

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF FEBRUARY 17, 2022
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** AGENDA *****

Items on the agenda may be taken out of order.

Public comment may be 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 Executive Order N-29-20, Board Members Christian-Smith, Gilbert-Snyder, Merrill, Miller, and O'Keefe 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 posed by items on the meeting agenda.

III. Public Comment

(Members of the public are invited to address the Board concerning topics that are **not** on the agenda)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF FEBRUARY 17, 2022
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- Motion: **IV. Approval of Minutes**
- A. Approval of Minutes of January 27, 2022 Board Meeting
(The Board will be asked to review and approve the minutes of January 27, 2022 Board Meeting)
- Info: **V. Communications**
- A. Oral Communications
1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
- a. City & Community Meetings
- B. Written Communications
- Info: **VI. Reports of Staff and Officers**
- A. Attorney's Report
- B. Manager's Report
1. Monthly Maintenance Summary Report
2. Monthly Report of Sewer Replacements and Repairs
3. Form 700 Statement of Economic Interest/Conflict of Interest
4. El Cerrito/worldOne 4th of July Festival Sponsorship
5. Proposed Statewide Sanitary Sewer Systems General Order Reissuance
- Info/Motion: **VII. Business**
- A. EBMUD Virtual Wastewater Treatment Plant Tour
(The Board will receive a virtual tour of EBMUD's treatment plant)
- B. Consideration of Class III Easement Encroachment – 1718 Butte St., Richmond, CA
(The Board will consider the request for an easement encroachment)
- C. Draft Long Range Planning Agenda
(The Board will review the updated draft agenda)
- D. Resolution No. 2183-0222 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF FEBRUARY 17, 2022
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District
for the 30 Day Period Beginning February 17 Pursuant to AB 361
(The Board will review and consider the resolution to continue to meet
remotely pursuant to Assembly Bill 361)

- Info: **VIII. Financial Statements**
A. Monthly Investment, Cash, Receivables Report
B. Monthly Operating Statement
(The Board will review the statements)
- Motion: **IX. Approval of Checks**
A. Checks for February 17, 2022- Fund No. 3418 & 3423
(The Board will be asked to approve the checks)
- Info: **X. Future Agenda Items**
March 5, 2022 @ 9:00 AM
Long Range Planning Workshop
- March 17, 2022**
California Employer's Retiree Benefit Trust (CERBT) Contributions
Consent Decree Quarterly Report
Board Training Summary
Form 700

CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of
Section 54956.9

Number of Potential Cases: 1

Schulak – Government Tort Claim filed: 2/7/2022

XI. Adjournment

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF FEBRUARY 17, 2022

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

(The next meeting of the Stege Sanitary District Board of Directors is the Long Range Planning Workshop scheduled to be held on March 5, 2022 at 9:00 A.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, CA.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 27, 2022
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Merrill called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Miller*,
 O’Keefe**, Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager
**via video-conference*
***via tele-conference*

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

- III. Public Comment:** There was no public comment.

IV. Approval of Minutes

A. Approval of January 6, 2022 Board Meeting Minutes

MOTION: Christian-Smith, seconded by Gilbert-Snyder, to approve the minutes of the January 6, 2022 Board Meeting

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Miller, O’Keefe,
 Merrill
 NOES: None
 ABSTAIN: None
 ABSENT: None

V. Communications

A. Oral Communications

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JANUARY 27, 2022
TIME OF MEETING: 7:00 P.M.
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1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

- a. City & Community Meetings

Miller gave a report on a recent El Cerrito City Council Meeting.

- B. Written Communications

1. Contra Costa Local Agency Formation Commission (LAFCO) Announcement of Upcoming Special District Seats, Call for Nominations, and Names of District Voting Delegates

The Board received the announcement from LAFCO.

VI. Reports of Staff and Officers

- A. Manager's Report

1. Monthly Maintenance Summary Report

The Manager reported no significant issues with last month's maintenance activities.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on payments made for several sewer repairs made in December.

3. San Pablo Avenue Specific Plan Area Status Report

The Manager reported on the status of the impact fee.

4. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming conference dates for 2022.

5. California Special Districts Association (CSDA)

The Manager reported on the upcoming conference date for 2022.

VII. Business

- A. Board Governance Policy Manual

The Board conducted their annual review of the Board Governance Policy Manual and asked staff to bring the item back for discussion at a future meeting pending discussions from the long range planning workshop scheduled for Saturday, March 5, 2022.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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B. Draft Long Range Planning Agenda

The Board reviewed and discussed the draft agenda for the upcoming long range planning workshop scheduled for Saturday, March 5, 2022.

C. Resolution No. 2181-0122 Resolution Amending Annual Budget for Fiscal Year 2021-2022

The Board reviewed and approved the resolution to budget \$500,000 from property tax revenue for the lateral replacement loan program.

MOTION: By Christian-Smith, seconded by Gilbert-Snyder, to approve Resolution No. 2181-0122 Amending Annual Budget for Fiscal Year 2021-2022 to budget \$500,000 from property tax revenue for the lateral replacement loan program, as amended

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Miller, O'Keefe,
 Merrill
 NOES: None
 ABSTAIN: None
 ABSENT: None

D. Resolution No. 2182-0122 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning January 27 Pursuant to AB 361

The Board approved the resolution to make necessary findings to continue to meet remotely pursuant to Assembly Bill 361.

MOTION: By Miller, seconded by Gilbert-Snyder, to approve Resolution No. 2182-0122 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and

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Authorizing Remote Teleconferenced Meetings of the Stege Sanitary
 District for the 30 Day Period Beginning January 27 Pursuant to AB 361

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Miller, O'Keefe
 NOES: Merrill
 ABSTAIN: None
 ABSENT: None

VIII. Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Cash on Hand vs. Target Chart
- D. Local Agency Investment Fund (LAIF) Quarterly Statement
- E. California Employers' Retiree Benefit Trust (CERBT) Quarterly Statement

The financial items were reviewed by the Board with no significant issues.

IX. Approval of Checks

- A. Checks for January 27, 2022 - Fund No. 3418 & 3423

MOTION: By Miller, seconded by Gilbert-Snyder, to pay the bills, Check
 Nos. 27434 through 27467 in the amount of \$944,368.84

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Miller, O'Keefe,
 Merrill
 NOES: None
 ABSTAIN: None
 ABSENT: None

X. Future Agenda Items

February 17, 2022

Long Range Planning Workshop Agenda

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JANUARY 27, 2022
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DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

District Performance Report
Board Training Summary
CASA Conference
Form 700
+EBMUD Virtual Treatment Plant Tour
+AB 361 – 30 Day Virtual Meeting Extension

March 5, 2022 @ 9AM

Long Range Planning Workshop

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 8:11 P.M. and returned to open session at 9:58 P.M. President Merrill announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 9:59 P.M. The next meeting of the District Board of Directors will be held on Thursday, February 17, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

**STEGE SANITARY DISTRICT
MONTHLY MAINTENANCE SUMMARY REPORT
Jan-22**

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITES

There were 19 normal working days	Days	Feet
Unit #10 (combo) operated:	16	72,049
Unit #11 (rodder) operated:	0	0
Unit #15 (video) operated:	3	4,281
Unit #16 (combo) operated:	0	0

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	58,114	13,935	58,114	13,935	150,375
Total Video	3,125	1,156	3,125	1,156	72,983

2. MONTHLY SERVICE CALLS

After-hour service calls: 8 calls 8 out

SERVICE CALLS, OVERFLOWS, AND BACKUPS

YEAR	MO	SERVICE CALLS		LATERAL PROBLEMS		STRUCTURAL MAINLINE FAILURES		MAINLINE OVERFLOWS INTO HOMES	
		CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	TOTAL LAST 12-MOS	CURRENT MONTH	TOTAL LAST 12-MOS
2022	Jan	17	17.2	10	10.3	2	3	0	1
CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE		OVERFLOWS RELATED TO WET WEATHER					
CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS				
0	1	2	9	0	2				

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

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MONTHLY SERVICE CALLS

January-2022

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
1/2/2022 Sunday 8:00 AM	233211 233210	40 ARDMORE RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A, E				THE WATER COMING OUT OF STREET WAS FROM EBMUD.
1/2/2022 Sunday 5:15 PM	186203 186202	5945 JORDAN AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/3/2022 Monday 1:52 PM	102416 102415	1348 MARIPOSA ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THE NOISY PIPES TO BE THE CUSTOMER'S PROBLEM.
1/10/2022 Monday 10:33 AM	142204 142007-1	1224 ELM ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/10/2022 Monday 12:30 PM	232010 232009	16 RAMONA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/11/2022 Tuesday 7:44 PM	283633 283631	8653 DON CAROL DR. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/12/2022 Wednesday 1:05 PM	251654 251653	45 LAM CT. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	R				WE FOUND THIS TO BE THE CUSTOMER'S & DISTRICT'S PROBLEM. WRONG FOOTAGE ON MAP, WAS NOT CLEANING THE ENTIRE LINE SEGMENT. MAP WAS NOT CORRECT. ROOT INTRUSION AT HOMEOWNERS LATERAL. WENT INTO DISTRICT LINE AT THE END.
1/13/2022 Thursday 7:15 PM	292306 292304	1235 NAVELLIER ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O				WE SMELT NO ODOR.
1/17/2022 Monday 5:58 PM	187218 187210	5619 JORDAN AVE. EL CERRITO, CA 94530 <i>Last Call: 9/9/1994</i>	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, E, OF	CO	ML, B	Y	EBMUD DAMAGED OUR LINE WHILE WORKING IN THE STREET.
1/19/2022 Wednesday 10:06 AM	188604 188603	5430 ZARA ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM. NOISY SEWER
1/20/2022 Thursday 9:07 PM	162029 162022	1436 LAWRENCE ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THE WATER TO BE THE CUSTOMER'S PROBLEM.
1/21/2022 Friday 11:40 AM	186108 186107	5804 ALTA PUNTA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/28/2022 Friday 3:45 PM	151239 151238	1500 DEVONSHIRE DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/28/2022 Friday 8:23 PM	183117 183112	2230 KEY BLVD. EL CERRITO, CA 94530 <i>Last Call: 4/13/2012</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				SSO WAS OUT OF RICHMOND LAMPHOLE NOT STEGE.
1/29/2022 Saturday 3:25 PM	231822 231819	616 PLATEAU DR. KENSINGTON, CA 94707 <i>Last Call: 9/10/2015</i>	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, OF, R, W	LH	ML, B	Y	SSO CAUSED BY MAJOR OFFSET.
1/31/2022 Monday 8:00 AM	283618 283604	8613 DON CAROL DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
1/31/2022 Monday 10:53 AM	186113 186112	2317 GLORIA ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THE CONGESTION TO BE THE CUSTOMERS PROBLEM.

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
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PROBLEM TYPE:

Water (A) Odor (O)
 Broken Main (B) Overflow (OF)
 S/S Congestion (C) PG+E (P)
 Debris in Main (D) Roots (R)
 EBMUD (E) Surcharge (S)
 Soft Stoppage (F) Storm Drain (SD)
 Grease (G) Unknown (U)
 Lateral Cause (LC) Other (T)
 Misc (M) Wipes/Rags (W)
 MH Cover (MC)

SPILL

LOCATION:
 Lamp/Manhole (MH)
 Mainline (ML)
 Lateral (L)
 Cleanout (CO)
 Building (BLDG)
 Other (O)

SPILL

CAUSE:
 Blockage (B)
 Surcharge (S)
 Line Break (ML)
 Other (O)

SPILL END

LOCATION:
 Building (BLDG)
 Creek (C)
 Strt/Pvmnt (ST)
 Storm Drn (SD)
 Yard (Y)
 Other (O)

MAINLINE: 3
LATERAL: 10
OTHER: 6
TOTAL SERVICE CALLS: 17
MAINLINE OVERFLOW: 2
MAINLINE SURCHARGE: 0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

February-2022

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
9/1/2021 Wednesday 10:40 AM	231902 231901	321 RUGBY AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, W, OF	CO	B	ST	STEGE DISCOVERED SSO FROM CLEANOUT.	CAT 3	52 gallons	52 gallons	0 gallons
9/8/2021 Wednesday 7:50 AM	231602 231601	273 AMHERST AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	R, W	MH	B	ST, Y	WE FOUND WIPES AND ROOTS IN THE MAIN LINE.	CAT 3	10 gallons	0 gallons	10 gallons
9/15/2021 Wednesday 2:45 PM	234303 234301	754 COVENTRY RD. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B	MH	ML	Y	DOWN STREAM NEIGHBOR'S CONTRACTOR UNHOOKED THEIR LATERAL CONNECTION.	CAT 3	25 gallons	0 gallons	25 gallons
10/20/2021 Wednesday 2:23 PM	189102 189101	2638 MIRA VISTA DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	F,OF,R	CO	B, O	Y	WE FOUND ROOTS IN THE MAINLINE.	CAT 3	5 gallons	1 gallons	4 gallons
10/24/2021 Sunday 7:40 AM	231019 231018	464 COVENTRY RD. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	A, F, OF	MH	B,S,O	BLDG, ST,SD,Y	SOFT STOPPAGE AND HEAVY RAIN CAUSED THE M/H TO SURCHARGE.	CAT 1	14,000 gallons	0 gallons	14,000 gallons
10/24/2021 Sunday 3:02 PM	282204 282202	643 LEXINGTON AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, OF	CO	B	ST	DEBRIS IN THE MAIN FROM EBMUD.	CAT 3	5 gallons	0 gallons	5 gallons
12/30/2021 Thursday 10:10 AM	271120 271119	422 COLUSA AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	F, R	MH	B	ST, Y	ROOT IN LINE CAUSED SSO	CAT 3	205 gallons	140 gallons	65 gallons
1/17/2022 Monday 5:58 PM	187218 187210	5619 JORDAN AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, E,OF	CO	ML, B	Y	EBMUD DAMAGED OUR LINE WHILE WORKING IN THE STREET.	CAT 3	25 gallons	0 gallons	25 gallons
1/29/2022 Saturday 3:25 PM	231822 231819	616 PLATEAU DR. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, OF,R, W	LH	ML, B	Y	SSO CAUSED BY MAJOR OFFSET.	CAT 3	15 gallons	0 gallons	15 gallons

PROBLEM TYPE:

Water (A) Odor (O)
Broken Main (B) Overflow (OF)
S/S Congestion (C) PG+E (P)
Debris in Main (D) Roots (R)
EBMUD (E) Surcharge (S)
Soft Stoppage (F) Storm Drain (SD)
Grease (G) Unknown (U)
Lateral Cause (LC) Other (T)
Misc (M) Wipes/Rags (W)
MH Cover (MC)

SPILL LOCATION:

Lamp/Manhole (MH)
Mainline (ML)
Lateral (L)
Cleanout (CO)
Building (BLDG)
Other (O)

SPILL CAUSE:

Blockage (B)
Surcharge (S)
Line Break (ML)
Other (O)

SPILL END LOCATION:

Building (BLDG)
Creek (C)
Strt/Pvmnt (ST)
Storm Drn (SD)
Yard (Y)
Other (O)

TOTAL MAINLINE SSOs: 9
MAINLINE BREAK SSOs: 3
MAINLINE SURCHARGE SSOs: 1
CATEGORY 1 SSOs: 1
SSOs INTO BUILDINGS: 1

TOTAL SSO VOLUME (GALS): 14,342
TOTAL VOLUME RECOVERED (GALS): 193
TOTAL VOLUME UNRECOVERED (GALS): 14,149

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
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*CATEGORY 1 SSO: Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that: Reach surface water and/or reach a drainage channel tributary to a surface water; or Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

CATEGORY 2 SSO: Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

CATEGORY 3 SSO: All other discharges of untreated or partially treated wastewater resulting from an enrollees sanitary sewer system failure or flow condition.

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
January 2022

I SEWER REPLACEMENT - FY 2021-2022			
A. BUDGET ALLOCATION			\$3,057,000
B. PRIOR BUDGET EXPENDED (WITH RETENTION)			\$0
C. SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)			
SUBTOTAL FOR THIS MONTH			\$0
D. TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%		\$0
E. TOTAL 5% RETENTION HELD			\$0
F. BUDGET REMAINING	100.00%		\$3,057,000
G. PERCENTAGE OF FISCAL YEAR REMAINING	41.67%		
H. TOTAL REPLACEMENT FOOTAGE PAID TO DATE	0	(\$ - /LF)	
II SEWER REPAIRS - FY 2021-2022			
A. BUDGET ALLOCATION			\$68,000
B. PRIOR BUDGET EXPENDED			\$0
C. SEWER REPAIRS PAID THIS MONTH			
Kato Plumbing Repairs			
1 1321 Scott,		\$3,100	
2 72 Norwood		\$5,800	
3 6838 Kenilworth		\$3,600	
4 711 Coventry		\$3,650	
SUBTOTAL FOR THIS MONTH			\$16,150
SUBTOTAL FOR LAST MONTH			\$0
D. TOTAL BUDGET EXPENDED	23.75%		\$16,150
E. TOTAL RETENTION HELD	0.00%		\$0
F. BUDGET REMAINING	76.25%		\$51,850
G. PERCENTAGE OF FISCAL YEAR REMAINING	41.67%		
H. TOTAL NUMBER OF REPAIRS PAID TO DATE	4	(\$4,038 /REPAIR)	

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
January 2022**

III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE - FY 2021-2022

A.	BUDGET ALLOCATION	\$1,000,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)	\$0
C.	SPASPA UPGRADES PAID THIS MONTH (NO RETENTION)	
1	D'arcy & Harty Construction	\$762,179
SUBTOTAL FOR THIS MONTH		\$762,179
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	76.22% \$762,179
E.	TOTAL 5% RETENTION HELD	5.00% \$40,115
F.	BUDGET REMAINING	19.77% \$197,707
G.	PERCENTAGE OF FISCAL YEAR REMAINING	41.67%
H.	TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	1,985 (\$ 404.18 /LF)

IV REDUNDANT FORCE MAIN PROJECT - FY 2021-2022

A.	BUDGET ALLOCATION	\$1,000,000
B.	PRIOR BUDGET EXPENDED	\$726,018
C.	FORCE MAIN CONSTRUCTION PAID THIS MONTH	
1	None	
SUBTOTAL FOR THIS MONTH		\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	68.97% \$689,717
E.	TOTAL 5% RETENTION HELD	5.00% \$36,301
F.	BUDGET REMAINING	27.40% \$273,982
G.	PERCENTAGE OF FISCAL YEAR REMAINING	41.67%
H.	TOTAL FORCE MAIN UPGRADE FOOTAGE PAID TO DAT	3,060 (\$ 237.26 /LF)



Sponsorship Benefits for the El Cerrito/worldOne 4th of July Festival

- ✓ The 4th of July Festival has been in operation for almost thirty years.
- ✓ Attendance is expected to exceed 10,000 persons throughout the day.
- ✓ Staff is happy to work with you on comparable alternatives to the benefits below that may better suit your organization/business.

<i>SPONSORSHIP LEVEL</i>	<i>BENEFITS RECEIVED</i>
\$100 Stars	<ul style="list-style-type: none">✓ Acknowledgement in the City's 2018 & 2019 Recreation Brochures (rECguide), City Newsletter, and the City of El Cerrito website as a 4th of July Festival Sponsor.
\$300 Stripes	<ul style="list-style-type: none">✓ All benefits described above.✓ Your name on a sponsor list sign placed at the Festival.
\$600 Red	<ul style="list-style-type: none">✓ All benefits described above.✓ Your name will be featured on an individual 1' x 3' sign at the July 3rd Event and 4th of July Festival and/or you can provide us with your own sign or banner to be displayed at the Festival.
\$1,000 White	<ul style="list-style-type: none">✓ All benefits described above.✓ 88.1KeCg97.7 will announce your business or organization as a sponsor of the 4th of July Festival from May through the event 2018.
\$2,000 Blue	<ul style="list-style-type: none">✓ All benefits described above.✓ Acknowledgement in sponsoring any one of the Festival's activities; games, children's rides, climbing wall, jumpers etc.✓ Special acknowledgement at the Festival and special recognition for being a major contributor in our advertisements.✓ A 10 x 10-foot booth space to promote your business or organization at the 4th of July Festival.✓ 88.1KeCg97.7 will feature your business or organization specifically as an underwriter of the 4th of July Festival in a 20-30 second dedicated promotional announcement from May through the event 2018.

\$4,000 Fireworks

- ✓ All benefits described above
- ✓ 2' X 12' banner at the July 3rd Event and 4th of July Festival acknowledging your Fireworks Level Sponsorship.
- ✓ A centrally located, decorated booth for your use during the Festival.
- ✓ Quarter page, dedicated sponsorship acknowledgment in the Winter/Spring **rECguide** (27,500 copies distributed to all residents of El Cerrito, Kensington, and Richmond Annex).
- ✓ The City of El Cerrito and worldOne will be glad to work with you in determining your advertising needs during the Festival!

\$5,000+ Presidential

- ✓ All benefits described above.
- ✓ Recognition as Co-Presenter of the City of El Cerrito/worldOne July 3rd Event and 4th of July Festival.
- ✓ Large banner in prominent location at Festival.

PLEASE COMPLETE THE ENCLOSED SPONSORSHIP APPLICATION AS SOON AS POSSIBLE IN ORDER TO ENSURE RECEIPT OF BENEFITS AS OUTLINED ABOVE

Thank you for your support, see you at the Festival!



YES, I WANT TO BE A 4TH OF JULY SPONSOR!

Please check your level of sponsorship:

\$100 Stars \$250 Stripes \$500 Red \$1,000 White

\$2,000 Blue \$4,000 Fireworks \$5,000 + Presidential

Company/Organization/Family Name:	
Contact Person:	
Address:	
Phone:	Email:
Special Advertising Instructions:	

Please make your check payable to “City of El Cerrito” and submit with this form:

City of El Cerrito
Recreation Department
7007 Moeser Lane
El Cerrito, CA 94530

Your donation will be used for expenditures related to the 3rd of July Event and 4th of July Festival and help keep both celebrations **FREE** for all! In exchange, you will receive great benefits and recognition detailed on the Sponsorship Benefits page.

If you would like to help sponsor in an amount not listed, we will gladly accept other amounts. In-kind donations of goods or services are also a way for your organization to be a sponsor. Please contact Sarah DiBenedetto (510) 559-7001 if you have any comments or questions.

For more information regarding this year’s event, please visit our web site at www.el-cerrito.org/july4 or call (510) 559-7000.

Instructions for Participating in Staff Public Workshops for Proposed Statewide Sanitary Sewer Systems General Order Reissuance

State Water Board staff will be conducting two virtual staff public workshops to provide information regarding the proposed Statewide Sanitary Sewer Systems General Order reissuance (proposed General Order) so that interested parties understand the content of the document and are able to provide public comments to the State Water Board accordingly. The virtual staff workshops are scheduled on the following dates:

Virtual Workshop #1: **Wednesday February 23, 2022: 9:00 a.m. – 3:30 p.m.**

Virtual Workshop #2: **Thursday February 24, 2022: 9:00 a.m. – 3:30 p.m.**

The two virtual staff workshops will cover the same information, however the questions and discussion among workshop participants may vary.

The following are the two options for participating in staff workshops:

Option 1: Participate in the Zoom meeting and be able to ask questions during the staff workshop, or

Option 2: View and listen to the public workshop through the CalEPA webcast. This option will not allow participants to ask questions during the staff workshop.

For Option 1 (the Zoom meeting), please complete and submit the corresponding registration form for either workshop **by noon on February 22, 2022**. State Water Board staff will email the Zoom meeting link prior to the staff workshops to those who registered in advance.

Registration Form for Virtual Workshop #1:

[Proposed Sanitary Sewer Systems General Order Reissuance Workshop #1 Registration Form](#)

Registration Form for Virtual Workshop #2:

[Proposed Sanitary Sewer Systems General Order Reissuance Workshop #2 Registration Form](#)

For Option 2 (the webcast), please view the workshop through the CalEPA Webcast web page at <https://video.calepa.ca.gov/>.

IMPORTANT:

Workshop participation interest may exceed the Zoom meeting capacity. If you **are not** planning to ask questions during the workshop, please participate through the CalEPA webcast, allowing space in the Zoom meeting for other participants.

If you are planning to attend the Zoom meeting and need interpretation assistance, please email SanitarySewer@waterboards.ca.gov with an interpretation request. Please specify the workshop date and the specific language.

Zoom Meeting Participation Instructions:

State Water Board staff will admit people who registered in advance to the Zoom meeting before the workshop starts. Questions related to the proposed General Order will be received through the “Chat” function as follows:

1. Click “Chat” icon in menu
2. Enter question or feedback
3. Staff will read your question/feedback, and respond accordingly

If you have any additional questions about these instructions, please email SanitarySewer@waterboards.ca.gov.

Wastewater treatment plant tours

EBMUD's Treatment Plant treats sewage to meet stringent state and federal standards before recycling it or releasing it to the Bay.

Sign up for a virtual tour

Have you ever wondered about what happens after you flush? Since 2016, EBMUD has demystified the fascinating and critically important world of wastewater through tours of its Main Wastewater Treatment Plant located in West Oakland. When the pandemic struck in March 2020, EBMUD quickly mobilized to replace in-person tours with virtual tours from the safety and comfort of home. Now, the transformed Virtual Tour Program has reached a broader, larger, and multilingual audience, all while retaining the same key messages about how wastewater treatment protects public health and the San Francisco Bay.

Conducted through Zoom, the virtual tour is a one-hour interactive PowerPoint presentation that covers a range of topics, including the water cycle, the natural vs. built environment, types of wastewater, contaminants, pollution prevention, history of wastewater treatment, wastewater treatment fundamentals, and beneficial reuse. The virtual tour is strategically designed for non-technical audiences around the high-school level; however, it is customized as needed for special tour requests.

Register

Register for an upcoming virtual tour by clicking on a link below and signing up with your contact information:

<https://www.ebmud.com/wastewater/collection-treatment/wastewater-treatment-plant-tours/>

- [Tuesday Nov 23, 2021 6-7 PM](#)
- [Thursday Dec 16, 2021 6-7 PM](#)
- [Thursday Jan 27, 2022 6-7 PM](#)
- [Thursday Feb 24, 2022 6-7 PM](#)
- [Thursday Mar 24, 2022 6-7 PM](#)
- [Thursday Apr 28, 2022 6-7 PM](#)
- [Thursday May 26, 2022 6-7 PM](#)
- [Thursday June 23, 2022 6-7 PM](#)



CONSIDERATION OF CLASS III EASEMENT ENCROACHMENT –
1718 BUTTE ST., RICHMOND, CA

ISSUE:

Jose Flores, property owner of 1718 Butte Street in Richmond, is requesting a class III easement encroachment for an existing single family unit structure that encroaches on District sewer main lines in an easement on his property in order to apply for a remodel permit with the City of Richmond.

FISCAL IMPACT:

In order to complete any sanitary sewer main repair or replacement, the District may have to bear liability for any damage caused to this structure, if the structure is allowed to remain on top of the sewer easement. In addition, any un-repairable blockage may affect the 7 upstream lateral connections.

STRATEGIC PLAN:

GOAL 2: Maintain and Improve Infrastructure

WORK PLAN ITEM “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 2020 and at least every two (2) years thereafter.

BACKGROUND:

Jose Flores, property owner of 1718 Butte Street in Richmond is requesting a class III easement encroachment for an existing single family structure that encroaches on District sewer main lines in an easement on his property. The property owner requests this class III easement encroachment in order to apply for a remodel permit with the City of Richmond.

In order to process the City building permit, a sign off from the District is required.

As per District Ordinance No. 1793-0602,

6.2 Except as provided in Section 7, Class Two and Class Three Encroachments are not authorized and shall not be maintained or permitted on District easements.

District staff considers the existing single family unit structure as a class 3 encroachment. In addition, the remodel improvements proposed by the property owner further exacerbates the District’s potential liability should any damage occur to this single family unit structure as part of regular maintenance, repair, or replacement of the existing sewer structures.

1.3 Class Three. Encroachments which will cause significant interference with District easements. Examples may include permanent structures such as buildings, swimming pools, permanent decks, retaining walls and reinforced concrete or masonry; temporary structures which are not readily removable from the easement; also trees, heavy brush, and vegetation that prevents District access to its facilities in the easement; also any activities and conditions that are unlawful or prohibited by this Ordinance or by other applicable laws.

The sanitary sewer main is approximately 4 feet within the structure's foundation. The sanitary sewer main is VCP clay pipe constructed in the 50's. The sewer main is in fair condition, has numerous tapped connections in poor condition, and has heavy root intrusion.

The sanitary sewer main (along with the upstream section) has 7 active lateral connections, therefore it cannot be abandoned nor can it be dedicated to the property owner as a "private sewer lateral".

Encroachments must be at least 5 feet from the centerline of sanitary sewer mains (outline the sewer easement), or else any plan check review will be rejected.

The District has no prior record of plan check reviews associated with this property.

RECOMMENDATION:

Reject the property owner's request for a Class III Encroachment Easement, and instruct property owner to remove the encroachment prior to any plan check review.

ALTERNATIVES:

1. Grant the Class III Encroachment Easement with or without conditions.
2. Take no action and provide staff direction.

ATTACHMENTS:

- Property Owner Request Letter
- Sewer Vicinity Map
- Ordinance 1793

Paul Soo, Jr.

From: "Jose Flores" <antof@me.com>
Date: Tuesday, February 01, 2022 2:10 PM
To: <paul@stegesan.org>
Subject: 1718 butte st

Hi Paul,

I'm the owner for the property 1718 Butte st and I'll like to know how can I finish my project. In 2005 I had a permit for remodeling the interior in my house and they approve the permits but I don't complete the project. Now I'll like to finish my project and I can't because my house is 6' from the property line and the drain pipe is 7' under my house and I'll like to know what can I do to finish my project?

THANKS
ANTONIO FLORES
LIC# 1022919
antof@me.com
510-292-5705=

14

BURLINGAME

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101333

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ORDINANCE NO. 1793-0602

ORDINANCE (1) AMENDING POLICIES, STANDARDS AND REQUIREMENTS
FOR DISTRICT EASEMENTS AND REGULATING EASEMENT
ENCROACHMENTS, AND (2) RESCINDING ORDINANCE NO. 1726-1299

The Board of Directors of Stege Sanitary District finds and determines:

A. On December 16, 1999, the Board adopted Ordinance No. 1726-1299, an “Ordinance Establishing Policies, Standards and Requirements for District Easements and Regulating Easement Encroachments.”

B. Amendments to Ordinance No. 1726-1299 are necessary and desirable and will be best accomplished by rescinding Ordinance No. 1726-1299 in its entirety and adopting this Ordinance in its place.

In consideration of the foregoing findings and determinations,

IT IS ORDAINED by the Board of Directors of Stege Sanitary District as follows:

1. Definitions. For the purposes of this Ordinance, the following terms have the meanings specified below:

1.1 “Easement” means a property right, however created, by which the owner of the right is entitled to make specified uses of the real property of another person; “easement” include, “reserve,” “sewer reserve,” or “utility reserve”.

1.2 “Wastewater facilities” means pipelines, pump stations, or any other structures, equipment and machinery, including appurtenances to them, which are used to collect, convey, treat, dispose of and reuse wastewater.

1.3 “Encroachment” means an activity or condition which results in interference with the rights of the owner of an easement. As used in this Ordinance with respect to District easements, there are three classes of encroachments:

Class One. Encroachments which interfere only slightly with District easements. Examples may include loose paving stones and similar landscaping features, flowerbeds, small shrubs, lawn and ground covers which do not impede normal use and operation of District wastewater facilities and may readily be removed and restored at a modest cost if access to the facilities is required.

Class Two. Encroachments which will cause significant interference with District easements but which, due to being readily removable or by virtue of District mandated safeguards and/or mitigation measures, the interference can be ameliorated to an acceptable level. Examples may include fences, gates, driveways, paving, portable or readily removable

structures, larger vegetation whose roots do not have a propensity to invade wastewater facilities, and cuts and fills.

Class Three. Encroachments which will cause significant interference with District easements. Examples may include permanent structures such as buildings, swimming pools, permanent decks, retaining walls and reinforced concrete or masonry; temporary structures which are not readily removable from the easement; also trees, heavy brush, and vegetation that prevents District access to its facilities in the easement; also any activities and conditions that are unlawful or prohibited by this Ordinance or by other applicable laws.

1.4 “Significant interference” means, with respect to encroachments on District easements, an activity or condition which has the potential to impede access to or damage District wastewater facilities or which will result in excess of one person-hour of effort by the District to use the easement for its intended purposes.

2. District Policies Concerning Easements. The following are District policies concerning easements:

2.1 Wherever feasible, District-owned wastewater facilities shall be located on lands owned by the District, public lands to which the District has largely unrestricted access or in public streets, roads, highways or other public rights of way in which, by law, the District is entitled to construct, install, operate and maintain its facilities.

2.2 District-owned wastewater facilities shall not be located and permanently installed on or in private property, unless the District has acquired an easement or easements for the facilities conforming to this Ordinance. Temporary installations may be made pursuant to a license or other similar authorization approved by the District.

2.3 The location of District wastewater facilities, as described in Section 2.1, is strongly preferred over the type of location described in Section 2.2.

2.4 In furtherance of the policy stated in Section 2.3, District wastewater facilities should not be installed in easements over private property unless:

2.4.1 Installation in a Section 2.1 location is not possible, would be impracticable or would be unduly burdensome; and

2.4.2 The District’s easement rights shall be sufficient to enable the District to operate and maintain its facilities without excessive cost or other undue difficulty.

2.5 Subject to its right to abandon or relinquish ownership of any wastewater facilities which are no longer in use and which are not required for future District

needs, the District claims that as of the effective date of this Ordinance, it has acquired and owns easement rights for all District wastewater facilities which are located in or on private property, whether or not the District's easement rights are evidenced by a recorded written instrument or other writing providing notice of the District's claimed easement rights.

3. Creation of District Easements

3.1 District easements may be created in any manner allowed by law so long as the easement has been approved and accepted by the District.

3.2 Notwithstanding Section 3.1 above, easements to be conveyed to the District should ordinarily be created by express grant or reservation in a written instrument eligible for recordation in official records of the County of Contra Costa. The form and content of the instrument shall be acceptable to the District but shall not be effective until the instrument has been duly delivered to, approved and accepted by the District.

4. Minimum Standards for Easements

4.1 Unless expressly waived by the District for good cause, an easement conveyed to the District shall be subject to the following minimum standards:

4.1.1 For the purpose of exercising its principal easement rights, the District shall also be afforded the right of ingress and egress to, from, along, on, in, above and below the surface of the land encompassed by the easement.

4.1.2 The easement shall be subject to the provisions of this Ordinance and to other rules and regulations promulgated by the District.

4.1.3. In the case of easements for pipelines, the easement shall have a horizontal width of not less than ten (10) feet

4.2 Easements shall be for the exclusive benefits of the District or they may be non-exclusive. If the easement is nonexclusive, other users of the territory encompassed by the easement shall be prohibited from interfering with the District's easement rights.

5. Unlawful Acts. It is unlawful for any person to:

5.1 Cause or permit an unauthorized encroachment on a District easement;

5.2 After notice, fail to abate or otherwise remove or discontinue any action or condition which results in an unauthorized encroachment;

5.3 Abandon any items of property, including motor vehicles, on or within a District easement;

5.4 Deposit any debris, garbage, trash, toxic substance, liquid or solid waste or other form of refuse on or within a District easement;

5.5 Cause, permit or maintain any activity or condition off or outside the territory of a District easement which causes directly or indirectly a significant interference with the District's easement rights; or

5.6 Cause or permit any activity or condition on or within a District easement which constitutes a public or private nuisance.

6. Authorized and Unauthorized Encroachments

6.1 A property owner may make use of the land over which the District has an easement if those uses do not result in significant interference with the easement.

6.2 Except as provided in Section 7, Class Two and Class Three Encroachments are not authorized and shall not be maintained or permitted on District easements.

6.3 The owner of the property over which the District has an easement and any other person who has caused or permitted an unauthorized encroachment to exist is obligated to promptly remove and eliminate the encroachment.

7. Encroachment Permits. The owner of a property over which the District has an easement who wishes to maintain a Class Two Encroachment or to obtain Grandfather Relief for a Class Three Encroachment, shall apply for and obtain a District Encroachment Permit. No permit is required for a Class One Encroachment.

7.1 The District shall establish and the applicant shall comply with such procedures as are required to process and act on the application, including payment of applicable fees, completion of approved application forms, and submission of specified information needed to evaluate the application.

7.2 An Encroachment Permit shall be issued if:

7.2.1 The applicant has fully complied with all District requirements and procedures pertaining to issuance of the Permit;

7.2.2 The applicant has accepted and agreed to all conditions upon which the Permit is proposed to be issued (see Section 8);

7.2.3 With respect to Class Two Encroachments, the District finds that as conditioned, the Permit shall ensure that the Class Two Encroachments authorized by the permit will not result in significant interference with the District's easement; and

7.2.4 With respect to Grandfathered Class Three Encroachments, the District finds that as conditioned, the Permit shall to the greatest extent

reasonably possible preserve the District's easement rights while at the same time, in the interests of fairness and substantial justice, make appropriate allowances for justifiable concerns of the property owner. (See Sections 8 and 10.) Under no circumstances shall a Class Three Encroachment be eligible for Grandfathering if:

7.2.4.1 Grandfathering could result in a violation of any statute, regulation, order or other provision of law promulgated or enacted by a federal, state or local government entity having jurisdiction over the matter in question;

7.2.4.2 Grandfathering would be materially detrimental to the public health, safety and welfare; or

7.2.4.3 Grandfathering would result in undue hardship to other persons.

8. Encroachment Permit Conditions. The District shall not issue an Encroachment Permit unless conditioned as follows:

8.1 The applicant shall be obliged to fully perform and satisfy all conditions of the Permit;

8.2 When required by the District, the applicant shall cooperate with the District and shall execute a written instrument in recordable form which, when recorded by the District, will place on public record provisions of the Permit which are intended to be known and binding upon any person who succeeds to ownership of an interest in the real property which is subject to the District's easement;

8.3 The permit shall be subject to all of the provisions of this Ordinance;

8.4 With respect to Class Two Encroachments, the Permit shall be conditioned so as to mitigate the effects of the encroachment and safeguard the District's easement rights such that the effect of the mitigation measures and safeguards shall prevent the encroachment from causing significant interference with the District's easement; and

8.5 With respect to Grandfathered Class Three Encroachments, the Permit shall include conditions, which, to the extent reasonably possible under the circumstances, will:

8.5.1 Eliminate the encroachment in due course; and

8.5.2 Until eliminated, alleviate the impacts of the encroachment on the District's easement by requiring mitigation measures and/or safeguards and/or by shifting to the property owner and/or other responsible parties

any financial detriment which may be suffered by the District due to the existence of the activity or conditions.

9. Other Regulations. By resolution of the District's Board of Directors adopted from time to time, as the Board deems necessary and appropriate, the District may promulgate and amend rules, regulations and procedures to implement the provisions of this Ordinance, including the following:

9.1 Establish rules, regulations, and procedures concerning applications for and issuance of Encroachment Permits;

9.2 Set fees and charges for District services related to easements;

9.3 List and categorize activities and conditions which constitute encroachments; and

9.4 Establish standard Encroachment Permit conditions applicable to specific activities and conditions including mitigation measures, safeguards and similar provisions.

10. Grandfathering. A ClassThree Encroachment which was in existence prior to the effective date of this Ordinance may be maintained and shall not be subject to immediate mandatory removal if the encroachment is Grandfathered pursuant to this Section. An encroachment shall be Grandfathered if the applicant has applied for and obtained an Encroachment Permit pursuant to Section 7.2.4 of this Ordinance.

11. Removal and Restoration of Improvements Which are Disturbed by District Activities. Whenever District activities in District easements result in the need for improvements or other activities or conditions of the real property subject to the easement to be removed or otherwise disturbed, the following provisions shall apply:

11.1 Conditions and Activities Not Constituting Unauthorized Encroachments. The District may, at the expense of the District, temporarily remove or discontinue the activity or condition, and upon completion of the District's activities, the District shall, at the District's expense, restore the activity or condition in kind.

11.2 Encroachments Authorized by Permit. If the encroachment is authorized pursuant to an Encroachment Permit and the Encroachment Permit does not provide otherwise, the District shall, at the District's expense, restore the activity or condition in kind.

11.3 Unauthorized Encroachments. Unauthorized encroachments shall be permanently removed by the property owner and/or other responsible person and shall not be restored. Removal shall be performed promptly by and at the expense of the property owner/responsible parties. If the encroachment has not been removed within a reasonable time after notice has been given by the District, or if the urgency of the District's easement activities requires that the activities be

commenced without prior notice, the District may remove the encroachment itself, but the removal costs shall be charged back to the property owner/responsible party.

12. District Remedies. Remedies granted to the District in this Ordinance are in addition to any other rights and remedies which are available under this Ordinance or which are otherwise afforded by law, and the District is entitled to exercise any and all such rights and remedies, either serially or cumulatively, as determined by the District.

13. Request for Relief by Affected Persons. Any person who contends that his/her/its rights have been adversely affected by any action of or failure to act by the District in connection with the provisions of this Ordinance, may seek relief from the District under such rules and procedures as the District shall establish.

14. Superseding Effect. This Ordinance supersedes Ordinance No. 1726-1299 and all other previous and currently existing regulations which are in conflict with its provisions, and all such regulations are rescinded and repealed as of the date this Ordinance becomes effective.

15. CEQA. In accordance with the California Environmental Quality Act (“CEQA”), Public Resources Code sec. 21000 et seq. and the regulations promulgated pursuant to CEQA (“the State Guidelines”), the Board of Directors finds that this Ordinance is not a “project” within the meaning of the Act or the State Guidelines.

16. Effective Date. Upon adoption, this Ordinance shall be entered in the minutes of the Board and shall be published in the El Cerrito Journal promptly following its passage and adoption, and this Ordinance shall take effect and be in force and effect immediately upon the expiration of the week of publication.

* * * * *

STATE OF CALIFORNIA)
 COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Ordinance was duly and regularly adopted by the Board of Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20th day of June 2002 by the following vote:

AYES:	BOARD MEMBERS:	James, Merrill, Miller, O’Keefe, Bruce
NOES:	BOARD MEMBERS:	None
ABSENT:	BOARD MEMBERS:	None
ABSTAIN:	BOARD MEMBERS:	None

DOUGLAS BRUCE, President
 Stege Sanitary District
 Contra Costa County, California

ATTEST:

DOUGLAS HUMPHREY, Secretary
 Stege Sanitary District

DRAFT LONG RANGE PLANNING AGENDA

ISSUE:

The Board will consider the draft long range planning agenda.

FISCAL IMPACT:

The fiscal impact to review the agenda is minimal.

STRATEGIC PLAN:

GOAL 2: Maintain and Improve Infrastructure

GOAL 3: Ensure Financial Stability and Efficiency

BACKGROUND:

The Board has a Long Range Planning Workshop scheduled for March 5, 2022. The draft agenda for the workshop is ready for review and input from the Board.

RECOMMENDATION:

Review the agenda and suggest any changes or additions.

ALTERNATIVES:

1. Cancel the Long Range Planning Workshop.
2. Take no action.

ATTACHMENTS:

Draft Long Range Planning Agenda

Stege Sanitary District
DRAFT Long Range Planning Workshop Agenda
 Saturday, March 5, 2022 @9:00am

TIME	TOPIC
9:00 AM	<i>Review of Agenda & Last Action Plan</i>
9:15 AM	USEPA Consent Decree Progress and Planning [1.0 hr.] The Board will review and discuss the progress and planning of the USEPA Consent Decree.
9:30 AM	
9:45 AM	
10:00 AM	
10:15 AM	Strategic Plan [0.5 hr.] The Board will review and discuss the plan.
10:30 AM	
10:45 AM	<i>Break</i>
11:00 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.
11:15 AM	
11:30 AM	
11:45 AM	
12:00 PM	<i>Lunch</i>
12:15 PM	
12:30 PM	Procurement Policy and Uniform Cost Accounting Act [1.0 hr.]* The Board will review and consider the revised policy.
12:45 PM	
1:00 PM	
1:15 PM	
1:30 PM	Past 5 Years Expenditures Review [0.5 hr.] The Board will review and discuss trends from the past 5 years.
1:45 PM	
2:00 PM	<i>Break</i>
2:15 PM	Self Assessment Of Governance - Review & Discussion [1.0 hr.]
2:30 PM	
2:45 PM	
3:00 PM	
3:15 PM	<i>Wrap Up, Review, Action Items</i>

RESOLUTION NO. 2183-0222 FINDING THAT THERE IS A PROCLAIMED STATE OF EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE TELECONFERENCED MEETINGS OF THE STEGE SANITARY DISTRICT FOR THE 30 DAY PERIOD BEGINNING FEBRUARY 17 PURSUANT TO AB 361

ISSUE:

The Board will consider a resolution making necessary findings to continue to meet remotely for another 30-day period pursuant to Assembly Bill 361 (AB 361).

FISCAL IMPACT:

The fiscal impact to continue to meet remotely is minimal.

STRATEGIC PLAN:

GOAL 4: Provide a Safe and Rewarding Work Environment that Recognizes the Worth and Value of Employees

BACKGROUND:

On September 16, 2021, Governor Gavin Newsom signed AB 361 which allows public agencies to continue to meet remotely when there is a declared State of Emergency and pursuant to certain procedural requirements. AB 361 essentially allows the District to continue to meet remotely under similar circumstances as under the Governor's Executive Order N-29-20, allowing local agencies to meet remotely. The teleconferencing provisions of Executive Order N-29-20 expired on September 30.

AB 361 allows the following:

- While maintaining transparency and public access, local agencies would be able to meet remotely during a declared state of emergency
- While agencies would still be required to post agendas and meeting information, agencies would not be required to post meeting notices and/or agendas at all teleconference locations when remotely meeting during an emergency
- While the public must continue to have access to the remote meeting and provided the ability to make public comment, agencies would not be required to make all remote meeting sites accessible to the public, nor include the remote location details in the meeting notice or agenda during a declared state of emergency
- Additionally, agency board members would not be required to be at remote sites within the territorial bounds of the agency during a declared state of emergency

Since September 23, 2021, pursuant to AB 361, the Board has approved recurring resolutions authorizing remote teleconferenced meetings for a 30-day period.

Pursuant to AB 361, a draft resolution to extend remote teleconferenced meetings for another 30-day period is attached for the Board's consideration.

RECOMMENDATION:

Approve the resolution.

ALTERNATIVES:

1. Amend the resolution and approve, as amended.
2. Take no action.

ATTACHMENTS:

- Resolution No. 2183-0222

RESOLUTION NO. 2183-0222

RESOLUTION FINDING THAT THERE IS A PROCLAIMED STATE OF EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE TELECONFERENCED MEETINGS OF THE STEGE SANITARY DISTRICT FOR THE 30 DAY PERIOD BEGINNING FEBRUARY 17 PURSUANT TO AB 361

The Directors of the Stege Sanitary District (District) find and determine as follows:

- A. All meetings of the District are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District conduct its business; and.
- B. On March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of the novel coronavirus disease 2019 (COVID-19).
- C. On March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means.
- D. As a result of Executive Order N-29-20, staff set up virtual meetings for all Board meetings.
- E. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means.
- F. On September 16, 2021, the Governor signed AB 361 (2021) which allows for local legislative bodies and advisory bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the Board make specified findings. AB 361 (2021) took effect immediately.

- G. AB 361 (2021) requires that the Governor declare a State of Emergency pursuant to Government Code section 8625.
- H. AB 361 (2021) further requires that state or local officials have imposed or recommended measures to promote social distancing, or, requires that the legislative body determines that meeting in person would present imminent risks to the health and safety of attendees.
- I. Such conditions now exist in the District, specifically, Governor Newsom has declared a State of Emergency due to COVID-19.
- J. Since issuing Executive Order N-08-21, the highly contagious Delta and Omicron variants of COVID-19 have emerged, causing an increase in COVID-19 cases throughout the State and Contra Costa County.
- K. On August 2, 2021, in response to the Delta variant of COVID-19, the Contra Costa County Health Officer issued an order for nearly all individuals to wear masks when inside public spaces and on September 14, 2021, issued an order requiring operators of specified dining establishments, entertainment venues and fitness facilities to restrict entry based on COVID-19 vaccination status or testing.
- L. The Centers for Disease Control and Prevention (“CDC”) continues to recommend physical distancing of at least 6 feet from others outside of the household.
- M. Because of the rise in cases due to the Delta and Omicron variants of COVID-19, the District is concerned about the health and safety of all individuals who intend to attend Board meetings.
- N. On September 23, 2021, the Board found that the presence of COVID-19 and the increase of cases due to the Delta variant would present imminent risks to the health or safety of attendees, including the Board and staff, should the Board hold in person meetings; and
- O. The Board hereby finds that the presence of COVID-19 and the increase of cases due to the Delta and Omicron variants would present imminent risks to the health or safety of attendees, including the Board and staff, should the Board hold in person meetings.

- P. The District shall ensure that it's meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

In consideration of the foregoing findings and determinations, it is resolved:

- 1. The foregoing recitals are true and correct and are hereby incorporated by reference
- 2. In compliance with AB 361 (2021), and in order to continue to conduct teleconference meetings without complying with the usual teleconference meeting requirements of the Brown Act, the Board makes the following continued findings:
 - a) The Board has considered the circumstances of the state of emergency; and
 - b) The state of emergency, as declared by the Governor, continues to directly impact the ability of the Board, as well as staff and members of the public, from meeting safely in person; and
 - c) The CDC continues to recommend physical distancing of at least six feet due to COVID-19 and as a result of the presence of COVID-19 and the increase of cases due to the Delta and Omicron variants, meeting in person would present imminent risks to the health or safety of attendees, the Board, and staff.
- 3. The Board may continue to meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.
- 4. The Board will revisit the need to conduct meetings remotely within 30 days of the adoption of this resolution.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 17th day of February 2022 by a X-X vote as follows:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

DWIGHT MERRILL, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report

1:05 PM
 02/14/2022

As of January 31, 2022

	<u>January 31, 2022</u>	<u>December 31, 2021</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
ASSETS						
Current Assets						
Checking/Savings						
LAIF Investment Accts						
11012 - Sewer Operations- 3418	8,196,946	5,896,946	2,300,000	0	0	2,300,000
11014 - System Rehab- 3423	1,011,584	1,011,584	0	0	0	0
Total LAIF Investment Accts	<u>9,208,529</u>	<u>6,908,529</u>	<u>2,300,000</u>	<u>0</u>	<u>0</u>	<u>2,300,000</u>
Checking Accts						
100 - Mechanics Bank	135,163	3,651,901	-3,516,737	37,177	-1,253,914	-2,300,000
100 - County Cash Acct #3418	-6,572	-6,572	0 *	0 *	0	0
Total Checking Accts	<u>128,591</u>	<u>3,645,328</u>	<u>-3,516,737</u>	<u>37,177</u>	<u>-1,253,914</u>	<u>-2,300,000</u>
11021 - Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>9,337,370</u>	<u>10,554,108</u>	<u>-1,216,737</u>	<u>37,177</u>	<u>-1,253,914</u>	<u>0</u>
301 - Ca Employer's Retiree Benefit Trust	310,401	310,401	0	0	0	0
Total CA Employer's Retiree Benefit Trust	<u>310,401</u>	<u>310,401</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Accounts Receivable						
11072 - Accounts Receivable	2,571	2,910	-338			
Total Accounts Receivable	<u>2,571</u>	<u>2,910</u>	<u>-338</u>			

Note: * Reduction or Increase is based on property tax estimate.

I hereby certify that the invested funds of the Stege Sanitary District are in compliance with the investment policies of the Stege Sanitary District and provide sufficient liquidity to meet budgeted expenses for the next six month period.

 Rex Delizo, District Manager

 Date

STEGE SANITARY DISTRICT

Operating Statement

02/14/2022

January 2022

58.90% of Fiscal year Completed

	July-January 2022	Annual Budget	% of Annual Budget
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	1,692,599	3,149,000	54%
31020 - Permit & Insp. Fees	6,935	12,000	58%
31030 - Connection Fees	22,186	150,000	15%
31040 - San Pablo Impact Fee	775	250,000	0%
31080 - Contracted Services	-	30,000	0%
31010a - Capital Service Charges	1,692,599	3,149,000	54%
Total 31 - OPERATING REVENUE	3,415,094	6,740,000	51%
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	4,722	50,000	9%
32052 - Interest - 3423	698	15,000	5%
32080 - Property Taxes	325,905	400,000	81%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	373	21,000	2%
Total 32 - NON-OPERATING REVENUE	331,699	486,000	68%
Transfer (to)/from Reserves	-	2,227,836	0%
Total Income	3,746,793	9,453,836	40%
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	134,750	240,000	56%
45-020 - Employee Benefits	88,548	137,440	64%
45-029 - Retiree Health	6,518	13,600	48%
45-030 - Directors Expenses	12,102	39,888	30%
45-070 - Insurance	225,766	204,900	110%
Administration - Other	112,796	259,000	44%
Total Administration	580,481	894,828	65%
Maintenance/Engineering			
41-010 - Salaries & Wages	699,323	1,189,460	59%
41-020 - Employee Benefits	192,388	505,621	38%
41-029 - Retiree Health	6,432	11,900	54%
41-100 - Operating Supplies	6,674	40,000	17%
41-110 - Contractual Services	72,130	98,100	74%
41-207 - Contracted Repairs	16,150	68,000	24%
Maintenance- Other	104,294	314,267	33%
Total Maintenance/Engineering	1,097,391	2,227,348	49%
Pump Stations	42,871	16,460	260%
Total OPERATING EXPENSES	1,720,743	3,138,636	55%
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	148,220	148,200	100%
Construction Projects	1,600,761	5,667,000	28%
Outlay(Maintenance/Engineering)	47,778	500,000	10%
Total CAPITAL	1,796,758	6,315,200	28%
Total Expense	3,517,501	9,453,836	37%
Net	229,292	0	

10:15 AM	STEGE SANITARY DISTRICT			
02/14/2022	Check Report			
Accrual Basis	February 17, 2022			
	Name	Memo	Amount	Num
Feb 17, 22				
	Aramark Uniform Services	Uniform Service	-268.25	27468
	Bay Area News Group - East Bay	Ordinance #2178-0122	-223.10	27469
	Clark Pest Control	Pest Control	-145.00	27470
	Exxonmobil	Gas	-101.59	27471
	Nakano Landscape	Landscaping Jan 2022	-290.00	27472
	Pacific Gas and Electric Company	Eng Advance Canon Pump Station	-2,500.00	27473
	PG&E- #0103467151-9	Burlingame Pump Station	-209.77	27474
	PG&E- #6675831511-4	Office/Shop	-2,247.15	27475
	Plaza Auto Service, Inc	Vehicle Repairs & Maintenance	-7,744.71	27476
	Schaaf & Wheeler	Canon Pump Station Design	-1,610.00	27477
	Streamline	Website 2/1-3/1/2022	-300.00	27478
	TelePacific Communications	Office Phones	-1,133.91	27479
	Universal Building Services	Janitorial Service Jan	-423.00	27480
Feb 17, 22			-17,196.48	

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY 2022	FEBRUARY 2022	MARCH 2022	APRIL 2022	MAY 2022	JUNE 2022
1/3 & 1/17 HOLIDAY CASA Winter Conf. Jan 19-21, Palm Springs	2/21 HOLIDAY CASA Policy Forum Feb 28-Mar. 1, Wash, DC			5/30 HOLIDAY	6/8 Safety and Recognition Awards Luncheon
1/6/2022 – 7:00 P.M.	2/17/2022 – 7:00 P.M.	3/5/2022 – 9:00 A.M.	4/7/2022 – 7:00 P.M.	5/5/2022 – 7:00 P.M.	6/2/2022 – 7:00 P.M.
<ul style="list-style-type: none"> • Board Governance Manual Review • Long Range Planning Workshop Agenda • Service Rate Discussion • District of Distinction (even years) • Director’s Contact Info • Board Training Summ. • CASA Conference 	<ul style="list-style-type: none"> • Actuarial Analysis of Retiree Health Benefits Report (even years) • Long Range Planning Workshop Agenda • Service Rate Discussion • Performance Report • Board Training Summ. • CASA Conference • Form 700 	<p><u>9AM MEETING TIME</u></p> <ul style="list-style-type: none"> • Long Range Planning Workshop <ul style="list-style-type: none"> – Past 5 yrs. Expenditures Review – Self-Assessment of Governance – Strategic Plan Review 	<ul style="list-style-type: none"> • Service Rate Discussion/ Approval (& 30-day Notice) • Board Training Summ. 	<ul style="list-style-type: none"> • Appoint Labor Negot. • CLOSED SESSION – Conf. Labor Negot. • Draft Budget • Board Training Summ. • July 4th Fair Discussion • Review of Comparable Agencies • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Draft Budget • Review Directors’ Meeting Compensation • District Working Capital and Reserve Policy • Approve Project Plans and Specs (+CEQA) • July 4th Fair Discussion • CASA Conference
1/27/2022 – 7:00 P.M.			3/17/2022 – 7:00 P.M.	4/21/2022 – 7:00 P.M.	5/19/2022 – 7:00 P.M.
<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. • Board Governance Manual Approval • Long Range Planning Workshop Agenda • Service Rate Discussion • Quarterly Financial Statements • SPASPA Status Report • CSDA Conference Attendee Reports • Diversity, Equity, and Inclusion 		<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Service Rate Discussion • Action Plan • Consent Decree Quarterly Report • Board Training Summ. • CASA Conference Attendee Reports • Form 700 • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Draft Budget • Employee Benefit Package Review • Service Rate Discussion/Approval (+ 30-day Notice) • July 4th Fair Discussion • Quarterly Financial Statements • SPASPA Status Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Manager Perf. Eval. – Conf. Labor Negot. • Resolution Ordering Board Election (even years) • Draft Budget • July 4th Fair Discussion • Service Rate Discussion/Approval (+ 30-day Notice) 	<ul style="list-style-type: none"> • CLOSED SESSION – Counsel Perf. Eval. • Resolution Salary of District Manager • Resolution Employee Salary Ranges • Resolution Approve/Adopt Budget • Review and Approve Incentive Award • Adopt Incentive Award Goals & Objectives • Connection Charge Review • July 4th Fair Discussion • CD Quarterly Report • CASA Conference

STEGE SANITARY DISTRICT

BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY 2022	AUGUST 2022	SEPTEMBER 2022	OCTOBER 2022	NOVEMBER 2022	DECEMBER 2022
7/4 HOLIDAY 4 th of July Fair Booth	CASA Annual Conf. Aug 10-12, Squaw Creek CSDA Annual Conf. Aug 22-25, Palm Springs	9/5 HOLIDAY Board Training AB 1234 (even years) AB 1661 (odd years)		11/24-25 HOLIDAY	12/8 HOLIDAY LUNCHEON 12/26 HOLIDAY
7/7/2022 – 7:00 P.M.	8/18/2022 – 7:00 P.M.	9/1/2022 – 7:00 P.M.	10/6/2022 – 7:00 P.M.	11/10/2022 – 7:00 P.M.	12/8/2022 – 2:00 P.M.
<ul style="list-style-type: none"> • July 4th Fair Debrief • CASA/CSDA Conf. • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Select Actuary for Analysis of Retiree Health Benefits (odd years) • Quarterly (FY End) Financial Statements 	<ul style="list-style-type: none"> • CASA/CSDA Conf. Attendee Reports • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Regional PSL Program Update • Regional FOG Program Update 	<ul style="list-style-type: none"> • Proposed Meeting Calendar • Board Officer Succession Plan • CASA Conference • Diversity, Equity, and Inclusion 	<p><u>2PM MEETING TIME</u></p> <ul style="list-style-type: none"> • Fiscal Year Financial Audit • Resolution Certifying Election Results (even years) • Connection Charge Review • Emergency Contact Update • Meeting Calendar • Consent Decree Quarterly Report • CASA Conference • Pension + OPEB UAL Reports • Nomination & Election of Officers
7/21/2022 – 7:00 P.M.	<ul style="list-style-type: none"> • Conn. Charge Report per Gov. Code 66013 • CASA/CSDA Conf. 	9/15/2022 – 7:00 P.M.	10/20/2022 – 7:00 P.M.		
<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Hearing +Res./Ord. – Establish and Collect Sewer Service Charges – Director Meeting Compensation • Resolution Filing Notice of Completion • District Investment Policy • Reimb. Report per Gov. Code 53065.5 • Quarterly Financial Statements • Candidate filing period (even years) • SPASPA Status Report • CASA/CSDA Conf. • Form 470 		<ul style="list-style-type: none"> • Health Care Benefits Review • Consent Decree Quarterly Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. • SPASPA Status Report • Quarterly Financial Statements 		