

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, JUNE 6, 2018**

A_G_E_N_D_A

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

1. ROLL CALL:

2. MINUTES:

- A. APPROVAL OF THE MINUTES OF MAY 9, 2018
- B. APPROVED MINUTES OF APRIL 18, 2018

3. PERSONAL PRESENTATIONS:

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

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

4. CORRESPONDENCE:

NONE

5. MEETINGS:

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD JUNE 11, 2018
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD JUNE 14, 2018

6. REPORTS:

- A. 2018 CWEA ANNUAL CONFERENCE HELD APRIL 17-20, 2018 IN SACRAMENTO, CA
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD MAY 15, 2018

- C. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD MAY 17, 2018
- D. SPECIAL TPAC MEETING HELD JUNE 4, 2018 REGARDING 2018-2019 PROPOSED OPERATING BUDGET
- E. SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION MEETING HELD JUNE 4, 2018

7. UNFINISHED BUSINESS:

- A. CALENDAR CONFLICT – JULY 4, 2018

8. NEW BUSINESS:

- A. THE FORUM DRAFT INSTALLER'S AGREEMENT
- B. CASA CONFERENCE TO BE HELD AUGUST 8-10, 2018 IN MONTEREY, CA
 - a. CASA Conference Attendees
 - b. CSRMA Risk Management Seminar Attendees

9. STAFF REPORT:

- A. CASA AWARD APPLICATION SUBMITTAL
- B. STATUS OF FY 20180-19 BUDGET

10. CLOSED SESSION:

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

11. ADJOURNMENT:

CUPERTINO SANITARY DISTRICT MEETING/EVENT SCHEDULE

JUNE 2018

- 06/04: SCCSDA Meeting
- 06/06: 1st Regular Meeting-(*Bosworth excused*)
- 06/12: TAC Meeting
- 06/14: TPAC Meeting-(*Kwok to attend*)
- 06/20: 2nd Regular Meeting & Public Hearing

JUNE 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
	SCCSDA		1 st Regular Meeting			
10	11	12	13	14	15	16
	TAC			TPAC		
17	18	19	20	21	22	23
			2 nd Regular Meeting			
24	25	26	27	28	29	30

JULY 2018

- 07/04: 1st Regular Meeting & Holiday (Conflict)
- 07/10: TAC Meeting
- 07/12: TPAC Meeting
- 07/18: 2nd Regular Meeting

JULY 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
			1 st Regular Meeting			
8	9	10	11	12	13	14
		TAC		TPAC		
15	16	17	18	19	20	21
			2 nd Regular Meeting			
22	23	24	25	26	27	28
29	30	31				

AUGUST 2018

- 08/01: 1st Regular Meeting
- 08/08-10: CASA Conference
- 08/07: TAC Meeting
- 08/09: TPAC Meeting
- 08/15: 2nd Regular Meeting

AUGUST 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			1 st Regular Meeting			
5	6	7	8	9	10	11
		TAC		TPAC		
			CASA Conference Monterey			
12	13	14	15	16	17	18
			2 nd Regular Meeting			
19	20	21	22	23	24	25
26	27	28	29	30	31	

SANITARY BOARD MEETING WEDNESDAY, MAY 09, 2018

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

ROLL CALL:

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

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

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

MINUTES & BILLS:

- A. On a motion by Director Saadati, seconded by Director Chen, by a vote of 3-0-0, the Minutes of Wednesday, April 18, 2018 were approved.
- B. By consensus, the Approved Minutes of April 4, 2018 were Noted & to be Filed.
- C. The Board reviewed the financials. Director Chen asked when the 2018-2019 district budget will be discussed. Staff will agendize for next regular meeting. Director Saadati asked about the purchase of vests, inspector licenses, and tax roll collection. The vests are safety/utility vests that are purchased on a regular basis as needed according to equipment wear; the inspector licenses are CWEA certifications; tax roll is collected twice per year. On a motion by Director Saadati, seconded by Director Chen, by a vote of 3-0-0 the payment of Bills for the month of April were approved as written.
- D. The Directors submitted their May 2018 timesheets to Staff.

PERSONAL PRESENTATIONS:

There were none.

CORRESPONDENCE:

- A. The Board reviewed the information related to the Special District Leadership Foundation Transparency Certificate Renewal. The Board instructed Staff to move forward with District of Distinction, Silver accreditation.
- B. California Water Boards – Stakeholder Workshop to be held May 2018 was canceled, to be rescheduled at a later date.
- C. The Board reviewed County of Santa Clara Registrar of Voters – Preparation Letter for the November 6, 2018 Election. Noted & to be Filed.

MEETINGS:

- A. Director Kwok plans to attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held May 17, 2018.
- B. Staff will attend the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held May 14, 2018.

REPORTS:

There were none.

UNFINISHED BUSINESS:

- A. Board discussed Vallco Development.

NEW BUSINESS:

- A. The Board reviewed CASA Award Application and had some comments. Staff will make minor changes and submit the application.
- B. Discussion of July 4, 2018 calendar conflict was deferred to the next regular meeting.

STAFF REPORTS:

- A. Deputy Manager Porter reported on the purchase of a new pump for Prospect Pump Station.
- B. Deputy Manager Porter reported on the monthly maintenance report.

CLOSED SESSION:

Acting President Kwok adjourned the regular meeting session and opened the closed session at 7:38 p.m. in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

Acting President Kwok adjourned the closed session and the regular meeting was called to order at 7:43 p.m.

No reportable action taken at the closed session.

ADJOURNMENT:

On a motion properly made and seconded, at 7:44 p.m. the meeting was adjourned.

Secretary Pro-Tem of the Sanitary Board

Acting President of the Sanitary Board

SANITARY BOARD MEETING WEDNESDAY, APRIL 18, 2018

The Sanitary Board of the Cupertino Sanitary District convened this date at 6:57 p.m. in the Stevens Creek Office Center, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, California.

ROLL CALL:

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

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

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

MINUTES & BILLS:

A. The Board reviewed the Revised Minutes of April 4, 2018.

On a motion by Director Gatto, seconded by Director Kwok, by a vote of 4-0-0, the Revised Minutes of Wednesday, April 4, 2018 were approved.

B. By consensus, the Approved Minutes of March 21, 2018 were Noted & to be Filed.

C. The Board reviewed the financials. Director Saadati pointed out there does not appear to be a clear delineation between critical versus non-critical planned capital improvement cost breakdown in the City of San Jose bills. Director Gatto discussed method of payment to City of San Jose for the capital projects based on advance cash basis per approved budget (current methodology utilized by City of San Jose) vs. payment based on actual and/or encumbered basis and the need to be more proactive about requiring the City to demonstrate that they will spend the money in a timely manner that they receive from the District.

On a motion by Director Gatto, seconded by Director Saadati, by a vote of 4-0-0, the payment of Bills for the month of March were approved as written.

D. The Directors submitted their April 2018 timesheets to Staff.

PERSONAL PRESENTATIONS:

There were none.

CORRESPONDENCE:

A. Board reviewed notice from LAFCO re: Independent Special District Selection Committee Meeting to be held May 10, 2018.

President Bosworth will be out of town and cannot attend. Director Kwok will attend as alternate.

MEETINGS:

There are none.

REPORTS:

- A. District Manager Tanaka reported on the Regular Meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held April 9, 2018.
- B. Director Gatto reported on the Regular Meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held April 12, 2018.

UNFINISHED BUSINESS:

- A. District Manager Tanaka reported on the status of City of Cupertino Re: Vallco Development.

Staff met with the City of Cupertino staff to discuss the Vallco Development. Staff was directed to ensure that the cost to build the required facilities to accommodate Vallco is provided by the developer with a reimbursement agreement, allowing the developer to recoup the upfront costs from future users.

NEW BUSINESS:

- A. The Board reviewed staff's request to purchase a Rigid Lateral CCTV Unit.

On a motion by Director Gatto, seconded by President Bosworth, by a vote of 4-0-0, Board approved the request to purchase a Rigid Lateral CCTV Unit.

STAFF REPORTS:

- A. Deputy District Manager Porter reported on the monthly maintenance report.

CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:45 p.m. in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

President Bosworth adjourned the closed session and the regular meeting was called to order at 7:53 p.m.

No reportable action taken at the closed session.

ADJOURNMENT:

On a motion properly made and seconded, at 7:53 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

San José/Santa Clara Water Pollution Control Plant
Environmental Services Department

TREATMENT PLANT OPERATING FUND
BUDGET SUMMARY

Budget Summary	2016-2017	2017-2018	2018-2019	2018-2019
	Actual Expenses	Adopted Budget	Base Budget	Proposed Budget
Personal Services	51,197,669	57,036,603	58,513,458	58,488,819
Non-personal Expenses	25,386,138	33,247,019	30,695,194	30,695,194
Equipment	1,109,982	926,000	906,000	906,000
Inventory	390,878	400,000	400,000	400,000
Department Expenses	78,084,667	91,609,622	90,514,652	90,490,013
Overhead	8,903,373	9,684,081	13,466,283	13,466,283
City Hall Debt Service	1,184,531	1,175,345	1,057,934	1,057,934
Workers' Compensation	434,344	675,000	607,000	607,000
City Services	901,862	1,053,457	782,744	782,744
City Expenses	11,424,110	12,587,883	15,913,961	15,913,961
TOTAL EXPENSES	\$ 89,508,777	\$ 104,197,505	\$ 106,428,613	\$ 106,403,974

ESTIMATED COST DISTRIBUTION

2018-2019 Estimated Total Gallons Treated (MG)	(1) Percent of Total Sewage Treated	City / District	2018-2019 Proposed
24,891.434	63.437	City of San Jose	\$67,499,489
5,077.619	15.196	City of Santa Clara	\$16,169,148
29,969.053	78.633	Sub-Total	\$83,668,637
3,428.330	9.075	West Valley Sanitation District	\$9,656,161
1,911.097	5.471	Cupertino Sanitary District	\$5,821,361
2,058.490	5.659	City of Milpitas	\$6,021,401
345.079	0.931	Sanitation District # 2 - 3	\$990,621
86.089	0.231	Burbank Sanitary District	\$245,793
7,829.085	21.367	Sub-Total	\$22,735,337
37,798.138	100.0	TOTAL	\$ 106,403,974

(1) Composite of four parameters (flow, BOD, SS, ammonia). Source: 2018-2019 Revenue Program.

ATTACHMENT A
CIP AGENCY ALLOCATIONS - TEN YEAR FORECAST

	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	5-Year Total	10-Year Total
Santa Clara												
WP/CP Projects	15,881,016	47,765,854	49,989,141	11,946,913	20,093,758	9,814,858	19,950,999	7,564,146	6,480,591	3,253,534	145,686,682	192,750,811
Equipment Replacement	0	229,976	229,976	229,976	229,976	229,976	229,976	229,976	229,976	229,976	919,904	2,069,784
SRF Loan Annual Repayment	277,978	0	0	0	0	0	0	0	0	0	277,978	277,978
CWFA Debt Service Payment	0	0	0	0	0	0	0	0	0	0	0	0
Total	16,158,994	47,995,830	50,229,117	12,176,889	20,323,734	10,044,834	20,180,975	7,794,122	6,710,567	3,483,510	146,884,564	195,098,573
West Valley												
WP/CP Projects	6,020,923	20,593,350	18,622,923	5,029,526	7,899,580	3,956,893	8,499,856	3,141,747	2,617,581	1,239,083	58,166,302	77,621,463
Equipment Replacement	0	144,565	144,565	144,565	144,565	144,565	144,565	144,565	144,565	144,565	578,260	1,301,085
SRF Loan Annual Repayment	152,402	0	0	0	0	0	0	0	0	0	152,402	152,402
CWFA Debt Service Payment	0	0	0	0	0	0	0	0	0	0	0	0
Total	6,173,325	20,737,915	18,767,488	5,174,091	8,044,145	4,101,458	8,644,421	3,286,312	2,762,146	1,383,648	58,896,964	79,074,950
Cupertino												
WP/CP Projects	3,879,885	13,582,304	11,770,359	3,313,660	5,042,420	2,575,155	5,613,984	2,051,842	1,719,819	807,982	37,588,629	50,357,411
Equipment Replacement	0	85,262	85,262	85,262	85,262	85,262	85,262	85,262	85,262	85,262	341,048	767,358
SRF Loan Annual Repayment	91,661	0	0	0	0	0	0	0	0	0	91,661	91,661
CWFA Debt Service Payment	0	0	0	0	0	0	0	0	0	0	0	0
Total	3,971,546	13,667,566	11,855,621	3,398,922	5,127,682	2,660,417	5,699,246	2,137,104	1,805,081	893,244	38,021,338	51,216,430
Milpitas												
WP/CP Projects	6,517,453	24,237,970	19,829,820	5,827,936	8,728,384	4,448,983	9,909,445	3,591,327	2,959,899	1,349,355	65,141,563	87,400,572
Equipment Replacement	0	98,882	98,882	98,882	98,882	98,882	98,882	98,882	98,882	98,882	395,528	889,938
SRF Loan Annual Repayment	8,767	0	0	0	0	0	0	0	0	0	8,767	8,767
CWFA Debt Service Payment	42,974	43,001	42,994	0	0	0	0	0	0	0	128,969	128,969
Total	6,569,194	24,379,853	19,971,696	5,926,818	8,827,266	4,547,865	10,008,327	3,690,209	3,058,781	1,448,237	65,674,827	88,428,246
CSD 2/3												
WP/CP Projects	477,662	1,690,864	1,452,632	411,421	625,083	318,894	697,740	254,971	212,714	99,265	4,657,661	6,241,245
Equipment Replacement	0	15,965	15,965	15,965	15,965	15,965	15,965	15,965	15,965	15,965	63,860	143,685
SRF Loan Annual Repayment	19,700	0	0	0	0	0	0	0	0	0	19,700	19,700
CWFA Debt Service Payment	95,946	96,006	95,990	0	0	0	0	0	0	0	287,942	287,942
Total	593,308	1,802,834	1,564,587	427,386	641,048	334,859	713,705	270,936	228,679	115,230	5,029,162	6,692,572
Burbank												
WP/CP Projects	232,376	707,903	662,549	180,294	264,458	142,920	302,696	109,135	100,391	50,958	2,047,581	2,753,681
Equipment Replacement	0	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	18,492	41,607
SRF Loan Annual Repayment	4,672	0	0	0	0	0	0	0	0	0	4,672	4,672
CWFA Debt Service Payment	15,853	15,863	15,860	0	0	0	0	0	0	0	47,576	47,576
Total	252,901	728,389	683,032	184,917	269,081	147,543	307,319	113,758	105,014	55,581	2,118,321	2,847,536
San Jose												
WP/CP Projects	66,296,686	199,406,754	208,718,576	49,874,250	83,881,317	40,973,297	83,286,280	31,576,831	27,053,003	13,582,824	608,177,582	804,649,817
Equipment Replacement	0	1,083,727	1,083,727	1,083,727	1,083,727	1,083,727	1,083,727	1,083,727	1,083,727	1,083,727	4,334,908	9,753,543
SRF Loan Annual Repayment	1,248,819	0	0	0	0	0	0	0	0	0	1,248,819	1,248,819
City Hall Debt Service	125,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	629,000	1,259,000
New Debt Service 2017-18	1,815,000	3,192,000	5,834,000	307,209,000	27,238,000	27,238,000	27,238,000	27,238,000	27,238,000	27,238,000	345,288,000	481,478,000
CWFA Debt Service Payment	5,368,889	5,372,219	5,371,356	0	0	0	0	0	0	0	16,112,464	16,112,464
Total	74,854,394	209,180,699	221,133,689	358,292,977	112,329,044	69,421,024	111,734,007	60,024,558	55,500,730	42,030,551	975,790,773	1,314,501,843

ATTACHMENT A
CIP AGENCY ALLOCATIONS - TEN YEAR FORECAST

	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	5-Year Total	10-Year Total
TOTAL	99,306,000	307,985,000	311,056,000	76,584,000	126,535,000	62,231,000	128,261,000	48,290,000	41,144,000	20,383,000	921,466,000	1,221,775,000
WPCP Projects	0	1,663,000	1,663,000	1,663,000	1,663,000	1,663,000	1,663,000	1,663,000	1,663,000	1,663,000	6,652,000	14,967,000
Equipment Replacement	1,804,000	0	0	0	0	0	0	0	0	0	1,804,000	1,804,000
SRF Loan Annual Reprmt	125,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	126,000	629,000	1,259,000
City Hall Debt Service	1,815,000	3,192,000	5,834,000	307,209,000	27,238,000	27,238,000	27,238,000	27,238,000	27,238,000	27,238,000	345,288,000	481,478,000
New Debt Service 2017-18	5,524,000	5,527,000	5,526,000	0	0	0	0	0	0	0	16,577,000	16,577,000
CWFA Debt Service Repayment	108,574,000	318,493,000	324,205,000	385,582,000	155,562,000	91,258,000	157,288,000	77,317,000	70,171,000	49,410,000	1,292,416,000	1,737,860,000



Memo

Item 8A

To: Board of Directors

From: Richard Tanaka, District Manager-Engineer

Date: June 6, 2018

Re: The Forum at Rancho San Antonio Installer's Agreement

Summary:

The Forum at Rancho San Antonio is the applicant/owner of The Forum at Rancho San Antonio, a retirement community located on 23500 Cristo Rey Drive, Cupertino, CA (APN 342-54-999). The developer will be installing 1,292 LF of sewer mains, 23 laterals, and 10 manholes within The Forum area, which will be privately owned and maintained.

District staff met with the developer to initiate review of the proposed plans and to express the District's concerns/issues that would need to be incorporated as part of the development requirements. A draft Installer's Agreement has been prepared that addresses our concerns/issues. This draft Installer's Agreement has been provided to the Developer with a notation that it is only staff's requirements and conditions and has not been approved by Board.

An internal review by the Board shall be conducted for the conditions of the Installer's Agreement.

Attached with this memo are:

- Draft Installer's Agreement

Recommendation:

Board to provide comments on the draft Installer's Agreement with The Forum.

INSTALLER'S
A_G_R_E_E_M_E_N_T

THIS AGREEMENT, made this _____ day of _____, 2018, between the CUPERTINO SANITARY DISTRICT of Santa Clara County, California, a public corporation duly organized and existing under Part I Division 6 of the Health and Safety Code of the State of California, hereinafter called "District," and The Forum at Rancho San Antonio, owner, hereinafter called "Installer";

W_I_T_N_E_S_S_E_T_H

WHEREAS, Installer is the owner of that certain real property located at 23500 Cristo Rey Drive, Cupertino CA 95014 more specifically known as The Forum at Rancho San Antonio, consisting of total site area of 54.04 acres;

WHEREAS, District is the owner and operator of a sanitary sewer system within The Forum as follows:

- 112 LF 8" PVC Gravity Main from T-677 to T-676
- 124 LF 8" PVC Gravity Main from T-676 to T-675
- 145 LF 8" PVC Gravity Main from T-675 to T-674
- 110 LF 8" PVC Gravity Main from T-674 to T-673
- 105 LF 8" PVC Gravity Main from 9054-101 to 9054-101-A
- 1,971 LF 6" PVC Force Main from Forum 1 Pump Station
- 2,137 LF 6" PVC Force Main from Forum 2 Pump Station
- Forum 1 Pump Station
- Forum 2 Pump Station

WHEREAS, all other sanitary sewer system facilities within the Forum are privately owned and maintained.

WHEREAS, Installer desires to modify, expand and improve The Forum Community and the City of Cupertino has approved the project on April 17, 2018 which consists of:

The Forum at Rancho San Antonio is a continuing care retirement community that currently exists on a 51.5-acre site at 23500 Cristo Rey Drive. The proposed project includes renovations and additions to the existing facilities as follows:

1. Development permit (DP-2017-01) and environmental analysis (EIR) (EA-2017-01) to allow additions and renovations in a Planned Development Zoning District.
2. Architectural and site approval (ASA-2017-03) for renovations and additions to the existing facilities, as well as new buildings resulting in 23 new independent living villas, 10 new beds and 46,026 square feet of renovations and additions to the skilled nursing facility, 10,500 square feet of renovations to the assisted living facility, 26 new beds in a 39,000-square-foot new memory care building, and 27,000 square feet of renovations and additions to the commons facilities (dining, fitness and multi-purpose room) with associated site and landscaping improvements.

WHEREAS, the proposed improvements will generate additional sanitary sewer flow as follows:

Improvements	Additional Flow (GPD)
Skilled Nursing Facility (20,100 SF)	10,251
Assisted Living – Theater (2,100 SF)	1,071
Memory Care Building (36,500 SF)	18,615
Multi-purpose Room (116,850 SF)	18,351
Additional Dwelling Units (25)	4,800
TOTAL	56,088

WHEREAS, Installer also plans to install 1,292 LF of sewer mains, 23 laterals and 10 manholes within The Forum area, which will be owned and maintained privately.

WHEREAS, this project is anticipated to be completed in two phases; the first phase being site preparation and grading and the latter being installation of on-site sanitary sewer system;

NOW, THEREFORE, IT IS AGREED, as follows:

1. CCTV AND SMOKE TESTING:

- i. Installer shall hydro-flush and clean the sewer mains and laterals in the presence of a District Inspector.
- ii. Installer shall perform closed circuit televised video (CCTV) inspection of all mains and laterals in accordance with NASSCO PACP standards.
- iii. Installer shall provide the CCTV report for District's review.
- iv. Installer shall perform smoke testing of all sewer mains and laterals and provide report for District's review.
- v. District will determine rehabilitation requirements to bring existing sewer mains and laterals to acceptable condition to reduce inflow/infiltration.
- vi. Once the cost is known for rehabilitation, this Installer' agreement will be amended.

2. FINAL DESIGN PHASE:

Installer shall submit final plans at the 65% and at the 100% design phases to allow the District to review, provide comments and approve onsite sewer improvements. The design shall conform to the District's standards. Installer shall install, or cause to be installed, the said sanitary improvements in strict accordance with the plans, profiles and

specifications approved by the District. Installer's engineer shall submit final plans for District review and approval. Approval of the plans does not relieve of the Installer if the District, in construction phase, determines that the design needs to be revised or updated as required. Construction may not proceed until the District has approved said sewer improvement plans and other conditions of this Agreement are met.

3. INSPECTION: Installer hereby agrees to provide and assure said District and its employees and any person or persons designated by it the right to inspect said sanitary sewer facilities and the plans, materials and work thereof at any reasonable time or times before, during or after such are installed.
4. CONNECTION FEES: Installer shall pay to District, prior to District approving the onsite sanitary sewer system, the Sewer Connections Fees in the amount of \$168,466.72, which includes lateral connections, usage, frontage and area fees as shown in Exhibit A.
5. DEPOSIT: Installer hereby agrees to deposit, in cash, with District, prior to execution of this agreement by District, a sum of \$15,000.00 to cover the District Administration, Plan Checking, and Inspection Fees. Said deposit is to be used by the District to pay for the District's costs for examination of plans, checking of specifications, inspection and other similar engineering charges, together with all costs of administration, supervision, legal, recording and other incidental expenses in connection therewith.
6. AMENDMENTS: An amendment to this Installer's Agreement will be required once the cost to rehabilitate the onsite sewer system is known. The cost to rehabilitate up to \$250,000 will be credited to reduce in-lieu offsite mitigation fee. If the cost to rehabilitate exceeds \$250,000, District may provide cost sharing up to 50% of the rehabilitation cost in excess of \$250,000. This reimbursement will require an amendment to this Installer's Agreement and the approval by the Cupertino Sanitary District Board of Directors.
7. COMPLIANCE WITH ORDINANCES, RULES, AND REGULATIONS: Installer shall comply with all District ordinances, rules, and regulations, as now or hereafter amended. Installer must also comply with all State, County, City, and other agency regulations, rules and ordinances affecting, in any manner, the construction of sanitary sewer facilities, and shall obtain any and all necessary permits and shall pay all fees and charges relating thereto or required therefore.
8. INDEMNIFICATION: Installer shall defend, indemnify and hold the District, the District Engineer, Mark Thomas, the County of Santa Clara and the City in which the referred to real property is situated, their officers, agents and employees, free and harmless from any liability or claim of liability for costs and expenses incurred, directly, or indirectly, by Installer in the construction of the sanitary sewer facilities which are the subject of this agreement. Installer further agrees to require his contractor to maintain full insurance coverage of not less than standard limits, and to defend, indemnify and hold the District, the District Manager, Mark Thomas, the County of Santa Clara and the City in which the referred to real property is situated, their officers, agents and employees, free and

harmless from any damage or claim of damage for injury to person or property arising from the activities of Installer and his contractor in the performance of this agreement.

9. COSTS OF SUIT. In the event legal action is necessary to enforce or interpret this Agreement, the prevailing party shall be entitled to recover all costs and expenses that may be incurred in connection therewith, including reasonable attorney fees.
10. SCOPE OF AGREEMENT: This writing constitutes the entire agreement between the parties, and no modification or waiver of all or any part thereof shall be valid unless in writing and signed by both parties hereto. Waiver by either party of any breach of this agreement shall not be deemed waiver of any subsequent breach of the same or of any other provision of this agreement. If any part of this agreement is held to be indefinite or uncertain or unenforceable, such determination shall not invalidate any other part of this agreement. This agreement shall bind and inure to the benefit of the heirs, administrators, successors, and assigns of the parties hereto.

IN WITNESS WHEREOF, the undersigned have executed this agreement the day and year first above written.

“DISTRICT”
CUPERTINO SANITARY DISTRICT
Santa Clara County, California

By: _____
President of the Sanitary Board of said District

(SEAL)

ATTEST:

Secretary of said District

“INSTALLER”
The Forum at Rancho San Antonio

By: _____
[], Trustee

EXHIBIT A - FEES

DRAFT



CONNECTION PERMIT FEE

Address: 23500 Cristo Rey Dr

APN: 342-54-999

Date: 9/5/2017

By: Nam Cao

District Fees: Zone 4

Connection Type: 6

Description	Quantity	Unit	Unit Price	Amount
Connection Fee	0	EA	\$65.00	\$0.00
Frontage Fee		LF	\$36.80	\$0.00
Acreage Fee		AC	\$2,040.00	\$0.00
Disconnection Permit	0	EA	\$200.00	\$0.00
Plan Checking/Inspection Deposit	2	EA	\$5,000.00	\$10,000.00
Commercial/Industrial (Change of Use-Area of Work)				
Skilled Nursing Facility (SNF)				
Existing - No demolition of existing	0	GPD		
Proposed Retail (20,100 SF)	10,251	GPD		
Change of Use	10,251	GPD	\$2.94	\$30,137.94
Assisted Living				
Existing - No demolition of existing	0	GPD		
Proposed Theater (2,100 SF)	1,071	GPD		
Change of Use	1,071	GPD	\$2.94	\$3,148.74
Memory Care Building				
Existing - No demolition of existing	0	GPD		
Proposed Office (36,500 SF)	18,615	GPD		
Change of Use	18,615	GPD	\$2.94	\$54,728.10
Commons Building, Multi-purpose Room				
Existing - None		GPD		
Proposed Area (116,850 SF)	18,351	GPD		
Change of Use	18,351	GPD	\$2.94	\$53,951.94
Residential Unit or Dwelling Unit Fees				
Additional Dwelling Unit Fee				
Existing Residential Unit	0	EA		
Proposed Additional Unit	25	EA		
Change of Use	25	EA	\$660.00	\$16,500.00
TOTAL FEE				\$168,466.72

* Above charges do not include Sewer Service Charges of \$34.30/month per house, which is due and payable prior to clearance for City of Saratoga Final Inspection.

* Miscellaneous fees for the Inspector On-Site is due and payable prior to sewer construction. Other fees may apply at time of installers' agreement

* Payment must be made with either exact change or Personal Check . Please make check payable to: "Cupertino Sanitary District"
All fees are non-refundable, unless an installers' agreement is required and executed for the development project.

* New lateral construction will only be issued to Licensed Underground Contractor registered to work in the Cupertino Sanitary District. Instructions for Contractor's registration can be found on our website www.cupertinosanitarydistrict.org under Documents.

If you have any questions or need additional information, please contact Deputy District Manager - Benjamin Porter.

Note: All Conditions/Requirements are to be completed at the (Owner/Developer)'s expense.

Remember to provide Conditions/Requirements

	Acreage	Front Footage	Additional	Additional
Zone 1:	\$1,430.00/AC	\$16.50/front foot	\$510.00	\$2.26/Gal
Zone 2:	\$1,640.00/AC	\$19.80/front foot	\$558.00	\$2.48/Gal
Zone 3:	\$1,840.00/AC	\$19.80/front foot	\$612.00	\$2.72/Gal
Zone 4:	\$2,040.00/AC	\$23.10/front foot	\$660.00	\$2.94/Gal

	Acreage	Front Footage	Additional	Additional
Zone 1:	\$1,430.00	\$25.90	\$510.00	\$2.26
Zone 2:	\$1,640.00	\$31.10	\$558.00	\$2.48
Zone 3:	\$1,840.00	\$31.10	\$612.00	\$2.72
Zone 4:	\$2,040.00	\$36.80	\$660.00	\$2.94

CONNECTION PERMITS

1	Single Family Residential connecting to existing lateral (CCTV & inspection included)	\$350.00 Unit
2	Single Family Residential connecting with new lateral (CCTV & inspection included)	\$650.00 Unit
3	Single Family Residential already connected but new CO required (CCTV & inspection included)	\$250.00 Unit
4	Single Family Residential already connected with existing CO (CCTV & inspection included)	\$150.00 Unit
5	Housing (Multiple, Hotel, Condo, Living Units. Etc.) - UP TO 4 UNITS	\$100.00 Unit
6	Housing (Multiple, Hotel, Condo, Living Units. Etc.) - ABOVE 5 UNITS	\$65.00 Unit
7	Commercial and Retail	\$500.00 Unit



CASA *The New Basics*



63rd ANNUAL CONFERENCE
August 8-10, 2018 Monterey Marriott

WWW.CASAWEB.ORG

Preliminary Program

Wednesday, August 8, 2018

- 8:00 - 5:00 p.m. Registration | San Carlos Foyer
- 8:00 – 12:00 p.m. CSRMA Training Seminar | San Carlos 1-2
- 11:00 – 1:00 p.m. Communications Meeting | Santa Barbara Room
- 11:30 – 1:30 p.m. CASA Board of Directors Meeting | Ferrantes Bayview, top floor
- 12:00 – 1:30 p.m. Associates Committee Meeting | TBD
- 12:00 – 1:30 p.m. **Lunch on your own**
- 2:00 – 4:00 p.m. Concurrent Sessions
- Track 1 – Regulatory Work Group Air/Land/Water Meetings? | San Carlos 1-2
- Track 2 – Global Water Challenges Opportunities | San Carlos 3-4
- Water Around the World – Ed McCormick
 - National Water Project/issues
 - CA water issue/project
- TOUR: Carmel Area Wastewater District
- 4:15 - 5:15 p.m. CSRMA Executive Board Meeting | Santa Monica Room
- 4:15 – 5:15 p.m. Federal Legislative Committee Meeting | San Carlos 1-2
- 5:30 – 6:30 p.m. Ocean View Reception | Ferrantes Ballroom, top floor

Thursday, August 9, 2018

- 7:30 – 4:30 p.m. Registration
- 7:30 - 9:00 a.m. CSRMA Board of Directors Breakfast Meeting
- 7:45 – 9:00 a.m. Utility Leadership Committee

Thursday, August 9th continued

- 9:00 – 11:30 a.m. *Morning Sessions & Business Session*
- Keynote: Chad Pregracke, Founder and President, Living Lands and Waters*
 “From the Bottom Up”
- USEPA Assistant Administrator David Ross (invited)*
- Speeding up Innovation in the Wastewater Sector, Andrew Benedek, Aenergia*
- Annual Business Meeting*
- *Dues Resolution*
 - *Introduction of the Board of Directors Slate*
 - *Fiscal Year 2019 Budget*
- 12:00 – 1:30 p.m. *Luncheon at the Convention Center*
- Congressman Jimmy Panetta (invited)*
- 2:00 – 4:30 p.m. *Afternoon Sessions*
- Cybersecurity – Tips, Breaches, Risks and Awareness: Christine Riccardi,*
 Office of Infrastructure Protection, U.S. Department of Homeland Security
- Social Media Trends and Best Practices*
- City of Ventura Potable Reuse Project—Kevin Brown, General Manager*
- 2018 Award of Excellence Winners*
- 2018 Education Foundation Scholarship Recipients Announcement*
- 4:15 – 5:30 p.m. *Bay Area Biosolids Coalition Meeting*
- 5:30 – 6:30 p.m. *Conference Reception | Ferrantes Ballroom, top floor*

Friday August 10, 2018

- 8:00 – 11:00 a.m. *Registration*
- 8:00 – 9:30 a.m. *Breakfast*
- 8:00 – 9:00 a.m. *State Legislative Committee Meeting*
- 9:00 – 11:00 a.m. *Closing Session*
- State and Federal Legislative Reports*
- How will the 2018 Mid-Term Elections Change the Landscape? TBD*
- Introduction of the New CASA Board of Directors*
- Passing of the Gavel and Closing Remarks*
- 11:00 – 3:00 p.m. *Attorneys Committee Meeting | Ferrantes Ballroom, top floor*

8 AUGUST 2018
 WEDNESDAY AT CASA
 MONTEREY MARRIOTT



CSRMA
 RISK MANAGEMENT SEMINAR

TIME	TOPIC
7am-8am	CATERED BREAKFAST
8-950am	<p>NEW Directions in Crisis Management and Managing Media Relations</p> <p>A sequence of sudden, unplanned and unexpected events leading to instability in the organization and major unrest amongst the individuals is called as crisis. Leaders and managers play an extremely important role during crisis. One should lead from the front. Show confidence and steadiness. Take complete charge of the situation. This seminar will discuss those leadership traits for dealing in a stressful situation.</p> <p>A Crisis can be considered "an emotionally charged significant event or radical change", "an unstable or crucial time of affairs in, which a decisive change is impending", "a situation with the distinct possibility of a highly desirable outcome", and "a situation that has reached a critical phase". Leaders must be engaged before, during and after a crisis, Leaders must be familiar with ICS, Crisis leaders must be skilled in communication, clarifying vision and values, and demonstrate caring always—not just during a crisis, Leaders need to take time to hone their skills and reflect on their effectiveness.</p> <p>A successful crisis management and media response plan incorporates organizational programs such as emergency response, event recovery, risk management, communications and business continuity, among others. In addition, crisis management and media response are about developing an organization's capability to react flexibly and thus be able to make the prompt and necessary decisions when a crisis happens.</p> <p>Topics of discussion:</p> <ul style="list-style-type: none"> • Update on notable crisis incidents in California including risk management impacts • Tips for handling media relations in the face of a crisis incident • Getting your department and agency ready before, during and after a crisis • Understand the new media environment • Work with your peers on recent case studies <p style="text-align: right;">-Bob May</p> <p><i>Bob has conducted several regional trainings for CSAC-EIA in Active Shooter, Workplace Violence, Crisis Management and Incident Management. He conducted training on organizational team building and organizational behavior and provided guidance in litigation employment matters including reviewing internal investigation reports. Bob holds a Certificate in Professional in Fraud Identification and Workers' Compensation Claims Administration. He holds a Juris Doctor in law.</i></p>
10-12pm	<p>Failing to Plan is a Plan for Failure</p> <p><i>If not now, then when?</i> Emergency incidents, whether natural, man-made or technological happen without warning and can have devastating impacts to life, injuries, finances and operations.</p> <p>Chief operating officers, engineers, public administrators, and managers responsible for Water and Waste Management need to meet the public health and service delivery levels during all emergencies. If your infrastructure goes down it's not an inconvenience, it's a Public Health Emergency! No excuses.</p> <p>This workshop will aid in your business continuity planning, or to tweak your current plan. Learn how to identify risks, hazards and vulnerabilities that will impact your business operations. Obtain key knowledge on responding to incidents, communicating, and planning your resource needs.</p> <p style="text-align: right;">-David Kondrup</p> <p><i>David Kondrup was a 3 Star Chief with a 1,260-person law enforcement agency serving a suburban community of 1.3 million residents adjacent to New York City where he also served as the Director of Human Resources and as the NIMS and Incident Command Liaison to the County's Office of Emergency Management. He is a twenty-year veteran of the New York City Police Department where he supervised and commanded personnel in a variety of mission critical assignments, and developed and executed technology, continuity and contingency plans.</i></p> <p><i>Board certified in Security Management, CPP (Certified Protection Professional) by ASIS International. Master of</i></p>

Science Degree from Long Island University, a Bachelor of Science degree from the New York Institute of Technology, and he is a 1981 graduate of the NYPD Police Academy. Kondrup is also certified by DRii to teach Business Continuity Course BCLE1500, certified by DHS to teach NIMS & Incident Command (ICS) courses, and he holds a Senior Professional in Human Resources certification (SPHR) from the Human Resources Certification Institute.

QUESTIONS? Please Contact David Patzer, CSRMA Risk Control Advisor at dpatzer@dkfsolutions.com or at 707.373.9709

WHEN: Wednesday, 8/8/18 (registration and catered breakfast begins at 7:00am. Breakfast ends promptly at 8:00am)

WHERE: Monterey Marriott

COST: The seminar is free to all CSRMA members. There will be a nominal fee of \$50 for all non-CSRMA members (Exact change or check only, payable to CSRMA either in advance or at the door).

PLEASE NOTE:

It is important we have an accurate headcount prior to the date of the seminar to ensure that lunch is available for those attending the seminar. Please take a moment to pre-register if you plan to attend.

CLICK HERE TO REGISTER: <http://www.riskcontrolonline.com/Main/ViewSeminars.cfm>

QUESTIONS? Please Contact David Patzer, CSRMA Risk Control Advisor at dpatzer@dkfsolutions.com or at 707.373.9709