

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 20, 2022  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

\*\*\*\*\* AGENDA \*\*\*\*\*

Items on the agenda may be taken out of order.

Public comment is limited to three (3) minutes for each individual speaker.

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at [www.stegesana.org](http://www.stegesana.org). Those disabled persons requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at 510/524-4668.

*Members of the public can observe the live stream of the meeting by accessing <https://zoom.us/j/84090509848> or by calling (669) 900-9128 and entering the Meeting ID# 840 9050 9848 followed by the pound (#) key.*

*Public comment can be sent remotely by delivering to 7500 Schmidt Lane, El Cerrito, CA 94530 or via email to [comments@stegesana.org](mailto:comments@stegesana.org) with "Public Comment" in the subject line. To provide written comment on an item on the agenda or to address the Board during Public Comment, please note the agenda item number that you want to address or whether you intend for the comment to be included in Public Comment. Comments timely received 15 minutes before the starting time of the meeting will either be provided as written comment or be read into the record, with a maximum allowance of 3 minutes per individual comment read into the record, subject to the Board President's discretion. Copies of all timely received written comments will be provided to the Board and will be added to the official record.*

*Pursuant to AB 361, Board Members may be attending this meeting via remote conferencing. In the event that any Board Member elects to attend remotely, all votes conducted during the remote conferencing session will be conducted by roll call vote.*

**I. Call To Order**

**II. Roll Call**

**Agenda Items:** Directors and Officers of the Board will consider and announce if they have any conflicts of interest posed by items on the meeting agenda.

**III. Public Comment:**

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
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**IV. Approval of Minutes**

Motion:

- A. Approval of October 6, 2022 Board Meeting Minutes  
(The Board will be asked to review and approve the minutes)

Info:

**V. Communications**

- A. Oral Communications
1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
    - a. City & Community Meetings
- B. Written Communications

Info:

**VI. Reports of Staff and Officers**

- A. Attorney's Report
- B. Manager's Report
1. Monthly Maintenance Summary Report
  2. Monthly Report of Sewer Replacements and Repairs
  3. San Pablo Avenue Specific Plan Area (SPASPA) Status Report
  4. Draft Endeavor Newsletter
  5. 2023 California Association of Sanitation Agencies (CASA) Conferences
    - January 25-27 – Winter Conference, Palm Springs, CA
    - February 27 - March 1 – Washington DC Forum
    - August 9-11 – Annual Conference, San Diego, CA
  6. 2023 California Special Districts Association (CSDA) Conference
    - August 28-31 – Annual Conference, Monterey, CA

**VII. Business**

Resolution/Motion: A. Resolution No. 2211-1022 to Oppose Initiative 21-0042A1  
(The Board will review and consider the resolution)

Resolution/Motion: B. Resolution No. 2212-1022 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning October 20 Pursuant to AB 361

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(The Board will review and consider the resolution to continue to meet remotely pursuant to Assembly Bill 361)

Resolution/Motion: C. Resolution No. 2213-1022 Amending the Stege Sanitary District Ordinance Code, Section 4.8.2.2 - Lateral Replacement Loan Program  
(The Board will review and consider the resolution)

Resolution/Motion: D. Resolution No. 2214-1022 Amending the Stege Sanitary District Ordinance Code, Section 4.4.5 – Backflow Protective Device  
(The Board will review and consider the resolution)

Info: **VIII. Monthly Financial Statements**

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Cash on Hand vs. Target Reserves
- D. Local Agency Investment Fund (LAIF) Quarterly Statement
- E. California Employer’s Retiree Benefit Trust (CERBT) Quarterly Statement  
(The Board will review the reports and statements)

**IX. Approval of Checks**

Info/Motion: A. Checks for October 20, 2022 - Fund No. 3418 & 3423  
(The Board will be consider approving the checks)

Info: **X. Future Agenda Items**

**November 10, 2022**

- Proposed Meeting Calendar
- Board Officer Succession Plan
- CASA Conference
- +AB 361 – 30 Day Virtual Meeting Extension*

**December 8, 2022 – 2:00PM**

- Fiscal Year Financial Audit
- Connection Charge Review
- Emergency Contact Update
- Meeting Calendar

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 20, 2022  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Consent Decree Quarterly Report  
CASA Conference  
Pension + OPEB UAL Reports  
Nomination & Election of Officers  
*+AB 361 – 30 Day Virtual Meeting Extension*

**CLOSED SESSION**

**Conference with Legal Counsel—Anticipated Litigation**

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

Number of Potential Cases: 2

Shimoni – Government Tort Claim filed: 10/25/2021

Troy – Government Tort Claim filed: 5/2/2022

**Public Employment Performance Evaluation**

Gov. Code § 54957

Title: District Manager

**XI. Adjournment**

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on November 10, 2022 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 6, 2022  
TIME OF MEETING: 7:00 P.M.

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

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

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

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

**IV. Approval of Minutes**

A. Approval of Minutes September 15, 2022 Special Board Meeting

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve the minutes of the September 15, 2022 Special Board Meeting, as corrected

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

B. Approval of Minutes September 15, 2022 Regular Board Meeting

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve the minutes of the September 15, 2022 Regular Board Meeting, as corrected and amended

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 6, 2022  
TIME OF MEETING: 7:00 P.M.

VOTE: AYES: Christian-Smith, Gilbert-Snyder, 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

Miller reported that the El Cerrito City Council Meeting scheduled for October 4<sup>th</sup> was cancelled.

B. Written Communications

There were no written communications to report.

**VI. Reports of Staff and Officers**

A. Manager’s Report

1. EBMUD Memo – Regional Private Sewer Lateral (PSL) Program Update

The Manager reported on the status of the EBMUD Regional PSL program. The Board asked for more information on how to help increase the compliance rate for building construction and remodels that trigger the ordinance.

2. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update

The Manager reported on the status of the EBMUD Regional FOG program.

**VII. Business**

- A. Resolution No. 2210-1022 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 6, 2022  
TIME OF MEETING: 7:00 P.M.

Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District  
for the 30 Day Period Beginning October 6 Pursuant to AB 361

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

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve Resolution No. 2210-1022 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning October 6 Pursuant to AB 361

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

**VIII. Approval of Checks**

A. Checks for October 7, 2021 - Fund No. 3418 & 3423

MOTION: By Gilbert-Snyder, seconded by Miller, to pay the bills, Check Nos. 27837 through 27868 in the amount of \$79,593.57

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

**IX. Future Agenda Items**  
**October 20, 2022**

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF OCTOBER 6, 2022  
TIME OF MEETING: 7:00 P.M.

CLOSED SESSION – Quarterly Claims Report  
CLOSED SESSION – Manager Performance Evaluation  
San Pablo Avenue Specific Plan Area Status Report  
Quarterly Financial Statements  
*+AB 361 – 30 Day Virtual Meeting Extension*  
*+Resolution Opposing Initiative #21-0042A1*  
*+PSL Loans Amendment*  
*+BPD Requirement Amendment*

*Directors Christian-Smith and Gilbert-Snyder both gave prior notice of absence for the October 20<sup>th</sup> Board Meeting.*

**November 10, 2022**

Proposed Meeting Calendar  
Board Officer Succession Plan  
CASA Conference  
*+AB 361 – 30 Day Virtual Meeting Extension*

**X. Adjournment**

The meeting was adjourned at 7:36 P.M. The next meeting of the District Board of Directors will be held on Thursday, October 20, 2022 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



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

**1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITIES**

There were 23 normal working days	Days	Feet
Unit #10 (combo) operated:	14	98,370
Unit #11 (rodder) operated:	0	0
Unit #15 (video) operated:	12	18,187
Unit #16 (combo) operated:	11	19,554

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	97,899	20,025	205,236	51,556	780
Total Video	12,380	5,807	27,112	22,356	39,537

**2. MONTHLY SERVICE CALLS**

After-hour service calls: 0 Calls 0 Calls

**SERVICE CALLS, OVERFLOWS, AND BACKUPS**

YEAR	MO	SERVICE CALLS		LATERAL PROBLEMS		STRUCTURAL MAINLINE FAILURES		MAINLINE OVERFLOWS INTO HOMES	
		CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	TOTAL LAST 12-MOS	CURRENT MONTH	TOTAL LAST 12-MOS
2022	September	9	14.9	5	7.9	0	3	0	1
CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE				OVERFLOWS RELATED TO WET WEATHER			
CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS
0	1	0	11	0	11	0	2	0	2

**3. SAFETY AND TRAINING**

Safety and training meetings were conducted twice a month.

# MONTHLY SERVICE CALLS

# September-2022

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
9/7/2022 Wednesday 3:54 PM	102302 102340	1440 MARIPOSA ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A,T				CLEAN WATER IN GUTTER NOT SEWER RELATED.
9/13/2022 Tuesday 2:43 PM	182113 182112	11858 SAN PABLO AVE. EL CERRITO, CA 94530 <i>Last Call: 2/20/2019</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/14/2022 Wednesday 10:55 AM	292111 292109	1156 RICHMOND ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/20/2022 Tuesday 11:52 AM	234501 234028	170 ARDMORE RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THE NOISE TO BE THE CUSTOMER'S PROBLEM.
9/20/2022 Tuesday 1:40 PM	172502 172501	7173 CUTTING BLVD. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	E				WE FOUND THIS TO BE EBMUD'S PROBLEM.
9/23/2022 Friday 9:30 AM	283034 283033	1009 KING DR. EL CERRITO, CA 94530 <i>Last Call: 12/30/1991</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	O				WE FOUND THE ODOR TO BE THE CUSTOMER'S PROBLEM.
9/23/2022 Friday 11:28 AM	291115 291114	1129 RICHMOND ST. EL CERRITO, CA 94530 <i>Last Call: 4/27/2005</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THE CONGESTION TO BE THE CUSTOMER'S PROBLEM.
9/27/2022 Tuesday 10:10 AM	285021 285005	1109 BREWSTER DR. EL CERRITO, CA 94530 <i>Last Call: 3/17/2022</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	O				WE FOUND THE ODOR TO BE THE CUSTOMER'S PROBLEM.
9/29/2022 Thursday 2:07 PM	274222 274221	229 COLUMBIA AVE. KENSINGTON, CA 94707 <i>Last Call: 5/7/1998</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

**PROBLEM TYPE:**

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

**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)

<b>MAINLINE:</b>	<b>0</b>
<b>LATERAL:</b>	<b>5</b>
<b>OTHER:</b>	<b>4</b>
<b>TOTAL SERVICE CALLS:</b>	<b>9</b>
<b>MAINLINE OVERFLOW:</b>	<b>0</b>
<b>MAINLINE SURCHARGE:</b>	<b>0</b>

# SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

## October-2022

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
<b>10/20/2021</b> Wednesday 2:23 PM	189102 189101	2638 MIRA VISTA DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	F,OF,R	CO	B, O	Y	WE FOUND ROOTS IN THE MAINLINE.	CAT 3	5 gallons	1 gallons	4 gallons
<b>10/24/2021</b> Sunday 7:40 AM	231019 231018	464 COVENTRY RD. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	A, F, OF	MH	B,S,O	BLDG, ST,SD,Y	SOFT STOPPAGE AND HEAVY RAIN CAUSED THE M/H TO SURCHARGE.	CAT 1	14,000 gallons	0 gallons	14,000 gallons
<b>10/24/2021</b> Sunday 3:02 PM	282204 282202	643 LEXINGTON AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, OF	CO	B	ST	DEBRIS IN THE MAIN FROM EBMUD.	CAT 3	5 gallons	0 gallons	5 gallons
<b>12/30/2021</b> Thursday 10:10 AM	271120 271119	422 COLUSA AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	F, R	MH	B	ST, Y	ROOT IN LINE CAUSED SSO	CAT 3	205 gallons	140 gallons	65 gallons
<b>1/17/2022</b> Monday 5:58 PM	187218 187210	5619 JORDAN AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, E,OF	CO	ML, B	Y	EBMUD DAMAGED OUR LINE WHILE WORKING IN THE STREET.	CAT 3	25 gallons	0 gallons	25 gallons
<b>1/29/2022</b> Saturday 3:25 PM	231822 231819	616 PLATEAU DR. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, OF,R, W	LH	ML, B	Y	SSO CAUSED BY MAJOR OFFSET.	CAT 3	15 gallons	0 gallons	15 gallons
<b>2/3/2022</b> Thursday 7:30 AM	151239 151238	1373 CONTRA COSTA DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	R	MH	B	Y	CITY OF EL CERRITO PUSHED LATERAL ROOTS INTO DISTRICT LINE.	CAT 3	23 gallons	23 gallons	0 gallons
<b>3/26/2022</b> Saturday 6:50 PM	251414 251403	7976 TERRACE DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	OF	MH	ML	Y	SSO CAUSED BY COLAPSED HDPE PIPE.	CAT 2	3,432 gallons	0 gallons	3,432 gallons
<b>5/7/2022</b> Saturday 1:30 PM	292102 292004	1126 RICHMOND ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	OF, R	MH	B	ST	SOFT STOPPAGE IN MAIN LINE. FOUND ROOTS AND RAGS IN LINE.	CAT 3	1 gallons	1 gallons	0 gallons
<b>6/8/2022</b> Wednesday 9:54 AM	282319 220026	6831 STOCKTON AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, E	CO	B	ST,SD,Y	EBMUD DAMAGED LAMPHOLE #282318 AND FILLED WITH ASPHALT.	CAT 3	80 gallons	80 gallons	0 gallons
<b>8/8/2022</b> Monday 11:30 PM	273103 273001	27 SUNSET DR. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	LC, R	BLDG	B	BLDG/ST	LATERAL ROOT CAUSED SSO.	CAT 3	15 gallons	10 gallons	5 gallons

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET	
<b>PROBLEM TYPE:</b>													
Water (A)	Odor (O)		<b>SPILL LOCATION:</b>	<b>SPILL CAUSE:</b>	<b>SPILL END LOCATION:</b>				TOTAL MAINLINE SSOs:	11			
Broken Main (B)	Overflow (OF)	Lamp/Manhole (MH)		Blockage (B)	Building (BLDG)				MAINLINE BREAK SSOs:	3			
S/S Congestion (C)	PG+E (P)			Surcharge (S)	Creek (C)				MAINLINE SURCHARGE SSOs:	1			
Debris in Main (D)	Roots (R)	Mainline (ML)		Line Break (ML)	Strt/Pvmnt (ST)				CATEGORY 1 SSOs:	1			
EBMUD (E)	Surcharge (S)	Lateral (L)		Other (O)	Storm Drn (SD)				SSOs INTO BUILDINGS:	2			
Soft Stoppage (F)	Storm Drain (SD)	Cleanout (CO)			Yard (Y)								
Grease (G)	Unknown (U)	Building (BLDG)			Other (O)								
Lateral Cause (LC)	Other (T)	Other (O)								TOTAL SSO VOLUME (GALS):	17,806		
Misc (M)	Wipes/Rags (W)									TOTAL VOLUME RECOVERED (GALS):	255		
MH Cover (MC)										TOTAL VOLUME UNRECOVERED (GALS):	17,551		

\*CATEGORY 1 SSO: Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that: Reach surface water and/or reach a drainage channel tributary to a surface water; or Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

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

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

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

<b>I SEWER REPLACEMENT - FY 2022-2023</b>			
A.	BUDGET ALLOCATION		\$3,259,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)		
	SUBTOTAL FOR THIS MONTH		\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E.	TOTAL 5% RETENTION HELD		\$0
F.	BUDGET REMAINING	100.00%	\$3,259,000
G.	PERCENTAGE OF FISCAL YEAR REMAINING	75.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	0 ( \$ - /LF)	

<b>II SEWER REPAIRS - FY 2022-2023</b>			
A.	BUDGET ALLOCATION		\$70,000
B.	PRIOR BUDGET EXPENDED		\$0
C.	SEWER REPAIRS PAID THIS MONTH	<u>REPAIR COST</u>	
1.	2035 Tamalpais Drive	\$2,550	
2.	11450 San Pablo Ave	\$16,430	
	SUBTOTAL FOR THIS MONTH		\$18,980
	SUBTOTAL FOR LAST MONTH		\$0
D.	TOTAL BUDGET EXPENDED	27.11%	\$18,980
E.	TOTAL RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	72.89%	\$51,020
G.	PERCENTAGE OF FISCAL YEAR REMAINING	75.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	2 ( \$9,490 /REPAIR)	

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

<b>III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE - FY 2022-2023</b>			
A.	BUDGET ALLOCATION		\$0
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SPASPA UPGRADES PAID THIS MONTH (NO RETENTION)		
SUBTOTAL FOR THIS MONTH			\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E.	TOTAL 5% RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	100.00%	\$0
G.	PERCENTAGE OF FISCAL YEAR REMAINING	75.00%	
H.	TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	0 ( \$ - /LF)	

# STEGE SANITARY DISTRICT

Last Revised: 9/8/2022

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

### PAID PROPERTIES

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.
4/24/2018	Temporary Senior Center (City El Cerrito)	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.
7/17/2018	Wang Brothers Investments, LLC (Kevin)	10963	SAN PABLO AVE.	\$ 129,644.55	51
8/20/2018	El Cerrito Apt (The Little Hill LLC.)	10300	SAN PABLO AVE.	\$ 142,717.95	32
1/22/2019	Li's America Investments LLC	10281	SAN PABLO AVE.	\$ 1,089.45	Comm.
2/6/2019	CINQUE TERRE (KEN & RONG MOU)	10530	SAN PABLO AVE.	\$ 18,738.54	5
3/22/2019	KOYOTO RAMEN & CURRY HOUSE	3050	EL CERRITO PLAZA	\$ 7,489.17	
12/18/2019	JAIMIE HITESHEW (MAYFAIR)	11600	SAN PABLO AVE.	\$ 644,503.60	156
11/20/2020	PETCO - EL CERRITO (MICHELLE SLAYDEN)	420	EL CERRITO PLAZA	\$ 2,902.08	
3/11/2021	FOOT LOCKER (RORY CROWLEY)	430	EL CERRITO PLAZA	\$ 2,055.64	
10/12/2021	SUPER SLICE PIZZA	10180	SAN PABLO AVE.	\$ 774.80	
3/1/2022	CLAIRE SULLIVAN (BANTER WINES)	10368	SAN PABLO AVE.	\$ 1,627.14	
4/19/2022	PRE-SCHOOL	729	KEARNEY ST.	\$ 14,644.26	Comm.
8/9/2022	CERRITO VISTA	10963	SAN PABLO AVE.	\$ 16,301.40	4

**\$ 1,020,736.28**

**SPASPA CONSTRUCTION SPENT \$ 842,889.00**

**BUDGET REMAINING \$ 177,847.28**

**PLAN CHECK PROPERTIES (WAITING PAYMENT)**

Date	Property Owner	#	Street	Balance Due	Units
5/30/2022	PLAYLAND 2 (ABBY WHITMAN)	10919	SAN PABLO AVE.	\$ 360,140.32	90
1/27/2022	THE VILLAGE AT TOWN CENTER	10810	SAN PABLO AVE.	\$ 16,271.40	4
12/7/2017	Angelo Obertello (Near El Cerrito Chamber of Commerce)	10290	SAN PABLO AVE.	\$ 56,651.40	14
	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
				\$ 433,063.12	

**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.





# DRAFT THE ENDEAVOR

A PUBLICATION OF THE SEGE SANITARY DISTRICT OF CONTRA COSTA COUNTY

VOLUME XXVIII NUMBER 2

SERVING EL CERRITO, KENSINGTON, AND RICHMOND ANNEX

Winter 2022

## BOARD OF DIRECTORS

Dwight Merrill  
President

Juliet Christian-Smith  
Vice President

Paul Gilbert-Snyder  
Director

Alan C. Miller  
Director

Beatrice O'Keefe  
Director

## DISTRICT MANAGER/ ENGINEER

Rex Delizo, P.E.

## MISSION STATEMENT

To protect public health and the environment for the communities we serve through planning and operation of a safe, efficient, and economical wastewater collection system.

## INSIDE

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## Sewer Problems? Call Us First!

**S**low drains? Water backing up into your home? The problem might be a clog in your lateral—the private sewer line that runs from your home to the public sewer main—or the problem might be in the sewer main itself. **Call us before you call a plumber.**

The District maintains a 24/7 emergency hotline that is always answered by a person, not a recording. The number is (510) 524-4667. If needed, we will send out a crew to inspect and let you know if you need a plumber. The inspection is free and we try to respond within one hour of your call.

*If you call a plumber before calling us, you may be responsible for any charges from your plumber, even if the problem turns out to be in the sewer main. **S***

## INTEREST-FREE PRIVATE SEWER LATERAL REPLACEMENT LOAN PROGRAM

Go to [www.stegesan.org](http://www.stegesan.org) for details

## Don't Connect Roof or Yard Drains to the Sewer System

**T**he Stege Sanitary District is responsible for the collection and transport of wastewater from homes, schools, and businesses within its boundaries to the EBMUD wastewater treatment plant in Oakland. These areas employ a separate storm drain system that collects rainwater runoff from streets and deposits the water into creeks that eventually lead to San Francisco Bay.

It's important that homeowners do not pipe rainwater, either from house gutters or a sump pump, into the sanitary sewer system. The District's wastewater system is not designed to handle the large volume of runoff from a rainstorm. Overflows of the wastewater sewers might occur if rainwater is diverted into this system. Rainwater should be directed into the street, ground, or directly to the storm drain system.

Piping rainwater into the sewer system violates District, federal, and local ordinances. Penalties and fines may be imposed for these violations.

If you see a maintenance hole overflowing in the street immediately call the District at (510) 524-4667 and we will promptly send a maintenance team to evaluate the situation. **S**





**DRAFT**

## Holiday Food Drive and Toy Program

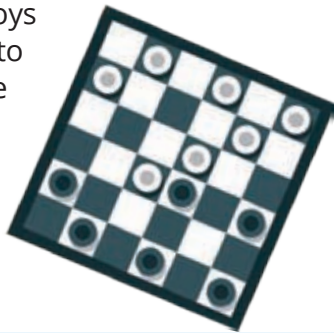


**S**tege Sanitary District will again collect food donations for Thanksgiving and toys for the Holiday Toy Program.

Food donations can be dropped off in the collection barrel in the lobby of the District office on Schmidt Lane. Bring tomato sauce, canned fruit and vegetables, pasta, dried beans, rice, peanut butter, and other canned foods to the office Monday-Thursday 8:00 am to 5:00 pm, and Friday until 4:00 pm.



New, unwrapped toys and monetary donations to the Holiday Toy Program can be dropped off at the District office anytime of the year. Toys for pre-teens and teens, including board games, puzzles, and balls, are especially needed. **S**



## Recycle Used Cooking Oil

**D**eep-frying a turkey this year? Don't pour the cooking oil down the drain. Instead, recycle it.

When Fats, Oil, or Grease (FOG) is washed down the drain, it sticks around, clogging household plumbing, the home sewer lateral, and even the sewer main.

Blockages in your home's sewer lateral can cause wastewater to back up into your home, resulting in messy and expensive cleanup costs and repairs. Overflowing maintenance hole in the street can cause environmental damage and pose health risks.

Stege customers can recycle used cooking oil at the El Cerrito Recycling Center at 7501 Schmidt Lane, El Cerrito, which is next door to the Stege Sanitary District main office. For more information on recycling cooking oil, go to [www.ebmud.com](http://www.ebmud.com) and search for "residential cooking oil and grease drop-off." For a free brochure on how to keep pipes FOG-free, call EBMUD at (510) 287-1651. **S**

## Sewer Service Charge

Sewer service charges cover the cost of operating and maintaining the sanitary sewer system. Stege Sanitary District collects and delivers sanitary wastewater to EBMUD for treatment. EBMUD charges a separate fee for wastewater treatment. Sewer service charges are collected through the annual property tax bills issued by the County. The line item STEGE SEWER CHG are the fees assessed to your property by Stege Sanitary District. **S**

SPECIAL TAXES & ASSESSMENTS			
DESCRIPTION	CODE	INFORMATION	AMOUNT
WCCUSD PARCEL TAX	* CL	(844) 332-0549	\$150.90
STRM DRAIN RECONST	DA	(800) 676-7516	\$58.00
MOSQUITO & VECTOR	DV	(925) 867-3400	\$3.12
EMERGENCY MED B	DY	(925) 608-5454	\$10.00
AC TRANSIT PCL TX	FA	(800) 273-5167	\$96.00
FED STORMWATER A-5	IH	(925) 313-2023	\$38.00
SFBRA PCL TAX	IB	(888) 508-8157	\$12.00
WCCUSD ASSESSMENT	JA	(800) 273-5167	\$72.00
EL CER SWIM CTR TX	JO	(800) 676-7516	\$58.46
<b>STEGE SEWER CHG</b>	<b>JX</b>	<b>(510) 524-4668</b>	<b>\$383.00</b>
EASTBAY TRAILS LLD	* KA	(888) 512-0316	\$5.44
EBMD WET WEATHER	KO	(866) 403-2683	\$180.74
EL CERRITO ST LT	MZ	(800) 676-7516	\$72.00
WCC HEALTH-PRCL TX	NR	(866) 807-6864	\$52.00

# Stege Sanitary District Environmentally Preferable Procurement Policy

**T**he Stege Sanitary District is committed to minimizing negative impacts on public health and the environment through responsible practices that recognize that the products and services the District procures have inherent environmental and economic impacts. The District makes procurement decisions that promote and encourage the District’s commitment to protecting the public’s health and the environment and supports goals of sustainability.



The purpose of this policy is to encourage the purchase and use of materials, products, and services that best align with the District’s fiscal, performance, and environmental goals. This includes reducing the environmental impacts from District use of products, including reduction of greenhouse gas emissions, energy use, reduction of landfill waste, health and safety risks, and resource consumption.



This policy complements the District Code and District Procurement Policy and applicable State and Federal laws and regulations. 

Image: Freepic.com

## Shop Local

Want to enjoy the connection of knowing the people behind the businesses in your community? Want to support your community by cycling funds back into the local economy? Want to reduce environmental impact by creating less traffic and air pollution? Shop local businesses! It’s good for your community; it’s good for the environment; and it will make you feel good. 




**Shop Local**

## Reminders




### Plumbing Contractors


For a list of plumbing contractors registered to work on private sewer laterals in the District, visit [www.stegesan.org](http://www.stegesan.org). Stege recommends getting at least three bids before starting work. 

### Put Wipes in the Trash, Not the Toilet



Disposable “flushable” wipes don’t disintegrate in water. Instead they accumulate in sewers where they can cause a sewer overflow into your home or into the street. Put all wipes where they belong—in the trash, not in the toilet. 


### PSL Compliance Certificate

Property owners who are selling their property or are doing a major remodel or are changing the size of their water meters are required to get a certificate from EBMUD stating that their private sewer lateral (PSL) is in good repair. See [eastbaypsl.com](http://eastbaypsl.com) for more information. For information on a District interest-free loan program to replace your PSL, go to [www.stegesan.org](http://www.stegesan.org). 

### BPD

A backflow prevention device (BPD) provides an emergency escape path should wastewater back up in your lateral. BPDs must be installed outside the home so overflow will occur outside, not inside your home.



Not sure if you have a BPD or if you need one? Contact the District at (510) 524-4668 to make an appointment for a free inspection. 



**STEGE SANITARY DISTRICT**  
7500 Schmidt Lane  
El Cerrito, CA 94530-0537 (510) 524-4667

**DRAFT**

**PRSR STD  
US POSTAGE  
PAID**

**To Contact Us:** 24/7 Phone: (510) 524-4667 Email: [staff@stegesan.org](mailto:staff@stegesan.org) Web: [www.stegesan.org](http://www.stegesan.org) Twitter: @StegeSan

Per AB 361, public meetings will continue to be held virtually.


## **INTEREST-FREE PSL REPLACEMENT LOAN PROGRAM**

**Replace your cracked Private Sewer Lateral (PSL) with an interest-free loan from Stege Sanitary District**

If your home was built before 1970, there is a good chance your private sewer lateral needs to be replaced. Even newer homes can have cracked pipes from earth movement and tree root intrusion. A plumber will be able to determine if your lateral needs replacement. Many plumbers provide free esti-

mates for their work. Always get at least three estimates before deciding on a plumber.

To aid homeowners in replacing their PSLs, Stege Sanitary District has launched the PSL Replacement Loan Program. Through this program, property owners can borrow up to \$10,000 to replace their private


sewer lateral. The loan is interest-free and repayable over ten years. Property owners repay the loan through their yearly property tax bill. There is no prepayment penalty. For more information and an application, go to [www.stegesan.org](http://www.stegesan.org). Loans will be made until there are no longer any funds. 

## **Spotlight on Service**

### **Diversity, Equity, and Inclusion (DEI) Policy**

Stege Sanitary District is committed to a culture of diversity, equity, inclusion, and respect. The individual differences that employees bring to their work represent a significant part of not only the District's culture, but the District's reputation and achievement.

The District is committed to equal opportunity employment based on merit, competence,

performance, and business need; to providing a work environment free from discrimination and harassment; to providing a climate that is welcoming and conducive to the success of all employees; and to encouraging staff to be sufficiently educated on the subjects of diversity, equity, and inclusion and to be better able to recognize and prevent all types of prejudice and bias. 

RESOLUTION NO. 2211-1022 TO OPPOSE INITIATIVE 21-0042A1

**ISSUE:**

The Board will consider a resolution to oppose Initiative 21-0042A1 which would limit the ability of voters and state and local governments to raise revenue for government services.

**FISCAL IMPACT:**

The fiscal impact would result in the loss of billions of dollars annually in critical state and local funding by restricting the ability of local agencies and the State of California to fund services and infrastructure.

**STRATEGIC PLAN:**

GOAL 3: Ensure Financial Stability and Efficiency

**BACKGROUND:**

At the Board meeting held on September 15, 2022, the Board reviewed a request by the California Special Districts Association (CSDA) to oppose Initiative #21-0042A1 that severely restricts state and local officials' ability to protect the environment, public health and safety, and neighborhoods against those who violate the law. The Board asked staff to bring back a resolution opposing the initiative for consideration at a future board meeting.

**RECOMMENDATION:**

Approve the resolution.

**ALTERNATIVES:**

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

**ATTACHMENTS:**

- Resolution No. 2211-1022

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## RESOLUTION NO. 2211-1022

## RESOLUTION TO OPPOSE INITIATIVE 21-0042A1

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

- A. An association representing California's wealthiest corporations and developers is spending millions to push a deceptive proposition aimed for the November 2024 statewide ballot.
- B. The proposed proposition, Initiative 21-0042A1, has received the official title: "LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE REVENUES FOR GOVERNMENT SERVICES. INITIATIVE CONSTITUTIONAL AMENDMENT."
- C. The measure includes provisions that would make it more difficult for local voters to pass measures needed to fund local services and infrastructure, and would limit voter input by prohibiting local advisory measures where voters provide direction on how they want their local tax dollars spent.
- D. The measure exposes taxpayers to new costly litigation, limits the discretion and flexibility of locally elected boards to respond to the needs of their communities, and injects uncertainty into the financing and sustainability of critical infrastructure.
- E. The measure severely restricts state and local officials' ability to protect our environment, public health and safety, and our neighborhoods against those who violate the law.
- F. The measure creates new constitutional loopholes that would allow corporations to pay less than their fair share for the impacts they impose on our communities, including local infrastructure, our environment, water quality, air quality, and natural resources.
- G. The measure threatens billions of dollars currently dedicated to state and local services, and could force cuts to service for residents of our District, as well as public schools, fire and emergency response, law enforcement, public health, parks, libraries, affordable housing, services to address homelessness, mental health services, and more.
- H. The measure would also reduce funding for critical infrastructure like streets and roads, public transportation, ports, drinking water, sanitation, utilities, and more.

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

1. The Stege Sanitary District opposes Initiative 21-0042A1.
2. The Stege Sanitary District will join the “No” on Initiative 21-0042A1 coalition, a growing coalition of public safety, labor, local government, infrastructure advocates, and other organizations throughout the State.

\*\*\*\*\*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20th of October 2022 by the following vote:

AYES:           BOARD MEMBERS:  
 NOES:           BOARD MEMBERS:  
 ABSENT:       BOARD MEMBERS:  
 RECUSED:      BOARD MEMBERS:

---

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

ATTEST:

---

REX DELIZO, Secretary  
 Stege Sanitary District



RESOLUTION NO. 2212-1022 FINDING THAT THERE IS A PROCLAIMED STATE OF EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE TELECONFERENCED MEETINGS OF THE STEGE SANITARY DISTRICT FOR THE 30 DAY PERIOD BEGINNING OCTOBER 20 PURSUANT TO AB 361

**ISSUE:**

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

**FISCAL IMPACT:**

The fiscal impact to continue to meet remotely is minimal.

**STRATEGIC PLAN:**

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

**BACKGROUND:**

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

AB 361 allows the following:

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

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

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

**RECOMMENDATION:**

Approve the resolution.

**ALTERNATIVES:**

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

**ATTACHMENTS:**

- Resolution No. 2212-1022

## RESOLUTION NO. 2212-1022

RESOLUTION FINDING THAT THERE IS A PROCLAIMED STATE OF EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE TELECONFERENCED MEETINGS OF THE STEGE SANITARY DISTRICT FOR THE 30 DAY PERIOD BEGINNING OCTOBER 20 PURSUANT TO AB 361

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

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

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

- P. The Board hereby finds that the presence of COVID-19 and the increase of cases due to the Omicron variant and sub-variants would present imminent risks to the health or safety of attendees, including the Board and staff, should the Board hold in person meetings.
- Q. The District shall ensure that its meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

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

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

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20<sup>th</sup> day of October 2022 by a X-X vote as follows:

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

---

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

ATTEST:

---

REX DELIZO, Secretary  
Stege Sanitary District

RESOLUTION NO. 2213-1022 AMENDING THE STEGE SANITARY DISTRICT  
ORDINANCE CODE, SECTION 4.8.2.2, LATERAL REPLACEMENT LOAN PROGRAM

**ISSUE:**

The Board will consider a resolution to amend the Stege Sanitary District Ordinance Code, Section 4.8.2.2, Lateral Replacement Loan Program.

**FISCAL IMPACT:**

The amendment would preserve the funds of the loan program for those that did not trigger the regional ordinance ([www.eastbaypsl.com](http://www.eastbaypsl.com)) which requires property owners to replace their private sewer laterals.

**STRATEGIC PLAN:**

GOAL 3: Ensure Financial Stability and Efficiency

**BACKGROUND:**

At the Board meeting held on September 15, 2022, the Manager reported on the status of the PSL replacement loan program. The Board asked staff to bring back an agenda item at a future board meeting to consider excluding properties that trigger the regional Private Sewer Lateral (PSL) ordinance from participating in the program.

**RECOMMENDATION:**

Approve the resolution.

**ALTERNATIVES:**

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

**ATTACHMENTS:**

- Resolution No. 2213-1022

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## ORDINANCE NO. 2213-1022

ORDINANCE AMENDING THE STEGE SANITARY DISTRICT ORDINANCE  
CODE, SECTION 4.8.2.2 - LATERAL REPLACEMENT LOAN PROGRAM

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

- A. The Stege Sanitary District ("District") is authorized by the Sanitary District Act of 1923 (Health & Safety Code §6400 et seq.) to provide public services and facilities related to the acquisition, construction, replacement, maintenance and operation of wastewater collection facilities within the District's service area.
- B. The District finds and determines that Infiltration and Inflow adds substantial cost to system operation and maintenance during heavy rains as additional flows are introduced to the wastewater collection system and old, leaking laterals contribute significant I&I into the wastewater collection system.
- C. The District is subject to the Consent Decree in the matter of *United State of America, et. al. v. East Bay Municipal Utility District, et. al.*, which outlines a series of activities and improvements required of the District to reduce wet weather sewage flows into the East Bay Municipal Utility District ("EBMUD") Wastewater Treatment Facilities, and to eventually eliminate the operation of, and associated discharges from, the EBMUD Wet Weather Treatment Facilities located at Point Isabel in Richmond, and San Antonio Creek and Oakport in Oakland ("Consent Decree").
- D. AB741 amended various sections of the Health and Safety Code thereby allowing public entities to enter into Contractual Assessment agreements with private property owners under which the costs of repairs to an owner's private sewer lateral can be financed and collected by use of the local county tax rolls.
- E. In order to facilitate replacement of old, leaky laterals and meet the requirements of the Consent Decree, the Board previously established a lateral replacement revolving loan program, contained in Stege Sanitary District Ordinance Code Section 4.8.

- F. Stege Sanitary District Ordinance Code Section 4.6 requires property owners to obtain a compliance certificate for the sewer lateral on their property when certain triggering events occur, such as a property sale.
- G. In order to ensure that funds remain available for the lateral replacement revolving loan program, and to facilitate the maximum number of laterals replacements and repairs as possible, the Board desires to amend the lateral replacement revolving loan program to exclude lateral repairs and replacements when a compliance certificate is otherwise required by the Code.

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

- 1. Section 4.8.2.2 of the Stege Sanitary District Ordinance Code is hereby amended to read as set forth below:

4.8.2.2 The Lateral Replacement Loan Program may not be used for a lateral repair or replacement when a Compliance Certificate is required under Section 4.6.1 of this Code or in conjunction with any other financial assistance program(s) offered by the District.

- 2. This Ordinance is effective upon the expiration of one week from the date of publication of a summary of the Ordinance, as prescribed by California Health and Safety Code Section 6490.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Ordinance was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20<sup>th</sup> day of October 2022 by 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. 2214-1022 AMENDING THE STEGE SANITARY DISTRICT  
ORDINANCE CODE, SECTION 4.4.5 – BACKFLOW PROTECTIVE DEVICE

**ISSUE:**

The Board will consider a resolution to amend the Stege Sanitary District Ordinance Code, Section 4.4.5 – Backflow Protective Device.

**FISCAL IMPACT:**

The amendment would reduce liability claims from damages resulting from sewer backups into homes.

**STRATEGIC PLAN:**

GOAL 3: Ensure Financial Stability and Efficiency

**BACKGROUND:**

At the Board meeting held on September 15, 2022, the Manager reported on the current requirements for backflow protective devices. The Board asked staff to bring back an agenda item at a future board meeting to consider requiring BPDs for all properties regardless of the elevation difference of the next upstream manhole.

**RECOMMENDATION:**

Approve the resolution.

**ALTERNATIVES:**

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

**ATTACHMENTS:**

- Resolution No. 2214-1022

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## ORDINANCE NO. 2214-1022

ORDINANCE AMENDING THE STEGE SANITARY DISTRICT ORDINANCE  
CODE, SECTION 4.4.5 – BACKFLOW PROTECTIVE DEVICE

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

- A. The Stege Sanitary District Ordinance Code establishes requirements for certain buildings to have Backflow Protective Devices.
- B. Backflow Protective Devices are a critical tool for protecting health and safety by preventing sewer backups into occupied buildings.
- C. The Board desires to amend Stege Sanitary District Ordinance Code Section 4.4.5 regarding Backflow Protective Devices in order to strengthen and clarify the District's requirements for Backflow Protective Devices.

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

- 1. Section 4.4.5 of the Stege Sanitary District Ordinance Code is hereby amended as set forth below:

**4.4.5 Backflow ~~Prevention Protective~~ Device.** All new and existing building Laterals<sub>2</sub> including Lateral replacements<sub>2</sub> shall be equipped with a cleanout riser. ~~All new building Laterals shall and~~ be ~~also~~ fitted with a backflow prevention device of type and materials as approved by the District. ~~In addition, existing Buildings in which the elevation of the lowest floor is less than twelve (12) inches above the rim elevation of the nearest upstream manhole or junction structure in the reach of a District Main Sewer into which a Building Sewer, through a Lateral, connects shall be protected from backflow of Sewage by installing a backflow protective device of a type and in the manner prescribed by the District.~~ Any such backflow prevention ~~protective~~ device shall be installed by the owner of the property on which the building is constructed, and shall be located on the Building Sewer between the building and the property line, preferably at the location of the cleanout. The backflow prevention ~~protective~~ device, if below grade, shall be enclosed

in a suitable concrete utility box with removable cover and shall be readily accessible for inspection and maintenance. The installation of any such backflow ~~prevention protective~~-device shall be at the sole cost and expense of the property owner. The maintenance of the backflow ~~prevention protective~~ device shall be the sole obligation of the owner or the owner's successor in interest. The District shall be under no obligation to ascertain that the backflow ~~prevention protective~~-device continues in operating condition.

- 2. This Ordinance is effective upon the expiration of one week from the date of publication of a summary of the Ordinance, as prescribed by California Health and Safety Code Section 6490.

\* \* \* \* \*

STATE OF CALIFORNIA)  
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Ordinance was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20<sup>th</sup> day of October 2022 by X-X vote as follows:

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

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

ATTEST:

\_\_\_\_\_  
REX DELIZO, Secretary  
Stege Sanitary District

**STEGE SANITARY DISTRICT**

**Operating Statement**

10/14/2022

September 2022

25.48% of Fiscal year Completed

	<b>July- September 2022</b>	<b>Annual Budget</b>	<b>% of Annual Budget</b>
<b>Income</b>			
<b>31 - OPERATING REVENUE</b>			
31010 - Sewer Service Charges	(42,669)	3,209,000	-1%
31020 - Permit & Insp. Fees	2,735	12,000	23%
31030 - Connection Fees	26,222	50,000	52%
31040 - San Pablo Impact Fee	16,301	50,000	33%
31080 - Contracted Services	-	33,000	0%
31010a - Capital Service Charges	-	3,775,000	0%
<b>Total 31 - OPERATING REVENUE</b>	<b>2,589</b>	<b>7,129,000</b>	<b>0%</b>
<b>32 - NON-OPERATING REVENUE</b>			
32050 - Interest - 3418	-	15,000	0%
32052 - Interest - 3423	-	5,000	0%
32080 - Property Taxes	-	500,000	0%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	-	21,000	0%
<b>Total 32 - NON-OPERATING REVENUE</b>	<b>-</b>	<b>541,000</b>	<b>0%</b>
Transfer (to)/from Reserves	-	(109,643)	0%
<b>Total Income</b>	<b>2,589</b>	<b>7,560,357</b>	<b>0%</b>
<b>Expense</b>			
<b>OPERATING EXPENSES</b>			
<b>Administration/General</b>			
45-010 - Salaries & Wages	61,530	255,300	24%
45-020 - Employee Benefits	89,655	141,506	63%
45-029 - Retiree Health	2,867	13,600	21%
45-030 - Directors Expenses	5,080	41,007	12%
45-070 - Insurance	95,841	250,400	38%
Administration - Other	33,369	291,000	11%
<b>Total Administration</b>	<b>288,342</b>	<b>992,813</b>	<b>29%</b>
<b>Maintenance/Engineering</b>			
41-010 - Salaries & Wages	301,871	1,260,660	24%
41-020 - Employee Benefits	181,548	521,701	35%
41-029 - Retiree Health	2,777	15,556	18%
41-100 - Operating Supplies	91	40,000	0%
41-110 - Contractual Services	9,355	101,300	9%
41-207 - Contracted Repairs	21,880	70,000	31%
Maintenance- Other	102,442	286,257	36%
<b>Total Maintenance/Engineering</b>	<b>619,964</b>	<b>2,295,474</b>	<b>27%</b>
<b>Pump Stations</b>	<b>7,011</b>	<b>40,020</b>	<b>18%</b>
<b>Total OPERATING EXPENSES</b>	<b>915,316</b>	<b>3,328,307</b>	<b>28%</b>
<b>CAPITAL</b>			
41-650 - Debt Repayment (SRF Loans)	-	43,900	0%
Construction Projects	-	3,833,150	0%
Outlay(Maintenance/Engineering)	71,033	355,000	20%
<b>Total CAPITAL</b>	<b>71,033</b>	<b>4,232,050</b>	<b>2%</b>
<b>Total Expense</b>	<b>986,349</b>	<b>7,560,357</b>	<b>13%</b>
<b>Net</b>	<b>(983,760)</b>	<b>0</b>	



**STEGE SANITARY DISTRICT**  
**Investment, Cash & Receivables Report**

1:32:06 PM  
 10/14/2022

As of September 30, 2022

	<u>September 30, 2022</u>	<u>August 31, 2022</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
<b>LAIF Investment Accts</b>						
11012 · Sewer Operations- 3418	6,354,464	6,526,169	-171,705	48,295	0	-220,000
11014 · System Rehab- 3423	1,015,783	1,013,863	1,920	1,920	0	0
<b>Total LAIF Investment Accts</b>	<u>7,370,247</u>	<u>7,540,032</u>	<u>-169,785</u>	<u>50,215</u>	<u>0</u>	<u>-220,000</u>
<b>Checking Accts</b>						
100 · Mechanics Bank	45,533	70,254	-24,721	11,297	-256,019	220,000
100 · County Cash Acct #3418	-8,782	-89,930	81,148 *	0 *	0	0
<b>Total Checking Accts</b>	<u>36,751</u>	<u>-19,676</u>	<u>56,427</u>	<u>11,297</u>	<u>-256,019</u>	<u>220,000</u>
11021 · Petty Cash	250	250	0	0	0	0
<b>Total Checking/Savings</b>	<u>7,407,247</u>	<u>7,520,606</u>	<u>-113,359</u>	<u>61,512</u>	<u>-256,019</u>	<u>0</u>
301 · Ca Employer's Retiree Benefit Trust	295,814	295,814	0	0	0	0
<b>Total CA Employer's Retiree Benefit Trust</b>	<u>295,814</u>	<u>295,814</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Accounts Receivable</b>						
11072 · Accounts Receivable	111,533	112,533	-1,000			
<b>Total Accounts Receivable</b>	<u>111,533</u>	<u>112,533</u>	<u>-1,000</u>			

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

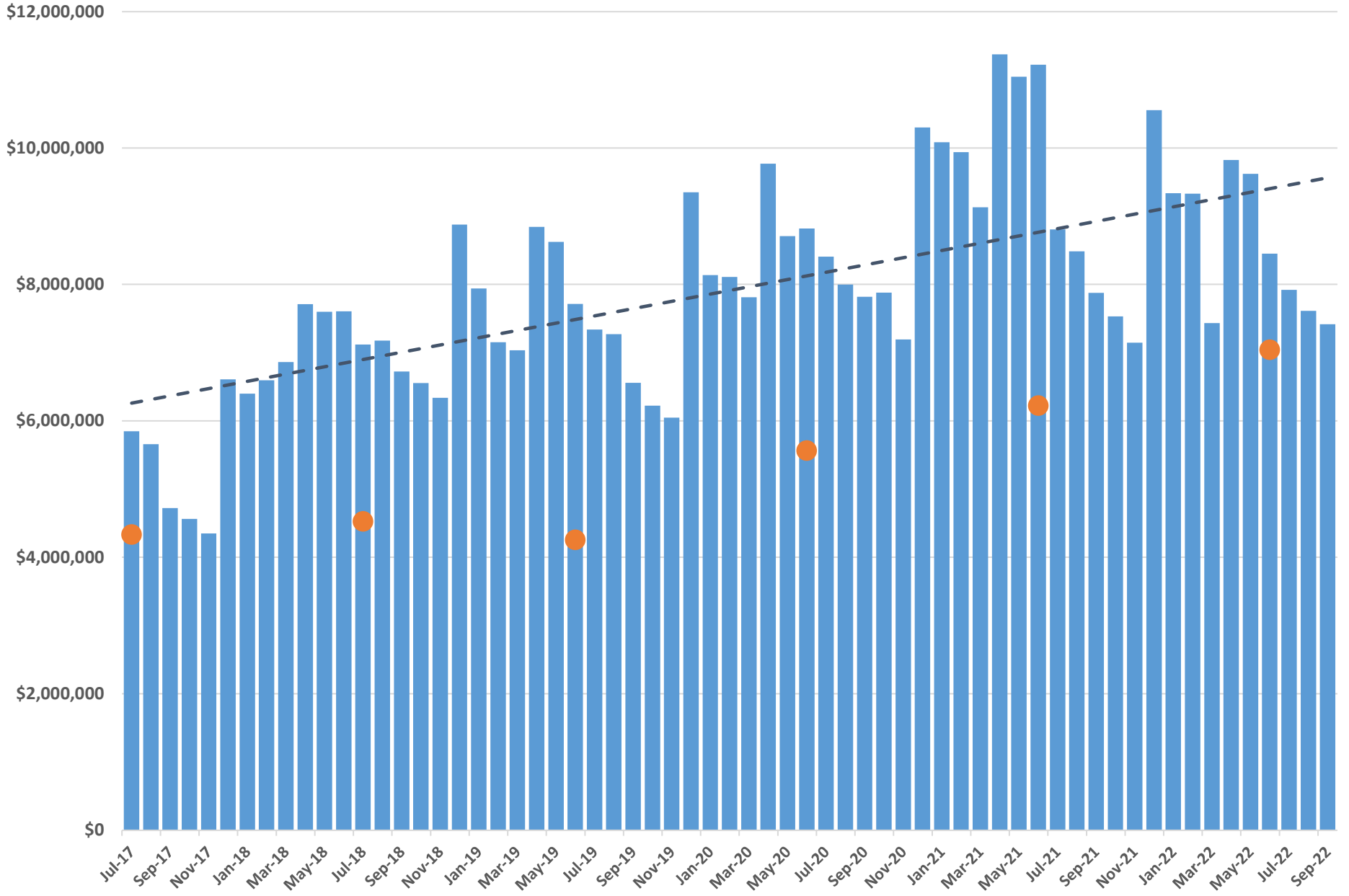
I hereby certify that the invested funds of the Stege Sanitary District are in compliance with the investment policies of the Stege Sanitary District and provide sufficient liquidity to meet budgeted expenses for the next six month period.

\_\_\_\_\_  
 Rex Delizo, District Manager

\_\_\_\_\_  
 Date

# Monthly Cash on Hand vs. Target Balance

Unrestricted Cash On Hand    Target Balance    - - - Cash On Hand Trendline





**BETTY T. YEE**  
**California State Controller**

**LOCAL AGENCY INVESTMENT FUND  
 REMITTANCE ADVICE**

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

As of 10/14/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2022.

Earnings Ratio		.00003699565555327
Interest Rate		1.35%
Dollar Day Total	\$	712,814,687.74
Quarter End Principal Balance	\$	7,370,246.64
Quarterly Interest Earned	\$	26,371.05

The

**California Employer's Retiree Benefit Trust (CERBT)**

**Quarterly Statement**

was not available in time to be included in the Board agenda packet, but will be provided, if ready, at the

Board meeting.

11:38 AM	STEGE SANITARY DISTRICT			
10/14/2022	Check Report			
Accrual Basis	October 20, 2022			
	Name	Memo	Amount	Num
Oct 20, 22				
	Aramark Uniform Services	Uniform Service	-317.48	27869
	Aries	Camera Repair	-1,248.19	27870
	DATCO	Oct-Dec 2022	-146.25	27871
	DEK Electric	Shop Lights	-1,411.66	27872
	Direct Line	Answering Service 09/01-30/22	-109.00	27873
	Ditch Witch West	Camera Repair	-790.08	27874
	Dormatech Mechanical Systems, INC	HVAC Maintenance	-3,457.09	27875
	EAST BAY MUNICIPAL UTITLITY DISTRICT	CSTAC FY 2023	-54,792.43	27876
	Total Compensation Systems, Inc.	GASB 75 Roll Forward Valuation	-1,440.00	27877
Oct 20, 22			<b>-63,712.18</b>	

# STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY 2022	FEBRUARY 2022	MARCH 2022	APRIL 2022	MAY 2022	JUNE 2022
1/3 & 1/17 HOLIDAY  <del>CASA Winter Conf. Jan 19-21, Palm Springs</del>	2/21 HOLIDAY  CASA Policy Forum Feb 28-Mar. 1, Wash, DC			5/30 HOLIDAY	6/8 Safety and Recognition Awards Luncheon
1/6/2022 – 7:00 P.M.	2/17/2022 – 7:00 P.M.	3/5/2022 – <b>9:00 A.M.</b>	4/7/2022 – 7:00 P.M.	5/5/2022 – 7:00 P.M.	6/2/2022 – 7:00 P.M.
<ul style="list-style-type: none"> <li>• Board Governance Manual Review</li> <li>• Long Range Planning Workshop Agenda</li> <li>• Service Rate Discussion</li> <li>• District of Distinction (even years)</li> <li>• Director’s Contact Info</li> <li>• Board Training Summ.</li> <li>• CASA Conference</li> <li>• Diversity, Equity, and Inclusion</li> </ul>	<ul style="list-style-type: none"> <li>• Actuarial Analysis of Retiree Health Benefits Report (even years)</li> <li>• Long Range Planning Workshop Agenda</li> <li>• Service Rate Discussion</li> <li>• Performance Report</li> <li>• Board Training Summ.</li> <li>• CASA Conference</li> <li>• Form 700</li> </ul>	<p><b><u>9AM MEETING TIME</u></b></p> <ul style="list-style-type: none"> <li>• Long Range Planning Workshop <ul style="list-style-type: none"> <li>– Past 5 yrs. Expenditures Review</li> <li>– Self-Assessment of Governance</li> <li>– Strategic Plan Review</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Service Rate Discussion/ Approval (&amp; 30-day Notice)</li> <li>• Board Training Summ.</li> <li>• Diversity, Equity, and Inclusion</li> </ul>	<ul style="list-style-type: none"> <li>• Appoint Labor Negot.</li> <li>• CLOSED SESSION – Conf. Labor Negot.</li> <li>• Draft Budget</li> <li>• Board Training Summ.</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• Review of Comparable Agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Budget</li> <li>• Review Directors’ Meeting Compensation</li> <li>• District Working Capital and Reserve Policy</li> <li>• Approve Project Plans and Specs (+CEQA)</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• CASA Conference</li> <li>• Diversity, Equity, and Inclusion</li> </ul>
1/27/2022 – 7:00 P.M.		3/17/2022 – 7:00 P.M.	4/21/2022 – 7:00 P.M.	5/19/2022 – 7:00 P.M.	6/16/2022 – 7:00 P.M.
<ul style="list-style-type: none"> <li>• CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval.</li> <li>• Board Governance Manual Approval</li> <li>• Long Range Planning Workshop Agenda</li> <li>• Service Rate Discussion</li> <li>• Quarterly Financial Statements</li> <li>• SPASPA Status Report</li> <li>• CSDA Conference Attendee Reports</li> </ul>		<ul style="list-style-type: none"> <li>• Auditor – RFP</li> <li>• California Employer’s Retiree Benefit Trust (CERBT)</li> <li>• Service Rate Discussion</li> <li>• Action Plan</li> <li>• Consent Decree Quarterly Report</li> <li>• Board Training Summ.</li> <li>• CASA Conference Attendee Reports</li> <li>• Form 700</li> </ul>	<ul style="list-style-type: none"> <li>• CLOSED SESSION – Quarterly Claims Rpt</li> <li>• Draft Budget</li> <li>• Employee Benefit Package Review</li> <li>• Service Rate Discussion/Approval (+ 30-day Notice)</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• Quarterly Financial Statements</li> <li>• SPASPA Status Report</li> </ul>	<ul style="list-style-type: none"> <li>• CLOSED SESSION – Manager Perf. Eval. – Conf. Labor Negot.</li> <li>• Resolution Ordering Board Election (even years)</li> <li>• Draft Budget</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• Service Rate Discussion/Approval (+ 30-day Notice)</li> </ul>	<ul style="list-style-type: none"> <li>• CLOSED SESSION – Counsel Perf. Eval.</li> <li>• Resolution Salary of District Manager</li> <li>• Resolution Employee Salary Ranges</li> <li>• Resolution Approve/Adopt Budget</li> <li>• Review and Approve Incentive Award</li> <li>• Adopt Incentive Award Goals &amp; Objectives</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• CD Quarterly Report</li> <li>• CASA Conference</li> </ul>

# STEGE SANITARY DISTRICT

## BOARD OF DIRECTORS MEETING AGENDA CALENDAR

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