

<p>7.8.2024</p>	<p>Meeting Time: 9:30 a.m.</p>	<p>Patterson Pass Water Treatment Facility 8750 Patterson Pass Rd. Livermore, CA 94550</p> <p>Zone 7 Main Offices 100 North Canyons Parkway Livermore, CA 94551</p>
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Joint meeting of the Alameda County Special District Association and the Contra Costa County Special District Association



ALAMEDA COUNTY CHAPTER

21040 Marshall Street
 Castro Valley, CA 94546
<https://www.csda.net/about-csda/chapters-networks/chapter-alameda-county>

ACSDA Officers

- ◆ Roland Williams, Jr.
President
Castro Valley Sanitary District (CVSan)
- ◆ Shelia Young
Vice-President
Oro Loma Sanitary District
- ◆ Georgan Vonheeder-Leopold
Treasurer
Dublin San Ramon Services District
- ◆ Mark Friedman
At-Large Officer
Eden Township Healthcare District
- ◆ Sarah Palmer
At-Large Officer
Zone 7 Water Agency
- ◆ Ryan Clausnitzer
Past-President
Alameda County Mosquito Abatement District

CONTRA COSTA COUNTY CHAPTER

C/o Ironhouse Sanitary District
 450 Walnut Meadows Drive
 Oakley, CA 94561
www.contracostasda.specialdistrict.org

CCSDA Officers

- ◆ Dan Muelrath
President
Diablo Water District
- ◆ Dawn Morrow
Vice President
Ironhouse Sanitary District
- ◆ Michael McGill
Member at Large
Central San
- ◆ Michelle R. Lee
Member at Large
San Ramon Valley Fire Protection District
- ◆ Chad Davisson
Past-President
Retired - Ironhouse Sanitary District

AGENDA

9:30 a.m.

Coffee, Greetings and Patterson Pass Water Treatment Plant (PPWTP) Ozone Tour

11:00 a.m.

Travel to Zone 7 Main Office at 100 North Canyons Parkway

11:30 p.m.

Lunch (provided)

12:30 p.m.

1. CSDA
 - a. Advocacy Updates related to State Initiative 1935 and any other bills of note.
 - b. General Updates

2. Contra Costa Chapter: Business meeting
 - a. LAFCo
 - b. Fiscal Year (FY) 2024/25 Budget Approval

3. Alameda County Chapter:
 - a. Updates
 - i. LAFCo
 - ii. East Bay Regional Park District Park Advisory Committee
 - iii. East Bay EDA
 - iv. CSDA General Updates
 - b. Business
 - i. Approval of May 8th, 2024, Membership Meeting Minutes. (Action Item)
 - ii. Upcoming meeting for ACSDA, September 18, 2024, location TBA.
 - iii. Upcoming meeting for ACSDA, November 13, 2024, location Oro Loma Sanitary District.

4. Municipal Finance Corporation Introduction by Vice President Stefan Morton

1:15 p.m.

Adjournment

Members Serving Alameda County

- Alameda Contra Costa Transit District
- Alameda County Mosquito Abatement District
- Alameda County Resource Conservation District
- Alameda County Vector Control Services District
- Alameda County Water District
- Alameda LAFCo
- Castro Valley Sanitary District
- Dublin San Ramon Services District
- East Bay Municipal Utility District
- East Bay Regional Park District
- Eden Township Healthcare District
- Fairview Fire Protection District
- Hayward Area Recreation and Park District
- Livermore Area Recreation and Park District
- Oro Loma Sanitary District
- StopWaste
- Union Sanitary District
- Washington Township Health Care District
- Zone 7 Water Agency

Partner Members

- Alameda County Industries, Inc. (ACI)
- Best Best & Krieger LLP
- California CLASS
- Five Star Bank
- Waste Management of Alameda County

Members Serving Contra Costa County

- Alamo-Lafayette Cemetery District
- Ambrose Recreation & Park District
- Byron Bethany Irrigation District
- Byron Brentwood Knightsen Union Cemetery District
- Bethel Island Muni Improvement District
- Byron Sanitary District
- Central Contra Costa Sanitary District
- Contra Costa Resource Conservation District
- Contra Costa Water District
- Contra Costa Mosquito & Vector Control District
- Crockett Community Services District
- Delta Diablo Sanitation District
- Diablo Water District
- Town of Discovery Bay Community Services District
- Dublin-San Ramon Services District
- East Bay Municipal Utilities District
- East Bay Regional Parks District
- East Contra Costa Irrigation District
- Ironhouse Sanitary District
- Kensington Police Protection and Community Services District
- Kensington Fire Protection District
- Mt. View Sanitary District
- Pleasant Hill Recreation & Park District
- Reclamation District No. 800
- Reclamation District No. 830
- Rodeo Hercules Fire Protection District
- Rodeo Sanitary District
- San Ramon Valley Fire Protection District
- Stege Sanitary District
- West County Wastewater District

Associates

- Contra Costa LAFCO

**CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION
FISCAL YEAR ENDING JUNE 30, 2025 BUDGET
FOR MEMBERSHIP ADOPTION**

Revenue	Adopted FY 2023-24	Projected FY 2023-24	Proposed FY 2024-25	Change	Comments
Membership Dues Paid in FY	\$4,650.00	\$4,050.00	\$4,200.00	(\$450.00)	28 Regular Members @ \$150
Associate Dues Paid in FY	\$400.00	\$400.00	\$200.00	(\$200.00)	1 Associate Member @ \$200
Anniversary Dinner Registration	\$0.00	\$0.00	\$0.00	\$0.00	
Anniversary Dinner Sponsorships	\$0.00	\$2,500.00	\$0.00	\$0.00	
Anniversary Dinner Raffle Tickets	\$0.00	\$0.00	\$0.00	\$0.00	
Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	
Miscellaneous Income	\$0.00	\$0.00	\$0.00	\$0.00	
Interest Earned	\$10.00	\$32.00	\$32.00	\$22.00	
Total Revenue	\$5,060.00	\$6,982.00	\$4,432.00	(\$628.00)	
Expenses	Adopted FY 2023-24	Projected FY 2023-24	Proposed FY 2024-25	Change	Comments
Anniversary Dinner Expenses	\$0.00	\$5,762.47	\$0.00	\$0.00	
Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	
Bank Fees and Charges	\$10.00	\$0.00	\$10.00	\$0.00	
Dues Collection Expense	\$50.00	\$50.00	\$50.00	\$0.00	
Insurance	\$550.00	\$118.00	\$550.00	\$0.00	
Meeting Expenses	\$200.00	\$50.00	\$200.00	\$0.00	
Miscellaneous	\$10.00	\$0.00	\$10.00	\$0.00	
Newsletter	\$2,000.00	\$0.00	\$2,000.00	\$0.00	Exec Board to decide how to continue effort
Postage	\$10.00	\$10.00	\$10.00	\$0.00	
Tax Filing Fees	\$10.00	\$47.40	\$10.00	\$0.00	
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	
Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	\$0.00	\$0.00	
Scholarship	\$0.00	\$0.00	\$0.00	\$0.00	
Web Site Update and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
Video Contest	\$0.00	\$0.00	\$0.00	\$0.00	
Total Expenses	\$2,840.00	\$6,037.87	\$2,840.00	\$0.00	
Net Gain (Loss)	\$2,220.00	\$944.13	\$1,592.00		

**Contra Costa Special Districts Association
Fiscal Year Ending June 30, 2025 Budget
For Membership Adoption**

	Actual	Adopted	Actual	Projected*	Proposed	
Revenues	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	FY 2024-25	Comments
Membership Dues Paid in FY	\$4,500.00	\$4,650.00	\$4,050.00	\$4,050.00	\$4,200.00	28 Regular Members @ \$150
Associate Dues Paid in FY	\$400.00	\$400.00	\$400.00	\$400.00	\$200.00	1 Associate Member @ \$200
Recognized PrePayments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Anniversary Dinner Registration	\$6,515.00	\$0.00	\$0.00	\$0.00	\$0.00	
Anniversary Dinner Sponsorships	\$16,000.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	
Anniversary Dinner Raffle Tickets	\$1,633.00	\$0.00	\$0.00	\$0.00	\$0.00	
Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	New item
Miscellaneous Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Interest Earned	\$10.72	\$10.00	\$29.87	\$32.00	\$32.00	
Total Revenue	\$29,059	\$5,060	\$6,980	\$6,982	\$4,432	
Expenses	Actual	Budget	Actual	Projected*	Proposed	
	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	FY 2024-25	
Anniversary Dinner Expenses	\$18,314.56	\$0.00	\$5,762.47	\$5,762.47	\$0.00	
Annual Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	New item
Bank Fees and Charges	\$0.00	\$10.00	\$0.00	\$0.00	\$10.00	
Dues Collection Expense	\$96.45	\$50.00	\$0.00	\$50.00	\$50.00	
Insurance	\$0.00	\$550.00	\$118.00	\$118.00	\$550.00	
Meeting Expenses	\$0.00	\$200.00	\$0.00	\$50.00	\$200.00	
Miscellaneous	\$0.00	\$10.00	\$0.00	\$0.00	\$10.00	
Newsletter	\$500.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	Exec Board to decide how to continue effort
Postage	\$23.20	\$10.00	\$0.00	\$10.00	\$10.00	
Tax Filing Fees	\$3.80	\$10.00	\$47.40	\$47.40	\$10.00	
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Facility Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Scholarship	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Web Site Update and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Video Contest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Expenses	\$18,938	\$2,840	\$5,928	\$6,038	\$2,840	
Fund Balance	Actual	Budget	Actual	Projected*	Proposed	
	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	FY 2024-25	
Beginning Balance	\$14,467	\$24,588	\$24,588	\$24,588	\$25,532	
Revenues	\$29,059	\$5,060	\$6,980	\$6,982	\$4,432	
Expenses	(\$18,938)	(\$2,840)	(\$5,928)	(\$6,038)	(\$2,840)	
Ending Balance	\$24,588	\$26,808	\$25,640	\$25,532	\$27,124	
Designated Reserves	\$4,900	\$5,050	\$5,050	\$5,050	\$4,400	1-Year Budgeted Dues
Working Funds (End of Year)	\$19,688	\$21,758	\$20,590	\$20,482	\$22,724	

*Through May 31, 2024

Members	Membership Type	Membership Fee	Fee Schedule	
Alamo-Lafayette Cemetery District	Regular	\$150	Regular	\$150
Ambrose Recreation & Park District	Regular	\$150	Associate	\$200
Bethel Island Muni Improvement District	Regular	\$150		
Byron Bethany Irrigation District	No Longer Member?	\$0		
Byron Brentwood Knightsen Union Cemetery District	Regular	\$150		
Byron Sanitary District	Regular	\$150		
Central Contra Costa Sanitary District	Regular	\$150		
Contra Costa LAFCO	Associate	\$200		
Contra Costa Mosquito & Vector Control District	Regular	\$150		
Contra Costa Resource Conservation District	Regular	\$150		
Contra Costa Water District	Regular	\$150		
Crockett Community Services District	Regular	\$150		
Delta Diablo Sanitation District	Regular	\$150		
Diablo Water District	Regular	\$150		
Dublin San Ramon Services District	Regular	\$150		
East Bay Municipal Utilities District	Regular	\$150		
East Bay Regional Parks District	Regular	\$150		
East Contra Costa Fire Protection District	Annexed by CCCFPD	\$0		
East Contra Costa Irrigation District	Regular	\$150		
Ironhouse Sanitary District	Regular	\$150		
Kensington Fire Protection District	No Longer Member?	\$0		
Mt. View Sanitary District	Regular	\$150		
Pleasant Hill Recreation & Park District	Regular	\$150		
Reclamation District No. 2059	Regular	\$150		
Reclamation District No. 800	Regular	\$150		
Reclamation District No. 830	Regular	\$150		
Rodeo Hercules Fire Protection District	Regular	\$150		
Rodeo Sanitary District	Regular	\$150		
San Ramon Valley Fire Protection District	Regular	\$150		
Stege Sanitary District	Regular	\$150		
Town of Discovery Bay Community Services District	Regular	\$150		
West County Wastewater District	Regular	\$150		
	Total	\$4,400		

**Alameda County Special District Association (ACSDA)
Meeting Minutes**

Wednesday May 8, 2024

8:00 A.M.

Hosted by: Castro Valley Sanitary District (CVSan)

Presiding: Ryan Clausnitzer, President

1. CALL TO ORDER

1.1 Ryan Clausnitzer, ACSDA President, called the meeting to order at 8:00 a.m.

1.2 President Clausnitzer welcomed everyone to the meeting and extended thanks to CVSan for hosting the meeting and to Purvi Solanki, CVSan Acting Executive Assistant to the General Manager/Clerk of the Board, for taking the minutes.

2. SELF INTRODUCTIONS

2.1 The attendees introduced themselves and provided highlights about their summer plans.

3. SPEAKERS

3.1 Welcome by CVSan General Manager Roland Williams.

Mr. Williams welcomed members and stated the next meeting at CVSan will be in CVSan's new office building. He noted that CVSan continues to be recognized as an award-winning agency and maintains high standards of performance by fostering company culture through team buildings and presentations with motivational speakers. Mr. Williams announced that CVSan had just received an award from the California Water Environment Association (CWEA) for CVSan's "Defenders of the Bay" wastewater comic book. He noted that the comic book is a platform for engaging the next generation of customers and raising awareness about wastewater services; he also noted that at least three other agencies have since been inspired to replicate it. Mr. Williams stated CVSan had long recognized the importance of community outreach which targets children and their families, and noted CVSan has been offering field trips to third grade classrooms where students are taught about the 4Rs – Reduce, Reuse, Recycle, and Rot. He added that he still runs into people who are now adults that remember the field trip because it made a lasting impression on them as children. He noted that CVSan's outreach messaging about the 4R's and only flushing the 3P's - Pee, Poop and Paper - goes out to 60,000 people, which CVSan achieves this with an annual operating budget of about \$15 million and just 23 staff. Mr. Williams also shared that CVSan had just wrapped up successful Earth Day and Recycles Day events where 1,300 members of the community had participated.

Mr. Williams acknowledged CVSan Board of Directors (Board) Members Dave Sadoff, Tim McGowan, Ralph Johnson and Kristy (Dooman) Woerz for attending the meeting.

Mr. Sadoff extended a warm welcome to everyone. He noted that CVSan is demonstrably effective as a special district.

3.2 Presentation on the construction of their Operations and Engineering Building and matrix of planning teams by CVSan Engineering Technician Evan Choy, and Associate Engineer Landon Lochrie.

Mr. Choy gave a presentation on CVSan's Operations and Engineering (O&E) Building Project (Project). He stated the Project was 15 years in the making and the property had been purchased from the California Department of Transportation (Caltrans) in 2014 and used for storage and parking of CVSan vehicles. He also stated the construction work is on-track to be completed by the end of 2024, and the completed Project will be a 22,000 square foot, two-story building with an enclosed vehicle bay to protect CVSan's vehicles, and office spaces to accommodate all CVSan employees. He noted that the Project also includes a demonstration garden, will be Leadership in Energy and Environmental Design (LEED) certified and includes solar, electric vehicle charging stations and future battery storage backup. He added that the new Board Room will be significantly larger than the current one and have enough space to accommodate 100 people.

Mr. Williams stated that after the meeting, if anyone was interested, they could take a tour to see the new O&E Building construction site.

Mr. Williams stated the Alameda County Fire Department (ACFD) is interested in leasing CVSan's current Marshall Street Office for three years and CVSan plans to sell the property after that. Oro Loma Sanitary District Board Member Benny Lee asked what CVSan was doing with the new building's infrastructure to plan for the future. Mr. Williams stated all construction will accommodate CVSan's present needs and CVSan will have more space and efficiency in the new building, and added that spare conduits will be put in for use in the future. Mr. Williams noted that there will be a state-of-the-art system for key card readers and security. Mr. Lee noted that some "smart campus" sites he has visited are completely wireless buildings with increased access and mobility.

Mr. Williams stated a lot of planning and coordination goes into moving. Hayward Area Recreation and Park District Director Peter Rosen added that CVSan was moving from three buildings into one.

Next, Mr. Lochrie gave a presentation on CVSan's matrix of planning teams for the move to the O&E Building. He stated CVSan's goal is to hit the ground running from day one and that a plan had been devised at the leadership level

so that all staff in the organization are involved with different components of the move. He noted that a lot of planning had already started and the staff teams were meeting once a month. Mr. Lochrie presented a list of the projects which he stated were an opportunity to engage staff and to provide opportunities for leadership; the projects for staff teams included Grand Opening, Guest Management, Interior Décor and Signage, and others.

3.3 Best Best & Krieger (BB&K) Legal Update by Partner Christopher Diaz.

Mr. Diaz provided legal updates about Assembly Bill (AB) 817, stating that this affects subsidiary legislative bodies at local agencies. He noted that a lot of advisory committees have returned to in-person meetings and the passage of AB 817 will enable the option for virtual meeting attendance.

Mr. Diaz also provided an update about AB 2715, which he explained authorizes a legislative body to hold a closed session on matters that pose a threat to the security of essential public services, and noted that cybersecurity has also been added as one of the items that can be discussed. Mr. Williams asked how agencies should proceed if asked questions that could indirectly pose a security risk. Mr. Diaz advised that it is best to check with the agencies' legal counsel when specific questions come up. Mr. Lee noted that training is important. Mr. Diaz stated BB&K does offer such training.

Mr. Diaz provided an update about First Amendment Auditors and stated that there is caselaw where members of the public can record public employees discharging their public duties and noted that these videos can end up on YouTube. He advised of the importance setting up clear policies and signage which show what parts of an office are public and clearly define private spaces.

3.4 Alameda County Industries (ACI) Introduction by Operations Manager Bernie Camara

Ms. Camara stated that ACI is an independently-owned company with five affiliates: Castro Valley Sanitary District, City of San Ramon, City of San Leandro, City of Alameda and South Bayside Industries in San Carlos. Ms. Camara stated that when she started at ACI in 2000, the company only had 16 trucks and 11 employees, and after considerable growth, the company now has 96 trucks and 300 employees.

4. UPDATES

4.1 Alameda County Local Agency Formation Commission (LAFCo) Chapter Representatives: Ralph Johnson, Mariellen Faria, Georgean Vonheeder-Leopold and Executive Officer Rachel Jones.

Ms. Jones reported there would not be a meeting of the Alameda County Independent Special District Selection Committee (ISDSC) since there was only one nomination; she congratulated Commissioner Ralph Johnson on his re-election to the LAFCo seat as a regular Enterprise District Representative. She added that a meeting is still scheduled to discuss the budget and noted there will be a 3% increase in funding overall. She also provided an update about LAFCo's recent

conference in Pleasanton and stated they had had a mobile workshop at the Wente Winery to learn about sewer projects. President Clausnitzer congratulated Commissioner Johnson.

4.2 East Bay Regional Park District Park Advisory Committee Chapter Representative: Roland Williams, Jr.

Mr. Williams asked East Bay Regional Park District Board Member Dee Rosario to provide an update. Mr. Rosario announced a 90th Anniversary Celebration would occur at Lake Chabot Park from 10:00 – 2:00 p.m. on Saturday, May 11th. He also stated the Roberts Pool Complex has re-opened after a two-year rehabilitation, and added that the McCosker Ranch Ribbon Cutting is on May 23rd. Mr. Williams asked if there was an update about the Chouinard property. Mr. Rosario stated that it will be kept as a historic facility and possibly will have naturalists stationed outside and part of the area may be converted into an overnight camp.

Hayward Area Recreation and Park District General Manager Jim Wheeler provided an additional update and noted that about five properties were being developed for food trucks, pickleball courts, and new parks.

Washington Township Healthcare District's Chief of Community Support Services Angus Cochran announced a Ribbon Cutting for Washington Hospital's Trauma Center in June and noted that he would provide a flier to President Clausnitzer to distribute.

4.3 East Bay EDA Chapter Representative: Ryan Clausnitzer

President Clausnitzer provided a brief description about the potential ballot initiative that would revisit Proposition 13 and what its passage would mean for government agencies. He noted how assessments at-cost can be problematic and a focus on services rather than only costs was needed. He provided an example of how Fire Protection Districts would be affected since their services are at a higher cost in comparison to ambulance services, and that both respond to emergency calls. He stated this measure will affect special districts and that beneficial programs and services would get cut as a result. He added that reducing the threshold for taxes to 55% was needed and that a two-thirds vote can pass that initiative, which will also be on the November ballot. Mr. Wheeler stated they are trying to get the bond measure on the ballot and at 66%, they do not think it will pass.

President Clausnitzer provided an update on United States House of Representatives (H.R.) 7525 Special District Grant Accessibility Act and stated this legislation will make it easier for special districts to get access to federal programs and funds.

President Clausnitzer announced that the California Special Districts Association's (CSDA's) Special Districts Legislative Days event was coming up. Mr. Wheeler stated that he thinks it will be better since the legislators will come to the conference to present. President Clausnitzer also stated that the CSDA Annual

Conference was coming up in September and will be held in Indian Wells.

4.4 CSDA General Updates: Colleen Haley

President Clausnitzer stated that a representative from the League of California Cities was supposed to present in the place of Ms. Haley but they had been unable to make it to the meeting.

5. BUSINESS

5.1 ACSDA Officer Nominations for 7/1/2024 – 6/30/2026

President Clausnitzer stated that past president Mr. Williams has expressed an interest in returning to the position. Mr. Clausnitzer stated he would stay on as an officer.

Ms. Vonheeder-Leopold moved approval of Mr. Williams as President for the term of July 1, 2024 to June 30, 2026, and Ms. Young seconded. The motion was approved unanimously.

5.2 Approval of January 2024 & November 2023 membership minutes (Action Item).

Peter Rosen moved approval of the minutes and Tim McGowan seconded. The minutes were approved unanimously.

5.3 Financial Report: Georgean Vonheeder-Leopold, Treasurer

Ms. Vonheeder-Leopold announced that ACSDA had transferred the account to 5 Star Bank and there is a current fund balance of \$11,041. She noted that one of the advantages with 5 Star Bank was that members can pay electronically for membership dues and had also done so for the Annual Dinner. President Clausnitzer stated the convenience fee charges were absorbed by the Chapter.

6. UPCOMING MEMBERSHIP MEETINGS

6.1 Joint meeting with the Contra Costa Chapter on Monday, July 8, 2024 at 9:30 a.m. at the Patterson Pass Water Treatment Facility located at 8750 Patterson Pass Road in Livermore.

President Clausnitzer stated the next meeting will be hosted by Zone 7 Water Agency at the water treatment facility and lunch will be provided.

Mr. Williams noted that it is sometimes difficult to attend membership meetings since each meeting moves around to different sites and sometimes distance can become a challenge for some of the attendees. He shared that the Executive Committee has had a discussion about this and may propose for meetings to take place at one location going forward. He stated he may consider offering CVSan's new office building as the meeting location if there is consensus at a future meeting discussion.

7. ADJOURNMENT

The meeting adjourned at 9:36 a.m.