 3. Structural design of equipment pads and structures.
- 4. Coordinate with utility for new/revised power service.
- 5. Bid services and addenda.
 - A. Attend prebid conference and site visit.
 - B. Answer questions of bidders.

Assumptions

- Technical plans (Electrical Drawings, Structural Drawings) and specifications (Electrical and Structural Specifications) only. "Front end" documents and contract language is by others.
- We have assumed one design bid package, one project for construction, and a design period not to exceed 6 months. If the project is broken up into additional bid packages or design duration is exceeded for any reason, additional charges may apply.
- Design reviews are comprehensive and that information furnished at each design stage (design drawings, standards, methods, equipment tags, conventions) will be reviewed, commented, and/or approved when presented. Revisions to previously presented, yet

uncommented, design information may create additional cost in Engineering for rework.

- Our existing insurance coverage limits for general liability (\$5M) and E&O liability (\$3M/5M) are sufficient. Please request insurance certificate for details.
- Drawings and specifications can be completed by using our standards and templates created in AutoCad and MS Word using CSI format.
- We are assuming that the Radio will communicate by locating an antenna on project site. Radio repeaters, radio surveys, radio topography or other communications analysis is not included but can be provided for an additional fee.
- We have not included separate security systems (other than RTU intrusion monitoring) or video surveillance or automated access control systems.
- The project construction budget includes an industry standard 10% minimum contingency such that changes can be designed and implemented as deemed necessary by the Engineer or Owner during construction. This quotation does not include cost for construction changes regardless of initiating source.
- This quotation does not include Arc-Flash analysis (unless specifically stated) as required by the NFPA 70 electrical code. That analysis and associated equipment labeling can be provided for an additional fee.
- Rate escalation of 5% per hour is scheduled for January 1, 2025 and each anniversary thereafter. Escalated rates will only apply to extra work performed after January 1, 2025.
- Hourly rates include overhead costs such as telephone, photocopies, computer costs, and insurance.
- Hourly rates do not include expenses such as mileage, rental equipment, airline tickets, rental vehicles, lodging, non-incidentual photocopying and materials.
 - Travel time will be billed at hourly rate, plus current Federal mileage rate.
 - Per diem charge will be added based on half or full day of field work.
 - Actual travel expenses (airfare, ground transportation lodging, etc.) are billed at cost plus 10% for overhead and handling.

Deliverables

- Plans, specifications, and cost estimate, delivered PDF, at 60%, 90%, and 100% design stages.

Terms

- As defined per contract, contract by Client.
- Attached quote is based on project scope as described. We anticipate that we can perform the scope as described within our budget. If the project changes, or work scope increases or decreases, we will make every effort to inform the Client in advance of work for authorization.
- Client will be invoiced monthly based on project progress.
- Changes to project scope may result in increased or reduced costs.

Electrical Engineering Costs

See attached Quotation

Frisch Engineering is pleased to offer this quotation for your consideration. This quotation is for design services only. We will gladly quote services during construction such as submittal review, electrical inspection, and management after the design is complete. Please give me a call or email if you have any questions or require further information.

Sincerely,



Thomas P. Frisch, P.E.
Electrical Engineer
tfrisch@frischengineering.com

I agree to project scope, assumptions, deliverables and terms and authorize Frisch Engineering to proceed:

X _____

Title: _____ Date: _____



FRISCH ENGINEERING, INC.

Consulting Electrical Engineers and Programmers
13405 Folsom Blvd., Unit 600
Folsom, CA 95630

Electrical Contractor

C-10 Lic #1025671

Phone:

(916) 353-1025

PROFESSIONAL ENGINEERING SERVICES COST ESTIMATE

JOB TITLE: Cupertino Cristo Rey SLS
CLIENT: Julie Almondia <jalmondia@markthomas.com>

DATE: 10/15/2024

Design Services

Electrical Engineering Discipline

Task	Description	Principal Engineer	Senior Engineer	Senior Designer	Junior Designer	Associate Designer	Total hours per task	cost per task
1	Meetings and PM	6	16	0	4	0	26	\$5,850.00
	Travel Expense and Per Diem							\$250.00
2	60% Design PS&E	22	22	40	70	18	172	\$33,130.00
2	90% Design PS&E	9	18	20	35	9	91	\$17,685.00
2	100% Design PS&E	4	5	7	12	3	31	\$6,035.00
3	Structural Design							\$10,230.00
4	Utility Coordination	4	16	0	4	0	24	\$5,360.00
5	Bid Services	4	16	0	8	0	28	\$6,060.00
Subtotal Hours		49	93	67	133	30	372	
Hourly rate per discipline		\$245	\$230	\$200	\$175	\$135		Subtotal Costs
Total cost per discipline		\$12,005	\$21,390	\$13,400	\$23,275	\$4,050		\$84,600.00
							Total Costs	\$84,600.00

Individual tasks cost are approximate and some cost shifting between tasks or disciplines may be necessary



Memo

Item 9A

To: Board of Directors
From: Benjamin T. Porter, District Manager-Engineer
Date: November 6, 2024
Re: Reimbursement of Sewer Service Charges for 10472 Lockwood Drive, Cupertino (APN: 342-29-011)

Summary:

The District was contacted by the property owner regarding 10472 Lockwood Drive, Cupertino, indicating that the property tax bill for FY 2024-25 increased a significant amount from the previous year. Staff confirmed the District charged sewer service for one main dwelling and two ADUs in FY 2024-25 based on a plan review for City of Cupertino permit no. BLD-2023-1023, which includes construction of an ADU.

After discussion with staff and property owners, and review of the plans, it was confirmed that, at the time of plan check, the duplex unit was mistaken for one main dwelling unit and one ADU and categorized as such, with the addition of a second ADU in the tax roll for FY 2024-25. It has been confirmed there is one duplex and one ADU.

The correction has been made for future tax roll, and the reviewing engineer has made the adjustment for the FY 2024-25 tax roll, resulting in a reimbursement owed to the property owner in the amount of \$626.82. The correction is as follows:

Santa Clara County FY 2024-2025

type	class	ADU	Rate
1AP	Single Family + ADU (Pump Zone)	Yes	1,474.80
1AP	Single Family + ADU (Pump Zone)	Yes	1,474.80
			<u>\$ 2,949.60</u>

Correction:

type	class	ADU	Rate
1AP	Single Family + ADU (Pump Zone)	Yes	1,474.80
1P	Single Family (Pump Zone)	No	847.98
			<u>\$ 2,322.78</u>

Refund: \$	626.82
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The property Owner is requesting reimbursement of sewer service charges in the amount of \$626.82 be issued in the form of a check.

Recommendation:

- 1) Approve reimbursement in the amount of \$626.82 for sewer service charges.

Attachment:

1. Property tax bill
2. Proof of payment



County of Santa Clara
 Department of Tax and Collections
 110 West Tasman Drive
 San Jose, California 95134

Attachment 1.

SECURED PROPERTY TAX BILL

for July 01, 2024 through June 30, 2025

ASSESSOR'S PARCEL NUMBER (APN): 342-29-011

ASSESSEE NAME WITHHELD PER
 CALIFORNIA GOVERNMENT CODE SECTION 7928.205

T400 P1 80935

MAILING ADDRESS INFORMATION WITHHELD
 CUPERTINO CA 95014-2616

TAX BILL INFORMATION

PROPERTY ADDRESS:
 10472 LOCKWOOD DR APT
 CUPERTINO CA 95014

BILL ID: 8962365
 BILL SUFFIX: 00
 TAX RATE AREA: 013-026

BILL CREATED: 09/17/2024

ASSESSEE AS OF 12:01AM, JANUARY 1, 2024 LIEN DATE:

SEC-REG-202408

175719

CONTACT INFORMATION

Department of Tax & Collections: (408) 808-7900
 scctax@fin.sccgov.org
 https://dtac.santaclaracounty.gov

Office of the Assessor: (408) 299-5300
 rp@asr.sccgov.org
 https://www.sccassessor.org

Special Assessments:
<https://www.sccgov.org/SA>

SUMMARY OF TAXES

Assessed Value of the Property	\$1,039,258
Less Exemption	7,000
Net Assessed Value	\$1,032,258
Taxes Due	\$11,919.68
Special Assessments	3,304.24
Total Amount Due	\$15,223.92
Penalties, Cost, Returned Payment Fee	\$0.00
Less Amount Paid	0.00
Current Amount Due	\$15,223.92

(Details Of Tax Calculations Are On The Reverse Side)

IMPORTANT MESSAGES

For an explanation of key areas on your bill, please visit www.sccdtac.org/tbe. Consult your tax preparer for details regarding deductions. DTAC accepts partial payments. For Proposition 19 information please go to www.sccassessor.org/prop19

PAY ELECTRONICALLY

<https://payments.sccgov.org/propertytax>



Visit www.WhereDoTaxesGo.org for tax distribution details.

Sign up to receive email reminders for important announcements related to your property tax bills at: www.sccdtac.org/subscribe

2024-2025 COUNTY OF SANTA CLARA SECURED PROPERTY TAXES - 2ND INSTALLMENT

SEC-REG-202408

175719

20240917/20241101

2

ASSESSEE NAME WITHHELD PER
 CALIFORNIA GOVERNMENT CODE SECTION 7928.205
 10472 LOCKWOOD DR APT
 CUPERTINO CA 95014

APN: 342-29-011-00



MAKE CHECKS PAYABLE TO: SCC DTAC

Please write your APN and installment number on your check.

DUE BY: February 01, 2025

DELINQUENT AFTER April 10, 2025



MAIL TO: DEPARTMENT OF TAX AND COLLECTIONS
 110 WEST TASMAN DRIVE
 SAN JOSE, CA 95134

Amount Due \$7,611.96

\$8,393.15 if not paid by 04/10/2025.
 Includes 10% penalty and \$20.00 cost.

1 0034229011 0000 2 00000761196 2

2024-2025 COUNTY OF SANTA CLARA SECURED PROPERTY TAXES - 1ST INSTALLMENT

SEC-REG-202408

175719

20240917/20241101

1

ASSESSEE NAME WITHHELD PER
 CALIFORNIA GOVERNMENT CODE SECTION 7928.205
 10472 LOCKWOOD DR APT
 CUPERTINO CA 95014

APN: 342-29-011-00



MAKE CHECKS PAYABLE TO: SCC DTAC

Please write your APN and installment number on your check.

DUE BY: November 01, 2024

DELINQUENT AFTER December 10, 2024



MAIL TO: DEPARTMENT OF TAX AND COLLECTIONS
 110 WEST TASMAN DRIVE
 SAN JOSE, CA 95134

Amount Due \$7,611.96

\$8,393.15 if not paid by 12/10/2024.
 Includes 10% penalty and \$20.00 cost.

1 0034229011 0000 1 00000761196 3

CALCULATION OF TAXES for APN: 342-29-011-00
TAX YEAR: 2024-2025 for July 01, 2024 through June 30, 2025

ASSESSED VALUES	
Land	439,096
Improvements	600,162
Total Land and Improvements	1,039,258
Personal Property	0
Total Assessed Value	1,039,258
Less Homeowners Exemption	7,000
Less Other Exemption	
Net Assessed Value	\$1,032,258

PAYMENTS	
Payments Applied to 1st Installment	0.00
Payments Applied to 2nd Installment	0.00
Amount Paid	\$0.00

DETAIL OF TAXES			
TAXING AGENCY	VALUE	RATES (%)	AMOUNT
LAND, IMPROVEMENTS, PERSONAL PROPERTY			
1% MAXIMUM LEVY	1,032,258	1.000000	10,322.58
CO BOND 2008 HOSP FAC	1,032,258	0.005500	56.77
CO LIBRARY RETIREMENT	1,032,258	0.002400	24.77
CO RETIREMENT LEVY	1,032,258	0.038800	400.51
CO. HOUSING BOND 2016	1,032,258	0.004300	44.38
COMM COLLEGE BONDS	1,032,258	0.028600	295.21
ELEM OR UNIF SCH BONDS	1,032,258	0.030000	309.67
HIGH SCHOOL BONDS	1,032,258	0.039700	409.79
MID PENINSULA OPEN SPACE 2014	1,032,258	0.001300	13.41
TOTAL ASSESSED VALUE TAXES		1.150600	11,877.09
LAND AND IMPROVEMENTS			
SCVWD-STATE WATER PROJ	1,039,258	0.004100	42.60
TOTAL LAND & IMPROVEMENT TAXES		0.004100	42.60
Rounding Adjustment of -0.01 made to create two equal installments			-0.01
TAXES DUE			\$11,919.68

Note: Tax amounts less than 0.01 are truncated per CA R&T code 2152

To request a copy of an itemized list of each bond on the bill and/or the tax distribution, call (408) 808-7900, or visit our website to review and print a copy at <https://dtac.santaclaracounty.gov/home>

PARCEL TAX / SPECIAL ASSESSMENTS				
SA#	TAXING AGENCY	NAME	CONTACT	AMOUNT
0827	CITY OF CUPERTINO	CUPT/ENVIR/STORM 1992	800-273-5167	31.68
0847	SANTA CLARA COUNTY-VECTOR CTRL	SCCO VECTOR CONTROL	800-273-5167 x105	15.24
0848	SANTA CLARA COUNTY-VECTOR CTRL	MOSQUITO ASMT #2	800-273-5167 x105	12.32
0851	SANTA CLARA COUNTY-LIBRARY JPA	LIBRARY JPA CD 2013-1	408-293-2326 x3003	33.66
0880	SANTA CLARA VALLEY WATER DIST	FLOOD CTL DEBT-NORTHWEST	408-630-2810	26.52
0885	CUPERTINO SANITARY DISTRICT	CUPERTINO SANITARY DIST	408-253-7071	2,949.60
0980	SF BAY RESTORATION AUTHORITY	MEASURE AA	888-508-8157	12.00
1011	CITY OF CUPERTINO	2019 CUPT STORM WATER	800-273-5167	46.94
*1023	SANTA CLARA VALLEY WATER DIST	SAFE, CLEAN WATER	408-630-2810	78.28
*1024	FREMONT UNION HIGH SCHOOL DIST	MEASURE M 2021	408-522-2219	98.00
TOTAL				\$3,304.24



INSTALLMENT 1	
DUE DATE	11/01/2024
DELINQUENT AFTER	12/10/2024
TAXES AND SPECIAL ASSESSMENTS	\$7,611.96
10% DELINQUENT PENALTY	0.00
DELINQUENT COST	0.00
RETURNED PAYMENT FEE	0.00
LESS AMOUNT PAID	0.00
TOTAL INSTALLMENT AMOUNT	\$7,611.96

INSTALLMENT 2	
DUE DATE	02/01/2025
DELINQUENT AFTER	04/10/2025
TAXES AND SPECIAL ASSESSMENTS	\$7,611.96
10% DELINQUENT PENALTY	0.00
DELINQUENT COST	0.00
RETURNED PAYMENT FEE	0.00
LESS AMOUNT PAID	0.00
TOTAL INSTALLMENT AMOUNT	\$7,611.96

* Exemptions may be available for seniors and/or homeowners who meet eligibility requirements. Contact the specific agency above or go to www.sccdtac.org/pte for more information.



SEC-REG-202408 175719 20240917/20241101

GO GREEN! Sign up at <https://www.sccassessor.org/register> to receive your property tax bill electronically.

ONLINE PAYMENTS	IN-PERSON PAYMENTS / QUESTIONS
 <p>https://payments.sccgov.org/propertytax</p> <p>There is no fee if you pay by electronic check. Credit card convenience fee amounts are detailed on the website.</p> 	<p>Department of Tax and Collections 110 West Tasman Drive San Jose, CA 95134 (408) 808-7900</p> <p>Phone Hours: 9:00 a.m. to 4:00 p.m. (Monday - Friday) Office Hours: 8:00 a.m. to 5:00 p.m. (Monday - Friday)</p> <p>Second installment payment must be received in our office by 5:00 p.m. on APRIL 10, 2025.</p>

PAYMENTS BY MAIL
<p>Use the envelope provided and return the coupon with your payment and include your Assessor's Parcel Number (APN) on your check or money order. Penalties will apply if taxes are not paid by the delinquency date.</p> <p>Property tax payments must be received or postmarked in a United States Postal Service (USPS) office by the delinquency date of April 10, 2025. However, if the delinquency date falls on Saturday, Sunday, or County holiday, payments must be made the next business day. If payments are received after the delinquency date with no postmark, penalties will be imposed in accordance with State law. Metered postage dates do not qualify as USPS postmarks. If your payment is received after the delinquency date, you must provide proof that payment was postmarked by the USPS on or before the delinquency date.</p> <p>Payments made using a Private Delivery Service should be delivered to the address shown on the front of this coupon. Payment received date is the date shown by the private delivery service on the packing slip or air bill attached to the outside of the envelope or package containing the remittance. For a list of authorized private delivery services, visit our website at www.sccdtac.org/pds.</p> <p>A charge of \$85 will be added for every payment returned unpaid.</p>

GO GREEN! Sign up at <https://www.sccassessor.org/register> to receive your property tax bill electronically.

ONLINE PAYMENTS	IN-PERSON PAYMENTS / QUESTIONS
 <p>https://payments.sccgov.org/propertytax</p> <p>There is no fee if you pay by electronic check. Credit card convenience fee amounts are detailed on the website.</p> 	<p>Department of Tax and Collections 110 West Tasman Drive San Jose, CA 95134 (408) 808-7900</p> <p>Phone Hours: 9:00 a.m. to 4:00 p.m. (Monday - Friday) Office Hours: 8:00 a.m. to 5:00 p.m. (Monday - Friday)</p> <p>First installment payment must be received in our office by 5:00 p.m. on DECEMBER 10, 2024.</p>

PAYMENTS BY MAIL
<p>Use the envelope provided and return the coupon with your payment and include your Assessor's Parcel Number (APN) on your check or money order. Penalties will apply if taxes are not paid by the delinquency date.</p> <p>Property tax payments must be received or postmarked in a United States Postal Service (USPS) office by the delinquency date of December 10, 2024. However, if the delinquency date falls on Saturday, Sunday, or County holiday, payments must be made the next business day. If payments are received after the delinquency date with no postmark, penalties will be imposed in accordance with State law. Metered postage dates do not qualify as USPS postmarks. If your payment is received after the delinquency date, you must provide proof that payment was postmarked by the USPS on or before the delinquency date.</p> <p>Payments made using a Private Delivery Service should be delivered to the address shown on the front of this coupon. Payment received date is the date shown by the private delivery service on the packing slip or air bill attached to the outside of the envelope or package containing the remittance. For a list of authorized private delivery services, visit our website at www.sccdtac.org/pds.</p> <p>A charge of \$85 will be added for every payment returned unpaid.</p>

Check Details

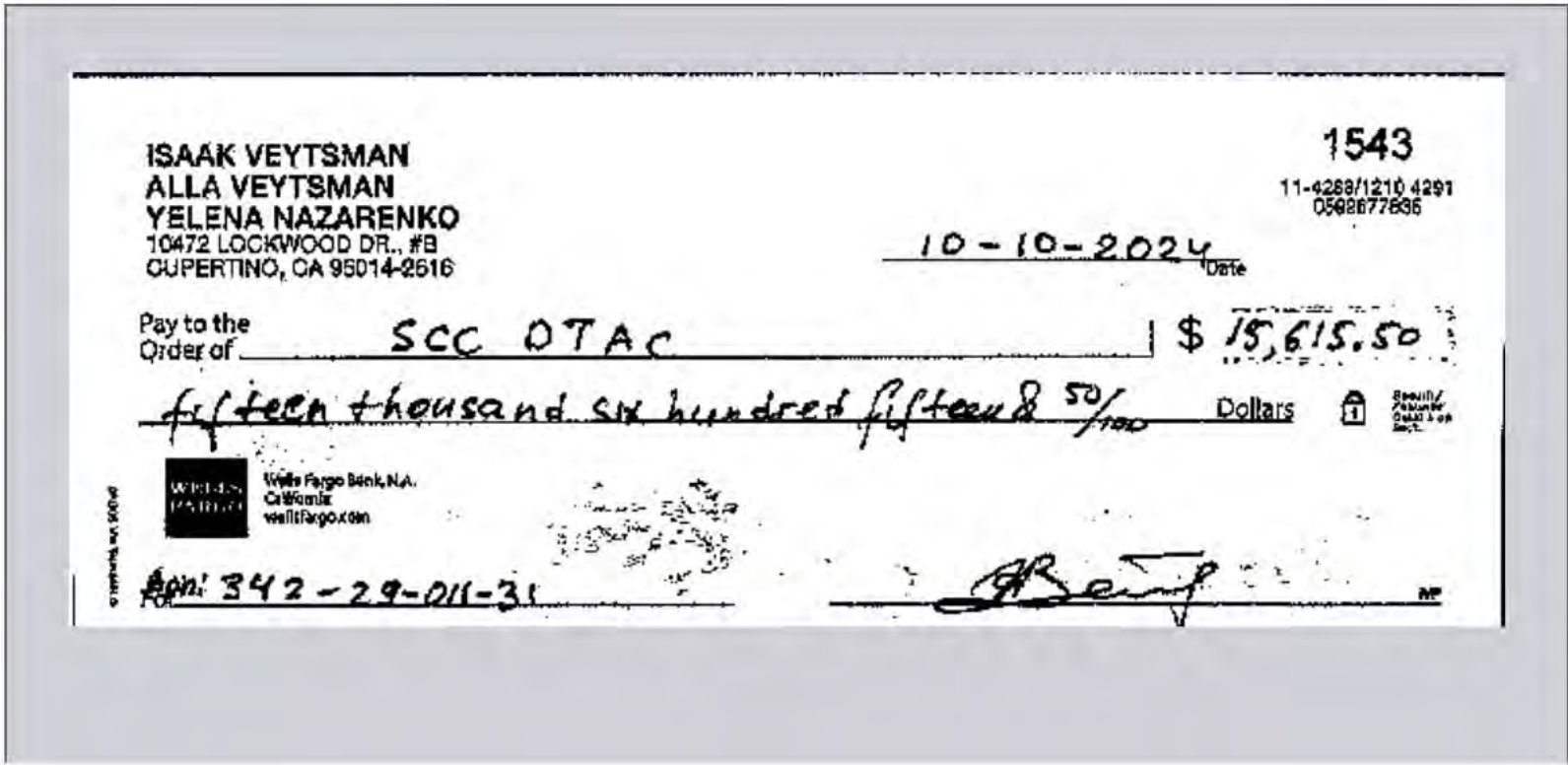
Item 1 of 4 [Show partial image*](#)

 Print

Check Number 1543

Date Posted 10/24/24

Check Amount \$15,615.50



**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 11A

NOVEMBER 2024

11/06: 1st Regular Meeting
 11/12: TAC
 11/13: CASSE
 11/14: TPAC
 11/20: 2nd Regular Meeting
 11/28-29: Holiday-Office Closed

NOVEMBER 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 1st Regular Meeting	7	8	9
10	11 Veteran's Day	12 TAC	13 CASSE	14 TPAC	15	16
17	18	19	20 2nd Regular Meeting	21	22	23
24	25	26	27	28 HOLIDAY	29	30

DECEMBER 2024

12/02: SCCSDA
 12/04: 1st Regular Meeting
 12/09: TAC
 12/11: CASSE
 12/12: TPAC
 12/18: 2nd Regular Meeting
 12/25: Holiday-Office Closed

DECEMBER 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 SCCSDA	3	4 1st Regular Meeting	5	6	7
8	9 TAC	10	11 CASSE	12 TPAC	13	14
15	16	17	18 2nd Regular Meeting	19	20	21
22	23	24	25 HOLIDAY	26	27	28
29	30	31				

JANUARY 2025

01/01: Holiday-Office Closed
 01/01: 1st Regular Meeting
 01/06: TAC
 01/08: CASSE
 01/09: TPAC
 01/15: 2nd Regular Meeting

JANUARY 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 HOLIDAY 1st Regular Meeting	2	3	4
5	6 TAC	7	8 CASSE	9 TPAC	10	11
12	13	14	15 2nd Regular Meeting	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	