

ORDINANCE NO. 331
AN ORDINANCE OF THE
CENTRAL CONTRA COSTA SANITARY DISTRICT
AMENDING DISTRICT CODE TITLES 6, 7, AND 10

WHEREAS, the Central Contra Costa Sanitary District (Central San) has determined that there is a need to update certain provisions within Titles 6, 7, and 10 of the District Code to increase efficiency of certain Central San procedures and duties; and

WHEREAS, a public hearing was noticed pursuant to Government Code Sections 50022.3 and 6066 for December 21, 2023 at 2:30 p.m. at the District Board of Directors Regular Meeting scheduled for that date; and

WHEREAS, a properly noticed public hearing was held on December 21, 2023 where all interested parties were given an opportunity to be heard, and thereupon the public hearing was closed; and

WHEREAS, the District Counsel reviewed these proposed Code revisions and concluded that adoption of these Code revisions does not constitute a California Environmental Quality Act (CEQA) Project as defined under Title 14 of California Code of Regulations; specifically it does not constitute a Project pursuant to §15378(b)(2), (4) and (5) because:

- i. This action is continuing administrative in nature, and deals with general policy and procedure making; and
- ii. It does not create any governmental funding mechanism or fiscal activity involving a commitment to any specific project; and
- iii. It is an organizational and administrative activity that will not result in any direct or indirect changes to the environment; and

WHEREAS, the Board of Directors duly considered all oral and documented evidence.

NOW, THEREFORE, the Board of Directors of the Central Contra Cota Sanitary District does ordain as follows:

1. Amendment of Section 6.12.070

District Code Section 6.12.070.D shall be amended to read as follows:

D. Allocation of Capacity Fee Credits. Previously paid capacity fees run with the parcel. Past fee payments which are in excess of current fees due (credits) belong to the parcel owner. Credits may be transferred from one tenant space to another on the same parcel in accordance with written directions from the parcel owner or a property manager authorized by the parcel owner. Where credits are available, they will be calculated on the same basis as the current fees due.

2. Amendment of Section 7.03.020

District Code Section 7.03.020 shall be amended to read as follows:

If staff determines that certain property rights held by the District, such as easements, rights-of-way or licenses for sewer, recycled water, or related purposes are unnecessary for present or prospective District use, or that conveyance or exchange of such property rights would be of public benefit, he or she shall prepare a position paper, determination report to that effect, which shall be presented for consideration. The Board may in its sole discretion convey such real property rights by authorizing execution of grant deeds, quitclaims or contracts by resolution, or delegate such authority to the General Manager. Vacation of public service easements may also be made by the General Manager, upon delegation of such authority by the Board, pursuant to Streets and Highways Code Section 8333.

Quitclaim deeds shall be authorized by the District only be either:

1. Adoption and recording of a resolution of the Board; or
2. By execution and recording of a "certification of acceptance" by the General Manager pursuant to a resolution of Board delegating general or specific case authority to authorize a quitclaim or to vacate real property interests.

3. Amendment of Section 10.12.050

District Code Section 10.12.050 shall be amended to add Section F to read as follows:

F. Report Submittal.

1. The District accepts electronic documents using a system compliant with 40 CFR Part 3 (Cross-Media Electronic Reporting). Users that intend to send electronic (digital) documents to the District to satisfy the requirements of Title 10 must submit a signed Central San Subscriber Agreement to the District for approval and register online for the District's CROMERR compliant system.
2. The District accepts original hard-copy documents with a wet ink signature, delivered to the District.

4. Amendment of Section 10.32.035

District Code Section 10.32.035.C, first sentence, shall be amended to read as follows:

- C. Interceptors and traps shall be cleaned at least once every ninety days. Interceptor cleaning shall be conducted to pump all the liquid and solid contents of the unit, and the sides will be cleaned of any substantial build-up of grease and solid wastes.

5. Finding of No "Project"


The Board of Director's action in adopting the proposed Code revisions does not constitute a Project as envisioned by CEQA, as this action is consistent with defined circumstances which do not constitute a Project pursuant to the provisions of Title 14 §§ 15378(b)(2), (4) and (5).

6. Effective Date

This Ordinance shall be a general regulation of Central San and shall be published once in the Contra Costa Times and San Ramon Valley Times, newspapers of general circulation within the District Boundary, and shall be effective on January 5, 2024. This Ordinance shall be kept on file with the Secretary of the District.


PASSED AND ADOPTED this 21st day of December 2023, by the Board of Directors of the Central Contra Costa Sanitary District by the following vote:

AYES: Members: Lauritzen, McGill, Pilecki, Wedington, Hockett
NOES: Members: None
ABSENT: Members: None



Barbara D. Hockett
President of the Board of Directors
Central Contra Costa Sanitary District
County of Contra Costa, State of California

COUNTERSIGNED:



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

Approved as to form: 

J. Leah Castella, Esq.
Counsel for the District