

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF JULY 26, 2018  
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.)

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.stegasan.org](http://www.stegasan.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.

**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)

Hearing/  
Ordinance  
/Motion:

**PUBLIC HEARING – ORDINANCE NO. 2103-0718 ORDINANCE APPROVING INCREASE IN DIRECTORS’ FEES**

(The Board will hold a hearing to increase Director’s fees from \$215 per meeting day to \$222.31 per meeting day and consider approval of Ordinance 2103-0718)

Hearing/  
Resolution  
/Motion:

**PUBLIC HEARING – RESOLUTION NO. 2104-0718 ACCEPTING REPORT ON SEWER SERVICE CHARGES AND ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL**

(The Board will hold a hearing to collect sewer service charges for the fiscal year 2018-2019 on the tax roll of Contra Costa County and consider approval of Ordinance 2104-0718)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF JULY 26, 2018  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

**CLOSED SESSION**

**Liability Claims**

Gov. Code § 54956.95

Claimant: Lungkawa

Agency Claimed Against: Stege Sanitary District

**Liability Claims**

Gov. Code § 54956.95

Claimant: Elsbury

Agency Claimed Against: Stege Sanitary District

**Liability Claims**

Gov. Code § 54956.95

Claimant: Pacific Academy Nomura School, Inc.

Agency Claimed Against: Stege Sanitary District

**Conference with Labor Negotiator**

Gov. Code § 54957.6

Agency designated representatives: Board President Dwight Merrill

Unrepresented employee: District Manager

- Motion: **IV. Approval of Minutes**
- A. Approval of July 11, 2018 Board Meeting Minutes  
(The Board will be asked to review and approve the minutes of July 11, 2018 Board Meeting)

- Info/Motion: **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
    - 1. 2018 CSDA Board of Directors Election, (Seat A) Bay Area Network

- Info: **VI. Reports of Staff and Officers**
- A. Attorney's Report

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF JULY 26, 2018  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

B. Manager's Report

1. Monthly Maintenance Summary Report
2. Monthly Report of Sewer Replacements and Repairs
3. San Pablo Avenue Specific Plan Status Report
4. Reimbursement Report per Government Code 53065.5
5. Form 470 – Officeholder and Candidate Campaign Statement
6. Candidate Filing Period
7. August 8-10, 2018, California Association of Sanitation Agencies (CASA) Annual Conference
8. September 24-27, 2018 California Special District Association (CSDA) Annual Conference

**VII. Business**

- Resolution/Motion: A. Resolution No. 2105-0718 Approving and Authorizing Disposal of Surplus Property of the Stege Sanitary District  
(The Board will be asked to approve the resolution)
- Resolution/Motion: B. Resolution No. 2106-0718 Establishing Salary of the District Manager/Engineer  
(The Board will be asked to approve the resolution)

**VIII. Monthly Financial Statements – June 2018**

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Local Agency Investment Fund (LAIF) Quarterly Statement  
(The Board will review the reports and statements)

Info/Motion: **IX. Approval of Checks**

- A. Checks for July 26, 2018 - Fund No. 3418 & 3423  
(The Board will be asked to approve the July 2018 checks)

Info: **X. Future Agenda Items**

- August 16, 2018**  
CASA Conference

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF JULY 26, 2018

TIME OF MEETING: 7:00 P.M.

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

CSDA Conference

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

Parliamentary Procedure/Rules or Order

**September 13, 2018**

CASA Conference Attendee Reports

CSDA Conference

*Self-Assessment of Governance Questions Review*

**XI. Adjournment**

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on August 16, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

**STEGE SANITARY DISTRICT**  
**NOTICE OF PUBLIC HEARING CONCERNING**  
**PROPOSAL TO INCREASE FEES PAYABLE TO DIRECTORS**  
**OF THE STEGE SANITARY DISTRICT**

NOTICE IS HEREBY GIVEN as follows:

The Directors of the Stege Sanitary District are considering a proposal to increase the fees payable to members of the District's Board of Directors as authorized by Senate Bill No. 1559 (Statutes of 2000, Chapter 86, effective January 1, 2001). The current fee is \$215 per day for attendance at meetings of the Board or services rendered as a Board Member at the request of the Board. It is proposed that fees be increased to \$222.31.

Prior to adoption of an ordinance to effect the proposed fee increases, the District Board will hold a public hearing at which any interested person is invited to attend and address the Board concerning the proposal. The time, date and place of the public hearing is as follows:

**Date: Thursday, July 26, 2018**  
**Time: 7:00 P.M. Regular Board of Directors' Meeting**  
**Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California**

At the conclusion of the public hearing, the Board will consider the proposed Ordinance and may take action at that time.

Dated: 7/2/18



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REX DELIZO  
STEGE SANITARY DISTRICT  
Secretary

## ORDINANCE NO. 2103-0718

ORDINANCE APPROVING INCREASE IN DIRECTORS' FEES

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

- A. The compensation payable to Directors of the District is governed by the Sanitary District Act of 1923, Health and Safety Code Section 6489. Until January 2001, that section allowed a sanitary district director to receive a maximum fee of \$100 for each day's attendance at meetings of the District Board or for each day's service rendered as a member of the Board by request of the Board, for not to exceed a total of six days in any calendar month.
- B. In 2000, the California Legislature enacted Senate Bill No. 1559 (Statutes of 2000, Chapter 86), which became effective January 1, 2001. Senate Bill No. 1559 amends Health and Safety Code Section 6489 to allow certain increases in Directors' fees if adopted by district board ordinance. A copy of Senate Bill No. 1559 is appended to this Ordinance as Exhibit "A".
- C. Pursuant to Senate Bill No. 1559, an increase in Directors' fees from \$100 per meeting day to a maximum of \$165 per meeting day was approved on February 21, 2001, and subsequently as follows:

YEAR	RATE	APR CPI-W	RATE ADJUSTED TO APR 2018 CPI-W
1986	\$100	109.4	\$254.15
2001	\$165	184.9	\$248.11
2004	\$190	194.7	\$271.33
2008	\$196	217.913	\$250.08
2012	\$200	236.626	\$235.00
2015	\$205	252.875	\$225.40
2017	\$215	268.896	\$222.31
2018		278.039	

- D. An increase in Director's fees from \$215 per meeting day to \$222.31 per meeting day is authorized as follows:

- Current Fee: \$215 per meeting day
- Adopted: July 2017

- Effective: October 2017
- No. of calendar years since last increase and the effective date of this Ordinance: ~1 years
- Maximum percentage increase per calendar year: 5%
- Maximum allowable increase:  $1.05 \times \$215 = \$225.75$

E. The District Board has adopted this Ordinance pursuant to the requirements of Water Code Section 20201 after a public hearing. Notice of the public hearing was given once a week for two successive weeks pursuant to Government Code Section 6066. A copy of the Notice is appended to this Ordinance as Exhibit “B”.

F. This Ordinance is not subject to the California Environmental Quality Act, Public Resources Code Section 21000 et seq., because neither its provisions nor its implementation will have a foreseeable adverse impact on the environment.

In consideration of the foregoing findings and determinations, it is ordained as follows:

Section 1. The Directors’ fees payable to members of the Board of Directors of the Stege Sanitary District shall be increased from \$215 per meeting or day of service to \$222.31 per meeting or day of service as of the effective date of this Ordinance. Section 2.9 of the District Ordinance Code is amended in relevant part, with amendments in underline, to read as follows:

“2.9 BOARD MEMBER COMPENSATION AND EXPENSES

Each Director is entitled to be compensated for services as a Director at the rate of two hundred twenty two dollars and thirty one cents (\$222.31) per day for each day’s attendance at meetings of the Board and/or for each day’s service rendered on behalf of the District at the request of the Board but not to exceed a maximum of six (6) days’ compensation in any calendar month...”

Section 2. Upon adoption of this Ordinance it shall be entered into the minutes of the Board and it shall be promptly published one time in a newspaper of general circulation in the District.

Section 3. This Ordinance shall be effective sixty (60) days after its adoption by the District Board.

Section 4. Upon its effective date, this Ordinance supersedes and repeals the provisions of any prior ordinances, resolutions, motions and other orders and actions of the District Board to the extent such other provisions are inconsistent with the provisions of this Ordinance.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Ordinance No. 2103-0718 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 26th day of July 2018 by a X-X vote as follows:

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

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

ATTEST:

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REX DELIZO, Secretary  
Stege Sanitary District



BILL NUMBER: SB 1559 CHAPTERED 07/05/00  
CHAPTER 86  
FILED WITH SECRETARY OF STATE JULY 5, 2000  
APPROVED BY GOVERNOR JULY 5, 2000  
PASSED THE ASSEMBLY JUNE 22, 2000  
PASSED THE SENATE APRIL 13, 2000  
INTRODUCED BY Senator Kelley  
(Principal coauthor: Senator Rainey)  
FEBRUARY 17, 2000

An act to amend Sections 4733 and 6489 of the Health and Safety Code, relating to water.

LEGISLATIVE COUNSEL'S DIGEST

SB 1559, Kelley. County sanitation: sanitary districts.  
Existing law limits the compensation received by a county sanitation district or sanitary district board member. A board member's compensation is limited to \$100 per day for attending a district board meeting or for rendering services.

This bill would authorize the board to increase the compensation board members receive to above the \$100 per day limit pursuant to specified procedures.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 4733 of the Health and Safety Code is amended to read:

4733. (a) The district board may fix the amount of compensation per meeting to be paid each member of the board for services for each meeting attended by the member. Subject to subdivision (b), the compensation shall not exceed one hundred dollars (\$100) for each meeting of the district board attended by the member or for each day's service rendered as a member by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by the district board members above the amount of one hundred dollars (\$100) per day.

SEC. 2. Section 6489 of the Health and Safety Code is amended to read:

6489. (a) Subject to subdivision (b), each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by board members above the amount of one hundred dollars (\$100) per day.

(c) The secretary of the sanitary board shall receive compensation to be set by the sanitary district board, which compensation shall be in lieu of any other compensation to which he or she may be entitled by reason of attendance at the meeting or meetings of the sanitary board.

STEGE SANITARY DISTRICT

**NOTICE OF PUBLIC HEARING CONCERNING  
PROPOSAL TO INCREASE FEES PAYABLE TO DIRECTORS  
OF THE STEGE SANITARY DISTRICT**

NOTICE IS HEREBY GIVEN as follows:

The Directors of the Stege Sanitary District are considering a proposal to increase the fees payable to members of the District's Board of Directors as authorized by Senate Bill No. 1559 (Statutes of 2000, Chapter 86, effective January 1, 2001). The current fee is \$215 per day for attendance at meetings of the Board or services rendered as a Board Member at the request of the Board. It is proposed that fees be increased to \$222.31.

Prior to adoption of an ordinance to effect the proposed fee increases, the District Board will hold a public hearing at which any interested person is invited to attend and address the Board concerning the proposal. The time, date and place of the public hearing is as follows:

**Date: Thursday, July 26, 2018**  
**Time: 7:00 P.M. Regular Board of Directors' Meeting**  
**Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California**

At the conclusion of the public hearing, the Board will consider the proposed Ordinance and may take action at that time.

Dated: 7/2/18

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REX DELIZO  
STEGE SANITARY DISTRICT  
Secretary

**EXHIBIT B**

# STEGE SANITARY DISTRICT

## NOTICE OF PUBLIC HEARING CONCERNING FILING OF REPORT FOR SEWER SERVICE CHARGES AND ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2018-19

NOTICE IS HEREBY GIVEN as follows:

The Directors of the Stege Sanitary District have caused a written report to be prepared and filed with the Secretary of the Board containing a description of each parcel of real property receiving sewer service, together with the amount of the annual sewer service charge for each parcel for the Fiscal Year 2018-2019, computed in accordance with the provisions of an ordinance adopted by the Directors providing for the establishment of sewer service charges for the use of the District's sanitary sewer collection system, and to collect said sewer service charges on the Tax Roll for Fiscal Year 2018-2019.

The annual sewer service charge payable by each residential customer is \$242 for Fiscal Year 2018-19. The annual sewer service charge payable for each non-residential customer shall be calculated at a sewer service charge rate of \$4.97 per 1000 gallons for Fiscal Year 2018-19, except that in no case shall the charge be less than the applicable charge for one residential dwelling unit.

Prior to adoption of the resolution, the Board will hold a public hearing to consider all objections or protests, if any, to the written report. The time, date and place of the public hearing is as follows:

**Date: Thursday, July 26, 2018**

**Time: 7:00 P.M. Regular Board of Directors' Meeting**

**Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California**

At the conclusion of the public hearing, the Board will consider the proposed Resolution and may take action at that time.

Dated: 7/2/18



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REX DELIZO  
STEGE SANITARY DISTRICT  
Secretary

## RESOLUTION NO. 2104-0718

RESOLUTION ACCEPTING REPORT ON SEWER SERVICE CHARGES AND  
ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL

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

- A. The Directors of the Stege Sanitary District have adopted an ordinance providing for the establishment of sewer service charges for the use of the District's sanitary sewer collection system.
- B. In that ordinance, the Directors have provided that sewer service charges may be collected on the tax roll of Contra Costa County in accordance with the provisions of Section 5473.1 of the Health and Safety Code.
- C. Pursuant to Health and Safety Code Sections 5473 and 6520.10, charges including delinquent charges, for services provided by the District to its customers may also be collected on the tax roll of Contra Costa County.
- D. The Directors have caused a written report to be prepared and filed with the Secretary of the Board containing a description of each parcel of real property receiving sewer service, together with the amount of the charge for each parcel for the fiscal year 2018-2019 computed in accordance with the provisions of said ordinance.
- E. The Directors held a public hearing in conformance with Health and Safety Code Sections 5473.1 and 5473.2, heard and considered all objections or protests, and finds that protests were not made by the owners of a majority of separate parcels of property described in the report.

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

1. The report filed with the Board of Directors on July 26, 2018 shall stand, without material modification, as the report of sewer service charges for the fiscal year 2018-2019. Each charge described in the report is hereby levied and confirmed.

- 2. The Secretary of the Board of Directors is authorized and directed to file a copy of said report with the Auditor of Contra Costa County, and the Secretary's Certificate that the report has been finally adopted by this Board for the purpose of entering the charges onto the property tax roll.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution No. 2104-0718 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 26th day of July 2018, by a X-X vote as follows:

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

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

ATTEST:

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REX DELIZO, Secretary  
 Stege Sanitary District

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF JULY 11, 2018  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

\*\*\*\*\*MINUTES\*\*\*\*\*

**I. Call To Order:** President Dwight Merrill called the meeting to order at 7:00 P.M.

**II. Roll Call:** Present: Gilbert-Snyder, James, Miller, O'Keefe, Merrill  
 Absent: None  
 Others Present: Rex Delizo, District Manager

**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 June 28, 2018 Board Meeting Minutes

MOTION: By James, seconded by Miller, to approve the minutes of the June 28, 2018 Board Meeting, as amended

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

**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  
There were no reports given.
  - b. 4<sup>th</sup> of July Fair – Debriefing

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
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Each Director gave a review of their experience staffing the District booth at the 4<sup>th</sup> of July Fair and thanked the maintenance crew for all the help they provided to setup for the event.

**B. Written Communications**

1. California Association of Sanitation Agencies (CASA) Annual Business Meeting – August 9-10, Monterey Marriott, Monterey, CA

The Board reviewed the letter.

2. LAFCO Election Results - RDA Oversight Board - Special District Seat

The Board reviewed the email.

**VI. Reports of Staff and Officers**

**A. Manager's Report**

1. August 8-10, 2018 California Association of Sanitation Agencies (CASA) 63rd Annual Conference

The Manager reported on the arrangements for the upcoming CASA Conference.

2. Form 470 - Officeholder and Candidate Campaign Statement

The Manager reminded Director's to file their Form 470s.

**VII. Business**

- A. Resolution No. 2102-0718 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 17201

The Board reviewed and approved the resolution to file the Notice of Completion for Project No. 17201.

MOTION: By James, seconded by Gilbert-Snyder, to approve Resolution No 2102-0718 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 17201

VOTE: AYES: Gilbert-Snyder, James, Miller, O'Keefe, Merrill

NOES: None

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
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 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

ABSTAIN: None

ABSENT: None

**B. District Investment Policy**

The Board conducted its annual review of the District's investment policies and agreed that no changes were necessary.

MOTION: By James, seconded by Gilbert-Snyder, to take no action and continue with the existing District Investment Policy as stated

VOTE: AYES: Gilbert-Snyder, James, Miller, O'Keefe, Merrill

NOES: None

ABSTAIN: None

ABSENT: None

**C. Self-Assessment of Governance Questions Review**

The Board completed a discussion regarding micro-management which was question #4 from the self-assessment of governance questionnaire completed at the Long Range Planning Workshop and felt their discussion also covered question #13 regarding not engaging in solution "re-engineering" at meetings. The Board asked to bring back the two remaining items (#18 and #53) from the questionnaire for consideration individually at future board meetings.

**VIII. Approval of Checks**

**A. Checks for July 11, 2018 - Fund No. 3418 & 3423**

MOTION: By James, seconded by O'Keefe, to pay the bills, Check Nos. 25587 through 25619 in the amount of \$41,780.96

VOTE: AYES: Gilbert-Snyder, James, Miller, O'Keefe, Merrill

NOES: None



STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF JULY 11, 2018  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

ABSTAIN: None

ABSENT: None

**IX. Future Agenda Items**

**July 26, 2018**

CLOSED SESSION – Quarterly Claims

CASA Conference

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

Candidate Filing Period

Resolution – District Manager Salary

PUBLIC HEARING/RESOLUTION – Sewer Service Charges

PUBLIC HEARING/ORDINANCE – Director’s Meeting Compensation

*CLOSED SESSION – Conference with Labor Negotiator*

**August 16, 2018**

CASA Conference

CSDA Conference

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

*Rules of Order*

**X. Adjournment**

The meeting was adjourned at 8:08 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 26, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary

## 2018 CSDA Board of Directors Election, (Seat A) Bay Area Network

Your district is a CSDA Regular Member in good standing and, as the main contact on file for the district, you are receiving this official electronic ballot to cast one vote on behalf of your district in CSDA's 2018 Board of Director's election for Seat A in BAY AREA NETWORK. It is up to each district to determine their own process in terms of selecting a candidate to vote for in the election. In some cases the main contact will cast the vote solely while in others it is brought to the full Board of Directors for discussion and selection with the vote then cast by the main contact.

You may view and print candidate information through the above link, but must cast your vote electronically through the system. The deadline to cast your district's vote is August 10, 2018.

### **Please vote for your choice**

Choose **one** of the following candidates:

- Robert Silano (Incumbent)
- Catharine Benediktsson
- Chad Davisson, SDA
- Akintunde Okupe
- Jan Palajac

Ballots will be counted and confirmed on August 13.

Should you have any questions, please feel free to contact Beth Hummel at CSDA – 916-442-7887 or [bethh@csda.net](mailto:bethh@csda.net)

Thank you!



California Special  
Districts Association  
*Districts Stronger Together*

## 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Robert Silano  
District/Company: Menlo Fire Protection District  
Title: Director  
Elected (Appointed) Staff: (Prior Elected)  
Length of Service with District: 2011

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2017 - Current Board of Directors  
Committee(s): Financial and Legislative

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

LAFCo representative for Fire District

4. List civic organization involvement:

→ FBI National Academy Associates  
→ Association of Former Federal Narcotics Agents

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**

**Robert Silano, Director  
Menlo Park Fire Protection District**

A public safety professional, Mr. Silano has over 45 years of combined law enforcement and emergency management experience. Presently, Mr. Silano is an Intelligence Officer as a Senior National Security Intelligence Analyst for the Northern California Regional Intelligence Center in San Francisco, CA. In the past, he served as the Chief of Threat Intelligence assigned to the Northern California Regional Intelligence Center, representing the California Emergency Management Agency. The NCRIC is one of 77 DHS Fusion Centers specializing in research involving the terrorism threat and emergency management situations as it relates to law enforcement, fire, public health, emergency services and the private industry.

Currently holds a "TOP SECRET" Federal Government Clearance.

As an elected official, Director Silano serves on the Menlo Park Fire Protection District in San Mateo County. In that capacity, he serves on the Communications and Emergency Preparedness Committees. Additional duties include, being a voting member of the Board of Directors for the California Special Districts Association, Bay Area Network, serving on their Legislative and Financial Committees.

As a private safety professional, Mr. Silano has served in various capacities within Emergency Management, Loss Prevention, Security Operations and Corporate Investigations. He holds positions on three (3) company boards of directors.

In the past, Mr. Silano has had experience in domestic and international operations as a former U.S. Department of Justice Special Agent with the Drug Enforcement Administration. Former Special Agent Silano has held positions as a City of Miami Police Officer, Task Force Commander, Police Instructor, Supervisory Special Agent, and a Senior Manager with the U.S. Department of Justice, DEA. He holds a Baccalaureate and Master's Degrees, and is a graduate of the FBI National Academy Session 158.



## 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Catharine Benediktsson

District/Company: Sanitary District #5, Marin County

Title: Director

Elected/Appointed/Staff: Elected by the district board.

Length of Service with District: 17 years.

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

no, taken courses in past /workshops.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

not recently - was head of nationwide environmental group for FAA, Chief: Amy Alaska Environment

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

have worked with LAFCo.

4. List civic organization involvement:

none, except homeowners association

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Chad Davisson

District/Company: Ironhouse Sanitary District

Title: General Manager

Elected/Appointed/Staff: Executive Staff

Length of Service with District: 3-years

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

On behalf of the District I am very involved with CSDA. Attend annual conferences, received SDA certification, completed the SDLF Leadership Academy, obtained District of Distinction (Platinum Level), Excellence in Transparency, provide local chapter program committee support. I attend the GM Leadership Conferences and volunteer as a mentor at the "so... you want to be a GM" coaching events. Participate in the CSDA Awards program.

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

I am very involved with California Association of Sanitation Agencies (CASA) participating on the State Legislative Committee, member of the WaterReuse Association, member of the Water Environment Federation (WEF). Highly active in California Water Environment Association (CWEA), speaking at events, receiving several awards and attending local and state conferences.

**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

Support Contra Costa LAFCo, provide assistance on technical matters and municipal service reviews. Chair of the East CC County Water Management Association. Participate in the Western Recycled Water and the Bay Area Biosolids Coalitions.

**4. List civic organization involvement:**

Provide leadership to the Bay Area Consortium of Waster/Wastewater Education (BACWWE) to address career development and industrywide succession planning. I teach a variety of water and wastewater courses. On the planning committee of General Manager Roundtable group across the Bay Area. Member of Community Advisory Group for Water Rate Setting in Vallejo.

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**

**Chad Davisson, SDA, General Manager  
Ironhouse Sanitary District**

My name is Chad Davisson and I am the General Manager of Ironhouse Sanitary District. I am running for the California Special District Association (CSDA) Director, Seat A – Bay Area Network.

I am very proud to have dedicated my 30-year career in water and wastewater to serving my local community through special districts and local government. I began my career at a special district and have since have earned a degree in Public Administration and an MBA from Saint Mary's College of California. I am fortunate to have had the opportunity to work in several special districts throughout California.

Through my background with special districts, I recognize the importance and value of supporting CSDA. I have a vast understanding of special district needs and as a CSDA Board Member, I will use my experience and expertise to further enrich services that benefit CSDA members.

My goal as General Manager is to provide Ironhouse Sanitary District and its constituents with complete and open public transparency utilizing best management practices. Under my leadership, the District was awarded District of Distinction (Platinum Level) accreditation and the District Transparency Certificate of Excellence. I have received the CSDA Special District Administrator certification and completed the SDF Leadership Academy.

I actively attend and mentor special district professionals at CSDA's General Manager Leadership Summit coaching events. I am proud to say that Ironhouse staff members have received CSDA awards for their outstanding performance. I am also proud to support CSDA's local (Contra Costa County) chapter.

If elected, I will work diligently to ensure CSDA's continued success. I will apply my experience, commitment and leadership to be effective, efficient, and responsive to special district needs.

Please consider me for the upcoming election for Director, Seat A - Bay Area Network.



California Special  
Districts Association  
*Districts Stronger Together*

## 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Akintunde Okupe

District/Company: East Palo Alto Sanitary District

Title: General Manager

Elected/Appointed/Staff: AKintunde Okupe

Length of Service with District: 6 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Workshops & conferences

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

No

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

LAFCO

4. List civic organization involvement:

None

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**





**California Special  
Districts Association**  
*Districts Stronger Together*

## 2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jan Palajac

District/Company: Livermore Area Recreation and Park District (LARPD)

Title: Director of the Board

Elected/Appointed/Staff: Elected

Length of Service with District: Elected November 2016 to a 4 yr Term

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Special District Leadership Academy Graduate (Spring 2017)

Certificate of Recognition in Special District Governance (Fall 2017)

CSDA Annual Conference (2017 & 2018); CSDA Legislative Days (2018)

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

CARPD Annual Conference (2017 & 2018)

CPRS (California Parks and Recreation Society), member over 15 yrs

ASLA (American Society of Landscape Architects), Northern California Chapter, member 25 yrs

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Livermore Downtown Inc (2017 & 2018)

Key to the City (Livermore) (Spring 2018)

4. List civic organization involvement:

Sr. Landscape Architect, City of San Jose (2000-2017)

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**

**Jan Palajac, Director  
Livermore Area Recreation and Park District**



I am very interested in becoming a member of the CSDA Board of Directors. I am in my first term (2016-2020) as an elected Director of the Livermore Area Recreation and Park District. During my first year in office, I attended the Special District Leadership Academy, the CSDA Annual Conference, and the California Association of Parks and Recreation District (CARPD) Annual Conference. I also received a Recognition in Special District Governance certificate from CSDA.

After 17 years as a landscape architect managing park and trail projects for the City of San Jose, I retired last year. While at San Jose, I successfully worked very closely with a number of municipal, county, state and federal agencies as well as other stakeholders to construct nationally recognized trail projects. To stay current with the latest professional practices, I attended and was a speaker at several state and nationwide professional conferences.

I believe the communication skills I developed while at San Jose, my enthusiasm, and my commitment to CSDA's mission to promote good governance through professional development, advocacy and other services for special districts will enable me to effectively represent you on the Bay Area Network. Thank you for your support.

**STEGE SANITARY DISTRICT  
MONTHLY MAINTENANCE SUMMARY REPORT  
Jun-18**

**1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITES**

There were 21 normal working days	Days	Feet
Unit #5 (hydro) operated:	0	0
Unit #10 (rodder) operated:	0	0
Unit #11 (rodder) operated:	0	0
Unit #15 (video) operated:	5	9,559
Unit #16 (combo) operated:	9	28,918

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	19,470	9,448	175,698	38,276	731
Total Video	7,563	1,996	38,745	16,480	62

**2. MONTHLY SERVICE CALLS**

After-hour service calls: 1 calls 1 out

**STEGE SANITARY DISTRICT - 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
2018	June	7	11.6	4	6.3	0	0	0	3
		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	0	0	5	0	0		

**3. SAFETY AND TRAINING**

Safety and training meetings were conducted twice a month.

# MONTHLY SERVICE CALLS

# June-2018

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
<b>6/4/2018</b> Monday 10:40 AM	291104 291010	1029 RANCHITO CT. 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.
<b>6/4/2018</b> Monday 4:10 PM	102302 102301	1458 MARIPOSA ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	E				WE FOUND THIS TO BE EBMUD'S PROBLEM.
<b>6/11/2018</b> Monday 9:57 AM	212114 212113	2728 SANTA CLARA AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>6/20/2018</b> Wednesday 12:30 PM	285107 285005	1109 BREWSTER DR. EL CERRITO, CA 94530 <i>Last Call: 8/10/1993</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	O				WE DIDN'T LOCATE ANY ODOR.
<b>6/20/2018</b> Wednesday 2:55 PM	191218 191217	2754 DEL MONTE AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE EBMUD'S PROBLEM.
<b>6/22/2018</b> Friday 4:18 PM	265320 265305	828 SHEVLIN DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O, T				WE HYDRO'ED LINE. WE FOUND THERE TO BE NO ODOR.
<b>6/25/2018</b> Monday 4:10 PM	171407 171406	7311 GANGES CT. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

**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: 0**

**LATERAL: 4**

**OTHER: 3**

**TOTAL SERVICE CALLS: 7**

**MAINLINE OVERFLOW: 0**

**MAINLINE SURCHARGE: 0**

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

**June 2018**

<b>I SEWER REPLACEMENT - FY 2017-18</b>			
A.	BUDGET ALLOCATION		\$2,365,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$1,410,271
C.	SEWER REPLACEMENTS PAID THIS MONTH		
1.	None		
	SUBTOTAL FOR THIS MONTH		\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	56.65%	\$1,339,757
E.	TOTAL RETENTION HELD	5.00%	\$70,514
F.	BUDGET REMAINING	40.37%	\$954,729
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	7,561 ( \$ 186.52 /LF)	
<b>II SEWER REPAIRS - FY 2017-18</b>			
A.	BUDGET ALLOCATION		\$61,000
B.	PRIOR BUDGET EXPENDED		\$61,789
C.	SEWER REPAIRS PAID THIS MONTH		
1.	42 Ells Ln, Richmond		\$4,510
2.	5618 Jordan Ave, El Cerrito		\$5,465
3.	1017 King Dr, El Cerrito		\$5,765
4.	1433 Monterey St, Richmond PG&E Reimbursement		-\$10,000
5.	1487 Monterey St, Richmond PG&E Reimbursement		-\$10,000
6.	1513 Monterey St, Richmond PG&E Reimbursement		-\$10,000
	SUBTOTAL FOR THIS MONTH		-\$14,260
D.	TOTAL BUDGET EXPENDED	77.92%	\$47,529
E.	TOTAL RETENTION HELD	1.80%	\$873
F.	BUDGET REMAINING	22.08%	\$13,471
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	10 ( \$ 4,752.89 /REPAIR)	

# STEGE SANITARY DISTRICT

Revised: 7/2/2018

## BOARD OF DIRECTORS SAN PABLO AVENUE SPECIFIC PLAN PROGRESS REPORT

### PAID PROPERTIES

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units	Equiv. Fixture Units
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.	34
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.	264
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.	23
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.	55
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5
4/24/2018	Temporary Senior Center (City El Cerrito)	10940	SAN PABLO AVE.	\$ 2,840.58		40
				<b>\$ 35,407.12</b>		

### PLAN CHECK PROPERTIES (WAITING PAYMENT)

Date	Property Owner	#	Street	Balance Due	Units	EFU
12/7/2017	Angelo Obertello (Near El Cerrito Chamber of Commerce)	10290	SAN PABLO AVE.	\$ 56,651.40	14	260
	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	
	Abby Wittman (Near Marty's Motors)	10919	San Pablo Ave.	no plans yet	85	
6/14/2018	Wang Brothers Investments (Playland)	10963	SAN PABLO AVE.	\$ 129,644.60	50	595
				<b>\$ 186,296.00</b>		

## **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.

**STEGE SANITARY DISTRICT**  
**REPORT ON EMPLOYEE REIMBURSEMENTS FOR FY 2017/18 AS REQUIRED BY CA GOVT CODE 53065.5**

<b>CHECK NUMBER</b>	<b>CHECK DATE</b>	<b>CHECK PAID TO</b>	<b>REIMBURSEMENT FOR</b>	<b>REPORT AMOUNT</b>	<b>TRANS</b>	<b>HOTEL</b>	<b>MEALS</b>	<b>REGISTRATION EXPENSES</b>
25134	09/14/17	Alan Miller	Conference (4 Days)	1,106.41	229.96	876.45	-	-
25147	09/14/17	Dwight Merrill	Conference (3 Days)	718.26	133.96	584.30	-	-
25201	10/26/17	Jay James	Conference (4 Days)	664.80	-	664.80	-	-
25508	05/10/18	Jay James	Conference (3 Days)	684.15	-	684.15	-	-
<b>GRAND TOTAL</b>				<b>3,173.62</b>	<b>363.92</b>	<b>2,809.70</b>	-	-

**California Government Code Section 53065.5**

*Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.*



**KEY DATES**  
**November 6, 2018 General Election**

	APPLIES TO	DATES
<b>Filing Period</b>	<b>All School and Special Districts</b>	<b>Jul. 16 – Aug. 10</b> E-113 – 88
Deadline to file a different “Ballot Designation” than the one used for the Primary Election	Run-off candidates for General Election	Jul. 31 E-98
Extended Filing Period	Offices for which no incumbent files nomination papers by Aug. 10. Only non-incumbents may file.	Aug. 11 – 15 E-87 – 83
Public Review of “Ballot Designations” and “Candidate Statements”	All candidates	Aug. 11 – 20 E-87 – 78
	Candidates who filed during the extended filing period	Aug. 16 – 25 E-82 – 73
Last day to withdraw “Candidate Statement”	All candidates	Aug. 13 E-85
	Candidates who filed during the extended filing period	Aug. 16 E-82
Last day to file a petition forcing a contest on the General Election ballot	Applies only to contests with insufficient candidates	Aug. 15 E-83
Randomized alphabet drawing for ballot placement	All candidates	Aug. 16 E-82
Deadline to file a “Write-In Candidacy”	Write-In candidates	Oct. 23 E-14



# The New Basics



## 63<sup>rd</sup> ANNUAL CONFERENCE August 8-10, 2018 Monterey Marriott

WWW.CASAWEB.ORG

### Preliminary Program

#### Wednesday, August 8, 2018

- 8:00 – 5:00 p.m. Registration | San Carlos Foyer, mezzanine level
- 8:00 – 12:00 p.m. CSRMA Training Seminar | San Carlos 1-2
- 11:00 – 1:00 p.m. Communications Committee Meeting | Santa Barbara Room
- 10:30 – 12:00 p.m. CASA Board of Directors Meeting | Ferrantes Bayview, top floor
- 12:00 – 1:30 p.m. Associates Committee Meeting | TBD
- CVSALTS and the Impact on POTWs, Teresa Dunham, Somach Simmons & Dunn
- 12:00 – 1:30 p.m. **Lunch on your own**
- 2:00 – 4:00 p.m. Concurrent Sessions
- Track 1 – Regulatory Trends & Hot Topics for 2018 | San Carlos 1-2
- Water, Biosolids, Climate Change and Collections Focus Areas
- Track 2 – Addressing Complex Water Challenges: Around the World and in Your Backyard | San Carlos 3-4
- Water Around the World – Ed McCormick, McCormick Strategic Water Management
  - HRSD Sustainable Water Initiative For Tomorrow (SWIFT) – Ted Henifin, Hampton Roads Sanitation District
  - California's Actions to Mitigate Climate Change – Sarah Deslauriers, Carollo
- TOUR: Carmel Area Wastewater District
- TOUR: Pebble Beach Community Services District
- 4:15 – 5:15 p.m. CSRMA Executive Board Meeting | Santa Monica Room
- 4:15 – 5:15 p.m. Federal Legislative Committee Meeting | San Carlos 1-2
- 5:30 – 6:30 p.m. Ocean View Reception | Ferrantes Ballroom, top floor

**Thursday, August 9, 2018**

- 7:30 – 4:30 p.m. Registration | San Carlos Foyer, mezzanine level
- 7:30 – 9:00 a.m. CSRMA Board of Directors Breakfast Meeting | San Carlos I
- 7:45 – 8:45 a.m. CASA Education Foundation Board Meeting | Santa Monica Room
- 7:45 – 8:45 a.m. Utility Leadership Committee | Ferrantes Bayview, top floor
- 9:00 – 11:30 a.m. Morning Sessions & Business Session | San Carlos Ballrooms, mezzanine level
- Keynote: Chad Pregracke, Founder and President, Living Lands and Waters  
"From the Bottom Up"
- The Plastics Dilemma: Grappling with Microplastic Pollution
- Anna-Marie Cook, EPA Region 9
  - Deborah Halberstadt, California Natural Resources Agency
- Speeding up Innovation in the Wastewater Sector, Andrew Benedek, Aenergia
- Annual Business Meeting
- Dues Resolution
  - Introduction of the Board of Directors Slate
  - Fiscal Year 2019 Budget
- 12:00 – 1:30 p.m. Luncheon at the Convention Center
- 2:00 – 4:30 p.m. Afternoon Sessions | San Carlos Ballrooms, mezzanine level
- Cybersecurity and Infrastructure Resilience: Awareness, Risks, and Mitigation,  
Christine Riccardi, Office of Infrastructure Protection, U.S. Department of  
Homeland Security
- Social Media Trends and Best Practices  
Moderator: Jennifer Cabral, Orange County Sanitation District
- Jared Criscuolo, Rising Tides
  - Michael McNutt, Las Virgenes Municipal Water District
  - Emily Barnett, Central Contra Costa Sanitary District
- City of Ventura Potable Reuse Project: Kevin Brown, City of Ventura
- 2018 Award of Excellence Winners
- 2018 Education Foundation Scholarship Recipients Announcement
- Bob Ghirelli, Orange County Sanitation District
- 4:45 – 5:30 p.m. Bay Area Biosolids Coalition Meeting | San Carlos I
- 5:30 – 6:30 p.m. Conference Reception | Ferrantes Bayview, top floor

*Friday August 10, 2018*

- 8:00 – 11:00 a.m.      *Registration | San Carlos Foyer, mezzanine level*
- 8:00 – 9:30 a.m.      *Breakfast | San Carlos Foyer, mezzanine level*
- 8:00 – 9:00 a.m.      *State Legislative Committee Meeting | Ferrantes Bayview, top floor*
- 9:15 – 11:00 a.m.      *Closing Session | San Carlos Ballrooms, mezzanine level*
- *How the 2018 Mid-Term Elections will Change the Landscape – Alayna Treene, AXIOS*
  - *Washington Report, Eric Sapirstein, CASA*
  - *State Legislative Report, Jessica Gauger, CASA*
  - *Introduction of the New CASA Board of Directors*
  - *Passing of the Gavel and Closing Remarks*
- 11:00 – 3:00 p.m.      *Attorneys Committee Meeting | Ferrantes Bayview, top floor*



**California Special  
Districts Association**

*Districts Stronger Together*

**Sept. 24 - 27, 2018**

# 2018 CSDA Annual Conference & Exhibitor Showcase

Renaissance Indian Wells  
Resort & Spa



# Explore



## The one conference for you!

The CSDA Annual Conference & Exhibitor Showcase is the one conference special district leaders can't afford to miss! Cultivate new connections this September in Indian Wells.

Join 800-plus special district professionals and industry experts for a three day, must-attend education and networking event. Develop new partnerships. Participate in inspiring and motivating keynote sessions. Walk away with strategies, new connections, and innovative ideas to move your district forward.

- Explore new ideas and best practices
- Learn about the latest in special district technology, management practices, and legal trends
- Discover new products and services to make your district more efficient



## What to Do?

With more than 300 days of sunshine each year, it's no wonder attendees love meeting in Greater Palm Springs. With nine cities in one beautiful oasis, Greater Palm Springs is rich in visitor experiences, from outdoor adventure, shopping and art to world-class events like Coachella Valley Music & Arts Festival and Modernism Week. Whether you spend a sun-soaked afternoon by the pool, play a round of golf or soak in healing mineral water, this Southern California destination knows how to chill.



## Renaissance Indian Wells Resort & Spa

44400 Indian Wells Lane  
Indian Wells, CA 92210

Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at \$169 plus tax and are based on availability. There is a \$5 resort fee (normally \$30) added to the CSDA rate. This fee includes self-parking and guestroom high speed internet access. In order to book a hotel room, you must first register for the conference to obtain a CSDA room reservation link.



### Attendance at the CSDA Annual Conference Qualifies for CIPs

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points (CIPs) can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase, reducing SDRMA members' annual contribution amounts.

## Conference Schedule

### Monday, September 24, 2018

**8:00 a.m. Shotgun Start**

SDLF Scramble for Scholarships Golf Tournament:  
Indian Wells Golf Resort\*

**9:00 a.m. - 3:30 p.m.**

Pre-Conference Workshop: Special District Leadership  
Academy: Governance Foundations\*

**9:00 a.m. - 3:30 p.m.**

Pre-Conference Workshop: Policy and Procedure Writing\*

**9:00 a.m. - 3:30 p.m.**

Pre-Conference Workshop: So, You Want to Be a General  
Manager?\*

**10:15 a.m. - 3:00 p.m.**

Pre-Conference Tour: Salton Sea Authority Tour\*

**12:30 - 3:30 p.m.**

Pre-Conference Workshop: The Strategies of a Special District  
Strategic Plan\*

**1:30 - 3:30 p.m.**

Special District Leadership Foundation:  
Special District Administrator (SDA) Exam

**3:45 - 5:15 p.m.**

Chapter Roundtable Discussion

**5:30 - 7:30 p.m.**

**Conference Begins!** President's Reception with the Exhibitors

### Tuesday, September 25, 2018

**7:30 - 8:45 a.m.**

Continental Breakfast with the Exhibitors

**9:00 - 10:45 a.m.**

Opening General Session: Connie Podesta "Standout  
Leadership...Lead Like You Mean It!"

**11:00 a.m. - 12:15 p.m.**

Breakout Sessions

**12:15 - 1:45 p.m.**

Lunch with the Exhibitors

### Tuesday, September 25, 2018 (continued)

**2:00 - 3:15 p.m.**

Breakout Sessions

**3:30 - 4:30 p.m.**

Breakout Sessions

**4:30 - 6:00 p.m.**

Mix & Mingle in the Exhibit Hall

### Wednesday, September 26, 2018

**8:15 - 9:00 a.m.**

SDRMA Full Plated Breakfast

**9:00 - 10:45 a.m.**

SDRMA General Session/Safety Awards/Keynote:  
Derreck Kayongo "Harnessing Your Power to Create Change"

**11:00 a.m. - 12:15 p.m.**

Breakout Sessions

**12:30 - 1:45 p.m.**

Awards Luncheon

**2:00 - 3:30 p.m.**

Breakout Sessions

**3:45 - 5:00 p.m.**

Breakout Sessions

**5:30 - 7:30 p.m.**

SDLF Taste of the City: Casino Night

### Thursday, September 27, 2018

**8:30 - 10:30 a.m.**

CSDA Closing Breakfast: 2018 Legislative Impacts on Special  
Districts

\* = optional, advanced registration, additional fee

# Monday, September 24, 2018



## Pre-conference Workshops

(pre-registration/payment required)

9:00 a.m. – 3:30 p.m.

### So, You Want to Be a General Manager?

A practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles and skill sets of a general manager; identifying general manager opportunities including positioning yourself for executive recruitment; developing positive relations with the board, staff and peer agency executives; and leadership practices.

**\$100 includes continental breakfast and lunch. Limited class size, register early!**

SDLF



**SPECIAL DISTRICT LEADERSHIP FOUNDATION**

9:00 a.m. – 3:30 p.m.

### Special District Leadership Academy Module 1: Governance Foundations

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

**\$225 Member, \$340 Non-member**

EARN SDRMA CIPS

9:00 a.m. – 3:30 p.m.

### Policy and Procedure Writing

This course for managers, supervisors, and analysts will prepare you to plan and organize highly effective work systems through policy, procedure, and task development. Participants will learn and practice policy and procedure writing skills, and how to apply them in their workplace. Attendees are asked to bring a policy/procedure they are working on, with, or that is currently under their review, for classroom discussion and analysis. Course materials include templates for development of policy, procedure, and task descriptions in the future, and a textbook as a continuing framework for their development.

**\$225 Member, \$340 Non-member**

12:30 – 3:30 p.m.

### The Strategies of a Special District Strategic Plan

All public agencies should have a strategy that moves them in a certain direction into the future. While there are many ways to develop a strategic plan, there is also a strategy in the actual planning process as well. This important pre-conference workshop will examine the how and why for a properly conducted strategy planning effort. Each part of the process should be strategic in its own; come discover this and how to do it right.

**\$150 Member, \$225 Non-member**

1:30 – 3:30 p.m.

### Special District Administrator (SDA) Certification Exam, Special District Leadership Foundation

**(Optional – must be scheduled prior to conference).**

## Golf Tournament

(pre-registration/payment required)



### SDLF Scramble for Scholarships Golf Tournament

8:00 a.m. Shotgun Start

#### Indian Wells Golf Resort

(pre-registration / payment required)

Join special district elected officials, staff, and business affiliates at this optional fun event. Great golf skills are not necessary! Proceeds benefit the Special District Leadership Foundation scholarship fund.

**\$115 includes golf with cart, lunch, and prizes!**







## Pre-conference tour & more!

(pre-registration/payment required)

10:15 a.m. – 3:00 p.m.

### Salton Sea Authority Tour

Tour of the northern part of the Salton Sea: North Shore Yacht Club, State Recreation Area

On this tour you will learn how special districts, counties, and a Native American tribe are working together in partnership with the state and federal agencies to reverse the tragic decline of the Salton Sea, transforming the watershed to establish a healthy and prosperous future.

**\$48 per person includes transportation to/from the hotel, lunch, and tour**

**Early registration is encouraged. Limited to 48 attendees!**

3:45 p.m. – 5:15 p.m.

### Chapter Roundtable Discussion

Join CSDA board members and local chapter leaders from across the state to share best practices and discuss issues and opportunities. All attendees welcome.

**“The informational and educational level of the materials and presentations are very appropriate for seasoned veterans, as well as new and emerging leaders.”**

KARA RALSTON

CAMARILLO HEALTH CARE DISTRICT

# Conference Begins!

5:30 – 7:30 p.m.

### President’s Reception with the Exhibitors

Join us in the exhibit hall as we network with business professionals who provide all types of goods and services to special districts. Appetizers, refreshments, and entertainment provided.

**(all registered attendees welcome)**



## Tuesday, September 25, 2018



7:30 a.m. – 6:00 p.m.  
Exhibitor Showcase Open



7:30 – 8:45 a.m.  
Continental Breakfast with the Exhibitors (Raffle)

**“ The staff from CSDA did an outstanding job, during the conference they were highly visible, friendly, knowledgeable and professional. I attend conferences sponsored by other groups and CSDA continues to “set the bar” by consistently delivering a high-quality conference! ”**

TIM SHACKELFORD  
FIRE CHIEF, CHINO VALLEY  
INDEPENDENT FIRE DISTRICT

### Keynote Speaker



11:00 a.m. – 12:15 p.m.

OPENING KEYNOTE PRESENTATION

### Connie Podesta

#### Stand Out Leadership...Lead Like You Mean it!

In a perfect world all employees would be: high achieving, self-motivated, engaging, team players who see the big picture and always strive to do their best to get the job done on time without complaining. Does that sound like the Twilight Zone? Bottom Line: In the real world many employees: simply “meet expectations,” lack initiative, bring their personal life to work, stress over every change and whine about having to WORK...on the job! “Enough!” says Human Behavior and Leadership Development expert Connie Podesta, who has empowered thousands of leaders worldwide with the attitudes, mindsets and strategies necessary to create a team that’s willing, able and excited to get the job done THE RIGHT WAY! With her signature blend of comedy and “tell-it-like-it-is” delivery, Connie takes you inside the minds of even your most difficult employees so you can turn negative attitudes into positive, entitlement into accountability, complacency into productivity, complaining into solutions and “that’s not my job” into ownership.



11:00 a.m. – 12:15 p.m.

CSDA Finance Corporation Board and Annual Meeting

BREAKOUT SESSIONS 9:00 – 10:45 A.M.

## 5 Things You Can Do to Build an Awesome Personal Brand

CPS HR Consulting

Branding on a business-level is common, but today branding is becoming just as important on a personal level. Not many of us have consciously cultivated these brands, but they exist nonetheless. Developing your personal brand is the proactive way of controlling your career development and how you are perceived in the marketplace. The question is no longer IF you have a personal brand, but if you choose to guide and cultivate the brand or to let it be defined on your behalf. This session will focus on five things you can do to start building an awesome personal brand.

## Devices, Data, and Privacy: Legal Concerns, Risks, and Best Practices

Nossaman, LLP

Now is the time for agencies to learn their rights under California and federal law when it comes to electronic devices, monitoring, and privacy concerning work-related data.

## You're Out of Order! Meeting Protocols that Best Serve the Public

BHI Management Consulting

As we serve the public, little is more important and focused than the meetings we hold with our public. As such, it is important that we keep the public in mind as we construct and conduct our meetings and that we establish the how and why of each meeting element. This session will discuss meeting protocols and policy, the construct of our meeting agendas as well as our conduct in meetings with the public.

## Public Agency Advocacy: The Rules Regarding Lobbying and Ballot Measures

Richards Watson & Gershon

Increasingly, public agencies need to influence legislative policy decisions to effectively carry out their missions. Lobbying and educating voters about critical issues are important tasks, but the laws and regulations that govern public agency activity in those areas are complex. This session will provide an overview of the most important areas of the law and help public agency employees know when to ask for legal advice.

## Up in the Air: Drones for Special Districts

Aleshire & Wynder LLP

A presentation and follow up Q&A on drone technology, the current state of drone regulations, and steps special districts should consider before allocating funding.

## Welcome to the Fishbowl: Government Ethics Overview

Hanson Bridgett, LLP

Come take a turn in the hot seat, try to stump your friends or just watch the show as we take a trip through Ethicsland and the unpredictability of local government. Join us as we practice applying rules concerning conflicts of interest, government transparency and more! This is not your grandma's ethics training. Does not meet the requirement for AB1234.

## Who Ya Gonna Call? Preparedness During an Emergency and in the Aftermath

Panel Discussion: Sonoma County Water Agency, Casitas Water District, Montecito Fire Protection District

Moderated by: Rincon Consultants

A panel discussion with three special district representatives who have the responsibility of reaching out to constituents during an emergency, organize clean up in the aftermath, and who have to prepare to avoid future disasters.

Lunch



12:15 – 1:45 p.m.

## Lunch with the Exhibitors

All conference attendees are welcome to attend lunch in the exhibit hall. Enjoy your lunch while taking time to learn more about our exhibitors and the valuable services they provide. From risk management, accounting, HR, legal, banking services, and more – our exhibitors have some of the best of what you're looking for!

**Lunch is included in conference registration.**



BREAKOUT SESSIONS 2:00 – 3:15 P.M.

**Converting from At-Large to By-District Elections Under the California Voting Rights Act: Understanding the “Safe Harbor” Process from Start to Finish**

Cota Cole & Huber, LLP

This session is intended to help attendees understand their district’s options and be prepared in the event that their district receives a demand letter relating to their district’s voting system. It describes the key features and standards of the CVRA as well as the (very tight) timelines that apply for considering whether to convert to a by-district election system and the process for doing so. This session offers practical guidance regarding the safe-harbor process from start to finish.

**“Dear Ratepayer:” Messaging for Rate Increase and Other Bummer News**

Communication Advantage

This interactive session is designed to refresh and elevate your talent for crafting great messages for tough issues -- especially focused on financial bad news for customers, such as: rate increases, new fees or assessments, and/or reduced services. The presenter has helped dozens of special districts, counties, cities and other local agencies develop messaging and communications strategies to cope with these and many related issues. Following a brief presentation, attendees will participate in developing messages for a sampling of their real such issues ahead, such as rate hikes, budget deficits, service reductions, and some of the organizational changes that might require such unpopular actions.

**More Bytes for Your Buck – Getting the Most Value from Your District’s Technology Investment**

Panel Discussion

Information Technology (IT) is traditionally seen as a necessary evil in municipal government. IT often gets a bad rap with seemingly insatiable user expectations, ever-increasing budget and staff requests, exorbitant maintenance agreements, project backlogs, and questionable results. Learn about technology strategy, citizen engagement, the power of mobile, smart communities, Internet of Things, Geographic Information Systems, records and email retention and more. Experienced General Managers and CIOs share advice and experiences on how to make the most of technology investments.

**Required Ethics AB1234 Compliance Training (Part 1)**

Meyers Nave

AB1234 mandates that local agency officials receive two hours of ethics training every two years. This two part training covers all the required topics, including laws relating to: (1) personal financial gain by public servants (conflict-of-interest, bribery), (2) claiming perquisites of office (gift, travel and mass mailing restrictions, use of public resources for personal or political purposes, free or discounted transportation), (3) government transparency (financial interest disclosure requirements, open meeting laws), and (4) fair process (incompatible offices, competitive bidding, nepotism).

**The Brown Act in Action: Navigating Pitfalls**

Renne Public Law Group, LLP

Brown Act issues frequently arise without warning during public meetings. Join this lively discussion of important Brown Act updates, and sharpen your skills in spotting and navigating Brown Act pitfalls as they arise during special district board meetings.

**Up in Smoke – Proposition 64 in the Workplace**

Lozano Smith

This presentation will cover the important aspects of Proposition 64 and the current state of legalization of marijuana in California. It will cover the impact of this legislation on the workplace as well as policy and safety considerations for public agencies.

**Setting the Stage for Success: How to Prepare for Capital Improvement Financing**

CSDA Finance Corporation

You may be ready to expand that facility, purchase that property, install those solar panels, or replace those pipes. But are you ready to access financing? If your district is planning to use debt to fund all or part of a mission-critical capital project, it is important to know what investors and lenders are looking for and what your options are. Join the expert consultants from the CSDA Finance Corporation in a discussion of funding structures, sources of repayment, credit analysis, and more.

**“ Good presentations of current problem areas by a special district. ”**

ROBERT SILANO

DIRECTOR, MENLO PARK FIRE PROTECTION DISTRICT



BREAKOUT SESSIONS 3:30 – 4:30 p.m.

**Beyond Post and Pray – How to Recruit the Right Pool of Candidates**

CPS HR Consulting

Recruiting the best talent is getting more and more challenging. Postings are producing pools of candidates that don't have the right skills or those that do have the right skills comprise a group that can hardly be called a pool, meaning we don't have enough good choices. This session will explore ways to tap into passive candidates and do more active outreach to broaden the pool of qualified and attractive candidates.

**Beyond the Basics: Advanced Harassment Prevention Training**

Burke, Williams & Sorensen, LLP

California law requires basic workplace harassment prevention training for managers and supervisors. This is not that training. In this session, we will take a deep dive into the more complicated and advanced questions employers face when dealing with workplace harassment issues, including: promoting a culture that focuses on the prevention of harassment; conducting or overseeing an investigation; proper interim measures and implementing effective remedial action; and privacy and confidentiality concerns.

**Gifts and Gifts for Travel: Navigating Through the Jungle of FPPC Rules and Regulations**

Churchwell White, LLP

The FPPC gift rules are designed to let 3rd parties help pay for your services and travel. But FPPC fines in this area are increasing. Join presenter Steven G. Churchwell, Former FPPC General Counsel to find out how to be a "gift guru" at your agency.

**Is Your District Engaged Effectively with Social Media? It is a Must These Days for Every District!**

Rauch Communication Consultants, Inc. and Hess Connect

Every District needs to be engaged where its public is – and in 2018 that is often on social media. Are you uncertain about how to use Facebook, Twitter or Instagram? This seminar will help. It will also provide tips and insights to districts on everything from: how to get started in social media to advanced techniques for gaining information and feedback from constituents; transforming public perception; driving citizen engagement with limited resources and budget. It will also discuss the importance of establishing a social media policy to guide implementation and keep your district out of trouble. We will share real-life examples and case studies, and there will be time for questions and answers.

**It CAN Be Easy Being Green – Sustainability Best Practices**

Institute for Local Government

Achieving financial stability and delivering excellent services starts with being a sustainable district. In this session we will discuss local roles, innovative collaborations and new funding opportunities specifically for special districts. Learn how your district can save money, resources, and green your operations.

**Prevailing Wage Updates: New Penalties Imposed on Public Agencies**

Contractor Compliance and Monitoring, Inc.

Prevailing wage continues to change each year. However, this year, the DIR has imposed fines on Public Agencies who are untimely in filing their PWC-100 forms or who hire unregistered contractors. Learn about this and other new laws impacting your agency.

**Required Ethics AB1234 Compliance Training (Part 2)**

Meyers Nave

See previous session description.



4:30 – 6:00 p.m.

**Mix & Mingle in the Exhibit Hall: Grand Prize Drawings**

Connect with exhibitors in the exhibit hall for a cocktail and appetizer before you go out on the town for dinner. Be sure to enter for one last chance to win one of our fabulous prizes!

**Exhibit hall closes on Tuesday, September 25 at 6:00 p.m.**

## Wednesday, September 26, 2018



Keynote Speaker

**“ It was a great conference overall. Great information and great energy, good people dedicated to making a difference. I feel much more prepared to function well as a board member and have a greater understanding of districts functioning throughout California. I really enjoyed it and look forward to more. Thank you! ”**

SARAH COOLIDGE

DIRECTOR, NORTH TAHOE PUBLIC UTILITY DISTRICT



8:15 – 9:00 a.m.

### SDRMA Sponsored Full Plated Breakfast

*All registered attendees and exhibitors welcome.*

9:00 – 10:45 a.m.

SDRMA GENERAL SESSION, SAFETY AWARDS, KEYNOTE

### Derreck Kayongo

#### Harnessing Your Power to Create Change

As Founder of the Global Soap Project, Kayongo has built a multi-million-dollar venture which takes recycled soap and distributes it through global health programs to people who lack access to it around the world. He breaks down the key factors that have led to his personal success: (S.E.L.F.) Service, Education, Leadership and Faith and shares his account of life as a Ugandan refugee and the turning point which lead him to a brilliant transformation as a social entrepreneur. He calls upon audiences to stop complaining and to start taking responsibility, to consistently seek opportunities to improve, and most importantly, to maintain faith in yourself and your team to create an environment where everyone is empowered to thrive. He brings you on an emotional journey –there will be tears of joy; most of the time, laughter. But every time, the story is real.



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BREAKOUT SESSIONS 11:00 a.m. – 12:15 p.m.

#### Back to Basics: Public Contracting

Kronick, Moskovitz, Tiedemann & Girard

Review the legal requirements for the four standard procurement areas including goods, non-professional services, professional services and public projects. Learn how to avoid common purchasing pitfalls, and learn tips to protect your district from liability.

#### Best Practices for Recruiting, Hiring, Negotiating, and Evaluating the Board's General Manager

Richard Pio Roda, Meyers Nave

The General Manager's performance is critical to the success of every special district. The selection, development and retention of the right GM charged with leading the organization toward its strategic goals is of primary importance to the Board. Every governing body has among its primary responsibilities a thorough and professional evaluation of its GM through the use of effective tools that enable honest feedback and incorporate performance objectives and measures. The performance review process can be most effective when it goes beyond measuring performance and incorporates goal setting, sets expectations, provides for open dialogue, and has in place defined accountability standards. This session will give participants the tools to recruit, hire, negotiate with, and evaluate their General Manager that will help ensure that both the Board and the GM are aligned on the direction and goals of their organization.

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**BREAKOUT SESSIONS 11:00 a.m. – 12:15 p.m.**

**Cannabis Use and Local Governments**

Schlossberg & Umholtz and SDRMA

Can a public entity employer allow employees to use or be under the influence of marijuana in the workplace? Isn't the possession and use of marijuana legal in California? Should your agency review/revise its Cannabis policy?

**Effective Strategies to Reduce and Address OPEB and Pension Costs**

PARS

This session will discuss the latest funding strategies and trends to reduce OPEB liabilities and address rising pension costs.

**How to Write for the Web (or for the Newspaper, or for an Email Blast, or Even a Billboard!)**

Streamline

If you care about speaking to your "audience" in a form they will pay attention to, attend this talk! We'll go over various mediums and why different styles work for each, and talk about some of the best practices for writing in a way your readers will be willing to ... well ... read! Website content, email announcements, bill stuffers, press releases for the newspaper, advertising and billboards all have different "rules" that you can follow to help ensure your readers pay attention to what you have to say.

**Nightmare on Board Night**

Atkinson, Andelson, Loya, Ruud & Romo

You are at the board meeting and things are not going right. A quorum of board members is present, but one of the board members wants to conference call into the meeting. Also, the general manager is asking to add a new item to the agenda. To top all of this off, there is a member of the public who has exceeded his allotted time during public comment and won't yield the podium. When public meetings become challenging, you need to know how to respond. Come to this presentation and learn how the Brown Act, Robert's Rules of Order, and meeting decorum standards apply to these issues and others.

**Town Hall – Legal Eagles**

Liebert Cassidy Whitmore

Do you have questions? Well, we've got answers. Come get your questions answered while learning how to deal with legal issues important to your district in the ever-changing areas of labor, employment and governance. Special districts deal with a number of issues on a daily basis and it's best to be prepared. Share your questions with others who probably have the same problems, concerns and issues. This is a great opportunity to get some great legal answers - without those pesky billable hours!

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**12:30 – 1:45 p.m.**

**CSDA Annual Awards Luncheon**

Recognize and celebrate your peers! Join us as we celebrate the best of special districts with awards including: Board Member of the Year, General Manager of the Year, Staff Member of the Year, Special District Leadership Foundation (SDLF) awards, and more!

**CSDA Recognizes the Best Among Special Districts**

Do you have a board member, staff member, local chapter, or district program that you feel deserves recognition?

Each year, CSDA presents various awards during the CSDA Annual Conference and Exhibitor Showcase. There are several different categories. Please consider outstanding individuals within your districts for individual awards. Chapter awards and district awards are also open for nominations.

Visit the awards section of our conference website at [conference.csdanet.net](http://conference.csdanet.net) for more information.

CSDA Awards Luncheon (Guest Only, without a conference registration): \$45

If you have any questions regarding the awards or the awards process, please contact Vanessa Gonzales at 877.924.2732 or by email at [vanessag@csdanet.net](mailto:vanessag@csdanet.net).

Deadline for submissions is Friday, July 20, 2018. All applicants will be notified prior to the Annual Conference as to the winner.



*Awards Luncheon*

## Wednesday, September 26, 2018

BREAKOUT SESSIONS 2:00 – 3:30 p.m.

### Be a Cyber-Sleuth: Current Fraud Trends and Preventing Cybercrime in Special Districts

CliftonLarsonAllen, LLP

Cybercrime is a threat to every organization and fraud remains a prevalent issue as well. This presentation discusses current trends in online crime and how to protect your special district.

### Can't We All Just Get Along? Improving Board/Manager and Staff Roles and Relationships

Rauch Communication Consultants, Inc.

No area is more fraught with downsides or full of potential for mutual success than board and manager roles and relationships. This session provides a structured opportunity for expert presentation and review of case studies, questions and answers, and sharing of experiences on this important topic. You will take home ideas for change and improvement, including: how to evaluate whether to have committee meetings and if so, how to structure them; tips on how to ensure your board is focusing on the right information and issues, and how to provide clear policy direction to the manager; and a pain free and productive method for evaluating the manager's performance. This is an interactive session full of examples and real-world ideas.

### CEQA for Board Members and Staff: Basics and Hot Topics

Best Best & Krieger, LLP and Albert A. Webb Associates

Special District actions must comply with fast-changing CEQA law. This panel will provide an overview of the CEQA process, provide an update related to the new CEQA Guidelines updates as well as break down the implications of recent legislation and court opinions for your agency.

### Required Harassment Prevention Training (Part 1)

Burke, Williams & Sorensen, LLP

Presented by two dynamic employment attorneys, this fun, informational, and interactive workplace harassment prevention training will teach Special District officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661.

### How to Survive in a Unionized World

Atkinson, Andelson, Loya, Ruud & Romo

The grievances are piling up, the unfair labor practice charges keep coming in, and the union shop steward is back on the phone. With a unionized workforce, public agencies are faced with a litany of obligations, including: meet and confer requirements, union access rights, requests for information, and employee representation issues. Join us for a lively discussion on the labor relations issues your agency needs to understand to survive in a unionized world.

### Trial and Error: FEHA Litigation Pitfalls

SDRMA and Devaney, Pate, Morris & Cameron

What are the protected classes under the Fair Employment & Housing Act (FEHA)? What is the critical exposure, general damages or attorney fees? We will discuss several cases in which the award of attorney fees exceeded the damages awarded to the plaintiff.

### Virtual Leadership Academy: Providing a Training Alternative for Leadership Development

Placer County Water Agency

This presentation will showcase Placer County Water Agency's recently launched Virtual Leadership Academy, a self-paced, self-managed training curriculum for leaders and aspiring leaders.

SPECIAL DISTRICT LEADERSHIP FOUNDATION (SDLF)

◆◆◆♥  
TASTE

**CASINO  
- NIGHT -**  
OF THE CITY

5:30 – 7:30 p.m.  
Casino Night

Sample local food and beverages while enjoying casino games, music from our DJ, and a silent auction.

This party has a purpose. Attendees at this reception will have the opportunity to participate in the Special District Leadership Foundation (SDLF) silent auction to raise funds for scholarships. A special wine raffle will also be held at 6:30 p.m. Be sure to purchase tickets throughout the conference for the chance to win a deluxe 35-bottle wine cellar fully stocked. You must be present to win!

SDLF is an independent, non-profit organization formed to promote good governance and best practices among California's special districts through certification, accreditation, and other recognition programs. The SDLF and its activities are supported through the California Special Districts Association and Special District Risk Management Authority.



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**BREAKOUT SESSIONS 3:45 – 5:00 p.m.**

**Best Practices for a Successful Proposition 218 Rate Hearing**

Best Best & Krieger, LLP, Fallbrook Public Utility District, and Raftelis Financial Consultants

Proposition 218 gives the minimum legal requirements for adopting new or increased property related fees and charges. This session will provide tips and best practices for a successful rate hearing.

**Dangerous Condition of Public Property**

SDRMA

How to protect your agency from the most common claim being filed against public entities today.

**Don't Break the ICE (Internal Control Environment)**

Maze and Associates

Beware of thin ICE (Internal Control Environment)! This session will discuss the structure of a well-designed internal control structure. This includes not only operations, but also reporting and compliance. We will touch on COSO's five integrated components. The session will conclude with some real examples and some common areas of "thin ICE" and how you can navigate around it.

**From Managing Risk to Managing Reputation**

Hermocillo-Azevedo Strategic Communications

Effective communication during times of crisis is vital for special districts to protect public safety, build trust and protect reputation. How can special districts – especially districts without full-time spokespersons – best prepare themselves to manage communications in a crisis? In this session, consultants will discuss how a risk management approach to crisis communications planning can create the right team, process and tool for effectively managing threats to the operations and reputations of special districts.



**7:30 – 9:00 p.m.**  
**VIP After Party**

New this year, conference attendees can earn their way into our VIP After Party – immediately following the "Taste of the City." Don't let the party stop – enjoy dessert and more entertainment while mingling with your fellow VIPs. Check your pre-conference information for more details!

**Governments Engaging Youth**

Institute for Local Government

Engaging today's youth in local government offers a variety of benefits for both the youth and local government staff involved. Youth-civic engagement programs offer youth real life civic learning opportunities, teach 21st century skills and expose them to public sector careers. This workshop will highlight successful youth-civic engagement programs and offer insight on how local governments can partner with their local school districts to replicate similar programs that actively engage youth.

**Required Harassment Prevention Training (Part 2)**

Burke, Williams & Sorensen, LLP

See previous session description.

**The Top Missteps Special Districts Should Avoid to Comply with Wage & Hour Laws**

Liebert Cassidy Whitmore

Understanding some of the most common issues agencies are facing with wage and hour law is critical to minimizing your risk. We will discuss common missteps that we see and the means by which you can identify and work to alleviate your liability. Special areas of focus include overtime calculations, work periods, off-the-clock work, and exemption analysis.

*Program Events*

**Thursday, September 27, 2018**

**8:30 – 10:30 a.m.**

**Closing Breakfast: 2018 Legislative Impacts on Special Districts**

CSDA's lobbying team will present attendees with the most up-to-date information on the outcome of the biggest state budget and legislative issues impacting special districts in 2018, as well as a sneak peak of what to expect in 2019. Get all the latest legislative results and learn what they mean for special districts going forward.

**10:30 a.m.**

**Conference ends**



**TASTE**

**CASINO**  
**- NIGHT -**

**OF THE CITY**

**WEDNESDAY, SEPTEMBER 26, 2018**  
**5:30 - 7:30 p.m.**

Sample local food and beverages while enjoying casino games, music from our DJ, and a silent auction.



2018 CSDA ANNUAL CONFERENCE &amp; EXHIBITOR SHOWCASE • INDIAN WELLS, CA

# Attendee Registration Form

### Three Ways to Register:

1. ONLINE by visiting the CSDA Annual Conference website at [conference.csda.net](http://conference.csda.net).
2. FAX your registration form to 916-520-2465. All faxed forms must include payment.
3. MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814, please include registration form along with payment. Check should be made payable to: California Special Districts Association.

### Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership, contact Member Services Director Cathrine Lemaire at [cathrinel@csda.net](mailto:cathrinel@csda.net) or call toll-free 877-924-2732.

### Full conference registration fee includes:

- President's Reception with the Exhibitors Monday Evening
- Keynote Sessions and Breakout Sessions
- Continental Breakfast with the Exhibitors on Tuesday
- Lunch with the Exhibitors on Tuesday
- Mix and Mingle in the Exhibit Hall on Tuesday
- SDRMA Full Plated Breakfast on Wednesday
- Awards Luncheon on Wednesday
- SDLF "Taste of the City" Reception on Wednesday
- Closing Breakfast on Thursday

Name:		Title:		
District:				
Address:				
City:		State:	Zip:	
Phone:		Fax:		
Email:		Website:		
Member status: <input type="checkbox"/> Member <input type="checkbox"/> Non-member				
Special Needs (include dietary):				
Emergency Contact:				
<b>Conference Registration Fees</b>		<b>Early Bird (on /before Aug. 24, 2018)</b>	<b>Regular (after Aug. 24, 2018)</b>	<b>SUBTOTAL</b>
<input type="checkbox"/> CSDA Member - Full Conference		\$600.00	\$650.00	
<input type="checkbox"/> Non-member - Full Conference		\$900.00	\$975.00	
<input type="checkbox"/> Guest - Full Conference (Cannot be from a district/company) <input type="checkbox"/> Vegetarian		\$300.00	\$325.00	
<input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$325.00 each day	\$350.00 each day	
<input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$485.00 each day	\$525.00 each day	
<b>Separate Registration Fees</b>		<b>Member</b>	<b>Non-member</b>	<b>SUBTOTAL</b>
<input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Sept. 24		\$225.00	\$340.00	
<input type="checkbox"/> Pre-Conference Workshop: Policy and Procedure - Sept. 24		\$225.00	\$340.00	
<input type="checkbox"/> Pre-Conference Workshop: So, You Want to Be a General Manager - Sept. 24		\$100.00	\$100.00	
<input type="checkbox"/> Pre-Conference Workshop: The Strategies of a Special District Strategic Plan - Sept. 24		\$150.00	\$225.00	
<input type="checkbox"/> Pre-Conference Tour: Salton Sea Authority Tour - Sept. 24		\$ 48.00 (includes transportation and lunch) (limited to 45 attendees)		
<input type="checkbox"/> SDLF Scramble for Scholarships Golf Tournament - Sept. 24		\$ 115.00 (includes lunch)		
<input type="checkbox"/> CSDA Awards Luncheon (Guests only) - Sept. 26		\$ 45.00		
<input type="checkbox"/> SDLF "Taste of the City" Reception (Guests only) - Sept. 26		\$ 65.00 CSDA Member Guest	\$ 98.00 Non-member Guest	
<b>TOTAL</b>				
Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover				
Account name:		Account Number:		
Expiration date:		Authorized Signature:		

**Cancellations/Substitution Policy:** Cancellations must be in writing and received by CSDA no later than Friday, August 31, 2018. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 31, 2018. Substitutions are acceptable and must be done in writing no later than September 14, 2018 at 5:00 p.m. Please submit any cancellation notice or substitution request to [emilyc@csda.net](mailto:emilyc@csda.net) or fax to 916-520-2465.

**Consent to Use Photographic Images:** Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

**Anti-Discrimination and Harassment Policy:** CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at [www.csda.net/about-csda/who-we-are](http://www.csda.net/about-csda/who-we-are).

Sept. 24 - 27, 2018

2018 CSDA Annual Conference  
& Exhibitor Showcase

Renaissance Indian Wells  
Resort & Spa

In order to reduce waste and control costs - you may be the only person at your organization receiving this printed brochure. To request additional copies call 877-924-2732 or visit [conference.csdanet.com](http://conference.csdanet.com) to download a PDF of the brochure."

RESOLUTION NO. 2105-0718 APPROVING AND AUTHORIZING DISPOSAL OF  
SURPLUS PROPERTY

**ISSUE:**

The District is required to take formal action to dispose of its surplus property.

**FISCAL IMPACT:**

The one item on the list is a 2005 Chevy Video Van valued at \$3000.

**STRATEGIC PLAN:**

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

WORK PLAN ITEM "a": Provide employees with the proper tools, resources and technology necessary to perform their duties safely, effectively and efficiently

**BACKGROUND:**

The District has reviewed its inventory and determined it has property that is no longer needed or useful. State law requires that the District identify the property as "surplus" to authorize the sale of surplus property. The attached resolution provides for this requirement.

**RECOMMENDATION:**

Approve the Resolution.

**ATTACHMENTS:**

Resolution No. 2105-0718

RESOLUTION NO. 2105-0718

RESOLUTION APPROVING AND AUTHORIZING DISPOSAL OF  
SURPLUS PROPERTY OF THE STEGE SANITARY DISTRICT

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

The following item of property has the value indicated. It is no longer useful for the operation of the District:

DESCRIPTION	DATE ACQUIRED	ORIGINAL VALUE	ACCUMULATED DEPRECIATION	ESTIMATED VALUE
2005 Chevy Video Van	12/06/2004	\$101,514	\$101,514	\$3,000

The Directors of Stege Sanitary District resolve as follows:

1. The above item of property is declared surplus, since it is no longer useful to the District.
2. The District Manager is authorized to sign and execute all documents necessary to sell the surplus property or otherwise dispose of it in accordance with District policies and procedures and applicable law.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution No. 2105-0718 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 26th day of July 2018 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

RESOLUTION NO. 2106-0718 ESTABLISHING SALARY OF THE DISTRICT  
MANAGER/ENGINEER

**ISSUE:**

The annual performance evaluation conducted by the Directors for the position of District Manager/Engineer has resulted in a salary adjustment.

**FISCAL IMPACT:**

The amount of the adjustment will be announced at the meeting.

**STRATEGIC PLAN:**

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

WORK PLAN ITEM "b": Annually review employee salary and benefits and conduct a survey vs. comparable agencies at least every five (5) years

**BACKGROUND:**

Salary adjustments and benefit allowances for the position of District Manager/Engineer shall be established by resolution.

**RECOMMENDATION:**

Approve the Resolution, as amended.

**ATTACHMENTS:**

Resolution No. 2106 -0718



RESOLUTION NO. 2106-0718

RESOLUTION ESTABLISHING SALARY OF THE  
DISTRICT MANAGER/ENGINEER

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

- A. The position of District Manager/Engineer has been filled by Rex Delizo, P.E. since July 1, 2011.
- B. A performance evaluation has been conducted by the Directors for the position of District Manager/Engineer.
- C. The said performance evaluation has resulted in a recommendation for a salary adjustment to \$XXX,000 per year.

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

- 1. Resolution No. 1989-0911 is amended by amending Paragraph 5 of that resolution to establish the base annual compensation of the District Manager/Engineer at \$XXX,000 per year effective July 1, 2018.
- 2. Other conditions of employment shall remain as those outlined in Resolution No. 1989-0911 and Resolution No. 2069-0816.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution No. 2106-0718 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 26th day of July 2018, 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

**NOTE:**

**The Monthly Financial Statements**

**and the Check Report**

**will be provided for review**

**at the board meeting.**



**BETTY T. YEE**

**California State Controller**

**LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE**

Agency Name	STEGE SANITARY DISTRICT
Account Number	70-07-002

As of 07/13/2018, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2018.

Earnings Ratio		.00005216919081336
Interest Rate		1.90%
Dollar Day Total	\$	647,847,544.26
Quarter End Principal Balance	\$	7,326,383.10
Quarterly Interest Earned	\$	33,797.68

# STEGE SANITARY DISTRICT

## JULY 2018

JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
7/4 HOLIDAY 4 <sup>th</sup> of July Fair Booth	CASA Annual Conf. Aug 8-10 Monterey, CA	9/3 HOLIDAY CSDA Annual Conf. Sept 24-27 Indian Wells, CA		11/22 HOLIDAY	12/13 Christmas Luncheon 12/25 HOLIDAY
7/11/2018 – 7:00 P.M.	8/16/2018 – 7:00 P.M.	9/13/2018 – 7:00 P.M.	10/11/2018 – 7:00 P.M.	11/8/2018 – 7:00 P.M.	12/13/2018 – <b>2:00 P.M.</b>
<b>Board of Directors Meeting</b>  ***WEDNESDAY*** o July 4 <sup>th</sup> Fair Debrief o District Investment Policy o CASA Conference ◆ Form 470 ◆ Notice of Completion/ Award of Contract	<b>Board of Directors Meeting</b> o CASA Conference o CSDA Conference o Select Actuary for Analysis of Retiree Health Benefits (odd years) ◆ Quarterly (FY End) Financial Statements ◆ Conn. Charge Report per Gov. Code 66013	<b>Board of Directors Meeting</b> o CSDA Conference o CASA Conference – Attendee Reports	<b>Board of Directors Meeting</b> o Regional PSL Program Update o Regional FOG Program Update	<b>Board of Directors Meeting</b> o Proposed Meeting Calendar o Board Officer Succession Plan o CASA Conference	<b>Board of Directors Meeting</b>  <u>2PM Meeting Time</u> ◆ Nomination & Election of Officers ◆ Fiscal Year Financial Audit ◆ Connection Charge Calculation Report o CASA Conference o Meeting Calendar o CD Quarterly Report
7/26/2018 – 7:00 P.M.		9/27/2018 – 7:00 P.M.	10/25/2018 – 7:00 P.M.		
<b>Board of Directors Meeting</b>  ◆ CLOSED SESSION – Quarterly Claims Rpt o CASA Conference o Reimb. Report per Gov. Code 53065.5 o Quarterly Financial Statements o Candidate filing period (even years) o SPASP Status Report ◆ Resolution - District Manager Compensation ◆ Public Hearing – Post Sewer Service Charges ◆ Public Hearing – Director Mtg. Comp.		<b>Board of Directors Meeting</b> ◆ Flexible Benefits Plan Contribution Review ◆ Deferred Compensation Matching Contribution Review ◆ CSDA Conference – Attendee Reports o CD Quarterly Report	<b>Board of Directors Meeting</b> ◆ CLOSED SESSION – Quarterly Claims Rpt ◆ Quarterly Financial Statements o SPASP Status Report		

o INFORMATIONAL ITEMS

◆ ACTION ITEMS

*CHANGES IN ITALICS*

# STEGE SANITARY DISTRICT

## JULY 2018

JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019	JUNE 2019
1/1 & 1/14 HOLIDAY  CASA Winter Conf. Jan 23-25 Indian Wells, CA	2/18 HOLIDAY  CASA Policy Forum Feb 25-27 Washington, DC	AB 1234 Training (even years)		5/27 HOLIDAY  AB 1661 Training (odd years)	6/13 Safety and Recognition Awards Luncheon
1/10/2019 – 7:00 P.M.	2/14/2019 – 7:00 P.M.	3/16/2019 – <b>9:00 A.M.</b>	4/11/2019 – 7:00 P.M.	5/9/2019 – 7:00 P.M.	6/13/2019 – 7:00 P. M.
<b>Board of Directors Meeting</b>  ◆ Board Governance Review ◆ Connection Charge Ord. ○ Service Rate Discussion ○ District of Distinction (even years) ○ CASA Conference ○ Director's Contact Info ○ Board Training Summary ○ Long Range Planning Discussion of Topics	<b>Board of Directors Meeting</b>  ◆ Board Governance Approval ○ Actuarial Analysis of Retiree Health Benefits Report (even years) ○ Service Rate Discussion ○ CASA Conference ○ Board Training Summary ○ Form 700 ◆ Long Range Planning	<b>Board of Directors Meeting</b>  <i>9AM Meeting Time</i> ○ Long Range Planning Workshop ○ Strategic Plan Review	<b>Board of Directors Meeting</b>  ○ Service Rate Discussion/Approval (& 30-day Notice) ○ Board Training Summary ○ CASA Conf. – Attendee Reports	<b>Board of Directors Meeting</b>  ○ Board Training Summary ○ Draft Budget ○ July 4 <sup>th</sup> Fair Discussion	<b>Board of Directors Meeting</b>  ○ Draft Budget ◆ Review Director Meeting Compensation ○ July 4 <sup>th</sup> Fair Discussion ◆ Approve Project Plans and Specs (+CEQA) ◆ Approve Salary Ranges for District Positions
1/24/2019 – 7:00 P.M.		3/28/2019 - 7:00 P.M.	4/25/2019 – 7:00 P.M.	5/23/2019 – 7:00 P.M.	6/27/2019 – 7:00 P.M.
<b>Board of Directors Meeting</b>  ◆ CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. ◆ Resolution for Disposal of Surplus Property ◆ Quarterly Financial Statements ○ CASA Conf. – Attendee Reports ○ Service Rate Discussion ○ Long Range Planning Discussion of Topics ○ SPASP Status Report		<b>Board of Directors Meeting</b>  ◆ Auditor – RFP ◆ California Employer's Retiree Benefit Trust (CERBT) ○ Form 700 ○ CD Quarterly Report ○ Service Rate Discussion ○ CASA Conf. + Attendee Reports ○ Board Training Summary	<b>Board of Directors Meeting</b>  ◆ CLOSED SESSION – Quarterly Claims Rpt ◆ Employee Benefits ◆ Quarterly Financial Statements ○ Long Range Planning Discussion of Topics ○ Draft Budget ○ Service Rate Discussion/Approval (& 30-day Notice) ○ July 4 <sup>th</sup> Fair Discussion ○ SPASP Status Report	<b>Board of Directors Meeting</b>  ◆ CLOSED SESSION – Counsel Perf. Eval. ◆ Resolution Ordering Board Election (even years) ○ Draft Budget ○ July 4 <sup>th</sup> Fair Discussion ○ Service Rate Discussion/Approval (& 30-day Notice)	<b>Board of Directors Meeting</b>  ◆ CLOSED SESSION – Manager Perf. Eval. ◆ Approve and Adopt Final Budget ◆ Review and Approve Incentive Award ◆ Adopt Incentive Award Goals & Objectives ○ District Reserve Policy ○ July 4 <sup>th</sup> Fair Discussion ○ CD Quarterly Report

○ INFORMATIONAL ITEMS

◆ ACTION ITEMS

*CHANGES IN ITALICS*