



CENTRAL CONTRA COSTA SANITARY DISTRICT

5019 IMHOFF PLACE, MARTINEZ, CA 94553-4392

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Central Contra Costa Sanitary District
5019 Imhoff Place
Martinez, CA 94553

County Clerk
Contra Costa County

Project Title: EV Charging Stations on Central San Properties

Project Applicant: Central Contra Costa Sanitary District

Project Location - Specific: Central San Facilities

Project Location - City: Martinez and Walnut Creek Project Location - County: Contra Costa

Description of Nature, Purpose and Beneficiaries of Project: Central San is initiating a project to design and install electric vehicle (EV) charging stations at its facilities as part of its Fleet Electrification Strategic Plan. Easements are required to allow PG&E to install and maintain EV service connections and related infrastructure. These easements ensure utility access while minimizing impacts on Central San property and complying with service requirements. Initial properties for EV charging stations are the Moraga and San Ramon Pump Stations, the Collection System Operations (CSO) facility, and the wastewater treatment plant. District Counsel has reviewed and approved to form the Grant of Easement drafted by PG&E. The proposed resolution would delegate authority to the General Manager, or his designee, to execute these and future Grant of Easements related to EV charging stations on Central San property that will solely be used by Central San vehicles. This will streamline Central San's efforts to comply with new regulations, including both the Governor's Executive Order N-79-20 and the California Air Resource Board's Advanced Fleets Regulation, and to support Central San's net zero initiative. District Counsel has reviewed and does not object to this delegation of authority on this matter.

Name of Public Agency Approving Project: Central Contra Costa Sanitary District

Name of Person or Agency Carrying Out Project: Central Contra Costa Sanitary District

Exempt Status: **(check one):**

☐ Ministerial (Sec. 21080(b)(1); 15268);

☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));

☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

☒ Categorical Exemption. State type and section number: Sections 15301 and 15061(b)(3)

☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

It is exempt under CEQA Guidelines Section 15301, because it involves minor alteration of existing facilities, including the installation of EV chargers, where there is a negligible or no expansion of existing use. This project is also exempt under CEQA Guidelines Section 15061(b)(3), since it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. This certainty is based on the relatively short distances involved and the District's impact-limiting construction specifications.

Lead Agency: Central Contra Costa Sanitary District

Contact Person: Michelle Peon Del Valle

Area Code/Telephone/Extension: (925) 229-7355

Attachments/other:

1. Certified document of exemption finding.

2. Will or has a Notice of Exemption been filed with the County Clerk?

☒ Yes ☐ No

Signature: _____ Date: _____ Title: Engineering Assistant III
for Central Contra Costa Sanitary District

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Revised 2021

MINUTES***REGULAR BOARD MEETING**

Board Room

Thursday, October 2, 2025

2:30 p.m.

*BOARD OF DIRECTORS:**MICHAEL R. MCGILL
President**FLORENCE T. WEDINGTON
President Pro Tem**BARBARA D. HOCKETT
JEAN F. KUZNIK
TAD J. PILECKI***Open Session – Board Room***(Video recorded)***ROLL CALL**

A regular meeting of the Board of Directors was called to order by President McGill at 2:30 p.m. Secretary of the District Katie Young called roll:

PRESENT: Members: Hockett, Kuznik, Pilecki, Wedington, McGill

ABSENT: Members: None

PLEDGE OF ALLEGIANCE

The Board, staff and audience joined in the Pledge of Allegiance.

REPORT OUT OF CLOSED SESSION FROM 09/18/25

District Counsel Leah Castella stated that there were no reportable actions from the Closed Session at the September 18, 2025 meeting.

PUBLIC COMMENT PERIOD

No comments.

REQUESTS TO CONSIDER MATTERS OUT OF ORDER

None.

AWARDS AND PRESENTATIONS

1. Adopt Resolution No.2025-032 Commending Ironhouse Sanitary District on its 80th Anniversary

BOARD ACTION: After receiving no public comments, a motion was made by Member Kuznik and seconded by Member Wedington to adopt the proposed resolution. Motion passed by unanimous roll call vote.

* These summary minutes are supplemented by a corresponding video recording available on the District's website at centralsan.org.

CONSENT CALENDAR

2. Approve the minutes of the September 18, 2025 Board Meeting
3. Approve the proposed revisions to Board Policy No. BP 005 – *Statement of Investment Policy* and the Investment Guidelines Documents (IGD) related to the Other Post-Employment Benefits (OPEB) trust and the Pension Pre-funding trust and delegate authority to the Treasurer to manage the investment of pooled and non-pooled funds on an annual basis
4. Approve proposed revisions to Board Policy No. BP 030 – *Cost of Service Studies*
5. Set a public hearing for November 6, 2025 at 2:30 p.m. to approve changes to District Code Title 2 Admin – Chapter 2.04.010 – changes to procedure for appointing the President and President Pro-Tem and adopt Ordinance No. XXX
6. Set a public hearing for November 6, 2025 at 2:30 p.m. for the following items related to District Annexations:
 - Adopt Proposed Resolution No. 2025-XXX requesting that Contra Costa County Local Formation Commission (LAFCO) initiate proceedings for District Annexation 193
 - Adopt proposed Resolution No. 2025-XXX requesting that Contra Costa County Local Formation Commission (LAFCO) initiate proceedings for District Annexation 193
7. Authorize the General Manager to execute five professional engineering services agreements with 1) ICM Group, Inc. for \$700,000; 2) Alpha CM, Inc. for \$700,000; 3) HDR Engineering, Inc. for \$700,000; 4) MCK Americas, Inc. for \$700,000; and 5) Consolidated CM, Inc. for \$1,000,000 to provide construction inspection for capital improvement projects
8. Adopt Resolution No. 2025-033 authorizing the execution of Grant of Easements to Pacific Gas and Electric (PG&E) for electric vehicle charging stations on Central San properties and find the project is exempt from the California Environmental Quality Act (CEQA)

BOARD ACTION: After receiving no public comments, a motion was made by Member Hockett and seconded by Member Wedington to approve the Consent Calendar as recommended. Motion passed by unanimous roll call vote.

PUBLIC HEARINGS

9. Hold a public hearing to consider adopting the following resolutions and ordinance related to the Willow Drive Contractual Assessment District (CAD) No. 2022-2 in Danville, District Project 6755:
 - Proposed Resolution No. 2025-034 confirming and levying final assessments;

- Proposed Resolution No. 225-035 directing that the Fiscal Year (FY) 2025-26 assessments be placed on the Contra Costa County property tax roll for collection;
- Proposed uncodified Ordinance No. 343 establishing reimbursement fees for the properties that connect to District Project 6755 (Willow Drive CAD No. 2022-2)

Senior Engineer Thomas Brightbill reviewed the presentation included in the agenda materials. He noted that the handout that was provided to the Board and made available to the public in advance of the meeting was mislabeled as "Exhibit C". The correct label of the attachment was simply Attachment 3.

Mr. Brightbill stated that Attachment 3 shows that a sixth parcel has joined the CAD and therefore the amounts paid per parcel were different than originally presented.

Member Pilecki stated that he found it difficult to identify the attachments in the agenda materials and how they related to the Position Paper presented and asked for better clarification on attachment titles in the future.

President McGill opened the public hearing; receiving no public comments, he immediately closed the public hearing.

Ms. Castella recommended making two separate motions regarding the item, one adopting the proposed resolutions and a second adopting the ordinance.

BOARD ACTION: Held the public hearing. After receiving no public comments, a motion was made by Member Wedington and seconded by Member Pilecki to adopt Proposed Resolution No. 2025-034 confirming and levying final assessments and Resolution No. 2025-035 directing that the Fiscal Year (FY) 2025-26 assessments be placed on the Contra Costa County property tax roll for collection. Motion passed by unanimous roll call vote.

After receiving no public comments, a motion was made by Member Hockett and seconded by Member Pilecki to adopt uncodified Ordinance No. 343 establishing reimbursement fees for the properties that connect to District Project 6755 (Willow Drive CAD No. 2022-2). Motion passed by unanimous roll call vote.

REPORTS AND ANNOUNCEMENTS

10. General Manager – Reports

a. Receive Fiscal Year (FY) 2024-25 Risk Management Annual Report

Risk Management Program Administrator Shari Deutsch reviewed the presentation included in the agenda materials detailing Worker's Compensation claims and costs, liability claims and sanitary sewer overflows (SSO), security issues, and Emergency Management Public Assistance Grants.

In response to Member Hockett's question if the Covid-19 claims were listed because of lost time that needed to be accounted for, Ms. Deutsch confirmed that those costs were mandated by the State to be considered compensable Workers' Compensation claims and are therefore part of the metrics presented in the report.

Member Pilecki noted that claims for sanitary sewer overflows (SSO) are recorded in the year in which they occur, not the year in which the claim is settled.

General Manager Roger S. Bailey asked Ms. Deutsch to clarify how the numbers in the report are calculated if an incident happens in one year but is settled in subsequent years.

Ms. Deutsch stated that Central San has a policy whereby reserve funds are maintained and replenished each year as part of the Budget process for instances such as the one described.

Regarding Emergency Management Public Assistance Grants, Member Pilecki asked how the recovery of these funds is accounted for in Central San's budgeting process. Deputy General Manager – Administration Phil Leiber stated these funds are not budgeted since the District has no firm date of when the funds will be received and that generally any funds recognized when received and treated as part of the variance disposition process presented to the Board annually after the year-end financial close.

Member Kuznik asked if, as part of the Emergency Operation Center (EOC) plan, Central San is required to keep staff onsite as part of a mandated operation. Ms. Deutsch explained that depending on the type of emergency, staff may be required to remain onsite within the context of the proclaimed local emergency.

Member Kuznik asked what factors were causing the Total Cost of Risk (TCOR) to trend upward as represented in the presentation. Ms. Deutsch explained that some pending litigation with sizable settlements was concluded, which impacted the trend.

BOARD ACTION: Received the report.

b. Receive report on 2025 Innovations Fair

Management Analyst Christina Gee reviewed the presentation included in the agenda materials which highlighted the participants in the Innovation Fair at the annual Employee Appreciation Event held in August and named the winners of first, second, and third place prizes.

Member Wedington complimented the participants in the Innovation Fair and expressed appreciation for how the event showcases employee talents and innovations.

BOARD ACTION: Received the report.

11. General Manager – Announcements

- a. Announcements – October 2, 2025

No further announcements were made during the meeting.

BOARD ACTION: Received the announcements.

12. Financial Reports

- a. Receive expenditures incurred August 1, 2025 through August 28, 2025
b. Receive Budget-to-Actual Expenditure overview through the month of August 2025
c. Receive Quarterly Financial review for the fourth quarter of Fiscal Year (FY) 2024-25 ending June 30, 2025 (unaudited)

BOARD ACTION: Received the reports.

13. Counsel for the District

No report.

14. Secretary of the District

Ms. Young announced the following upcoming Committee and other meetings:

Engineering & Operations – Wednesday, October 8 at 9:00 a.m.

Real Estate, Environmental and Planning – Thursday, October 9 at 9:00 a.m.

Annual Service Awards Luncheon – Wednesday, October 15 at 12:00 p.m.

Regular Board – Thursday, October 16 at 2:30 p.m.

Ms. Young announced that Central San had recently been notified that the District is a recipient of the California Special Districts Association (CSDA) Certificate of Transparency for the sixth consecutive time and a CSDA representative will be attending the December 18, 2025 Board meeting to present the award.

BOARD ACTION: Received the announcements.

15. Board Members - Committee Minutes

- a. September 10, 2025 – Engineering & Operations Committee – Chair Wedington and Member McGill [alternate]
b. September 11, 2025 – Real Estate, Environmental & Planning Committee – Chair Hockett and Member Pilecki thanks staff for detailed notes by Pilecki and McGill
c. September 16, 2025 – Finance Committee – Chair Pilecki and Member McGill
d. September 16, 2025 – Administration Committee – Chair Hockett and Member Kuznik

BOARD ACTION: Received the Committee minutes.

16. Board Members - Reports and Announcements

Board Member reports on recent meetings or conferences for which they received the stipend or for which the District paid their expenses.

a. Member Hockett

- September 27 – October 1 – Water Environment Federation Technical Exhibition and Conference

Member Kuznik

- September 21-23 - WateReuse CA California Annual Conference

Member Pilecki

No report.

Member Wedington

- September 27 – October 1 – Water Environment Federation Technical Exhibition and Conference

President McGill

- September 21-23 - WateReuse CA California Annual Conference
- September 27 – October 1 – Water Environment Federation Technical Exhibition and Conference

BOARD ACTION: Received the reports and announcements.

17. Board Members - Requests for Stipend/Reimbursement or Conference Attendance

No requests.

EMERGENCY SITUATIONS

None.

REQUESTS FOR FUTURE AGENDA ITEMS

None.

ANNOUNCE CLOSED SESSION (pursuant to Government Code Section 54957.7)

Ms. Castella announced that a closed session would be held for Items # 18, 19 and 20.

RECESS TO CLOSED SESSION

The Board recessed at 3:33 p.m. to reconvene in closed session in the Caucus Room.

Closed Session
(Not video recorded)

CLOSED SESSION

18. Conference with Legal Counsel – existing litigation pursuant to Government Code Section 54956.9(d)(1)
19. Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: one
20. Conference with labor negotiators pursuant to Government Code Section 54957.6:

District Negotiators:

- Roger S. Bailey, General Manager
- Phil Leiber, Deputy General Manager – Administration and Finance
- Greg Norby, Deputy General Manager – Engineering and Operations
- Teji O'Malley, Human Resources and Organizational Development Manager

Employee Organizations:

- Employees' Association, Public Employees Union, Local One
- Management Support/Confidential Group (MS/CG)
- Management Group

ADJOURNMENT TO OCTOBER 16, 2025 MEETING

The meeting was adjourned at 5:26 p.m.



Michael R. McGill
President of the Board of Directors
Central Contra Costa Sanitary District
County of Contra Costa, State of California

COUNTERSIGNED:



Katie Young, CPMC, CMC
Secretary of the District
Central Contra Costa Sanitary District
County of Contra Costa, State of California



BOARD OF DIRECTORS POSITION PAPER

MEETING DATE: OCTOBER 2, 2025

SUBJECT: ADOPT RESOLUTION NO. 2025-033 AUTHORIZING THE EXECUTION OF GRANT OF EASEMENTS TO PACIFIC GAS AND ELECTRIC (PG&E) FOR ELECTRIC VEHICLE CHARGING STATIONS ON CENTRAL SAN PROPERTIES, AND FIND THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

SUBMITTED BY:

DAVID KRAMER, REAL PROPERTY AGENT
DANA LAWSON, SENIOR ENGINEER

INITIATING DEPARTMENT:

ENGINEERING AND TECHNICAL SERVICES - PDS -
DEVELOPMENT SERVICES - RIGHT OF WAY

REVIEWED BY:

MELODY LABELLA, RESOURCE RECOVERY & DEVELOPMENT SERVICES DIVISION
MANAGER

GREG NORBY, DEPUTY GM - ENGINEERING & OPERATIONS

Roger S. Bailey
General Manager

ISSUE

A resolution of the Board of Directors (Board) is required to execute a Grant of Easement.

BACKGROUND

Central San is initiating a project to design and install electric vehicle (EV) charging stations at its facilities as part of its Fleet Electrification Strategic Plan. Easements are required to allow PG&E to install and maintain EV service connections and related infrastructure. These easements ensure utility access while minimizing impacts on Central San property and complying with service requirements. Initial properties for EV charging stations are the Moraga and San Ramon Pump Stations, the Collection System Operations (CSO) facility, and the wastewater treatment plant. District Counsel has reviewed and approved to form the Grant of Easement drafted by PG&E.

The proposed resolution would delegate authority to the General Manager, or his designee, to execute these and future Grant of Easements related to EV charging stations on Central San property that will solely be used by Central San vehicles. This will streamline Central San's efforts to comply with new regulations, including both the Governor's Executive Order N-79-20 and the California Air Resource Board's Advanced Fleets Regulation, and to support Central San's net zero initiative. District Counsel has reviewed and does not object to this delegation of authority on this matter.

California Environmental Quality Act

Staff has concluded that this project is exempt from the California Environmental Quality Act (CEQA) under District CEQA Guidelines Section 15301, because it involves minor alteration of existing facilities, including the installation of EV chargers, where there is a negligible or no expansion of existing use. This project is also exempt under District CEQA Guidelines Section 15061(b)(3), since it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. This certainty is based on the relatively short distances involved and the District's impact-limiting construction specifications. These specifications are standardized general and special conditions that are made part of the project bid documents to address environmental considerations, such as protecting trees and riparian areas, as well as compliance with applicable federal, state, county, district, municipal and local laws, ordinances, orders, and regulations. Approval of this project will establish the Board's independent finding that this project is exempt from CEQA.

ALTERNATIVES/CONSIDERATIONS

The Board could decline to grant PG&E the easement, although this action would prevent Central San from receiving funding and impact installation and connection of the EV stations.

FINANCIAL IMPACTS

There will be no monetary exchange for the Grant of Easements, as they solely benefit Central San.

COMMITTEE RECOMMENDATION

The Real Estate, Environmental and Planning Committee reviewed this matter at its meeting on September 11, 2025, and recommended approval.

RECOMMENDED BOARD ACTION

Staff recommends the following Board actions:

1. Adopt [Resolution 2025-033](#) authorizing execution of the Grant of Easements to PG&E as related to Electric Vehicle (EV) Charging Infrastructure, Phase 1, District Project 8252; and
2. Find this project is exempt from CEQA.

Strategic Plan Tie-In

GOAL TWO: Environmental Stewardship

Strategy 4 - Identify and advance sustainability initiatives, including reducing energy usage and emissions

ATTACHMENTS:

[1. Resolution](#)