

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
LONG RANGE PLANNING WORKSHOP
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA
SATURDAY, MARCH 4, 2023, 9:00AM
www.stegesan.org • staff@stegesan.org

***** AGENDA *****

Items on the agenda may be taken out of order.

Public comment is limited to three (3) minutes for each individual speaker.

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at www.stegesan.org. Those disabled persons requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at 510/524-4668.

Members of the public can observe the live stream of the meeting by accessing <https://zoom.us/j/84090509848> or by calling (669) 900-9128 and entering the Meeting ID# 840 9050 9848 followed by the pound (#) key.

Public comment can be sent remotely by delivering to 7500 Schmidt Lane, El Cerrito, CA 94530 or via email to comments@stegesan.org with "Public Comment" in the subject line. To provide written comment on an item on the agenda or to address the Board during Public Comment, please note the agenda item number that you want to address or whether you intend for the comment to be included in Public Comment. Comments timely received 15 minutes before the starting time of the meeting will either be provided as written comment or be read into the record, with a maximum allowance of 3 minutes per individual comment read into the record, subject to the Board President's discretion. Copies of all timely received written comments will be provided to the Board and will be added to the official record.

Pursuant to AB 2449, Board Members may be attending this meeting via remote conferencing. In the event that any Board Member elects to attend remotely, all votes conducted during the remote conferencing session will be conducted by roll call vote.

I. Call To Order

II. Roll Call

Agenda Items: Directors and Officers of the Board will consider and announce if they have any conflicts of interest posted by items on the meeting agenda.

III. Public Comment

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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(Members of the public are invited to address the Board concerning topics that are **not** on the agenda)

Info/Motion **IV. Long Range Planning Workshop**

(The Board will discuss the following items as listed below at the approximate times.)

• San Pablo Avenue Specific Plan Area	9:00 AM
REVIEW AGENDA AND LAST ACTION PLAN	10:00
• Past 5 Years Expenditures Review	10:15
BREAK	10:45
• USEPA Consent Decree Progress and Planning	11:00
• Wet Weather Planning	11:45
LUNCH	12:15 PM
• Structure of Future Board Meetings	12:45
• Strategic Plan	1:30
BREAK	2:00
• Diversity, Equity, and Inclusion (DEI)	2:15
• Self-Assessment of Governance	2:45
WRAP-UP, REVIEW, ACTION ITEMS	3:15

V. Adjournment

(The next regular meeting of the Stege Sanitary District Board of Directors will be held on Thursday, March 16, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California)

9:00 – 10:00 A.M.

**SAN PABLO AVENUE
SPECIFIC PLAN AREA
PROGRESS AND PLANNING**

The Board will review and discuss the progress and planning of the San Pablo Ave. Specific Plan Area.



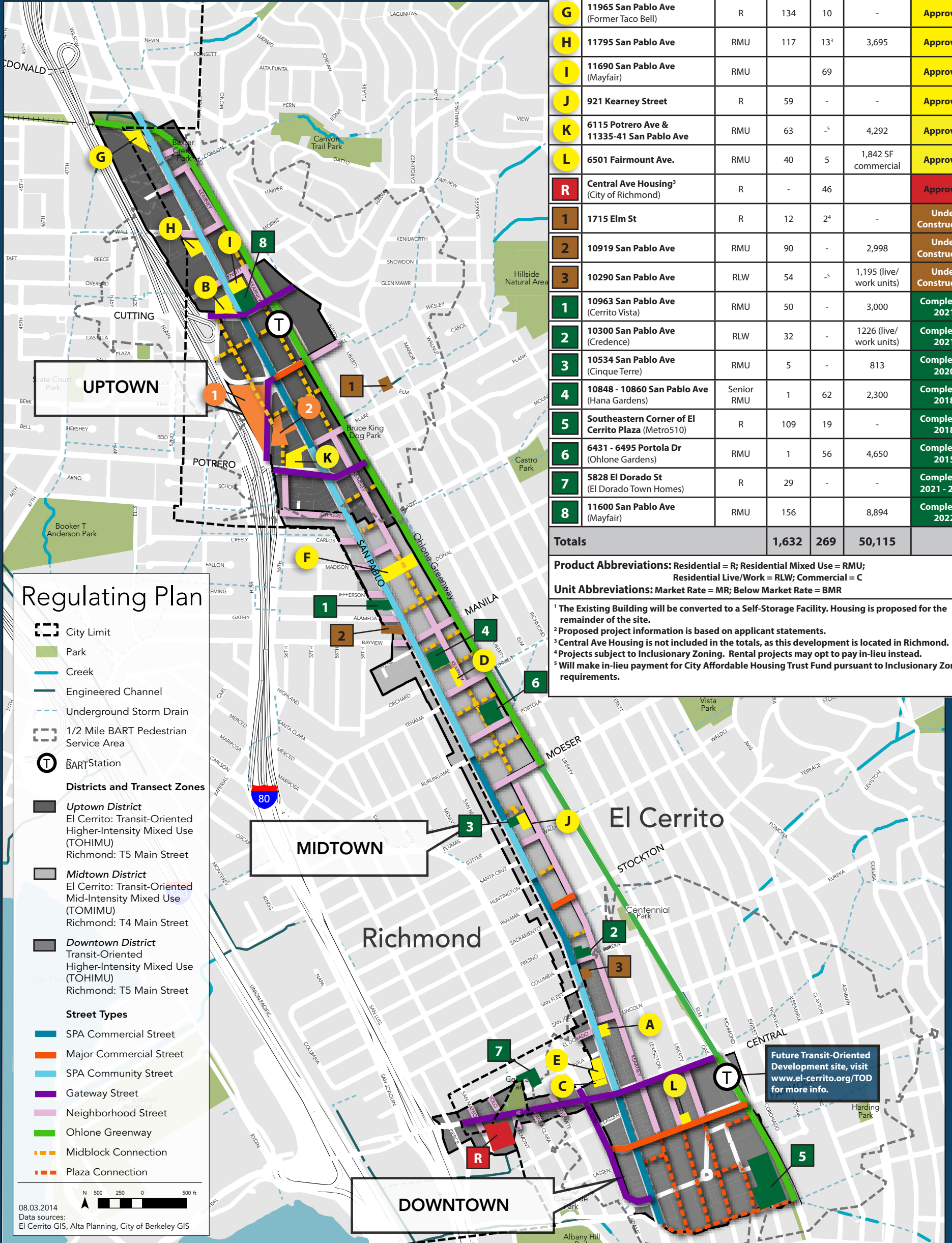
El Cerrito San Pablo Avenue Corridor, Major Projects:

Proposed, Approved, Under Construction, and Completed (as of 07/01/2022)

Key	Project	Product	Units		Commercial Space (SF)	Status
			MR	BMR		
1	1755 Eastshore Blvd (Former OSH)	RMU	279	31	- ¹	Proposed ²
2	1612 & 1718 Eastshore Blvd (TRU by Hilton)	RMU & Hotel (84 rooms)	18	2 ⁴	4,839 office; 1,005 retail	Proposed
A	10192 San Pablo Ave	R	26	-	-	Approved
B	11645 San Pablo Ave (Hampton Inn)	Hotel (124 Rms)	-	-	3,431	Approved
C	10167 San Pablo Ave (McNevin South)	R	62	-	-	Approved
D	10810 San Pablo Ave (Village at Town Center)	R	40	-	-	Approved
E	10135 San Pablo Ave (McNevin North)	RMU	72	-	4,435	Approved
F	11060 San Pablo Ave	RMU	183	-	1,500	Approved
G	11965 San Pablo Ave (Former Taco Bell)	R	134	10	-	Approved
H	11795 San Pablo Ave	RMU	117	13 ³	3,695	Approved
I	11690 San Pablo Ave (Mayfair)	RMU	-	69	-	Approved
J	921 Kearney Street	R	59	-	-	Approved
K	6115 Potrero Ave & 11335-41 San Pablo Ave	RMU	63	- ⁵	4,292	Approved
L	6501 Fairmount Ave.	RMU	40	5	1,842 SF commercial	Approved
R	Central Ave Housing ³ (City of Richmond)	R	-	46	-	Approved
1	1715 Elm St	R	12	2 ⁴	-	Under Construction
2	10919 San Pablo Ave	RMU	90	-	2,998	Under Construction
3	10290 San Pablo Ave	RLW	54	- ⁵	1,195 (live/work units)	Under Construction
1	10963 San Pablo Ave (Cerrito Vista)	RMU	50	-	3,000	Completed; 2021
2	10300 San Pablo Ave (Credence)	RLW	32	-	1,226 (live/work units)	Completed; 2021
3	10534 San Pablo Ave (Cinque Terre)	RMU	5	-	813	Completed; 2020
4	10848 - 10860 San Pablo Ave (Hana Gardens)	Senior RMU	1	62	2,300	Completed; 2018
5	Southeastern Corner of El Cerrito Plaza (Metro510)	R	109	19	-	Completed; 2018
6	6431 - 6495 Portola Dr (Ohlone Gardens)	RMU	1	56	4,650	Completed; 2015
7	5828 El Dorado St (El Dorado Town Homes)	R	29	-	-	Completed; 2021 - 2022
8	11600 San Pablo Ave (Mayfair)	RMU	156	-	8,894	Completed; 2022
Totals			1,632	269	50,115	

Product Abbreviations: Residential = R; Residential Mixed Use = RMU; Residential Live/Work = RLW; Commercial = C
Unit Abbreviations: Market Rate = MR; Below Market Rate = BMR

¹ The Existing Building will be converted to a Self-Storage Facility. Housing is proposed for the remainder of the site.
² Proposed project information is based on applicant statements.
³ Central Ave Housing is not included in the totals, as this development is located in Richmond.
⁴ Projects subject to Inclusionary Zoning. Rental projects may opt to pay in-lieu instead.
⁵ Will make in-lieu payment for City Affordable Housing Trust Fund pursuant to Inclusionary Zoning requirements.



Regulating Plan

- City Limit
 - Park
 - Creek
 - Engineered Channel
 - Underground Storm Drain
 - 1/2 Mile BART Pedestrian Service Area
 - BART Station
- Districts and Transect Zones**
- Uptown District**
El Cerrito: Transit-Oriented Higher-Intensity Mixed Use (TOHIMU)
Richmond: T5 Main Street
 - Midtown District**
El Cerrito: Transit-Oriented Mid-Intensity Mixed Use (TOMIMU)
Richmond: T4 Main Street
 - Downtown District**
El Cerrito: Transit-Oriented Higher-Intensity Mixed Use (TOHIMU)
Richmond: T5 Main Street
- Street Types**
- SPA Commercial Street
 - Major Commercial Street
 - SPA Community Street
 - Gateway Street
 - Neighborhood Street
 - Ohlone Greenway
 - Midblock Connection
 - Plaza Connection

08.03.2014
 Data sources:
 El Cerrito GIS, Alta Planning, City of Berkeley GIS

Future Transit-Oriented Development site, visit www.el-cerrito.org/TOD for more info.

For more information on these development projects, visit www.el-cerrito.org/CommDev/MajorProjects or contact the Community Development Department at (510) 215-4362. For a copy of the San Pablo Avenue Specific Plan/Complete Streets Plan, visit www.el-cerrito.org/SPASP.

DISTRICT ORDINANCE CODE

CHAPTER 7 - FEES, RATES AND CHARGES AND OTHER FINANCIAL MATTERS

7.3.5.2 **San Pablo Specific Plan Area Schedule.** In September 2017, a special study was completed to help plan for future developments in the San Pablo Specific Plan Area (SPSPA) in the City of El Cerrito. (“Sewer Capacity Charge for the San Pablo Avenue Specific Plan Area,” September 12, 2017, Urban Economics) and an additional updated connection fee study was conducted in April 2019 (“Connection Charge and SPSPA Impact Fee Study.”) Without pipe upsizing, the anticipated development in the SPSPA would surcharge existing facilities. An additional capacity charge will fund sewer capacity improvements needed to serve projected growth within the SPSPA. For new connections and increased discharges in the SPSPA, both residential and nonresidential developments will pay the sewer connection/capacity charge as shown in the table below. For SPSPA developments, these charges must be paid in addition to the rates listed above in section 7.3.5.1:

Sewer Connection/Capacity Charge – San Pablo Avenue Specific Plan Area

Land Use	Cost per Equivalent Fixture Unit
Residential	\$271.19
Non-Residential	\$271.19

7.3.5.2.1 If a proposed development in the SPSPA will result in an exceedance of the growth scenario for its specific block and development type as summarized in Appendix C of the BKF technical memorandum dated July 28, 2017, or any subsequent studies or memorandums, and may create, in the sole determination of the District, demand that will exceed the sewer capacity of the planned improvements, then the District may require a sewer capacity study that will confirm whether or not additional changes must be made to the sewer system. For developments that will not result in exceeding the growth scenario, the District will not require a special study. If a study is required, such study must be conducted in accordance with District criteria. Upon District approval and agreement with the study, the District may in its sole discretion, either (a) pay a pro rata share of the costs of any required improvements; or (b) enter into a reimbursement agreement with the owner(s) in which the owner(s) pay all or a portion of the entire cost of the required improvements, the actual cost to be determined by the District, and the District agrees to collect fees from those subsequently connecting to the oversized facility and to reimburse such payments to the owner(s) for a period not to exceed ten (10) years.

7.3.5.2.2 This section 7.3.5.2 will sunset without further action of the Board when all of the sewer system improvements identified in the September 12, 2017, Urban Economics study have been completed, and either the District has collected enough funds to cover the costs of the improvements, or the improvements have otherwise been paid for.

STEGE SANITARY DISTRICT

Last Revised: 2/27/2022

BOARD OF DIRECTORS SAN PABLO AVENUE SPECIFIC PLAN STATUS REPORT

PAID PROPERTIES

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.
4/24/2018	Temporary Senior Center (City El Cerrito)	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.
7/17/2018	Wang Brothers Investments, LLC (Kevin)	10963	SAN PABLO AVE.	\$ 129,644.55	51
8/20/2018	El Cerrito Apt (The Little Hill LLC.)	10300	SAN PABLO AVE.	\$ 142,717.95	32
1/22/2019	Li's America Investments LLC	10281	SAN PABLO AVE.	\$ 1,089.45	Comm.
2/6/2019	CINQUE TERRE (KEN & RONG MOU)	10530	SAN PABLO AVE.	\$ 18,738.54	5
3/22/2019	KOYOTO RAMEN & CURRY HOUSE	3050	EL CERRITO PLAZA	\$ 7,489.17	
12/18/2019	JAIMIE HITESHEW (MAYFAIR)	11600	SAN PABLO AVE.	\$ 644,503.60	156
11/20/2020	PETCO - EL CERRITO (MICHELLE SLAYDEN)	420	EL CERRITO PLAZA	\$ 2,902.08	Comm.
3/11/2021	FOOT LOCKER (RORY CROWLEY)	430	EL CERRITO PLAZA	\$ 2,055.64	Comm.
10/12/2021	SUPER SLICE PIZZA	10180	SAN PABLO AVE.	\$ 774.80	Comm.
3/1/2022	CLAIRE SULLIVAN (BANTER WINES)	10368	SAN PABLO AVE.	\$ 1,627.14	Comm.
4/19/2022	PRE-SCHOOL	729	KEARNEY ST.	\$ 14,644.26	Comm.
8/9/2022	CERRITO VISTA	10963	SAN PABLO AVE.	\$ 16,301.40	4

\$ 1,020,736.28

SPASPA CONSTRUCTION SPENT \$ 842,889.00

BUDGET REMAINING \$ 177,847.28

PLAN CHECK PROPERTIES (WAITING PAYMENT)

Date	Property Owner	#	Street	Balance Due	Units
2/24/2023	THE VILLAGE AT TOWN CENTER	6530	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	THE VILLAGE AT TOWN CENTER	6530	SCHMIDT LN.	\$ 4,067.85	1
2/24/2023	THE VILLAGE AT TOWN CENTER	6420	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	THE VILLAGE AT TOWN CENTER	6415	SCHMIDT LN.	\$ 28,474.95	7
2/24/2023	THE VILLAGE AT TOWN CENTER	10810	SAN PABLO AVE.	\$ 16,271.40	4
5/30/2022	PLAYLAND 2 (ABBY WHITMAN)	10919	SAN PABLO AVE.	\$ 360,140.32	90
1/27/2022	THE VILLAGE AT TOWN CENTER	10810	SAN PABLO AVE.	\$ 16,271.40	4
12/7/2017	Angelo Obertello (Near El Cerrito Chamber of Commerce)	10290	SAN PABLO AVE.	\$ 56,651.40	14
	Charlie Oewell	921	Kearney St.	no plans yet	78
	Charlie Oewell (Near Burger King)	10167	San Pablo Ave.	no plans yet	83
	Charlie Oewell (Near Home Depot)	11950	San Pablo Ave.	no plans yet	146
				\$ 498,148.72	

SAN PABLO AVENUE SPECIFIC PLAN REVIEW PROCEDURE

1. City of El Cerrito Community Development Department Planning Division sends preliminary plans to Stege, for Request for Comment.
2. Stege reviews preliminary plans, determines if the project is located within the SPASP area.
3. The SPASP study allocates a set number of units/commercial space per parcel. Stege determine if the parcel has enough "allocation" for the proposed project.
Stege keeps a running total of proposed projects and "encumbers/reserves" units for a parcel. Pre-encumbering prevents two competing projects from "double counting" on allocations.
4. Developer submits plans to Stege for Plan Check. Stege reviews plans and provides fee estimate. Separate fee estimates are provided for Standard connection (based on units connected or fixture), and SPASP Fee (based on fixture units).
5. Stege stamps plans only upon payment of all fees.

10:00 – 10:15 A.M.

**REVIEW AGENDA AND
LAST ACTION PLAN**

Stege Sanitary District
 Long Range Planning Workshop Agenda
 Saturday, March 4, 2023 @9:00am

TIME	TOPIC
9:00 AM	San Pablo Ave. Specific Plan Area (SPASPA) Progress and Planning [1.0 hr.] The Board will review and discuss the progress and planning of the San Pablo Ave. Specific Plan Area.
9:15 AM	
9:30 AM	
9:45 AM	
10:00 AM	<i>Review of Agenda & Last Action Plan</i>
10:15 AM	Past 5 Years Expenditures Review [0.5 hr.] The Board will review and discuss trends from the past 5 years.
10:30 AM	
10:45 AM	<i>Break</i>
11:00 AM	USEPA Consent Decree Progress and Planning [0.75 hr.] The Board will review and discuss the progress and planning of the USEPA Consent Decree.
11:15 AM	
11:30 AM	
11:45 AM	Wet Weather Planning [0.5 hr.] The Board will review and discuss strategies for dealing with wet weather.
12:00 PM	
12:15 PM	<i>Lunch</i>
12:30 PM	
12:45 PM	Structure of Future Board Meetings [0.75 hr.] The Board will consider the possible use of committee meetings, consent agendas, and brainstorm other ideas to speed up meetings.
1:00 PM	
1:15 PM	
1:30 PM	Strategic Plan [0.5 hr.] The Board will review and discuss the plan.
1:45 PM	
2:00 PM	<i>Break</i>
2:15 PM	Diversity, Equity, and Inclusion (DEI) [0.5 hr.] The Board will review and discuss DEI strategies.
2:30 PM	
2:45 PM	Individual Self Assessment of Governance Review & Discussion [0.5 hr.]
3:00 PM	
3:15 PM	<i>Wrap Up, Review, Action Items</i>

STEGE SANITARY DISTRICT

ACTION PLAN FOR 2022

The following is the status of the items discussed at the March 5, 2022 Long-Range Planning (LRP) Workshop:

1. USEPA Consent Decree Progress and Planning

The Board reviewed and discussed the District's most recent Consent Decree Annual Report submittal and EBMUD's updated Flow Model Calibration, Wet Weather Facilities (WWF) Output Ratios, and Output Test Results. The Board asked staff to have District Counsel report on the appropriateness of a Director to participate in the District's Private Sewer Lateral (PSL) Loan Program. The Board also asked staff to consider using a posting on Nextdoor, a press release for local newspapers, and local realtors to help promote the PSL Loan Program.

Action Item: Have District Counsel report on the appropriateness of a Director to participate in the District's Private Sewer Lateral (PSL) Loan Program. Consider using a posting on Nextdoor, a press release for local newspapers, and local realtors to help promote the PSL Loan Program.

STATUS: COMPLETE

At the March 17, 2022 Board Meeting, District Counsel Kokotaylo reported that the Board could have Counsel draft a request for a formal advice letter from the Fair Political Practices Commission (FPPC) regarding the use of the District's PSL Loan Program by a Board Member. By following the guidance provided by a formal FPPC advice letter, a requesting Board Member would have immunity from any enforcement action by the FPPC.

A press release about the PSL Loan Program was released on January 3, 2022 and a posting on Nextdoor was made on June 14, 2022 and August 29, 2022. Due to concerns of the use of the loan program by new homeowners that have already triggered EBMUD's regional PSL replacement ordinance requirement, local realtors were not contacted to help promote the program. Instead, all plumbing contractors on the District's registered plumbing contractors list were informed by direct mail and when obtaining permits.

2. San Pablo Avenue Specific Plan Progress Report

City of El Cerrito Community Development Director, Melanie Mintz, gave a presentation to the Board and answered questions on current and expected development along the San Pablo Avenue corridor. The Board asked staff to assess the upcoming changes to the San Pablo

Avenue Specific Plan Area (SPASPA) and propose appropriate amendments to the impact fee, as needed, and also incorporate the actual construction costs incurred during the first phase of the sewer upgrade work. The Board also agreed that any appeal for SPASPA impact fee deferral until issuance of a Certificate of Occupancy will be considered by the Board on a case-by-case basis.

Action Item: Assess the upcoming changes to the San Pablo Avenue Specific Plan Area (SPASPA) and propose appropriate amendments to the impact fee, as needed, and also incorporate the actual construction costs incurred during the first phase of the sewer upgrade work. Appeals for SPASPA impact fee deferral until issuance of a Certificate of Occupancy will be considered by the Board on a case-by-case basis.

STATUS: ON-GOING

Continuing to participate in collaborative dialogues with City of El Cerrito Community Development Director, Melanie Mintz, Public Works Director/City Engineer, Yvette Ortiz, and Planning Manager, Sean Moss, to work through future sewer capacity plans along the corridor outlined in the City of El Cerrito’s San Pablo Avenue Specific Plan. Continuing to have discussions to anticipate development in the area and prudently plan for capacity upgrades. Continuing to provide updates to the Board on a quarterly basis. The SPASPA Impact Fee study is scheduled for an update later this year that would incorporate actual construction costs and should be ready for the Board’s consideration by January 2024.

3. Strategic Plan

The Board reviewed and discussed the strategic plan. The Board asked staff to make minor amendments to the plan and bring back an item at a future Board meeting on the funding of the District’s Administration Building replacement.

Action Item: Make the suggested amendments to the plan and bring back an item at a future Board meeting on the funding of the District’s Administration Building replacement.

STATUS: COMPLETE

At the April 7, 2022 Board Meeting, the Manager reported on the Board choosing Administrative Building Reserve Option “C” which would cash fund building retrofits every 5 years.

4. Procurement Policy and Uniform Cost Accounting Act

The Board reviewed and discussed the new updated policy as presented by District Counsel, Kristopher Kokotaylo, which incorporates the Uniform Cost Accounting Act. The Board asked staff to prepare both the Uniform Construction Cost Accounting Ordinance and the

Procurement Policy Resolution for consideration at a future Board meeting. The Board also asked staff to consider a newsletter article on the District's preference for locally owned businesses and to report at a future Board meeting on the District's current policy for disposal of property.

Action Item: Prepare both the Uniform Construction Cost Accounting Ordinance and the Procurement Policy Resolution for consideration at a future Board meeting. Consider a newsletter article on the District's preference for locally owned businesses and to report at a future Board meeting on the District's current policy for disposal of property.

STATUS: COMPLETE

At the April 21, 2022 Board Meeting, the Manager reported on the District's current policy for disposal of property and the Board approved both the Uniform Construction Cost Accounting Ordinance and the Procurement Policy Resolution. The Winter 2022 edition of the District's Endeavor Newsletter included an article on locally owned businesses.

5. Self-Assessment of Governance

Each Board Member completed an individual board member self-evaluation questionnaire and discussed their conclusions. The Board asked staff to bring back an item at a future Board meeting to discuss the top Board objectives from the Strategic Plan.

Action Item: Bring back an item at a future Board meeting to discuss the top Board objectives from the Strategic Plan.

STATUS: COMPLETE

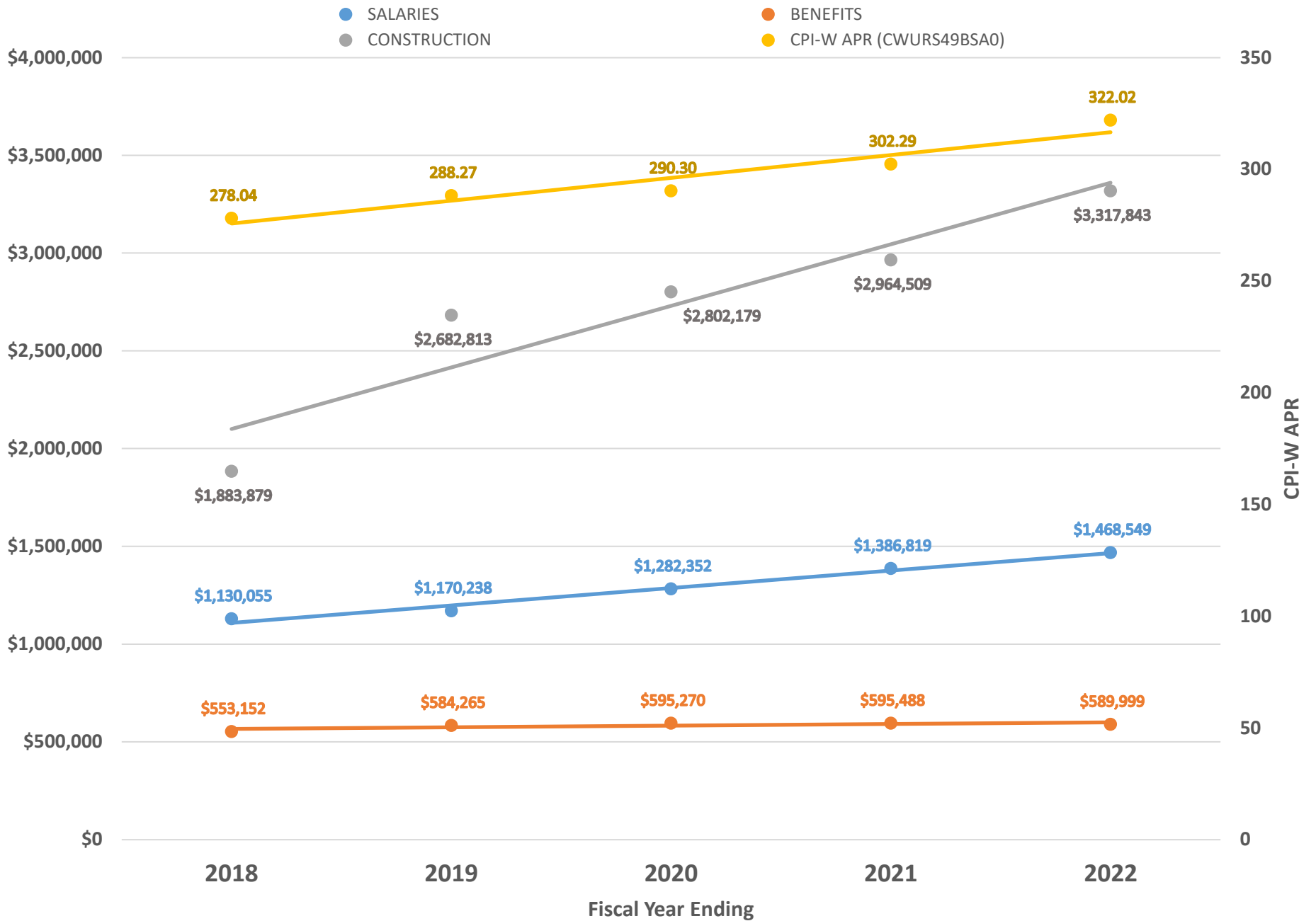
At the April 7, 2022 Board Meeting, the Board discussed the objectives from the Strategic Plan including the Board's willingness to increase funding to gather more flow monitoring data to help assess future I/I reduction strategies and also achieving the platinum level of the District of Distinction accreditation.

10:15 – 10:45 A.M.

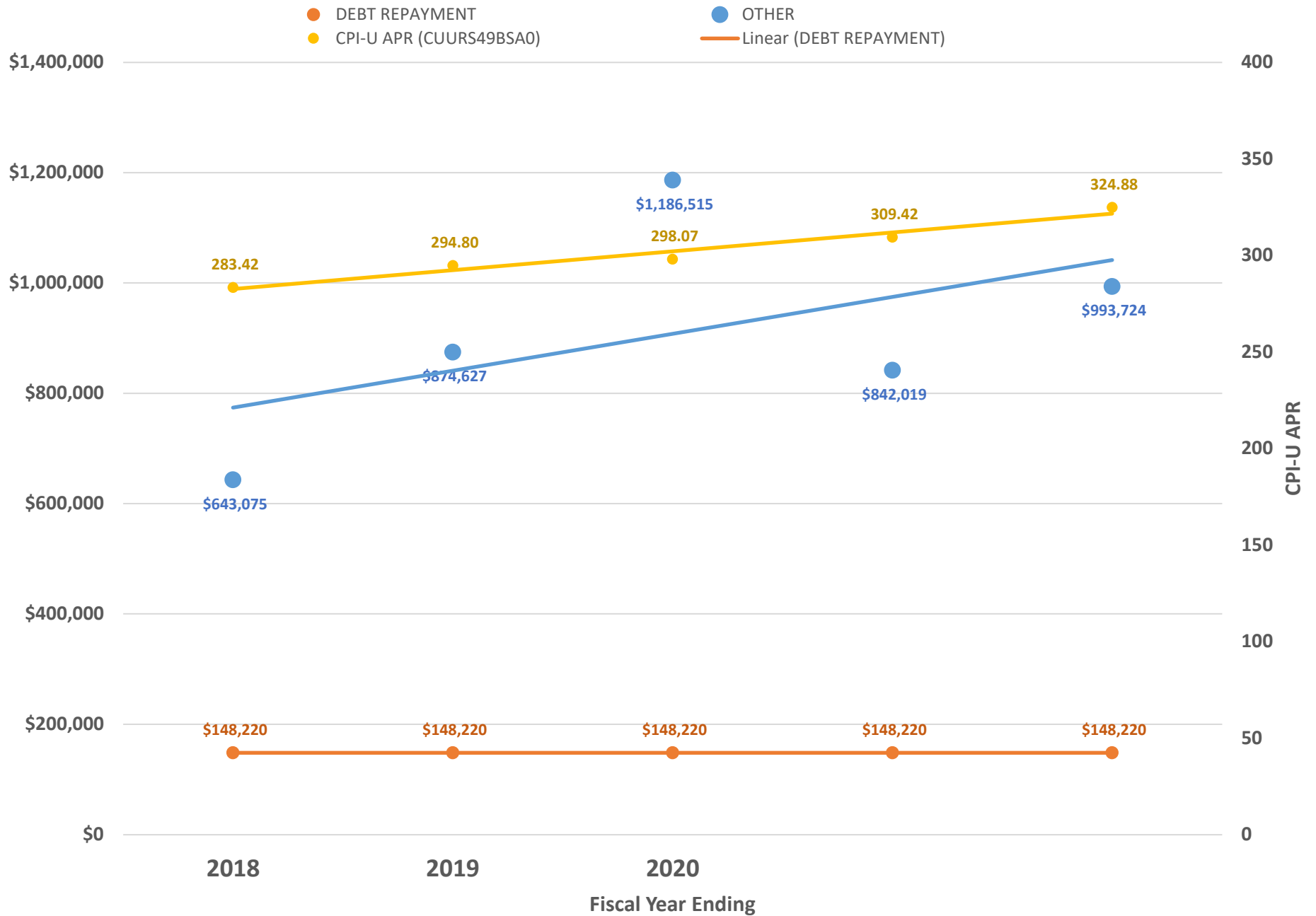
**PAST 5 YEARS
EXPENDITURES REVIEW**

The Board will review and discuss trends from the past 5 years.

Salaries, Benefits and Construction Costs vs CPI-W



Debt Repayment and Other Expenses vs CPI-U



COMPOSITE 5 YEAR EXPENDITURES REVIEW (YEAR TO YEAR COMPARISON)

STEGE SANITARY DISTRICT

ITEM	FINAL EXPENSE 2017-2018	FINAL EXPENSE 2018-2019	FINAL EXPENSE 2019-2020	FINAL EXPENSE 2020-2021	FINAL EXPENSE 2021-2022	5yr Avg EXPENSE	% Inc/(Dec) 16/17 to 17/18 EXPENSE	% Inc/(Dec) 17/18 to 18/19 EXPENSE	% Inc/(Dec) 18/19 to 19/20 EXPENSE	% Inc/(Dec) 19/20 to 20/21 EXPENSE	% Inc/(Dec) 19/20 to 20/21 EXPENSE	5yr Avg % Inc/(Dec) EXPENSE
OPERATING EXPENSES:												
010 Salaries & Wages	\$ 1,130,055	\$ 1,170,238	\$ 1,282,352	\$ 1,386,819	\$ 1,468,549	\$ 1,287,602	6%	4%	10%	8%	6%	7%
020 Employee Benefits	\$ 553,152	\$ 584,265	\$ 595,270	\$ 595,488	\$ 589,999	\$ 583,635	21%	6%	2%	0%	-1%	9%
030 Directors' Expenses	\$ 23,530	\$ 35,158	\$ 24,521	\$ 21,817	\$ 23,979	\$ 25,801	-28%	49%	-30%	-11%	10%	0%
040 Election Expense	\$ -	\$ 22,965	\$ -	\$ 300	\$ -	\$ 4,653	-100%	0%	0%	0%	0%	-20%
060 Gasoline, Oil, Fuel	\$ 14,010	\$ 25,065	\$ 21,534	\$ 25,842	\$ 35,040	\$ 24,298	-24%	79%	-14%	20%	36%	12%
070 Insurance	\$ 109,144	\$ 109,822	\$ 131,545	\$ 121,704	\$ 203,639	\$ 135,171	49%	1%	20%	-7%	67%	4%
080 Memberships	\$ 14,370	\$ 15,489	\$ 14,046	\$ 15,416	\$ 18,388	\$ 15,542	14%	8%	-9%	10%	19%	6%
090 Office Expense	\$ 5,517	\$ 16,378	\$ 6,166	\$ 4,647	\$ 8,813	\$ 8,304	-28%	197%	-62%	-25%	90%	21%
100 Operating Supplies	\$ 11,848	\$ 23,500	\$ 24,680	\$ 25,451	\$ 14,035	\$ 19,903	10%	98%	5%	3%	-45%	11%
110 Contractual Services	\$ 71,566	\$ 88,469	\$ 81,375	\$ 77,235	\$ 75,417	\$ 78,812	-30%	24%	-8%	-5%	-2%	0%
120 Professional Services	\$ 88,269	\$ 124,976	\$ 121,002	\$ 112,311	\$ 129,224	\$ 115,157	-3%	42%	-3%	-7%	15%	10%
130 Printing & Publications	\$ 17,483	\$ 18,483	\$ 15,240	\$ 17,113	\$ 19,658	\$ 17,595	-26%	6%	-18%	12%	15%	-5%
140 Rents & Leases	\$ 619	\$ 253	\$ 1,091	\$ 629	\$ 573	\$ 633	-9%	-59%	332%	-42%	-9%	43%
150 Repairs & Maintenance	\$ 82,600	\$ 102,201	\$ 92,986	\$ 98,043	\$ 120,978	\$ 99,361	16%	24%	-9%	5%	23%	6%
160 Revenue Collection Expenses	\$ 11,071	\$ 10,875	\$ 10,868	\$ 10,880	\$ 10,892	\$ 10,917	-1%	-2%	0%	0%	0%	-1%
170 Travel & Meetings	\$ 11,580	\$ 8,944	\$ 5,783	\$ 2,257	\$ 4,879	\$ 6,689	79%	-23%	-35%	-61%	116%	-3%
190 Utilities	\$ 34,036	\$ 38,105	\$ 37,645	\$ 45,700	\$ 47,818	\$ 40,661	7%	12%	-1%	21%	5%	7%
200 Other Expenses	\$ 45,269	\$ 29,958	\$ 29,655	\$ 17,859	\$ 25,062	\$ 29,561	141%	-34%	-1%	-40%	40%	9%
204 Safety Equipment and Gloves	\$ 1,642	\$ 1,163	\$ 4,054	\$ 2,721	\$ 2,121	\$ 2,340	-4%	-29%	248%	-33%	-22%	40%
205 Uniforms and Boots	\$ 18,688	\$ 13,986	\$ 14,450	\$ 15,726	\$ 15,469	\$ 15,664	40%	-25%	3%	9%	-2%	12%
206 Safety Incentive Program	\$ 959	\$ 513	\$ 357	\$ 506	\$ 442	\$ 556	63%	-46%	-30%	42%	-13%	6%
410 Pump Stations	\$ 17,411	\$ 62,788	\$ 30,949	\$ 12,731	\$ 65,505	\$ 37,876	57%	261%	-51%	-59%	415%	30%
207 Contracted Repairs	\$ 56,224	\$ 92,204	\$ 75,211	\$ 72,394	\$ 123,516	\$ 83,910	-8%	64%	-18%	-4%	71%	13%
TOTAL OPERATING EXPENSES	\$ 2,319,042	\$ 2,595,797	\$ 2,620,779	\$ 2,683,589	\$ 3,004,494	\$ 2,644,740	9%	12%	1%	2%	12%	6%
CAPITAL EXPENSES:												
650 DEBT REPAYMENT	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	0%	0%	0%	0%	0%	0%
300 CAPITAL EQUIPMENT	\$ 7,239	\$ 33,332	\$ 443,358	\$ 140,737	\$ 47,778	\$ 134,489	-97%	360%	1230%	-68%	-66%	399%
400 CONSTRUCTION	\$ 1,883,879	\$ 2,682,813	\$ 2,802,179	\$ 2,964,509	\$ 3,317,843	\$ 2,730,245	-10%	42%	4%	6%	12%	9%
TOTAL CAPITAL EXPENSES	\$ 2,039,338	\$ 2,864,366	\$ 3,393,757	\$ 3,253,465	\$ 3,513,840	\$ 3,012,953	-19%	40%	18%	-4%	8%	9%
TOTAL EXPENSE	\$ 4,358,380	\$ 5,460,163	\$ 6,014,536	\$ 5,937,054	\$ 6,518,334	\$ 5,657,693	-6%	25%	10%	-1%	10%	7%

Legal Services (Meyers Nave)	\$ 45,147	\$ 32,797	\$ 60,965	\$ 43,826	\$ 51,782	\$ 48,275	-23%	-27%	86%	-28%	18%	23%
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COMPOSITE 5 YEAR EXPENDITURES REVIEW (5 YR AVG BASELINE COMPARISON)

STEGE SANITARY DISTRICT

ITEM	FINAL EXPENSE 2017-2018	FINAL EXPENSE 2018-2019	FINAL EXPENSE 2019-2020	FINAL EXPENSE 2020-2021	FINAL EXPENSE 2021-2022	5yr Avg EXPENSE	% Inc/(Dec) 5yr to 17/18 EXPENSE	% Inc/(Dec) 5yr to 18/19 EXPENSE	% Inc/(Dec) 5yr to 19/20 EXPENSE	% Inc/(Dec) 5yr to 20/21 EXPENSE	% Inc/(Dec) 5yr to 21/22 EXPENSE	5yr Avg % Inc/(Dec) EXPENSE
OPERATING EXPENSES:												
010 Salaries & Wages	\$ 1,130,055	\$ 1,170,238	\$ 1,282,352	\$ 1,386,819	\$ 1,468,549	\$ 1,287,602	-12%	-9%	0%	8%	14%	-6%
020 Employee Benefits	\$ 553,152	\$ 584,265	\$ 595,270	\$ 595,488	\$ 589,999	\$ 583,635	-5%	0%	2%	2%	1%	-5%
030 Directors' Expenses	\$ 23,530	\$ 35,158	\$ 24,521	\$ 21,817	\$ 23,979	\$ 25,801	-9%	36%	-5%	-15%	-7%	7%
040 Election Expense	\$ -	\$ 22,965	\$ -	\$ 300	\$ -	\$ 4,653	-100%	394%	-100%	-94%	-100%	1%
060 Gasoline, Oil, Fuel	\$ 14,010	\$ 25,065	\$ 21,534	\$ 25,842	\$ 35,040	\$ 24,298	-42%	3%	-11%	6%	44%	-14%
070 Insurance	\$ 109,144	\$ 109,822	\$ 131,545	\$ 121,704	\$ 203,639	\$ 135,171	-19%	-19%	-3%	-10%	51%	-19%
080 Memberships	\$ 14,370	\$ 15,489	\$ 14,046	\$ 15,416	\$ 18,388	\$ 15,542	-8%	0%	-10%	-1%	18%	-7%
090 Office Expense	\$ 5,517	\$ 16,378	\$ 6,166	\$ 4,647	\$ 8,813	\$ 8,304	-34%	97%	-26%	-44%	6%	-3%
100 Operating Supplies	\$ 11,848	\$ 23,500	\$ 24,680	\$ 25,451	\$ 14,035	\$ 19,903	-40%	18%	24%	28%	-29%	-3%
110 Contractual Services	\$ 71,566	\$ 88,469	\$ 81,375	\$ 77,235	\$ 75,417	\$ 78,812	-9%	12%	3%	-2%	-4%	7%
120 Professional Services	\$ 88,269	\$ 124,976	\$ 121,002	\$ 112,311	\$ 129,224	\$ 115,157	-23%	9%	5%	-2%	12%	-7%
130 Printing & Publications	\$ 17,483	\$ 18,483	\$ 15,240	\$ 17,113	\$ 19,658	\$ 17,595	-1%	5%	-13%	-3%	12%	4%
140 Rents & Leases	\$ 619	\$ 253	\$ 1,091	\$ 629	\$ 573	\$ 633	-2%	-60%	72%	-1%	-9%	3%
150 Repairs & Maintenance	\$ 82,600	\$ 102,201	\$ 92,986	\$ 98,043	\$ 120,978	\$ 99,361	-17%	3%	-6%	-1%	22%	-10%
160 Revenue Collection Expenses	\$ 11,071	\$ 10,875	\$ 10,868	\$ 10,880	\$ 10,892	\$ 10,917	1%	0%	0%	0%	0%	1%
170 Travel & Meetings	\$ 11,580	\$ 8,944	\$ 5,783	\$ 2,257	\$ 4,879	\$ 6,689	73%	34%	-14%	-66%	-27%	5%
190 Utilities	\$ 34,036	\$ 38,105	\$ 37,645	\$ 45,700	\$ 47,818	\$ 40,661	-16%	-6%	-7%	12%	18%	-8%
200 Other Expenses	\$ 45,269	\$ 29,958	\$ 29,655	\$ 17,859	\$ 25,062	\$ 29,561	53%	1%	0%	-40%	-15%	-4%
204 Safety Equipment and Gloves	\$ 1,642	\$ 1,163	\$ 4,054	\$ 2,721	\$ 2,121	\$ 2,340	-30%	-50%	73%	16%	-9%	-4%
205 Uniforms and Boots	\$ 18,688	\$ 13,986	\$ 14,450	\$ 15,726	\$ 15,469	\$ 15,664	19%	-11%	-8%	0%	-1%	-3%
206 Safety Incentive Program	\$ 959	\$ 513	\$ 357	\$ 506	\$ 442	\$ 556	73%	-8%	-36%	-9%	-20%	5%
410 Pump Stations	\$ 17,411	\$ 62,788	\$ 30,949	\$ 12,731	\$ 65,505	\$ 37,876	-54%	66%	-18%	-66%	73%	-29%
207 Contracted Repairs	\$ 56,224	\$ 92,204	\$ 75,211	\$ 72,394	\$ 123,516	\$ 83,910	-33%	10%	-10%	-14%	47%	-15%
TOTAL OPERATING EXPENSES	\$ 2,319,042	\$ 2,595,797	\$ 2,620,779	\$ 2,683,589	\$ 3,004,494	\$ 2,644,740	-12%	-2%	-1%	1%	14%	-7%
CAPITAL EXPENSES:												
650 DEBT REPAYMENT	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	\$ 148,220	0%	0%	0%	0%	0%	0%
300 CAPITAL EQUIPMENT	\$ 7,239	\$ 33,332	\$ 443,358	\$ 140,737	\$ 47,778	\$ 134,489	-95%	-75%	230%	5%	-64%	35%
400 CONSTRUCTION	\$ 1,883,879	\$ 2,682,813	\$ 2,802,179	\$ 2,964,509	\$ 3,317,843	\$ 2,730,245	-31%	-2%	3%	9%	22%	-9%
TOTAL CAPITAL EXPENSES	\$ 2,039,338	\$ 2,864,366	\$ 3,393,757	\$ 3,253,465	\$ 3,513,840	\$ 3,012,953	-32%	-5%	13%	8%	17%	-7%
TOTAL EXPENSE	\$ 4,358,380	\$ 5,460,163	\$ 6,014,536	\$ 5,937,054	\$ 6,518,334	\$ 5,283,126	-18%	3%	14%	12%	23%	0%

Legal Services (Meyers Nave)	\$ 45,147	\$ 32,797	\$ 60,965	\$ 43,826	\$ 51,782	\$ 48,859	-8%	-33%	25%	-10%	6%	-1%
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11:00 – 11:45 A.M.

**USEPA CONSENT DECREE
PROGRESS AND PLANNING**

The Board will review and discuss the progress and planning of the USEPA
Consent Decree.



STEGE SANITARY DISTRICT

District Manager/Engineer:
Rex Delizo, P.E.

District Counsel:
Kristopher Kokotaylo

Board of Directors:
Juliet Christian-Smith
Paul Gilbert-Snyder
Dwight Merrill
Alan C. Miller
Beatrice R. O'Keefe

Thursday, September 29, 2022

Chief, Clean Water Act, Water Section I, (ENF 3-1)
Enforcement Division
U.S. Environmental Protection Agency, Region 9
75 Hawthorne Street
San Francisco, CA 94105

Executive Officer
San Francisco Bay Regional Water Quality Control
Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Legal Counsel
San Francisco Bay Regional Water Quality Control
Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Daniel S. Harris
Deputy Attorney General
455 Golden Gate Avenue, Suite 11000
San Francisco, CA 94102

Chief, Environmental Enforcement Section
Environment and Natural Resources Division
U.S. Department of Justice
Box 7611 Ben Franklin Station
Washington, D.C. 20044-7611
Re: DOJ No. 90-5-1-1-09361/2

Executive Director
State Water Resources Control Board
P.O. Box 100
Sacramento, CA 95812-0100

RE: Stege Sanitary District FY 2021-22 Sanitary Sewer Annual Report

Consent Decree - Consolidated Case Nos. C 09-00186-RS and C 09-05684-RS

As required by the Annual Reporting Requirements section of the United States Environmental Protection Agency (EPA) Consent Decree - Consolidated Case Nos. C 09-00186-RS and C 09-05684-RS, the Stege Sanitary District hereby submits by the deadline date of September 30, 2022, its FY 2021-22 Sanitary Sewer Annual Report for the period of July 1, 2021 to June 30, 2022.

I certify under penalty of law that this document and its attachments were prepared either by me personally or under my direction or supervision in a manner designed to ensure that qualified and knowledgeable personnel properly gathered and presented the information contained therein. I further certify, based on my personal knowledge or on my inquiry of those individuals immediately responsible for obtaining the information, that to the best of my knowledge and belief the information is true, accurate and complete. I am aware that there are

significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing and willful submission of a materially false statement.

If you have any questions or concerns, please feel free to contact me.

Very truly yours,

STEGE SANITARY DISTRICT



Rex Delizo

District Manager

Attachments

Transmitted via email:

Patricia Hurst, USDOJ (patricia.hurst@usdoj.gov)

Daniel Harris, USDOJ (daniel.harris@doj.ca.gov)

Eric Magnan, EPA (magnan.eric@epa.gov)

Mike Weiss, EPA (weiss.michael@epa.gov)

Fatima Ty, EPA (ty.fatima@epa.gov)

Eileen Sobeck, State Water Board (eileen.sobeck@waterboards.ca.gov)

Eileen White, State Water Board (eileen.white@waterboards.ca.gov)

Yuri Won, State Water Board (yuri.won@waterboards.ca.gov)

Robert Schlipf, Regional Water Board (rschlipf@waterboards.ca.gov)

Sam Plummer, Regional Water Board (sam.plummer@waterboards.ca.gov)

Nicole Sasaki, Baykeeper (nicole@baykeeper.org)

Sejal Choksi-Chugh, Baykeeper (sejal@baykeeper.org)

Chris Sproul, Environmental Advocates (csproul@enviroadvocates.com)

Kristopher Kokotaylo, Meyers Nave (kkokotaylo@meyersnave.com)

Erin Smith, City of Alameda (esmith@alamedaca.gov)

Mark Hurley, City of Albany (mhurley@albanyca.org)

Liam Garland, City of Berkeley (lgarland@cityofberkeley.info)

Mohamed Alaoui, City of Emeryville (mohamed.alaoui@emeryville.org)

G. Harold Duffey, City of Oakland (hduffey@oaklandca.gov)

Daniel Gonzales, City of Piedmont (dgonzales@piedmont.ca.gov)

Donald Gray, EBMUD (donald.gray@ebmud.com)

STEGE SANITARY DISTRICT FY 2021-22 Sanitary Sewer Annual Report

The following FY 2021-22 Sanitary Sewer Annual Report corresponds directly to the respective paragraphs of the Annual Reporting Requirements in the United States Environmental Protection Agency (EPA) Consent Decree - Consolidated Case Nos. C 09-00186-RS and C 09-05684-RS.

C. FOR EACH DEFENDANT:

141. A list of all Deliverables submitted to Plaintiffs and a description of the Work performed pursuant to all Deliverables submitted to Plaintiffs and approved or commented on by EPA, as well as a list of Deliverables submitted to Plaintiffs but not yet approved or commented on by EPA.

- *STEGE SANITARY DISTRICT FY 2020-21 SANITARY SEWER ANNUAL REPORT: On September 29, 2021, as required by the Annual Reporting Requirements section of the Consent Decree, the Stege Sanitary District submitted to the Plaintiffs its FY 2020-21 Sanitary Sewer Annual Report for the period of July 1, 2020 to June 30, 2021 by the deadline date of September 30, 2021.*

142. A description of any known noncompliance by that Defendant with this Consent Decree during the reporting period.

See Exhibit A (attached) for a list of all sanitary sewer overflows for Fiscal Year 2021-22. Otherwise, the Stege Sanitary District does not know of any non-compliance with the Consent Decree during the reporting Fiscal Year.

143. Any recommended changes to the Work required of that Defendant by this Consent Decree, including any proposed material modifications to any Deliverable.

The minimum requirement of 6,059 feet of Sewer Main to be treated for root control, consistent with paragraph 117 of the Consent Decree, should be reduced to 2,682 feet. In addition to the previous reduction of 33,941 feet to the minimum requirement of Sewer Main, an additional 3,377 feet of Sewer Main is proposed to be removed from the root control program due to the sewer mains being rehabilitated during the reporting Fiscal Year and no longer having excessive roots requiring treatment.

144. A Sanitary Sewer Overflow Report that includes the location of SSOs; the start and end date and time of each SSO; the SSO volume including gross volume, amount recovered, and amount not

recovered; the destination of each SSO; the probable cause(s) of the SSOs; the location(s) of repeat SSOs; a list of any SSOs at locations where the Sewer Main had been Rehabilitated in the previous ten (10) Fiscal Years; and a description of measures taken to help prevent these SSOs in the future.

See Exhibit A (attached) for the Stege Sanitary District Sanitary Sewer Overflow Report for Fiscal Year 2021-22.

145. If a Satellite makes a request to begin or cease participating in EBMUD’s Regional Sewer Lateral Program, it shall provide an update on its request and describe any progress in adopting necessary Local Ordinance revisions. When the Satellite makes the necessary Local Ordinance revisions to cease participation in EBMUD’s Regional Sewer Lateral Program, the Satellite shall thereafter report on its implementation of its Sewer Lateral Program, including the information required of Berkeley by subparagraph 157(b)(i)(A).

The Stege Sanitary District did not make a request to cease participating in EBMUD’s Regional Sewer Lateral Program during the reporting Fiscal Year.

I. FOR THE STEGE SANITARY DISTRICT ONLY:

169. AMIP Implementation. The District shall summarize implementation of each element of its AMIP not addressed below. The summary shall include any proposed revisions to the AMIP, along with any accompanying changes to its financial plan.

The implementation of each element of the AMIP is addressed below. There are no proposed revisions requiring changes to the financial plan.

170. I&I Reduction Work. The District shall summarize its Work to reduce I&I in its service area in the reporting Fiscal Year. The summary shall include, but not be limited to, the following:

a. Sewer Main and Maintenance Hole Rehabilitation

i. Rehabilitation: all Sewer Main and Maintenance Hole Repair and Rehabilitation activities completed, including:

A. the number of feet of Sewer Main Rehabilitated, and the cumulative total feet of Sewer Main Rehabilitated since the Effective Date;

- *17,737 feet of Sewer Main have been Rehabilitated during the reporting Fiscal Year.*

- *109,099 cumulative total feet of Sewer Main have been Rehabilitated since the Sewer Main Rehabilitation Effective Date of July 1, 2013 as specified in Appendix E of the Consent Decree.*
- B. the number of Maintenance Holes Rehabilitated associated with Rehabilitated Sewer Mains and the number of Maintenance Holes Rehabilitated;
- *38 Maintenance Holes associated with Rehabilitated Sewer Mains have been Rehabilitated during the reporting Fiscal Year.*
 - *38 Maintenance Holes have been Rehabilitated during the reporting Fiscal Year.*
- C. the number of abandoned Sewer Laterals found to be connected to the Sewer Main and the number of abandoned Sewer Laterals disconnected from the Sewer Main;
- *0 abandoned Sewer Laterals have been found to be connected to the Sewer Main during the reporting Fiscal Year.*
 - *0 abandoned Sewer Laterals have been disconnected from the Sewer Main during the reporting Fiscal Year.*
- D. if the District did not achieve its Rehabilitation requirement in Paragraph 107(a), an explanation of why it did not achieve the Rehabilitation requirement and a description of what changes to the Work will be made in order to correct the deficiency and achieve the Rehabilitation requirement in subsequent Fiscal Years;
- *The Steger Sanitary District achieved its Sewer Main Rehabilitation requirement of 90,693 feet of Sewer Main for the reporting Fiscal Year.*
 - *109,099 cumulative total feet of Sewer Main have been Rehabilitated since the Sewer Main Rehabilitation Effective Date of July 1, 2013 as specified in Appendix E of the Consent Decree*
- E. the Rehabilitation budget and dollars spent on Sewer Main Rehabilitation;
- *The Sewer Main Rehabilitation budget for the reporting Fiscal Year is \$3,057,000.*
 - *Actual dollars spent on Sewer Main Rehabilitation for the reporting Fiscal Year is \$3,141,194 (103% of budgeted amount).*

- F. the Collection System Rehabilitation projects targeted to be completed in the next Fiscal Year; and

As stated in the Stege Sanitary District Asset Management Implementation Plan (AMIP) approved on May 14, 2013, the Collection System Rehabilitation project will target line segments with the highest Damage Severity Index (DSI) ratings that are located in District sub-basins that have high I/I contribution rates ("R" values), in order to maximize and accelerate I/I reduction. Engineering staff has updated the pipe reaches presently planned as priorities for rehabilitation, with the understanding that these identified priorities are likely to be further developed and revised through the inspection and assessment process and as a result of changing conditions.

- G. an explanation of any revisions that were made to the Capital Improvement Plan or the financial plan associated with future Repair and Rehabilitation projects, including what revisions, if any, that were made based on information from the EBMUD RTSP.

No revisions were made to the Capital Improvement Plan or the financial plan associated with future Repair and Rehabilitation projects during the reporting Fiscal Year. No revisions were made based on information from the EBMUD RTSP during the reporting Fiscal Year.

- ii. Inspections: inspection and condition assessment activities completed, including:

- A. the rate of Sewer Main inspection and condition assessment;

- *The Sewer Main inspection and condition assessment rate equates to 31% of the collection system for the reporting Fiscal Year.*

- B. the total feet of Sewer Main inspected with completed condition assessment and the cumulative total feet of Sewer Main inspected with completed condition assessment since the Effective Date;

- *239,189 feet of Sewer Main have been inspected with completed condition assessment during the reporting Fiscal Year.*
- *1,651,679 cumulative total feet of Sewer Main have been inspected with completed condition assessment since the Consent Decree Effective Date of September 22, 2014.*

- C. if the District conducts inspection of Sewer Mains using a method other than CCTV, the District shall identify the method, explain how that method is as equally effective as CCTV and identify the total feet of Sewer Main that was inspected using that method;
- *No other method, other than CCTV, was conducted by the Stege Sanitary District to inspect Sewer Mains during the reporting Fiscal Year.*
- D. the number of Maintenance Holes associated with Sewer Mains that were inspected and the number of Maintenance Holes inspected;
- *1,190 Maintenance Holes associated with Sewer Mains have been inspected during the reporting Fiscal Year*
 - *1,190 Maintenance Holes have been inspected during the reporting Fiscal Year*
- E. if the District did not achieve its inspection and condition assessment requirement in Paragraph 107(b), an explanation of why it did not achieve the inspection and condition assessment requirement and a description of what changes to the Work will be made in order to correct the deficiency and achieve the inspection and condition assessment requirement in subsequent Fiscal Years; and
- *The Stege Sanitary District achieved its inspection and condition assessment cumulative requirement of 659,736 feet by June 30, 2022 for the reporting Fiscal Year.*
 - *1,651,679 cumulative total feet of Sewer Main have been inspected with completed condition assessment since the Consent Decree Effective Date of September 22, 2014.*
- F. The Collection System inspection and condition assessment Work to be completed in the next Fiscal Year.
- *The Stege Sanitary District will complete no less than the minimum requirement of 77,616 feet of inspection and condition assessment Work in the next Fiscal Year.*
- iii. Regional Standards: a description of the activities to develop – and, beginning in 2017, the extent of compliance with – Regional Standards.

As of July 1, 2016, Stege Sanitary District capital improvement projects are in compliance with the Regional Standards. On June 30, 2021, as required by paragraphs 33, 43.c, 54.c, 64.c, 73.c, 83.d, 95.c, and 107.c of the Consent Decree, the Defendants submitted to the Plaintiffs a reviewed and revised 2021 Regional Standards for sewer installation, rehabilitation, and repair. All future capital improvement projects will be in compliance with the latest 2021 Regional Standards.

The Stege Sanitary District continues to discuss the Regional Standards, their effectiveness, and potential revisions and improvements with the other Defendants at coordination meetings held regularly throughout the year.

b. Sewer Lateral Inspection and Repair or Rehabilitation

In December 2021, in order to facilitate replacement of old, leaky private sewer laterals, the District established a Private Sewer Lateral (PSL) Replacement Loan Program. The program is designed to encourage property owners to protect and preserve the environment by offering a no-interest deferred payment loan of up to \$10,000 to replace PSLs.

i. Sewer Laterals: a description of activities and materials to notify property owners of defective Sewer Laterals, including:

A. the number of Sewer Laterals identified as defective outside of the triggering actions to test Sewer Laterals pursuant to the Amended Regional Ordinance;

- *28 Sewer Laterals have been identified as defective outside of the triggering actions to test Sewer Laterals pursuant to the Amended Regional Ordinance during the reporting Fiscal Year*

B. the number of property owners notified that their Sewer Laterals are defective;

- *All 28 property owners have been notified that their Sewer Laterals were found defective during the reporting Fiscal Year*

C. a copy of a representative notice that was sent to property owners notifying them that their Sewer Lateral is defective;

See Exhibit B (attached) for a copy of a representative notice that was sent to property owners notifying them that their Sewer Lateral was defective during the reporting Fiscal Year.

- D. a description and the number of any administrative, civil or criminal enforcement actions taken against property owners for defective Sewer Laterals;

There were 0 other administrative, civil or criminal enforcement actions taken against property owners for defective Sewer Laterals during the reporting Fiscal Year.

- E. the number of District-owned and Non-Defendant Permitting Agency-owned Sewer Laterals, the number of District-owned and Non-Defendant Permitting Agency-owned Sewer Laterals inspected and Repaired or Rehabilitated and the cumulative number of District-owned and Non-Defendant Permitting Agency-owned Sewer Laterals inspected and Repaired or Rehabilitated from the Effective Date;

- *There is 1 Stege Sanitary District-owned Sewer Lateral and 23 Non-Defendant Permitting Agency-owned Sewer Laterals*
- *2 Stege Sanitary District-owned and Non-Defendant Permitting Agency-owned Sewer Laterals have been inspected and Repaired or Rehabilitated during the reporting Fiscal Year*
- *2 cumulative number of Stege Sanitary District-owned and Non-Defendant Permitting Agency-owned Sewer Laterals have been inspected and Repaired or Rehabilitated from the Consent Decree Effective Date of September 22, 2014*

- F. the address and name of the owner of any property owned by a Public Entity, or the State or federal government, that has an identified defective Sewer Lateral, including a description of the defect; and

There were 0 properties owned by a Public Entity, or the State or federal government that had an identified defective Sewer Lateral during the reporting Fiscal Year.

- G. a summary of the District's assistance to EBMUD in the development of a Sewer Lateral education and outreach program.

The Stege Sanitary District assisted EBMUD in the development of the Sewer Lateral education and outreach program by participating in a meeting with EBMUD in January 2015, when the development of the program and educational materials was reviewed and discussed. Additional review and

comments occurred in February 2015, prior to EBMUD's submittal of the plan to EPA for review and comment in March 2015. The District continues to assist EBMUD in the development of the Sewer Lateral education and outreach program designed to encourage Sewer Lateral owners to inspect and, if necessary, Repair or Rehabilitate Sewer Laterals before owners are required to under the Regional or Local Ordinances by attending meetings and providing feedback on EBMUD's implementation of the program.

c. Inflow and Rapid Infiltration Identification and Elimination:

- i. a description of the District's cooperation with EBMUD's implementation of the RTSP;

By letter dated January 20, 2015, EBMUD provided a draft of its Regional Technical Support program (RTSP) plan to the East Bay Collection System Advisory Committee (EBCSAC) for review and comment. EBCSAC's comments on the EBMUD draft RTSP were provided to EBMUD by letter dated February 19, 2015. EBMUD submitted the RTSP Plan to EPA, RWQCB, SWRCB, and DOJ on March 23, 2015. Based on comments from EPA received on May 19, 2015, EBMUD resubmitted a revised RTSP Plan on July 20, 2015. The revised RTSP Plan was conditionally approved by EPA on April 14, 2016. EBCSAC agencies have also discussed RTSP issues with EBMUD at regular meetings from January 2015 to the present time.

The Stege Sanitary District continues to cooperate with EBMUD's implementation of the RTSP including providing all requested system information in a timely manner and participating in meetings to discuss continued and proposed work within our service area.

- ii. Linear High Priority Sources

- A. a cumulative list of all Linear High Priority Sources, including the date that the District eliminated or plans to eliminate the source, and EBMUD's unique identifier;

- *0 Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year.*

- B. the number of feet of Linear High Priority Sources eliminated in the Fiscal Year, and the cumulative total feet of Linear High Priority Sources eliminated since EPA's approval of the RTSP;
- *0 Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year and, subsequently, 0 have been eliminated in the reporting Fiscal Year.*
 - *0 cumulative total feet of Linear High Priority Sources have been identified by EBMUD's RTSP and, subsequently, 0 have been eliminated since EPA's approval of the EBMUD's RTSP.*
- C. the number of feet of Linear High Priority Sources that the District counted towards its Sewer Main Rehabilitation requirement in subparagraph 107(a);
- *0 Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year and, subsequently, 0 have been counted towards the Sewer Main Rehabilitation requirement during the reporting Fiscal Year.*
- D. for those Linear High Priority Sources that were not eliminated within twenty-four (24) months, an explanation of why the Linear High Priority Sources were not eliminated and a description of the actions that will be taken in order to eliminate the Linear High Priority Sources.
- *0 Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year.*
- iii. Non-Linear High Priority Sources
- A. a cumulative list of all Non-Linear High Priority Sources, including the date that the District eliminated or plans to eliminate the source, and EBMUD's unique identifier;
- *0 Non-Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year.*
- B. the number of Non-Linear High Priority Sources eliminated in the Fiscal Year, and the cumulative number of Non-Linear High Priority Sources eliminated since EPA's approval of the RTSP;

- *0 Non-Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year and, subsequently, 0 have been eliminated in the reporting Fiscal Year*
- *0 cumulative total feet of Non-Linear High Priority Sources have been identified by EBMUD's RTSP and, subsequently, 0 have been eliminated since EPA's approval of the EBMUD's RTSP.*

C. for those Non-Linear High Priority Sources that were not eliminated within twenty-four (24) months, an explanation of why the Non-Linear High Priority Sources were not eliminated and a description of the actions that will be taken in order to eliminate the Non-Linear High Priority Sources.

- *0 Non-Linear High Priority Sources have been identified by EBMUD's RTSP during the reporting Fiscal Year.*

iv. For sources of Inflow and Rapid Infiltration in the Collection System that are not identified as High Priority, the date that the District incorporated each source into its Capital Improvement Plan, and EBMUD's unique identifier;

- *5 sources of Inflow and Rapid Infiltration in the Collection System were identified by EBMUD's RTSP during the reporting Fiscal Year.*

EBMUD's Unique Identifier	Date Incorporated into CIP	Source Type
SRC-2021-SSD-012	Repaired 1/4/2022	Sewer Main
SRC-2021-SSD-013	Repaired 2/1/2022	Sewer Main
SRC-2021-SSD-014	Repaired 1/27/2022	Sewer Main
SRC-2021-SSD-015	Repaired 7/1/2021	Sewer Main
SRC-2021-SSD-016	Repaired 1/4/2022	Sewer Main

v. Sources of Inflow and Rapid Infiltration not in the Collection System

A. a cumulative list of all Private High Priority Sources, including the date that the District notified or plans to notify each owner of a source,

- *0 Private High Priority Sources were identified by EBMUD's RTSP during the reporting Fiscal Year.*

B. the date of any administrative, civil, or criminal enforcement actions initiated by District to eliminate the source, the status of the enforcement actions to eliminate the source, and EBMUD's unique identifier;

- *0 Private High Priority Sources were identified by EBMUD’s RTSP during the reporting Fiscal Year. 0 subsequent administrative, civil, or criminal enforcement actions were initiated by the Stege Sanitary District during the reporting Fiscal Year.*

C. for all other sources of Inflow and Rapid Infiltration (including illicit connections) not in the Collection System and not owned by the District, the date that the District notified each owner of the source, the date of any administrative enforcement actions initiated by the District, the status of the administrative enforcement to eliminate the source, and EBMUD’s unique identifier.

- *12 other sources of Inflow and Rapid Infiltration (including illicit connections) not in the Collection System and not owned by the Stege Sanitary District were identified by EBMUD’s RTSP during the reporting Fiscal Year.*

EBMUD’s Unique Identifier	Owner Notified	Administrative Enforcement Actions Date	Administrative Enforcement Status
SRC-2021-SSD-001	4/28/2021	Notice of Violation issued 4/8/2022 & 7/5/2022	In Progress
SRC-2021-SSD-002	4/28/2021	none	Resolved 7/19/2021
SRC-2021-SSD-003	4/28/2021	Notice of Violation issued 4/8/2022 & 7/5/2022	In Progress
SRC-2021-SSD-004	4/28/2021	Notice of Violation issued 4/8/2022 & 7/5/2022	In Progress
SRC-2021-SSD-005	4/28/2021	none	Resolved 5/4/2021
SRC-2021-SSD-006	4/28/2021	Notice of Violation issued 4/8/2022 & 7/5/2022	In Progress
SRC-2021-SSD-007	4/28/2021	none	Resolved 9/21/2021
SRC-2021-SSD-008	4/28/2021	Notice of Violation issued 4/8/2022	Resolved 4/28/2022
SRC-2021-SSD-009	4/28/2021	Notice of Violation issued 4/8/2022	Resolved 4/28/2022
SRC-2021-SSD-010	4/28/2021	Notice of Violation issued 4/8/2022 & 7/5/2022	In Progress
SRC-2021-SSD-011	4/28/2021	none	Resolved 1/19/2022
SRC-2021-SSD-017	4/28/2021	none	Resolved 1/4/2022

171. SSO Reduction Work. The District shall summarize its Work to reduce SSOs in its service area, describe the success of the Work at preventing blockages and SSOs, and describe any changes to be made to further reduce blockages and SSOs. The summary shall include, but not be limited to, the following:

- a. Capacity Assurance: a description of activities performed in order to monitor the locations in Paragraph 113 during rain events, including:
 - i. the highest water level in relation to the Maintenance Hole that was observed in the reporting Fiscal Year;

The District utilized the water level monitoring method specified in paragraph 113 of coating the wall of the Maintenance Hole with chalk to indicate if the maximum water level reached within (1) foot of the Maintenance Hole rim during a rain event.

After each rain event of the reporting Fiscal Year, District staff inspected the chalk coating on the wall of the Maintenance Holes at the locations listed in Paragraph 113 of the Consent Decree. There was 1 SSO on 10/24/2021 at item “iv. Coventry Road and Lenox Road” on the list of locations in Paragraph 113 of the Consent Decree during the reporting Fiscal Year. The rain event that caused the SSO, known as the October 2021 Northeast Pacific Bomb Cyclone, was an extremely powerful extratropical cyclone that struck the Western United States and Western Canada and was the third and most powerful cyclone in a series of powerful storms that struck the region within a week. The rain event was greater than the December 5, 1952 Storm and the Sewer Main was subsequently replaced and upsized from 8”Ø to 10”Ø and 12”Ø in March 2022..

At all other locations, the chalk showed no instance of the water level reaching within one (1) foot of the Maintenance Hole rim.

- ii. identify if there was an SSO or the water level reaches within one (1) foot of the Maintenance Holes rim and whether the event(s) occurred during a rain event that was greater than the December 5, 1952 Storm;

There was 1 SSO on 10/24/2021 at item “iv. Coventry Road and Lenox Road” on the list of locations in Paragraph 113 of the Consent Decree during the reporting Fiscal Year. The rain event that caused the SSO, known as the October 2021 Northeast Pacific Bomb Cyclone, was an extremely powerful extratropical cyclone that struck the Western United States and Western Canada and was the third and

most powerful cyclone in a series of powerful storms that struck the region within a week. The rain event was greater than the December 5, 1952 Storm and the Sewer Main was subsequently replaced and upsized from 8"Ø to 10"Ø and 12"Ø in March 2022.

There was no other SSO or instance of the water level reaching within one (1) foot of the Maintenance Holes rim at the locations listed in Paragraph 113 of the Consent Decree during the reporting Fiscal Year.

- iii. a description of all activity the District performed to prevent an SSO from occurring at a location that the District had reason to believe an SSO was likely to occur;

There were no locations that the Steger Sanitary District had reason to believe an SSO was likely to occur during the reporting Fiscal Year.

- iv. a list of sewer segments improved pursuant to Paragraph 113, including the date the capacity was improved, and certification that any improved Sewer Main has sufficient capacity; and

The Sewer Main for item "i. Kearny Street and Conlon Avenue" on the list of locations in Paragraph 113 of the Consent Decree was replaced and upsized from 8"Ø and 10"Ø to 12"Ø in June 2016. As approved in an email from Samuel Plummer of the Regional Water Board on November 21, 2019, this location no longer requires monitoring since the District assessed the location for two Wet Weather Seasons following the replacement with no evidence of a potential capacity deficiency.

The Sewer Main for item "iv. Coventry Road and Lenox Road" on the list of locations in Paragraph 113 of the Consent Decree was replaced and upsized from 8"Ø to 10"Ø and 12"Ø in March 2022. This location may no longer require monitoring under this section after the District assesses the location for two Wet Weather Seasons following the replacement with no evidence of a potential capacity deficiency.

The Sewer Main for item "viii. Pomona Avenue and Ward Avenue" on the list of locations in Paragraph 113 of the Consent Decree was mitigated by the installation of an 8"Ø sewer main relief line in December 2016. As approved in an email from Samuel Plummer of the Regional Water Board on November 21, 2019, this location no longer requires monitoring since the District assessed the location for two Wet Weather Seasons following the replacement with no evidence of a potential capacity deficiency.

- v. the identification of any capacity-related SSOs and the SSO date and location.

There was 1 capacity-related SSOs during the reporting Fiscal Year that occurred on 10/24/2021 at 464 Coventry Road, Kensington, CA. The rain event that caused the SSO, known as the October 2021 Northeast Pacific Bomb Cyclone, was an extremely powerful extratropical cyclone that struck the Western United States and Western Canada and was the third and most powerful cyclone in a series of powerful storms that struck the region within a week. The rain event was greater than the December 5, 1952 Storm and the Sewer Main was subsequently replaced and upsized from 8"Ø to 10"Ø and 12"Ø in March 2022.

Capacity-Related SSO Date	Location
10/24/2021	464 Coventry Rd., Kensington, CA 94707

- b. Inspections: a certification that the District completed CCTV inspections downstream of each SSO location under Paragraph 114;

See Exhibit A (attached) for Stege Sanitary District Sanitary Sewer Overflow Report for Fiscal Year 2021-22 which includes the CCTV certification dates of each SSO location.

- c. Acute Defects: a description of the activities to Repair Acute Defects under Paragraph 115, including:

- i. the number of Acute Defects found;

- *0 Acute Defects have been found during the reporting Fiscal Year.*

- ii. the number of Acute Defects Repaired; and

- *0 Acute Defects have been repaired.*

- iii. for Acute Defects that were not Repaired within twelve (12) months, provide an explanation why they were not Repaired on time and describe the actions that will be taken and/or the schedules that will be established in order to Repair the Defects as soon as possible;

- *0 Acute Defects have been repaired within twelve (12) months of discovery.*

- d. Sewer Main Cleaning: a description of activities conducted under its sewer cleaning program pursuant to Paragraph 116, including the feet of Sewer Main cleaned and percent of feet of Sewer Main in the District's Collection System cleaned that are: (i) less than eighteen (18) inches in diameter and (ii) eighteen inches or greater in diameter as part of the routine and hot spot cleaning programs, reporting both unique footage and total footage (i.e., including repeat cleanings);

Sewer Main cleaned during the reporting Fiscal Year in the Steger Sanitary District's Collection System that are:

(i) less than eighteen (18) inches in diameter

- 665,963 unique feet which equates to 86% of the collection system*
- 919,032 total feet, including repeat cleanings, which equates to 118% percent of the collection system*

(ii) greater than eighteen (18) inches in diameter

- 35,228 unique feet which equates to 5% of the collection system*
- 37,558 total feet, including repeat cleanings, which equates to 5% percent of the collection system*

- e. Root Cleaning: a description of the activities conducted under its root control program pursuant to Paragraph 117, including the feet of Sewer Main treated for root control (i.e., unique feet) reported as an annual total feet and the cumulative total of feet treated for root control since the Effective Date;

- 40,576 annual total (unique) feet of Sewer Main were treated for root control during the reporting Fiscal Year*
- 372,258 cumulative total of feet were treated for root control since the beginning of the Fiscal Year of the Consent Decree Effective Date of September 22, 2014*
- As stated earlier in response to paragraph 143, the minimum requirement of 6,059 feet of Sewer Main to be treated for root control, consistent with paragraph 117 of the Consent Decree, should be reduced to 2,682 feet. In addition to the previous reduction of 33,941 feet to the minimum requirement of Sewer Main, an additional 3,377 feet of Sewer Main is proposed to be removed from the root control program due to the sewer mains being rehabilitated during the reporting Fiscal Year and no longer having excessive roots requiring treatment.*

- f. Hot Spot Cleaning: description of activities conducted under its hot spot program pursuant to Paragraph 118, including feet of Sewer Mains in the hot spot cleaning program, the range of cleaning frequencies for pipe in the hot spot cleaning program, feet of hot spot pipe cleaned once or more during the reporting Fiscal Year (i.e., unique feet), the total feet of hot spot cleaning during the reporting Fiscal Year, including repeat cleanings;

- *As of 6/30/2022, 53,670 feet of Sewer Mains are in the hot spot cleaning program*
- *The range of cleaning frequencies for pipe in the hot spot cleaning program is up to 6 months*
- *53,233 unique feet of hot spot pipe were cleaned once or more during the reporting Fiscal Year*
- *257,526 total feet of hot spot pipe, including repeat cleanings, were cleaned during the reporting Fiscal Year, which equates to 33% percent of the collection system*

- g. FOG: a description of activities to control FOG in the Collection System pursuant to Paragraph 119 and a list of any SSOs that were thought to be associated with FOG or excessive buildup of grease and that were investigated; and any actions that were taken against food service establishments related to inadequate FOG controls;

The Stege Sanitary District works closely with EBMUD to implement the Regional FOG Control Program. The program was established to reduce FOG related blockages and consists of FOG hotspot investigations, food service establishment (FSE) reviews, gravity grease interceptor (GI) inspections, enforcement support, hotspot reporting, FOG information database management, and outreach. A key element of the program includes hotspot response which is a targeted response to grease-related blockages and consequent SSOs. Response activities include facility inspections at FSEs upstream of the problem area, camera investigations, recommendations for corrective actions and enforcement procedures, as needed. Similar response activities are also undertaken by EBMUD for residential hotspots.

There were no SSOs thought to be associated with FOG during the reporting Fiscal Year.

- h. SSO Prevention and Outreach: a report on the measures it has taken pursuant to Paragraph 120.

The Stege Sanitary District continues to participate in the Underground Service Alert (USA) North damage prevention service that is designed to protect underground facilities in Northern California and continues to provide outreach to inform plumbers, contractors and utility companies of the need for care and protection when working on or around the sanitary sewer system.

The Stege Sanitary District also continues public education efforts to inform its residents how their actions can help prevent SSOs through targeted outreach after each SSO, newsletters twice a year, information on the Stege Sanitary District website, additional

awareness via social media, and educational pamphlets distributed at our office counter and at public events such as the City of El Cerrito's 4th of July Fair.

In December 2021, in order to facilitate replacement of old, leaky private sewer laterals, the District established a Private Sewer Lateral (PSL) Replacement Loan Program. The program is designed to encourage property owners to protect and preserve the environment by offering a no-interest deferred payment loan of up to \$10,000 to replace PSLs.

J. MISCELLANEOUS

172. If the Annual Report documents that any of the obligations subject to stipulated penalties may not have been complied with, and a Defendant takes the position that potentially applicable stipulated penalties should not be assessed, that Defendant may include in the Annual Report an explanation as to why Plaintiffs should forego collecting such penalties; provided, however, that not including such information does not prejudice the Defendant from providing such or additional information to Plaintiffs or the Court in the "Dispute Resolution" Section of this Consent Decree.

- *The Stege Sanitary District should NOT be assessed a stipulated penalty for the one "Category 1" SSO that occurred on 10/24/2021 at 464 Coventry Road, Kensington, CA, as shown in Exhibit A - Stege Sanitary District Sanitary Sewer Overflow Report for Fiscal Year 2021-22, due to the SSO being caused by an Act of God.*

The rain event that caused the SSO, known as the October 2021 Northeast Pacific Bomb Cyclone (https://en.wikipedia.org/wiki/October_2021_Northeast_Pacific_bomb_cyclone), was an extremely powerful extratropical cyclone that struck the Western United States and Western Canada and was the third and most powerful cyclone in a series of powerful storms that struck the region within a week. The rain event was greater than the December 5, 1952 Storm and the Sewer Main was subsequently replaced and upsized from 8"Ø to 10"Ø and 12"Ø in March 2022.

- *The Stege Sanitary District should NOT be assessed stipulated penalties for any of the "Category 2" and "Category 3" SSOs, as shown in Exhibit A - Stege Sanitary District Sanitary Sewer Overflow Report for Fiscal Year 2021-22, since they did not reach waters of the United States.*

ATTACHMENTS

- Exhibit A – Stege Sanitary District Sanitary Sewer Overflow Report for Fiscal Year 2021-22
- Exhibit B – Representative Notice of a Sewer Lateral Overflow (Defective Sewer Lateral)

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EXHIBIT A



STEGE SANITARY DISTRICT Sanitary Sewer Overflow Report

8/17/2022

SPILL TYPE	LOCATION	START	END	GROSS VOLUME (gals)	AMOUNT RECOVERED (gals)	NOT RECOVERED (gals)	DESTINATION	PROBABLE CAUSE	REPEAT?	REHAB'D w/in last 10 YRS?	CCTV Cert. Date
Category 3	321 Rugby Ave., Kensington, CA 94707	2021.09.01 10.40.00	2021.09.01 11.00.00	52	52	0	Paved Surface	Debris-Wipes/Non-Dispersables	YES (2008)	NO	9/1/2021

MEASURES TAKEN: Increased cleaning frequency. Notices issued to educate all upstream residents on the proper disposal of flushable wipes.

Category 3	273 Amherst Ave., Kensington, CA 94707	2021.09.08 07.50.00	2021.09.08 08.20.00	10	0	10	Paved Surface;Unpaved surface	Debris-Wipes/Non-Dispersables	NO	NO	9/8/2021
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MEASURES TAKEN: Increased cleaning frequency. Notices issued to educate all upstream residents on the proper disposal of flushable wipes.

Category 3	754 COVENTRY RD, KENSINGTON, CA 94707	2021.09.11 11.00.00	2021.09.16 13.30.00	25	0	25	Unpaved surface	Damage by Others Not Related to CS Construction/Maintenance (Specify Below)	NO	NO (2004)	9/15/2021
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MEASURES TAKEN: Plumbing contractor working on neighbor's private sewer lateral disconnected the mainline downstream from the homeowner's private sewer lateral. Re-connected mainline on 9/16/2021.

Category 3	2638 MIRA VISTA AVE., EL CERRITO, CA 94530	2021.10.20 14.10.00	2021.10.20 14.50.00	5	0	5	Unpaved surface	Root Intrusion	NO	NO	10/20/2021
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MEASURES TAKEN: Increased cleaning frequency. Scheduled for chemical root treatment in 2022.

Category 1	464 Coventry Rd., Kensington, CA 94707	2021.10.24 07.40.00	2021.10.24 08.35.00	14,000	0	14,000	Separate Storm Drain	Rainfall Exceeded Design, I and I (Separate CS Only)	NO	NO	10/24/2021
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MEASURES TAKEN: The rain event that caused the SSO, known as the October 2021 Northeast Pacific Bomb Cyclone, was an extremely powerful extratropical cyclone that struck the Western United States and Western Canada and was the third and most powerful cyclone in a series of powerful storms that struck the region within a week. Replaced and upsized from 8"Ø to 10"Ø and 12"Ø in March 2022.

Category 3	643 Lexington Ave., El Cerrito, CA 94530	2021.10.24 14.50.00	2021.10.24 15.45.00	5	0	5	Paved Surface	Debris from Construction	NO	NO	10/24/2021
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MEASURES TAKEN: Informed EBMUD on best practices to prevent overflows including notifying our District to have our sewer main line checked after causing any possible issues.

EXHIBIT A



STEGE SANITARY DISTRICT Sanitary Sewer Overflow Report

8/17/2022

SPILL TYPE	LOCATION	START	END	GROSS VOLUME (gals)	AMOUNT RECOVERED (gals)	NOT RECOVERED (gals)	DESTINATION	PROBABLE CAUSE	REPEAT?	REHAB'D w/in last 10 YRS?	CCTV Cert. Date
Category 3	422 COLUSA AVE, EL CERRITO, CA 94530	2021.12.29 12.00.00	2021.12.30 22.45.00	205	140	65	Paved Surface;Unpaved surface	Root Intrusion	NO	NO	12/30/2021
MEASURES TAKEN: Increased cleaning frequency. Scheduled for chemical root treatment in 2021 and again in 2024.											
Category 3	5619 JORDAN AVE, EL CERRITO, CA 94530	2022.01.17 17.50.00	2022.01.17 18.40.00	25	0	25	Unpaved surface	Damage by Others Not Related to CS Construction/Maintenance (Specify Below)	NO	NO	1/18/2022
MEASURES TAKEN: EBMUD damaged main sewer line when doing a repair to EBMUD water service. Repaired line on 1/19/2022.											
Category 3	616 Plateau Dr., Kensington, CA 94707	2022.01.29 15.00.00	2022.01.29 16.30.00	15	0	15	Unpaved surface	Pipe Structural Problem/Failure	YES (2011)	NO	2/1/2022
MEASURES TAKEN: Repaired line on 3/2/2022.											
Category 3	1373 CONTRA COSTA DRIVE, ELCERRITO, CA 94530	2022.02.03 07.15.00	2022.02.03 08.40.00	23	23	0	Unpaved surface	Debris from Lateral	NO	NO	2/3/2022
MEASURES TAKEN: Informed property owner on best practices to prevent overflows including calling us to have main line checked after cleaning the private sewer lateral of roots and debris.											
Category 2	7976 Terrace Drive, El Cerrito, CA 94530	2022.03.19 14.00.00	2022.03.26 20.05.00	3,433	0	3,433	Paved Surface;Unpaved surface	Pipe Structural Problem/Failure	NO	NO	3/28/2022
MEASURES TAKEN: Repaired line on 4/19/2022.											
Category 3	1126 RICHMOND STREET, EL CERRITO, CA 94530	2022.05.07 13.15.00	2022.05.07 14.30.00	1	1	0	Paved Surface	Debris-General	NO	NO	5/7/2022
MEASURES TAKEN: Notices issued to educate all upstream residents on best practices to prevent overflows including the proper disposal of flushable wipes.											

EXHIBIT A



STEGE SANITARY DISTRICT

Sanitary Sewer Overflow Report

8/17/2022

SPILL TYPE	LOCATION	START	END	GROSS VOLUME (gals)	AMOUNT RECOVERED (gals)	NOT RECOVERED (gals)	DESTINATION	PROBABLE CAUSE	REPEAT?	REHAB'D w/in last 10 YRS?	CCTV Cert. Date
Category 3	6831 Stockton Ave., El Cerrito, CA 94530	2022.06.08 09.45.00	2022.06.08 10.15.00	80	80	0	Separate Storm Drain	Debris from Construction	NO	NO	6/8/2022

MEASURES TAKEN: Cleaned mainline that was filled with asphalt from street paving by EBMUD construction. Educated EBMUD workers on best practices to prevent overflows including protecting the sewer main from paving debris.

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EXHIBIT B

STEGE SANITARY DISTRICT

District Manager/Engineer:
Rex Delizo, P.E.

District Counsel:
Kristopher Kokotaylo

Board of Directors:
Juliet Christian-Smith
Paul Gilbert-Snyder
Dwight Merrill
Alan C. Miller
Beatrice R. O'Keefe

July 5, 2022

OWNER/RESIDENT
7500 SCHMIDT LANE
EL CERRITO, CA 94530



RE: NOTICE OF A SEWER LATERAL OVERFLOW (DEFECTIVE SEWER LATERAL)

Dear Owner/Resident,

The Stege Sanitary District (District) provides sanitary sewer collection service for the communities of El Cerrito, Kensington and a portion of the Richmond Annex. The District is responsible for maintaining the sanitary sewer main lines in order to prevent sewage overflows, protect the environment, and safeguard public health.

A recent service call to our District indicated that a defect within your property's sanitary sewer lateral (the sewer pipe from a home or building) created an overflow of raw sewage. You may need to call a plumber to clear and/or repair your sanitary sewer lateral. A District list of registered plumbers is available on our website and attached for your convenience.

When a plumber clears a blockage from a sanitary sewer lateral, they may push roots and debris downstream causing a subsequent problem in the larger main sewer in the street.

PLEASE HELP US! If you hire a plumber to clean your home's sanitary sewer lateral, kindly let us know, so we may check the main sewer and prevent any subsequent blockages downstream. We will inspect and clean our sewer main lines at **no charge to you.**

In order to prevent future blockages and/or backups within your sanitary sewer lateral, do not flush solid waste such as wet wipes, hand towels, and/or rags into toilets – they should be placed in the trash. You may also want to consider repairing or replacing your sanitary sewer lateral if you experience frequent blockages or other maintenance issues due to structural problems or root intrusion. Information on how to apply for our Private Sewer Lateral Replacement No-Interest Loan Program for which you may be eligible is available on our website and attached for your convenience.

Thank you for your cooperation. Please visit our website at **www.stegesan.org**, email us at **staff@stegesan.org**, or call us at **(510) 524-4667** if you have any questions, comments, or concerns.

Very truly yours,
STEGE SANITARY DISTRICT
www.stegesan.org



Consent Decree (Case Nos. CV 09-00186 and CV 09-05684, N.D. Cal.)



East Bay Municipal Utility District

Consent Decree (Case Nos. CV 09-00186 and CV 09-05684, N.D. Cal.)

2021/2022 Flow Model Calibration, WWF Output Ratios and Output Test Results

September 2022



Consent Decree (Case Nos. CV 09-00186 and CV 09-05684, N.D. Cal.)

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Executive Summary

The East Bay Municipal Utility District (EBMUD) conveys and treats wastewater generated by seven Satellite Agencies (the Cities of Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont, plus the Stege Sanitary District, which serves El Cerrito, Kensington, and Richmond Annex). Each Satellite Agency (or “Satellite”) owns and operates its own sanitary sewer system that collects wastewater generated in the Satellite’s community and conveys the flows to EBMUD’s Interceptor System. The Interceptor System then conveys the flows to the Main Wastewater Treatment Plant (MWWTP) where they are treated. Treated effluent from the MWWTP is discharged through an outfall located near the eastern span of the San Francisco-Oakland Bay Bridge.

During significant precipitation events, excessive amounts of rain and groundwater improperly enter the collection system through multiple avenues, such as deteriorated and defective pipes or illicit storm drain connections. This extraneous water entering the collection system, known as inflow and infiltration (I&I), causes an increase in the flows and volumes that must be conveyed by EBMUD’s Interceptor System. Currently, during certain significant wet weather events, the volume of I&I entering the Interceptor System exceeds its conveyance capacity. In these instances, the MWWTP is relieved by, and primary treatment is provided at, EBMUD’s three wet weather facilities (WWFs), located at Point Isabel (PI WWF), Oakport (OAK WWF), and San Antonio Creek (SAC WWF).

On September 22, 2014, EBMUD and the Satellites entered into a Consent Decree (CD) in *United States, et al. v. East Bay Municipal Utility District, et al.* (Case Nos. CV 09-00186 and CV 09-05684, N.D. Cal.) with the United States Environmental Protection Agency (EPA); California State Water Resources Control Board; California Regional Water Quality Control Board; San Francisco Bay Region, San Francisco Baykeeper; and Our Children’s Earth Foundation. The CD requires EBMUD and the Satellites to eliminate most discharges from EBMUD’s three WWFs by 2036 through the removal of I&I from the regional collection system. Compliance is determined by simulating system performance during a specified high-intensity storm using a hydrologic and hydraulic model of the Interceptor System (known as the “Flow Model”) maintained by EBMUD.

EBMUD is required to update and calibrate the Flow Model each year. EBMUD uses the calibrated Flow Model to determine the rate of progress toward the CD’s WWF discharge reduction goals in the manner described below.

Annual Model Update and Calibration

Each update of the hydrologic model accounts for rehabilitation work performed since the last update, including both the work performed on public sewer mains and maintenance holes (MHs) by the Satellites and the work performed on sewer laterals by private property owners via compliance with the Private Sewer Lateral Programs. The hydraulic model update includes adjustments to the model’s operational logic to account for any changes in how EBMUD operated the Interceptor System that year. Each update also incorporates physical infrastructure improvements made in the previous year, if any.

The fiscal year 2022 (FY22) model updates provide a first estimate of the I&I reduction resulting from reported sewer rehabilitation projects and a first estimate of the hydraulic performance within the



EBMUD Interceptor System. Finally, the model is calibrated over at least a minimum period of the preceding Wet Season to be volumetrically conservative, as the CD requires, which ensures that the model does not underpredict WWF discharge volumes. As the Wet Season is defined in the CD as the period from December 1 of one calendar year through April 15 of the following calendar year, the annual work is performed on a fiscal year (FY) basis. Consistent with the provisions of the approved Flow Model Calibration Plan, as there was a storm event that resulted in a discharge from the WWFs outside of the defined Wet Season, that discharge event was included in the calibration of the FY22 Flow Model. Therefore, the Wet Season for FY22 was expanded to account for WWF discharges that occurred during the October storm event.

EBMUD continually evaluates the quality of data incorporated into the model. Potential improvements to data sources are considered on an ongoing basis. For the FY22 season, as part of the Regional Technical Support Program (RTSP), EBMUD collected data from widespread Interceptor Tributary Areas (ITAs) for a third consecutive year. ITAs are distinct geographical areas that contribute flows into the Interceptor System. The metering data from FY22 data were incorporated into the model calibration that supported hydrologic calibration of 70 ITAs, representing 89% of the service area and 90% of the Average Base Wastewater Flow (ABWF) generated within the regional collection system. The widespread collection of ITA-scale data allows for an enhanced resolution in modeling the generation of flows entering the Interceptor System. It permits an evaluation of where flow volumes have been reduced, thus measuring progress toward achieving the CD's WWF discharge reduction goals.

Output Ratio Testing Methodology

The updated and calibrated model is used each year to simulate system performance in the prescribed high-intensity December 5, 1952 Storm, as specified in the CD. Each year, the discharge volumes predicted by the model from EBMUD's three WWFs from the prescribed storm are compared to the volume of discharges from a model run representing the Baseline conditions. The Baseline condition model was calibrated using flow data from the fiscal year 2010 (FY10) and fiscal year 2011 (FY11) rainy seasons, and its purpose was to establish a baseline for evaluating future discharge volume reductions over time. In the Baseline model run, the predicted volume of discharge for the storm event at each WWF is known as the Baseline WWF Output. This comparison of the annually calculated discharge volumes to the Baseline WWF Output is referred to as the Output Ratio. For example, an Output Ratio of 100% for a given WWF demonstrates that the WWF's discharge volume, as simulated by the updated and calibrated model, is equal to its discharge volume from the Baseline WWF Output, meaning that there has been neither an increase nor a decrease in discharge volume from the WWF since the baseline was calculated. An Output Ratio greater than 100% for a WWF indicates that the WWF is predicted by the updated and calibrated model to discharge a volume that exceeds the Baseline WWF Output. Conversely, an Output Ratio less than 100% for a WWF indicates that the WWF's discharge volume simulated by the updated and calibrated model is less than its Baseline WWF Output.

The Output Ratios are used to measure compliance with the CD. By a specified date, the CD requires each WWF to show that it would not discharge from the prescribed high-intensity 1952 storm. A WWF may demonstrate compliance with that requirement by showing it has an Output Ratio of 0%. The deadline to demonstrate a 0% Output Ratio varies by WWF. The SAC WWF, PI WWF, and OAK WWF must meet that requirement by the end of calendar years 2028, 2034, and 2036, respectively. Output Ratios are also used



to assess the interim progress toward the CD’s ultimate WWF discharge reduction goal at Mid-Course Check-Ins, occurring this year and in 2030. The CD defines two benchmark WWF Output Ratios for the WWFs at the Mid-Course Check-Ins. These benchmarks will inform a determination of whether an acceptable rate of progress has been achieved. For example, the benchmark Output Ratio for the OAK WWF for 2022 compares the OAK WWF’s Baseline discharge volume in the prescribed high-intensity storm with the volume predicted to be discharged from the OAK WWF if an identical storm occurred again in 2022, based on assumptions, made at the time the Baseline model was finalized, regarding the quantity of public and private rehabilitation work that would be completed by 2022 and the expected rate of I&I reduction that would be achieved from the performance of that rehabilitation work. For this first Mid-Course Check-In, the SAC WWF, PI WWF, and OAK WWF are to demonstrate benchmark Output Ratios of 43%, 53%, and 65%, respectively. At the 2030 Mid-Course Check-In, the PI WWF and OAK WWF are to demonstrate benchmark Output Ratios of 18% and 31%, respectively; the SAC WWF must have already demonstrated a 0% Output Ratio at the end of 2028. Compliance with these benchmarks will be determined in this year’s Mid-Course Check-In by averaging a WWF’s Output Ratios from fiscal year 2020 (FY20), FY21, and FY22 into a single number known as a Three-Year-Average Output Ratio, which is then compared against the benchmark percentage specified in the CD for that WWF for this year. The same process will be done for each WWF in the 2030 Mid-Course Check-In by using a WWF’s fiscal year 2028 (FY28), fiscal year 2029 (FY29), and fiscal year 2030 (FY30) Output Ratios to calculate the WWF’s Three-Year-Average Output Ratio, which will be compared in turn with the 2030 benchmark for that WWF defined in the CD.

FY22 Output Ratio Results

Following the described Output Ratio testing methodology, the FY22 Output Ratios were determined for each WWF. The FY22 Output Ratio is reflective of the documented Work¹. The calculated discharge volumes from each WWF for the Baseline and FY22 conditions are shown in Table ES-1 below.

Table ES-1: Baseline and FY22 Discharge Volumes

Facility	Baseline Discharge Volume ¹ (Million Gallons)	FY22 Discharge Volume (Million Gallons)	FY22 Output Ratio ²
PI WWF	23.3	13.5	58%
OAK WWF	53.7	31.0	58%
SAC WWF	13.2	4.5	34%

¹ Baseline volume is the model-predicted discharge volume from the December 5, 1952 Storm resulting from Baseline Flow Model calibration to observed flow data from the FY10 and FY11 Wet Seasons.

² FY22 Output Ratio is calculated as the FY22 volume divided by the Baseline volume, expressed as a percentage.

The FY22 Three-Year-Average Output Ratio is calculated at each WWF. Table ES-2 presents the calculated Output Ratios from FY20, FY21, and FY22 for each WWF, plus the three-year average of those values. For comparison, Table ES-2 also presents the Mid-Course Check-In and final compliance Output Ratios defined in the CD for each WWF.

¹ Work is a CD-defined term and shall mean the activities the Defendants are required to perform under Sections VI-XVIII of the CD.



Table ES-2: Computed WWF Output Ratios

Facility	Output Ratios				CD Benchmarks		
	FY20	FY21	FY22	Three-Year-Average	2022	2030	Final Compliance
PI WWF	48%	43%	58%	50%	53%	18%	0% by 2034
OAK WWF	66%	54%	58%	59%	65%	31%	0% by 2036
SAC WWF	39%	35%	34%	36%	43%	-- ¹	0% by 2028

¹ The compliance date for the SAC WWF precedes 2030.

The PI WWF FY22 Output Ratio is 58% and the FY22 Three-Year-Average Output Ratio is 50%. *As the FY22 Three-Year Average Output Ratio is less than the 2022 benchmark, PI WWF has met the requirements of the CD for the first Mid-Course Check-In.*

The OAK WWF FY22 Output Ratio is 58% and the FY22 Three-Year-Average Output Ratio is 59%. *As the FY22 Three-Year Average Output Ratio is less than the 2022 benchmark, OAK WWF has met the requirements of the CD for the first Mid-Course Check-In.*

The SAC WWF FY22 Output Ratio is 34% and the FY22 Three-Year-Average Output Ratio is 36%. *As the FY22 Three-Year Average Output Ratio is less than the 2022 benchmark, SAC WWF has met the requirements of the CD for the first Mid-Course Check-In.*

Considerations Regarding Output Ratio Assessment

The Output Ratio has shown, and is anticipated to continue to show, a significant variation from year to year at each WWF due to multiple factors. These factors should be considered when assessing the overall effectiveness of sewer system rehabilitation in reducing the WWF discharges. Factors contributing to potential variations in the calculated Output Ratios include the following:

1. *Conservative Flow Model Calibration Bias:* The CD requires that the Flow Model be calibrated to overpredict the flows to and from the WWFs and the MWWTP. While this requirement avoids underprediction in discharged volumes, it may result in the Flow Model predicting discharges for events in which actual discharge may not occur, as well as predicting a greater volume being discharged than would be expected to occur. The conservative bias factor would contribute to elevating the Output Ratio.
2. *Climatological Conditions:* The variations in rainfall and climatological conditions observed in the eight years of Flow Model calibration and Output Ratio testing have affected the calculated Output Ratios, as the recorded seasonal precipitation totals in this period have seen some of the driest and wettest years on record. The fiscal year 2015 (FY15) Output Ratios showed a reduction in discharges from WWFs that exceeded expectations, likely due to the presence of multi-year drought conditions. Conversely, the reduction in discharge from WWFs calculated for fiscal year 2017 was less than expected, likely due to the precipitation being 65% greater than the mean annual precipitation (23.45 inches).

The FY21 Output Ratios, similar to FY15 and FY20, computed in a Wet Season with significantly less total rainfall than the long-term average, show reductions in discharges from WWFs that exceed expectations. The FY22 Output Ratios were computed under conditions in which seasonal



precipitation was near average, though most of the precipitation occurred during three storm events. While impacts from extreme variations in climatological conditions would be expected to be minimized over an extended period of time, the effects have been observed to be significant in a shorter timeframe, such as over a period of one, two, or three Wet Seasons.

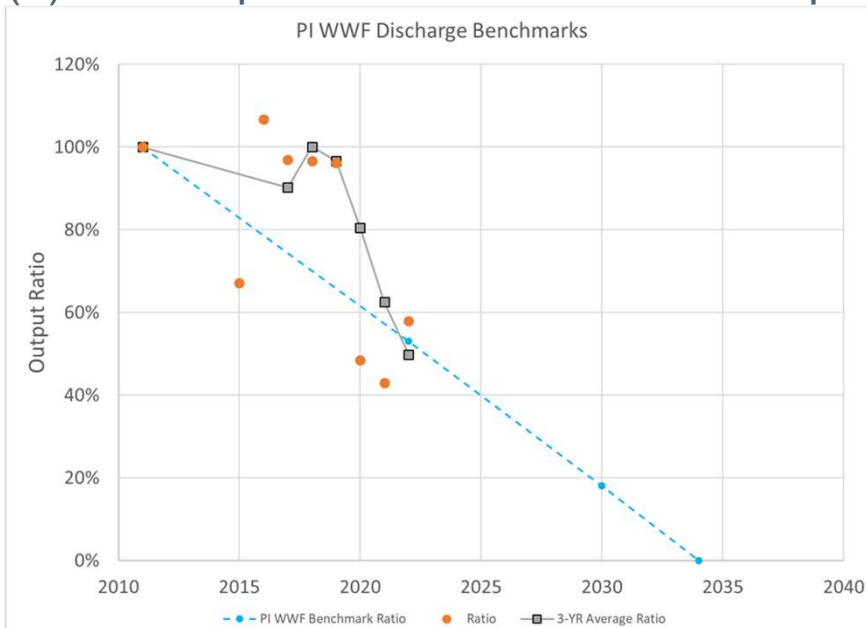
3. *Persistent Groundwater Conditions:* Variations in climatological conditions also affect groundwater infiltration (GWI) processes, which may persist for more than a single Wet Season. In the year after an extreme wet year, elevated GWI processes may still be evident, adversely affecting the WWF discharge volumes. As with climatological conditions, impacts from persistent groundwater conditions would be expected to decrease over an extended period of time, but these conditions may affect the Output Ratio for more than one Wet Season. The groundwater factor would contribute to elevating the Output Ratio in and after wetter-than-average seasons and reducing the Output Ratio in drought-like seasons.
4. *Quantity, Methodology, and Location of Sewer Rehabilitation:* In FY22, as in all previous years, the amount of I&I reduction that has been realized relative to the amount of reported sewer rehabilitation has shown a high degree of variability. This is evident in the variation between the expected and calibrated I&I reductions determined from the Flow Model update and calibration efforts, respectively. There are several possible explanations for the differences between the expected and actual I&I reductions. The locations where sewer rehabilitation is performed will influence the I&I reduction, as rehabilitation in areas with higher rates of I&I production would be expected to have a larger impact on I&I reduction than rehabilitation in areas where less I&I is evident. The concentration of sewer rehabilitation can also be expected to affect the I&I reduction, as concentrated rehabilitation may remove a number of I&I sources in the area and therefore be more effective in addressing I&I migration. Sewer rehabilitation that targets contiguous sewer assets may be more effective, especially in earlier years, than sewer rehabilitation that is highly distributed. There is likely a minimum amount of rehabilitation that is required before I&I reduction is observable, and this minimum amount is also variable from one ITA to the next. For I&I reductions to approach the expected values, these considerations likely need to be addressed. The sewer rehabilitation factor would contribute to variability in the Output Ratio.



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Output Ratios and Output Test Results – PI WWF

(1) Is Output Ratio consistent with expected rate of Output Ratio reduction?



FY22 Three-Year-Average Output Ratio – 50%

PI WWF OUTPUT RATIO	
FY20	48%
FY21	43%
FY22	58%

KEY TAKEAWAYS

1. *PI WWF is determined to have demonstrated compliance with the 2022 benchmark in Section XVI (“WWF OUTPUT TESTS”) of the CD.*

Summary

Facility	Output Ratios				CD Benchmarks		
	FY20	FY21	FY22	Three-Year-Average	2022	2030	Final Compliance
PI WWF	48%	43%	58%	50%	53%	18%	0% by 2034
OAK WWF	66%	54%	58%	59%	65%	31%	0% by 2036
SAC WWF	39%	35%	34%	36%	43%	--	0% by 2028

KEY TAKEAWAYS

1. All three WWFs *have been determined to demonstrate compliance with the 2022 benchmark in Section XVI (“WWF OUTPUT TESTS”) of the CD.*

11:45 – 12:15 P.M.

WET WEATHER PLANNING

The Board will review and discuss strategies for dealing with wet weather.

Shallow Groundwater and Sea-Level Rise

Response of shallow groundwater to sea-level rise along the
Bay shoreline in Alameda, Marin, San Francisco, and San
Mateo Counties



As sea levels rise in San Francisco Bay,
shallow groundwater underneath low-lying
coastal communities will also rise.



Low-lying inland areas could flood from below by emergent groundwater long before coastal floodwaters overtop the shoreline.



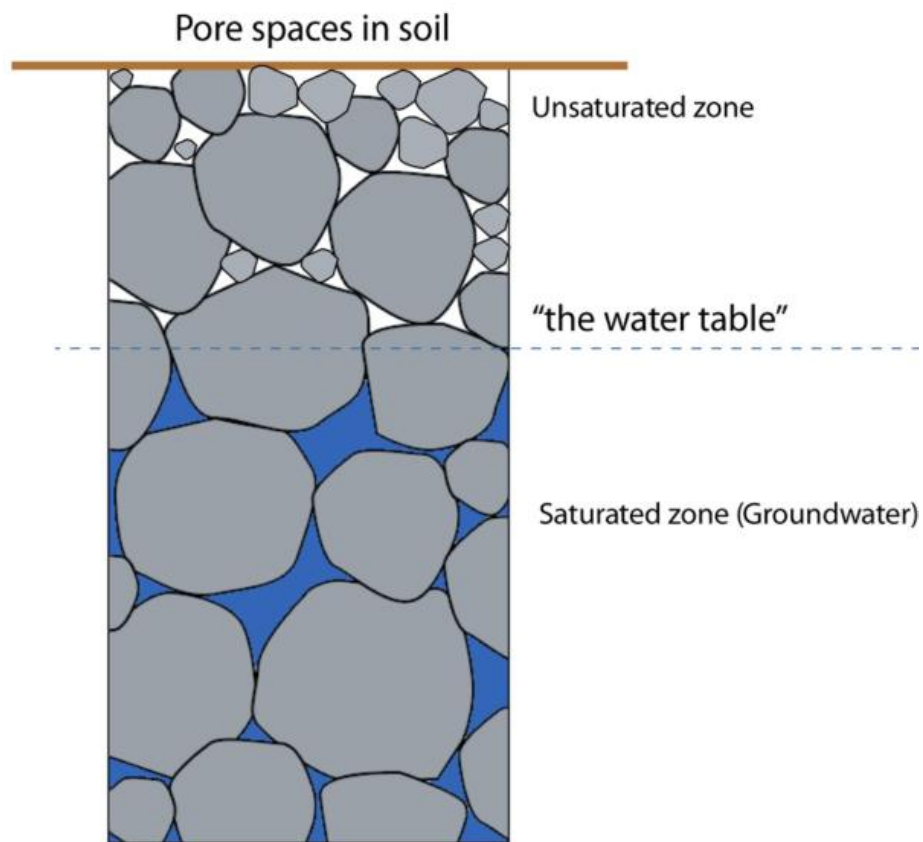
Rising groundwater will increase infiltration rates into sewer systems, flood basements, and damage underground infrastructure.



Rising groundwater will interact with contaminated lands around the Bay, creating a potential exposure pathway that could impact the environment and public health.



And rising groundwater will increase liquefaction hazards in response to earthquakes, particularly in former open water, mudflat, marsh, and floodplain areas that have been filled for development.

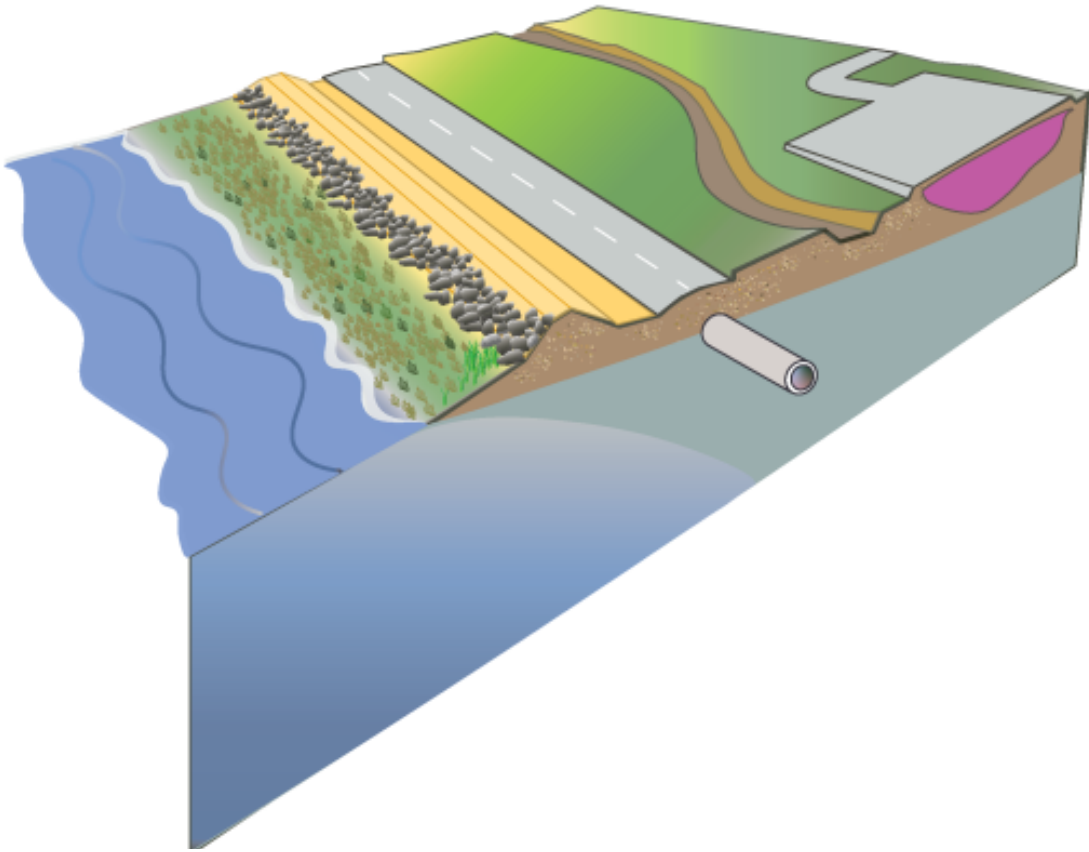


What is shallow groundwater?

Water contained within the pore spaces in soil under the ground surface is referred to as groundwater. For this study, the first groundwater that is encountered below the ground surface that is unconfined (i.e., not below an impermeable clay layer) is defined as the shallow groundwater zone.

The water table is located at the depth below the ground surface where the pore spaces are 100% filled with water. The pore spaces in the soil above the water table may still contain water, but the level of saturation is below 100%.

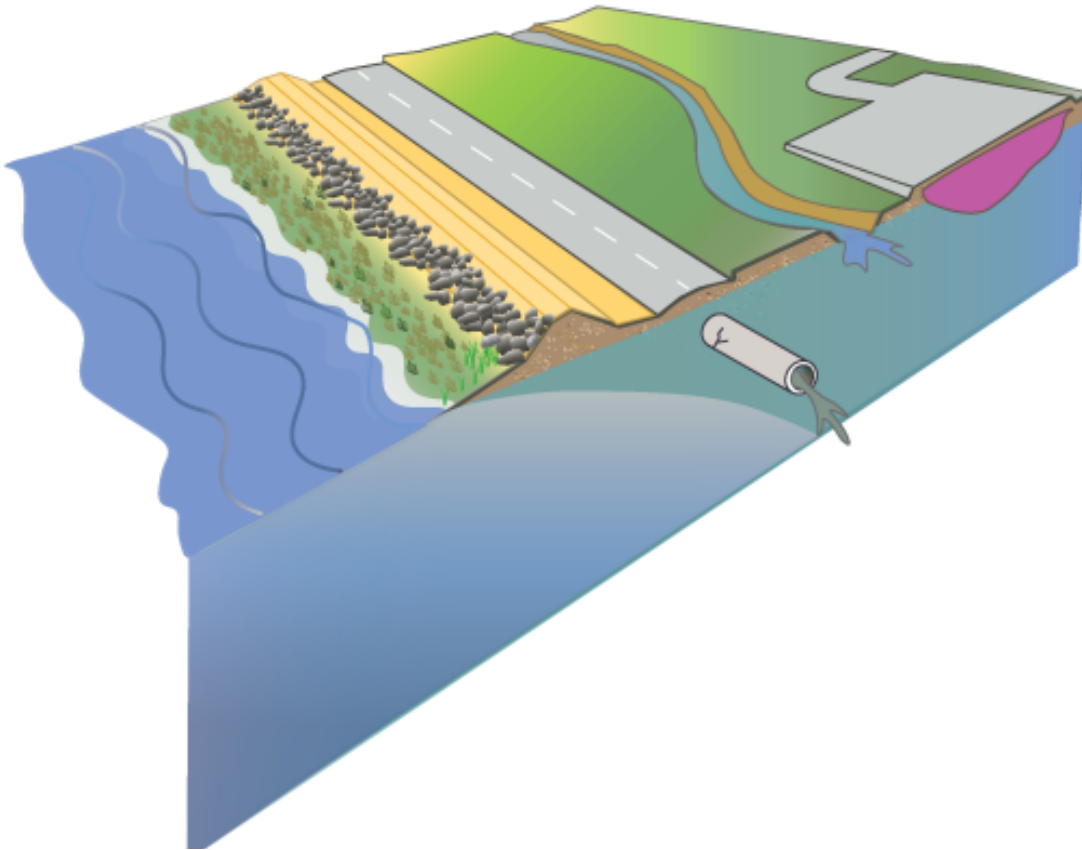
Groundwater flows through the pore spaces with the flow rate varying from inches per year to hundreds of feet per year depending on the soil characteristics. For example, groundwater can flow faster through sand than it can through silt and clay.



What can happen as the groundwater table rises?

The following illustrations represent a hypothetical coastal area adjacent to the Bay. A levee provides protection from coastal storm surge and wave hazards.

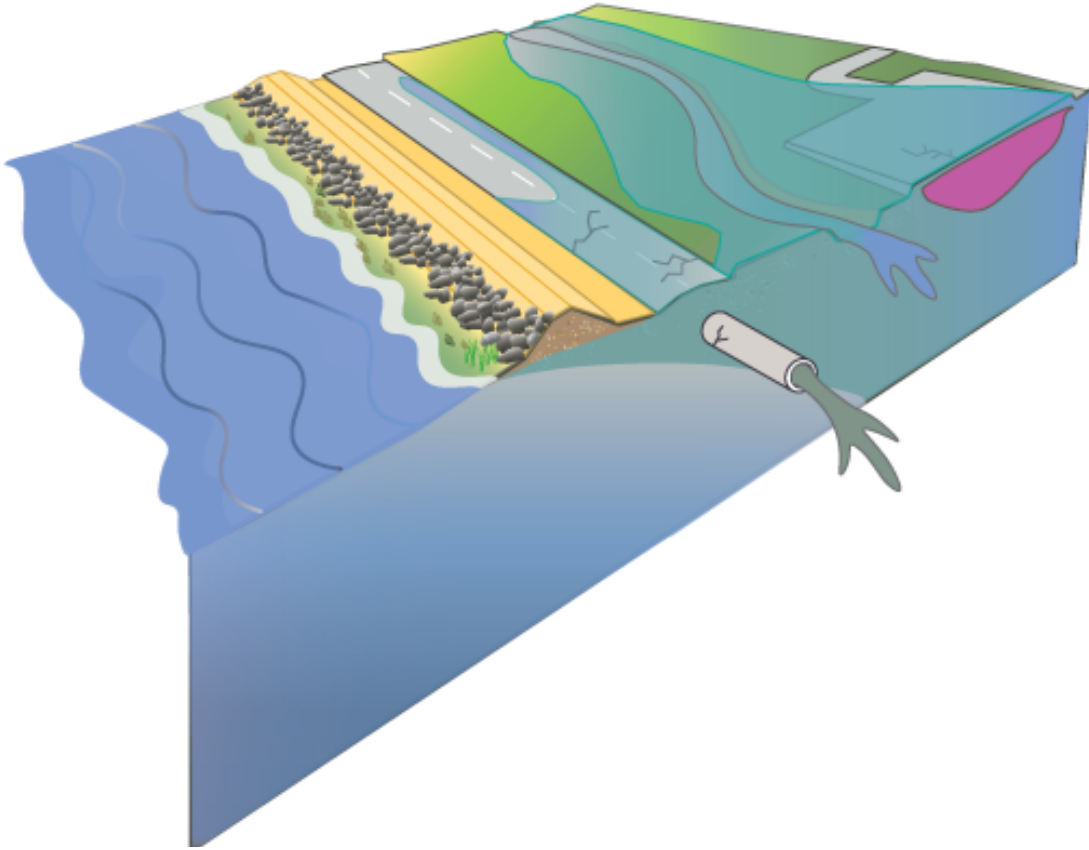
The groundwater table is located below the sewer infrastructure, the drainage channel, and an adjacent parking lot over a capped contaminated site (purple).



As sea levels rise, the saltier groundwater that is connected to the Bay migrates landward. This pushes the fresher inland groundwater table upwards towards the ground surface.

The higher groundwater table causes groundwater to infiltrate into the sewer system, and flow into the drainage channel. Both reduce the flood conveyance capacity, placing the area at greater risk of flooding during a rainfall event.

The higher groundwater table also intersects the contaminated site, potentially mobilizing contaminants and creating new exposure pathways.



As sea level rises further, the groundwater table rises above the ground surface. Emergent groundwater fills the channel and its adjacent floodplain area, flooding inland areas before coastal floodwaters overtop the levee.

The volume of groundwater infiltration into the sewer increases and the soils are fully saturated, substantially limiting the ability of rainfall to infiltrate into the ground.

The rising groundwater table can also damage surface infrastructure, including roadways, and could lift or crack the caps over contaminated lands.

Understanding the Risks

Pathways Climate Institute LLC (Pathways) and the San Francisco Estuary Institute (SFEI) gathered and analyzed multiple data sets and collaborated with city and county partners to analyze and map the existing “highest annual” shallow groundwater table and its likely response to future sea-level rise.

This effort covers the low-lying areas along the San Francisco Bay shoreline of four counties (Alameda, Marin, San Francisco, San Mateo) and was funded by the Bay Area Council's [California Resilience Challenge](#). The counties of Alameda, Marin, San Francisco, and San Mateo were selected because they volunteered to participate in the grant development process and committed in-kind staff time to support the project. Additional academic and agency advisors participated in project team meetings and informed project direction.

This effort produced publicly available data and online tools to support adaptation efforts.

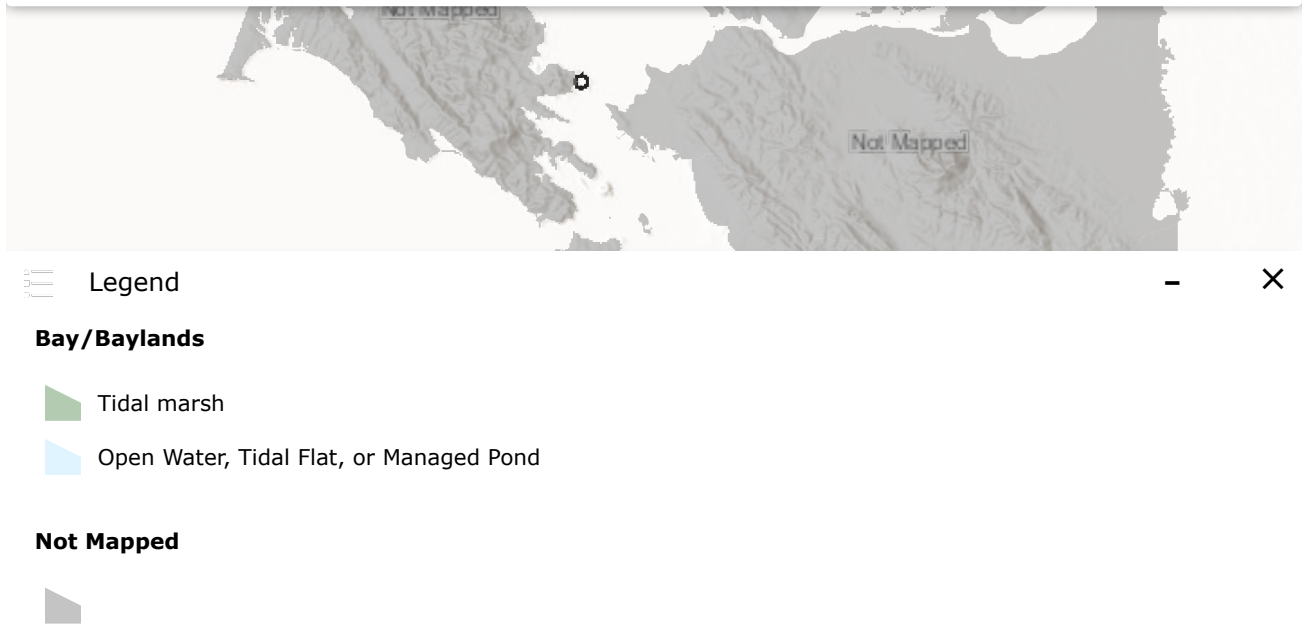


Existing and future condition depth to groundwater GIS data available for download (geodatabase format). Geodatabases include:

- Polygon layers of groundwater within 6 feet of the ground surface for current conditions and under 10 future sea-level rise scenarios: 12", 24", 36", 48", 52", 66", 77", 84", 96", 108". These align with the scenarios used in BCDC's mapping for the Adapting to Rising Tides (ART) Bay Area Shoreline Flood Explorer
- Polygon layers of emergent groundwater for current conditions and under the same 10 future sea-level rise scenarios
- Raster layers of depth to groundwater for current conditions and under the same 10 future sea-level rise scenarios
- Polygon layer showing areas of low confidence
- Polygon layer showing inland areas in each county not mapped for this analysis

Download the Data

Click to restore the map extent and layers visibility where you left off.



The image shows a webmap interface. At the top, there is a map view showing a coastal area with a small circle indicating a location. The map is mostly grey, with some darker grey areas. Below the map is a legend panel. The legend is titled "Legend" and has a minus sign and a close button (X) on the right. The legend is divided into two sections: "Bay/Baylands" and "Not Mapped". Under "Bay/Baylands", there are two items: "Tidal marsh" represented by a green triangle and "Open Water, Tidal Flat, or Managed Pond" represented by a light blue triangle. Under "Not Mapped", there is one item: a grey triangle.

Depth to Groundwater: Current Conditions

This webmap shows depth to groundwater under current (wet winter) conditions. The web map also includes a variety of additional layers relevant to planning for sea-level rise and groundwater rise adaptation. These overlay layers include jurisdictional boundaries, transportation infrastructure, special designations (SB 535 Disadvantaged Communities and Plan Bay Area 2050 Priority Development Areas), as well as historical and geological considerations relevant to liquefaction risk (historical baylands, artificial fill).

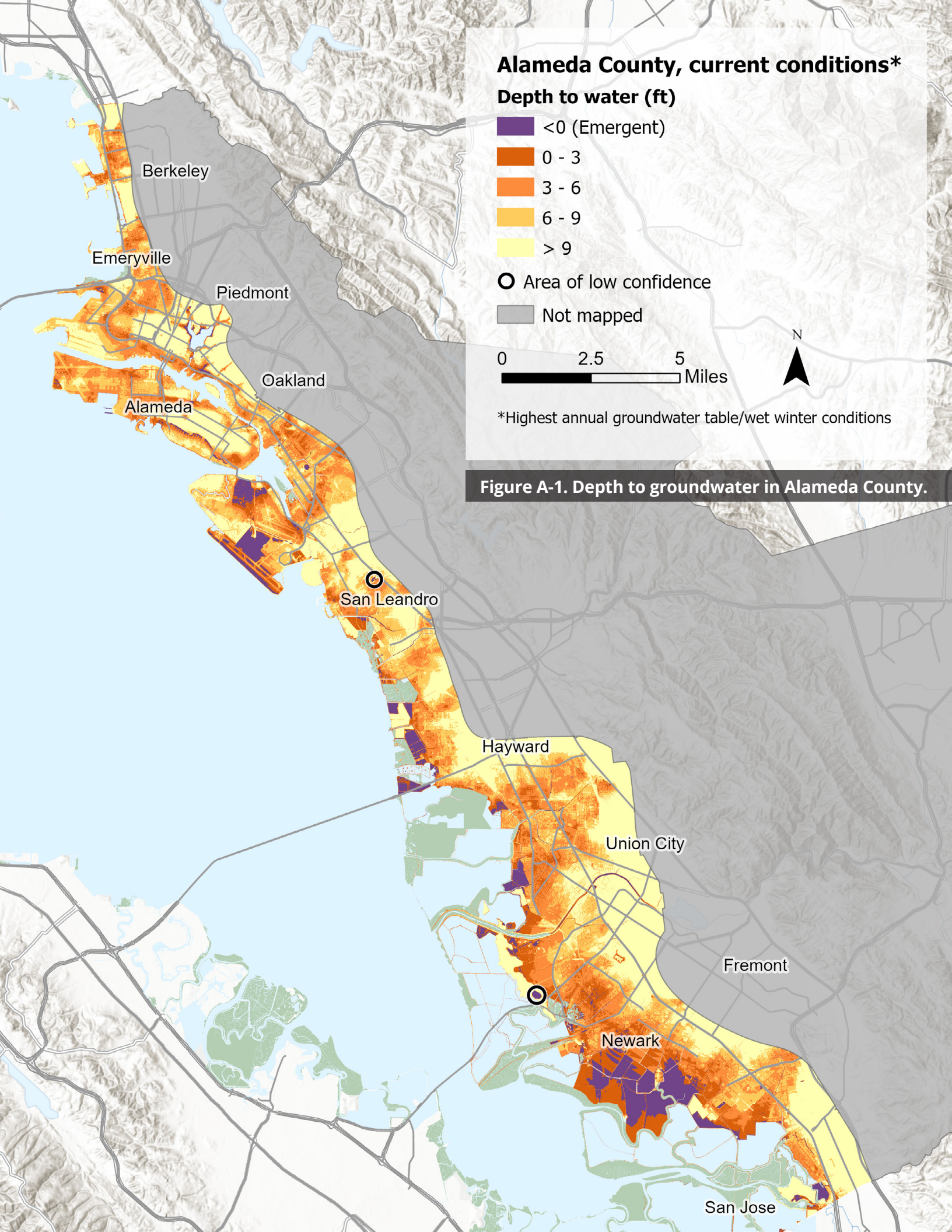
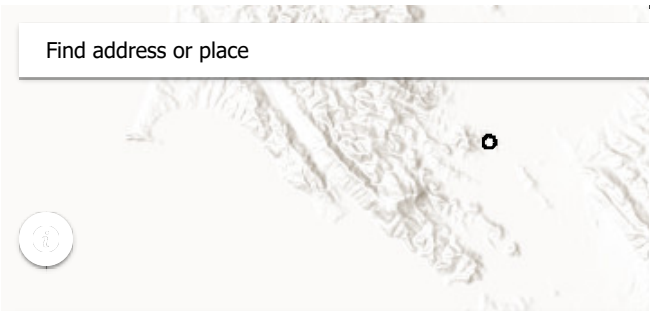


Figure A-1. Depth to groundwater in Alameda County.



Legend

Bay/Baylands



Tidal marsh



Open Water, Tidal Flat, or Managed Pond

Not Mapped

This webmap portfolio shows the extent of flooding from emergent groundwater compared to coastal flooding under various sea-level rise scenarios. Coastal flood data are from BCDC's [ART Bay Area Shoreline Flood Explorer](#). The webmaps are for planning purposes only; more detailed analysis is needed for site-scale engineering and design.

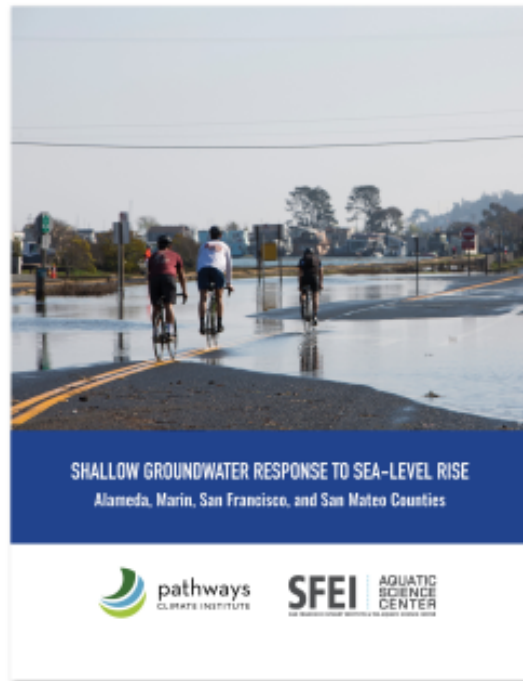
Click the menu buttons at the bottom of the map to see the legend and turn on/off overlay layers.

Click [here](#) for more information on the methods used to create this map.

This webmap portfolio will be available until December 2025; pending additional funding, the groundwater data will be

Future Conditions

This webmap portfolio shows the extent of flooding from emergent groundwater compared to coastal flooding under various sea-level scenarios.



Want to learn more?

Download the full report to:

- Understand the challenges of rising groundwater
- Review the methods used in this study
- Learn how to use these publicly available datasets
- Read a discussion of the adaptation challenges ahead
- And learn more about what we are up to next!

Read the Report

Additional Resources and Information

- [Befus, K. M., Barnard, P. L., Hoover, D. J., Finzi Hart, J. A., & Voss, C. I. \(2020\). Increasing threat of coastal groundwater hazards from sea-level rise in California. Nature Climate Change, 10\(10\)](#)
- [USGS Liquefaction storymap](#)
- [Toxic Tides map](#)

- Plane, E., Hill, K., & May, C. L. (2019). A Rapid Assessment Method to Identify Potential Groundwater Flooding Hotspots as Driven by Sea Levels Rise in Coastal Cities. Water, 2228(11), 8–10
- May, C. L., Mohan, A., Hoang, O., Mak, M., & Badet, Y. (2020). The Response of the Shallow Groundwater Layer and Contaminants to Sea Level Rise. Report by Silvestrum Climate Associates for the City of Alameda, California
- Pathways (2022). City of Palo Alto Sea Level Rise Vulnerability Assessment Appendix A: Shallow Groundwater, Prepared for the City of Palo Alto by Pathways Climate Institute

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Acknowledgements

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Thank you to the Groundwater Advisory Committee, which is composed of representatives from local and regional governments. Members of the advisory committee members were instrumental in securing grant funding and providing assistance and feedback to the study team throughout project. Many individuals in addition to those listed on the preceding page were instrumental in providing support. Thank you to all the staff in local governments throughout the four counties who dedicated time to collecting geotechnical reports to support this effort. In addition, we would like to thank the city and county staff that supported the ground truthing efforts to help inform and improve the existing conditions groundwater mapping.

We are grateful for the funding provided through the California Resilience Challenge administered by the Bay Area Council Foundation, and the pro-bono contributions from Pathways Climate Institute, which made this effort possible. A special thank you to Adrian Covert and Anna Sciaruto of the Bay Area Council for their support.

Lastly, we would like to thank Dr. Marcus Griswold, who spearheaded the organization of the Bay Area Groundwater and Sea-Level Rise Workshop in 2019 that raised awareness of the critical need to fill this data gap in sea-level rise adaptation planning.

Stege Sanitary District

Discharge Alternatives Analysis

April 2012

Background

Peak wastewater flows from Stege to the East Bay Municipal Utility District (EBMUD) system contribute to the present need for EBMUD's wet weather treatment facilities to discharge to San Francisco bay. EPA has ordered that, over time, this shall cease. Consequently, Stege contracted Whitley, Burchett & Associates in May 2011 to perform a study on the alternatives to discharge of wastewater to EBMUD. The study included investigation of the feasibility and cost to store flows such that Stege's peak flow rates to EBMUD are reduced, and also reviewed the redirection of part or all of Stege's wastewater from EBMUD to the Richmond or West County Wastewater District (WCWD) treatment plants.

Study Results

The study concluded that the alternatives were feasible relative to constructability, but had varying cost-effectiveness depending upon the amount of flow to be diverted or stored. At a level of 20 million gallons of storage or diverted flow, diversion to the Richmond treatment plant was estimated at \$2.45/gallon (about \$49 million total), diversion to WCWD was \$3.91/gallon (\$78.2 million total), and storage was \$2.57/gallon (\$51.4 million total). So, the costs of diversion to Richmond and storage were essentially the same although there are some significant costs associated with diversion that were not identified or estimated as part of the study. These additional costs include items such as potential connection fees, shared expenses for needed upgrades and capital improvements to the Richmond plant, any costs to increase wet weather capacity at the plant, not to mention administrative and political issues involved in de-annexing or transporting wastewater outside Special District #1 boundaries. Therefore, storage would likely be a lesser cost option than diversion.

At levels in excess of 20 million gallons, the storage option is much less expensive than diversion. The 20 million gallon level was chosen for discussion in this summary because it is not only the "breakpoint" at which storage is less expensive than diversion, it is also the storage volume that is needed to accommodate the historical 5 year storm used by Stege and the East Bay agencies. A storage amount of 16.3 million gallons is required when a peaking factor of 7.2 (maximum flow to average dry weather flow) is used; this is the most liberal factor identified in EBMUD's Flow limits report that was required in its Stipulated Order (SO). Storage of more than this amount of 16.3 million gallons is needed to ensure EBMUD wet weather facilities don't discharge. Also, the design storm is one isolated storm event so it provides a very liberal result in regards the design of necessary volumes. Consequently, it is estimated for planning purposes at this time that storage or diversion needs would be a minimum of 20 million gallons.

Discussion

Stege's SO requires preparation of an asset management plan (AMP) by July 2012. EPA staff that will be working with EBMUD and the EBMUD satellites (including Stege) in negotiation of their consent decrees (CDs) has said the satellites' AMPs will be the foundation of the future CDs. Stege's current draft AMP, supported by its existing service rate structure, provides for an annual main line replacement budget of \$1.5 million, or replacement of about 1.5% of Stege's system at the time service rates were last revised. This would result in \$45 million expended for replacement of about 45% of

Stege's main lines over the next 30 years, which would essentially replace main lines in the worst sub basins, as well as all structurally compromised lines. A 30 year time frame is used since that is the term that will be proposed by EBMUD and the satellites.

Some annual capital expense for the replacement of Stege main lines would still be required over the next 30 years even if diversion or storage alternatives were implemented, because there would still be an on-going need to replace structurally-compromised lines. The storage alternative would cost about \$60 million over the 30 year period; \$51 million for storage and about \$9 million for replacement of structurally compromised lines. This compares to about \$45 million for the AMP approach, as mentioned above. The storage alternative would require expenditures "up front", so with the time value of money considered the cost of this alternative is significantly greater than the AMP approach. The AMP approach also results in the replacement of almost half of the District main lines, a renewal of vital infrastructure and an important asset.

The lateral testing and replacement program in all the EBMUD satellite areas will continue during the next 30 years and it is believed that 60-70% of laterals in the EBMUD area will consequently be replaced in this period. The result of the lateral program and satellite AMPs should be significant, additional flow reduction. This is another reason storage does not make sense at this time.

It is helpful that the alternative analysis was performed. It provides important and useful information to Stege that will be used for planning and referred to in the CD negotiations with regulators and other EBMUD satellites.

Recommendation

It is recommended that Stege continue its current annual main line replacement program and should not pursue storage or diversion alternatives. Staff should monitor the results of CD negotiations and the progress of future work & plans in order to identify if these alternatives are worth reconsidering in the future.

12:45 – 1:30 P.M.

Structure of Future Board Meetings

The Board will consider the possible use of committee meetings, consent agendas, and brainstorm other ideas to speed up meetings.

[DRAFT] COMMITTEE MEETINGS

A. General. Committees of the Board of Directors are advisory bodies only and are formed by the President of the Board to advise the full Board on certain topics of recurring interest. Committees of the Board of Directors shall be composed of members of the Board of Directors, which are less than a quorum of the Board.

1. Identification of Standing Committees. The standing committees of the Board of Directors are:
 - a. Engineering and Operations Committee
 - b. Personnel, Finance and Audit Committee
2. Officers and Members of the Standing Committees. Chairperson and member(s) of standing committees are appointed by the President on the basis of each Director, other than the President, serving on at least one, but not more than three committees. No standing committee shall have more than two members who are also members of the Board of Directors.

B. Engineering and Operations Committee

1. Time of Meetings. The meetings of the Engineering and Operations Committee shall be held monthly during the week prior to the week of the scheduled Board meeting at the time and place indicated in the posted committee meeting notice.
2. Duties and Functions. The Engineering and Operations Committee shall study, advise, and make recommendations to the full Board of Directors with regard to:
 - a. Plans, specifications and bids.
 - b. The initiation, scheduling, contracting, and performance of construction programs and work, and the equipment or materials to be used, replaced, disposed of, or salvaged.
 - c. The operation, protection, and maintenance of District facilities.
 - d. Construction claims.
 - e. Employment of engineering and geotechnical consultants.
 - f. Legal matters affecting the District within the committee's areas of interest.
 - g. Other operational and engineering matters.

C. Personnel, Finance and Audit Committee

1. Time of Meetings. The meeting of the Personnel, Finance and Audit Committee shall be held monthly during the week prior to the week of the scheduled Board meeting at the time and place indicated in the posted committee meeting notice.
2. Duties and Functions. The Personnel, Finance, and Audit Committee shall study, advise and make recommendations to the full Board of Directors with regard to:
 - a. The form of the District's organization and the flow of authority and responsibility.

- b. Periodic independent reviews and studies of the organization, the classification of positions, job duties, salaries, and salary ranges; and preparation and submission of an annual recommendation for employee salaries and benefits for consideration in budget preparation.
- c. Relations between the District and its employees including all matters affecting wages, hours, pension plans and other employee benefits, and other terms and conditions of employment and matters included within the employee relations resolution.
- d. Areas of special concern to the District and its employees, including, but not limited to, equal employment opportunity, affirmative action, and the health and safety of employees.
- e. Policies and rules regarding the employment, discipline, and discharge of District employees.
- f. Preparation of budgets.
- g. Sale of bonds and borrowing and repayment of money.
- h. Disposition and investment of reserve funds.
- i. Authorization of appropriations.
- j. Insurance to be carried.
- k. Reports of auditors and financial statements.
- l. Employment of financial or insurance consultants.
- m. Form and contents of accounts, financial reports, and financial statements.
- n. Employment of auditors at any time and for general or special audits.
- o. Review of monthly expenditures.
- p. Other matters relating to personnel, finance, budget, audit, or insurance.
- q. Legal matters affecting the District within the committee's areas of interest.

THE CONSENT AGENDA

What is a consent agenda?

A consent agenda groups the routine, procedural, informational and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the board in a single motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

Why would an organization want to use a consent agenda?

Consent agendas are popular with many nonprofit organizations because they help streamline meetings and allow the focus to be on substantive issues.

What does it mean if we adopt a consent agenda?

- Documentation for consent items must be provided to the board prior to meetings so that directors feel confident that their vote reflects attention to their duty of care.
- Board members are encouraged to ask prior to the meeting all the questions that they want related to consent agenda items.
- If it is determined that an item on the consent portion of the agenda actually requires action or a decision that item should be removed from the consent portion of the agenda and raised later in the meeting.
- Any board member can request that an item be moved to the full agenda.
- A vote on the single motion applies to all the items on the consent portion of the agenda.

What does it *not* mean if we adopt a consent agenda?

- Consent agendas do not make it easier to ramrod through decisions since decision items are not placed on the consent portion of the agenda and all items on the consent portion of the agenda are still open to discussion and debate if someone requests they be moved.
- It is not always necessary to remove an item from the consent agenda if people have simple questions or wish to discuss the item further. Discussion is permitted after the motion for approval is made, but before the vote. However, everyone should remember that extensive conversation defeats the purpose of the consent agenda.

What normally is found on a consent agenda?

Routine, informational, procedural and self-explanatory non-controversial items are generally placed on the consent portion of the agenda. These typically are such things as:

- Approval of board and committee minutes
- Correspondence requiring no action
- Committee and staff reports
- Updates or background reports provided for informational purposes only
- Appointments requiring board confirmation
- Approval of contracts that fall within the organization's policy guidelines
- Final approval of proposals that have been thoroughly discussed previously, where the board is comfortable with the implications
- Confirmation of pro forma items or actions that need no discussion but are required by the bylaws
- Dates of future meetings

What is the process for using a consent agenda?

- The board must begin by approving a motion to adopt the consent agenda for its meetings.
- The board should then craft a policy about what may and may not be included in the consent portion of the agenda.
- The full agenda, including the consent items should be disseminated prior to the board meeting along with copies of reports and back up materials so that board members can do their due diligence prior to voting.
- As the first item of business the chairman should ask if anyone wishes to remove an item from the consent portion of the agenda.
- The chairman then asks for a motion to accept the consent agenda.
- Once the motion has been received, the chairman opens the floor for any questions or discussion on the items remaining on the consent agenda. The understanding, though, is that the directors have come prepared and, other than a quick point or question, they are comfortable voting for the items or they would have asked to have them removed.
- If any items were removed from the consent portion of the agenda the chairman may determine where on the agenda those items will be discussed, e.g., immediately after the consent agenda has been accepted or later on the agenda.
- Quickly reviewing the remaining items, the chairman asks for any objections to the adoption of those remaining items. If none are offered all items on the consent agenda are considered to be passed.

What does the rest of the agenda look like?

The answer to this is that it depends. If the organization is most comfortable with an “old business/new business” format, this can remain. However, the organization may find more benefit tackling one or two items that relate directly to the mission, vision and organizational values and that require special attention. Time spent in educating the board on mission-related, governance, or community issues is always valuable, as is dedicating some time to those problems or concerns that keep the executive director awake at night and the BTW Talk.*

* The “By the Way” Talk refers to giving board members the opportunity to share what they’ve heard or learned since the last board meeting that might have impact on the organization either in the short or long term. It could be considered a continuous environmental scan.

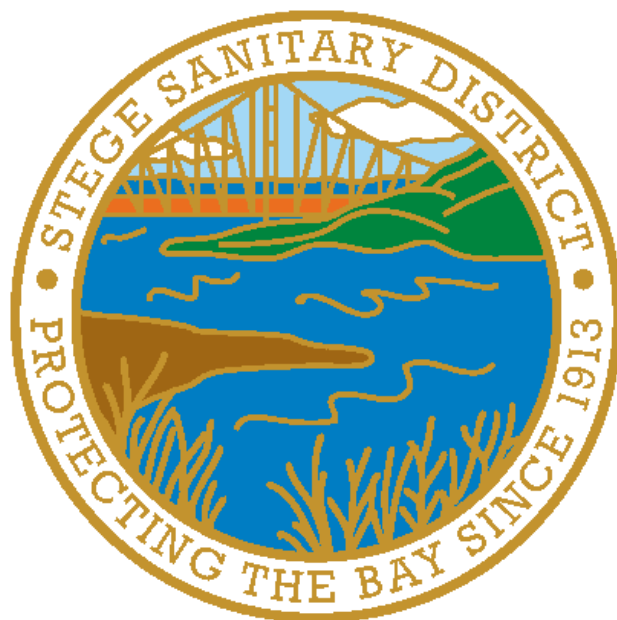
1:30 – 2:00 P.M.

STRATEGIC PLAN

The Board will review and discuss the plan.

STEGE SANITARY DISTRICT

STRATEGIC PLAN



MARCH 2022

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STEGE SANITARY DISTRICT STRATEGIC PLAN

I. MISSION

To protect public health and the environment for the communities we serve through planning and operation of a safe, efficient, and economical wastewater collection system.

II. VISION

The District will continue to:

- a. Protect public health and the environment
- b. Meet all legal and regulatory requirements
- c. Work in a safe and efficient manner
- d. Provide excellent customer service
- e. Employ our proactive asset management methods to provide a sustainably reliable collection system and reduce sewer system overflows (SSOs)
- f. Utilize a Pay-as-you-go (PayGo) with existing funds rather than borrowed financial policy for maintenance and construction including prudent, justifiable reserves
- g. Manage resources to accomplish our mission while maintaining an affordable and reasonable rate structure
- h. Provide a safe, enjoyable, and rewarding work environment that recognizes the worth and value of our employees
- i. Use governance and transparency practices that qualify for the Special District Leadership Foundation District of Distinction Accreditation and the District Transparency Certificate of Excellence
- j. Anticipate and plan for future changes
- k. Keep customers informed through newsletters, public appearances, website, and other appropriate outreach

III. VALUES

The District will adhere to the following set of core values in all aspects of operations:

- a. Safety
- b. Fiscal Responsibility
- c. Fairness

- d. Ethical and Transparent Governance
- e. Professional Excellence
- f. Education and Training
- g. Appropriate, Safe and Secure Up-To-Date Technology and Equipment
- h. Continued Improvement
- i. Sustainable Environmental Practices (Reduce, Reuse, Recycle)

IV. GOALS/OBJECTIVES & WORK PLAN

1. Comply with State and Federal Regulations
 - a. Meet United States Environmental Protection Agency Consent Decree requirements including submittal of an Annual Report by September 30th of each year
 - b. Meet State of California Wastewater Discharge Requirements (WDR) requirements including electronic reporting of Sanitary Sewer Overflows (SSOs)
 - c. Meet Regional Water Quality Control Board (Region 2) Sewer System Management Plan (SSMP) requirements including a documented self-audit every 3 years
 - d. Complete a comprehensive legal review and update of the District's Ordinance Code by June 2028 and at least every ten (10) years thereafter
 - e. Maintain a safety sensitive commercial driver program which includes a substance abuse policy for all employees who are required to possess a class B license
 - f. Work with professional associations such as CWEA, CASA, CSDA and BACWA that monitor and advocate on behalf of wastewater agencies before state and federal regulators on pending and proposed legislation or regulations
2. Maintain and Improve Infrastructure
 - a. Perform proactive maintenance and assessment of the sewer system through cleaning, CCTV inspection, and chemical root control to eliminate "preventable" SSOs
 - b. Update and implement sewer system master plan to prioritize sewer replacement, funding, and maintain a sewer system life cycle of 60+ years by June 2023 and at least every two (2) years thereafter
 - c. Update and maintain the District's Asset Management and Data Collections Program which includes the Geographic Information System (GIS) and Computerized Maintenance Management System (CMMS)
 - d. Work with the Regional Private Sewer Lateral (PSL) and Regional Technical Support Program (RTSP) to facilitate property owner replacement of leaky laterals and elimination of cross connections including promoting participation in the District's PSL Loan Program
 - e. Conduct risk assessments for cyber security and natural disasters by June 2025 and

- at least every five (5) years thereafter
 - f. Conduct risk assessments for pump stations, force mains, and siphon by June 2025 and at least every five (5) years thereafter
 - g. Work with local agencies to develop growth strategies that ensure necessary sewer collection infrastructure is prudently funded and installed
 - h. Annually review the District's Emergency Management Plan
3. Ensure Financial Stability and Efficiency
- a. Annually review the Sewer Service Charge
 - b. Conduct a Financial Plan and Rate Study by June 2024 and at least every five (5) years thereafter
 - c. Annually develop and implement a financial budget by June of each year
 - d. Annually undertake an independent financial audit by December of each year
 - e. Change auditors by June 2023 and at least every five (5) years thereafter
 - f. Annually review the District's Connection Charge by January of each year
 - g. Annually review the District's Long Term Financial Plan by June of each year
 - h. Annually review the District's Working Capital and Reserve Policy by June of each year
 - i. Annually review the District's Investment Policy by July of each year
 - j. Conduct a retiree medical actuarial evaluation by March of every even year
 - k. Annually compare service rates with East Bay agencies by January of each year
 - l. Monthly Board review of financial statements
 - m. Establish and follow a plan to fully fund retirement liabilities
 - n. Annually review the District's San Pablo Avenue Specific Plan Impact Fee by June of each year
4. Provide a Safe and Rewarding Work Environment that Recognizes the Worth and Value of Employees
- a. Provide employees with the proper tools, resources, and technology necessary to perform their duties safely, effectively, and efficiently
 - b. Annually review employee salary and benefits by July of each year and conduct a survey vs. comparable agencies by June 2023 and at least every five (5) years thereafter
 - c. Encourage employee participation in professional organizations
 - d. Provide effective training, professional development, and quality educational opportunities at District expense to promote professional development and certification
 - e. Provide a flexible work schedule as a benefit for employees to support employee morale, retention, and recruitment

- f. Provide an incentive award program and safety awards to recognize employee achievements
 - g. Maintain a succession plan that will identify and cross-train back-up staff to mitigate the extended absence, loss, or retirement of key employees and maintain institutional and technical knowledge
 - h. Provide a safety and wellness program that promotes a safe work environment and good health
5. Maintain and Improve Community Outreach and Communication
- a. Keep the District website updated with current information that maintains a high level of transparency and accessibility for the public
 - b. Publish the Endeavor Newsletter twice a year, mail to every District resident, and provide copies to service area libraries, community centers, senior centers, cafés, coffee shops, donut shops, & waiting rooms
 - c. Maintain a 24-hour “live” person contact phone number
 - d. Send a customer service satisfaction survey after each service call to track fulfillment of expectations
 - e. Participate in community events such as the 4th of July Fair
 - f. Provide educational pamphlets, door hangers, and notices, such as Proposition 218 notices, to inform the public of rate changes, proper disposal of “flushable” wipes & other non-flushables, Fats, Oils & Grease (FOG) disposal, Underground Service Alert (USA) damage prevention services, backflow prevention device (BPD) installation and maintenance, actions that can help prevent SSOs, construction notices, new owner information packets, and the Private Sewer Lateral (PSL) Replacement Loan Program.
 - g. Work cooperatively with other agencies within and around our service area
 - h. Maintain a presence on social media and online communities such as Facebook, Twitter, Nextdoor, and Yelp
 - i. Maintain governance and transparency practices that qualify for the Special District Leadership Foundation District of Distinction Accreditation and the District Transparency Certificate of Excellence

2:15 – 2:45 P.M.

**DIVERSITY, EQUITY, AND
INCLUSION (DEI)**

The Board will review and discuss DEI strategies.

STEGE SANITARY DISTRICT
DIVERSITY, EQUITY, AND INCLUSION (DEI) POLICY
SEPTEMBER 2022

The Stege Sanitary District (District) is committed to fostering, cultivating, and preserving a culture of diversity, equity, inclusion, and respect.

The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent that all employees contribute to their work represents a significant part of not only the District's culture, but the District's reputation and achievement. The District embraces and encourages differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make each employee unique. The District respects and values these diverse life experiences and heritages and is committed to ensuring all voices are valued and heard.

DEFINITIONS

- **DIVERSITY** includes all the ways in which people differ, encompassing the different characteristics that make one individual or group different from another. While diversity is often used in reference to race, ethnicity, and gender, we embrace a broader definition of diversity that also includes age, color, disability, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make each employee unique.
- **EQUITY** is the fair treatment, access, opportunity, and advancement for all people, while at the same time striving to identify and eliminate barriers that have prevented the full participation of some groups. Improving equity involves increasing justice and fairness within the procedures and processes of institutions or systems, as well as in their distribution of resources.
- **INCLUSION** is the act of creating environments in which any individual or group can be and feel welcomed, respected, supported, and valued so as to fully participate and have opportunities to grow. An inclusive and welcoming climate embraces differences and offers respect in words and actions for all people.
- **PREJUDICE** is the inclination or preference, especially one that interferes with impartial judgment, and can be rooted in stereotypes that deny the right of individual members of certain groups to be recognized and treated as individuals with unique characteristics.
- **PROTECTED CATEGORIES** include race, religion, color, national origin, ancestry, pregnancy, childbirth, medical condition, physical or mental disability, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military or veteran status, political affiliation, protected medical leaves

(requesting or approved for leave under the Family and Medical Leave Act of the California Family Rights Act), domestic violence victim status, or any other basis as defined and protected by Federal or State law.

- **DISCRIMINATION** is the unequal treatment of members of various groups which may be conscious or unconscious prejudice that favors one group over others especially on the basis of a protected category, as defined above.
- **HARASSMENT** is the unwanted conduct with the purpose or effect of violating the dignity of a person and creating an intimidating, hostile, degrading, humiliating, or offensive environment especially on the basis of a protected category, as defined above.

POLICY

To ensure that diversity, equity, and inclusion are integral components of the District's employment practices and conditions, the District is committed to the following principles:

- The District is committed to equal opportunity employment based on merit, competence, performance, and business need and, in furtherance of this commitment, the District, in addition to the regular channels of communication for job advertisements, will conduct outreach and provide job announcements to other organizations, including local and diverse organizations, consistent with and in furtherance of this Policy to ensure broad awareness of employment opportunities with the District.
- The District is committed to providing a work environment free from discrimination and harassment.
- The District is committed to providing a climate that is welcoming and conducive to the success of all employees through respect, inclusion, equity, and cultural awareness.
- The District is committed to encouraging staff to pursue professional development opportunities to be sufficiently educated on the subjects of diversity, equity, inclusion, and to be able to better recognize and prevent all types of prejudice and bias.

This policy covers District employees, applicants, volunteers, and elected or appointed officials.

2:45 – 3:15 P.M.

**Individual Self Assessment of
Governance
Review & Discussion**

Individual Board Member Self-Evaluation

Mark the response that best reflects your opinion and be prepared to discuss with the group.

1. I am aware of what is expected of me as a board member
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
2. I have a good record of meeting attendance
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
3. I read the minutes, reports, and other materials in advance of our board meetings
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
4. I am familiar with what is in the organization's by-laws and governing policies
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
5. I frequently encourage other board members to express their opinions at board meetings
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
6. I am encouraged by other board members to express my opinions at board meetings
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
7. I am a good listener at board meetings
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
8. I follow through on things I have said I would do
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
9. I maintain the confidentiality of all board decisions
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
10. When I have a different opinion than the majority, I raise it
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
11. I support board decisions once they are made even if I do not agree with them
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
12. I promote the work of our organization in the community whenever I have a chance to do so
 Strongly Agree Agree Not Sure Disagree Strongly Disagree
13. I stay informed about issues relevant to our mission and bring information to the attention of the board
 Strongly Agree Agree Not Sure Disagree Strongly Disagree

1. What is your greatest strength as a board member? Your greatest weakness?
2. What from the District would be helpful to support your role as a board member?
3. Do you have any comments or suggestions that will help the board be more effective.