

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF APRIL 15, 2021
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.stegesand.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@stegesand.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 Executive Order N-29-20, Board Members Christian-Smith, Gilbert-Snyder, Merrill, Miller, and O'Keefe 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)

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CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 3

Lucia – Government Tort Claim filed: 5/26/2020

Jones – Government Tort Claim filed: 12/16/2020

Gailfus – Government Tort Claim filed: 12/28/2020

IV. Approval of Minutes

Motion:

A. Approval of April 1, 2021 Board Meeting Minutes

(The Board will be asked to review and approve the minutes of April 1, 2021 Board Meeting)

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 Status Report

4. Employee Benefits Package

5. Draft Budget

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VII. Business

- Res./Motion: A. RESOLUTION 2158-0421 FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS
(The Board will consider approval of the resolution)

Info: **VIII. Financial Statements – March 2021**

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

IX. Approval of Checks

- Info/Motion: A. Checks for April 15, 2021 - Fund No. 3418 & 3423
(The Board will be asked to approve the April 15, 2021 checks)

Info: **X. Future Agenda Items**

May 6, 2021

Draft Budget
July 4th Fair Discussion
Review of Comparable Agencies
Diversity, Equity, and Inclusion

May 20, 2021

CLOSED SESSION – Manager Performance Evaluation
CLOSED SESSION – Conference with Labor Negotiator
Connection Charge Review
Draft Budget

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XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on May 6, 2021 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

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

*****MINUTES*****

- I. Call To Order:** President O’Keefe called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Merrill, Miller*,
O’Keefe*
- Absent: None
- Others Present: Rex Delizo, District Manager
Nine (9) Stege Sanitary District Employees*
**via video-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 March 18, 2020 Board Meeting Minutes

MOTION: By Merrill, seconded by Miller, to approve the minutes of the March 18, 2021 Board Meeting, as amended

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Merrill, Miller,
O’Keefe

NOES: None

ABSTAIN: None

ABSENT: None

V. Communications

A. Oral Communications

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1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

a. City & Community Meetings

Christian-Smith reported that West Contra Costa Unified School District voted to re-open schools on April 19th. O’Keefe reported that the State is providing training to school districts to perform rapid COVID-19 antigen testing for students and educators. Miller gave a report on a recent El Cerrito City meeting regarding upcoming plans for development along the San Pablo Avenue corridor.

B. Written Communications

There were no items to consider.

VI. Reports of Staff and Officers

A. Manager’s Report:

The Manager reported that the deadline to submit FORM 700s is today and to submit the results of the Board Member’s individual self-evaluation of governance from the long-range planning workshop.

VII. Business

A. Salary Survey

The Board reviewed and considered the survey of comparable agencies’ salaries and the California Special District Association (CSDA) Salary & Benefits Survey Report. The Board asked staff to prepare a resolution establishing salary ranges based on the 85th percentile of the salary survey and then adjusted by the upcoming April CPI-W cost of living figures, when available, for consideration at a future Board meeting.

B. Diversity, Equity, and Inclusion

The Board discussed their individual experiences with Diversity, Equity, and Inclusion (DEI) and would like to continue these conversations and discussions on a regular basis moving forward on how they, as individuals and as a District, could contribute to the furthering of DEI initiatives, including

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recruiting “DEI” candidates for the next 2022 District Board election and taking advantage of Federal funding for senior and low-income resident subsidies.

VIII. Approval of Checks

A. Checks for April 1, 2021- Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 27033 through 27041 in the amount of \$4,219.94

VOTE: AYES: Christian-Smith, Gilbert-Snyder, Merrill, Miller,
 O’Keefe

NOES: None

ABSTAIN: None

ABSENT: None

IX. Future Agenda Items

April 15, 2021

CLOSED SESSION – Quarterly Claims Report

Employee Benefits Package

Quarterly Financial Statements

Draft Budget

July 4th Fair Discussion

San Pablo Avenue Specific Plan Area Status Report

+*CalPERS Retiree Health Resolution*

May 6, 2021

Draft Budget

July 4th Fair Discussion

Review of Comparable Agencies

Diversity, Equity, and Inclusion

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+Self-Assessment of Governance Summary

+Future In-person Board Meeting Planning

X. Adjournment

The meeting was adjourned at 8:28 P.M. The next meeting of the District Board of Directors will be held on Thursday, April 15, 2021 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

**STEGE SANITARY DISTRICT
MONTHLY MAINTENANCE SUMMARY REPORT
Mar-21**

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITES

There were 23 normal working days	Days	Feet
Unit #10 (combo) operated:	1	515
Unit #11 (rodder) operated:	0	0
Unit #15 (video) operated:	18	27,598
Unit #16 (combo) operated:	11	75,618

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	47,271	28,862	201,530	51,486	0
Total Video	17,920	9,678	46,160	21,323	6,538

2. MONTHLY SERVICE CALLS

After-hour service calls: calls 2 out 2

STEGE SANITARY DISTRICT - SERVICE CALLS, OVERFLOWS AND BACKUPS

YEAR	MO	SERVICE CALLS		LATERAL PROBLEMS		STRUCTURAL MAINLINE FAILURES		MAINLINE OVERFLOWS INTO HOMES	
		CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	TOTAL LAST 12-MOS	CURRENT MONTH	TOTAL LAST 12-MOS
2021	Mar	17	14.0	12	7.8	0	2	0	2
		CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE		OVERFLOWS RELATED TO WET WEATHER			
		CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS		
		0	1	0	4	0	0		

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

MONTHLY SERVICE CALLS

March-2021

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
3/2/2021 Tuesday 12:26 PM	273112 273111	108 ARLINGTON AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/3/2021 Wednesday 10:25 AM	161325 161309	1751 LIBERTY ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/4/2021 Thursday 10:00 AM	172202 172201	6795 SNOWDON AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				CUSTOMER'S C/O OVERFLOWING THE MAIN LINE WAS CLEAR.
3/5/2021 Friday 11:19 AM	226201 226107	7131 B ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/5/2021 Friday 2:00 PM	221121 221120	3010 FAIRMOUNT AVE. EL CERRITO, CA 94530 <i>Last Call: 11/19/2018</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.
3/8/2021 Monday 3:56 PM	265502 265028	858 GELSTON PL. EL CERRITO, CA 94530 <i>Last Call: 8/24/2020</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC				HOMEOWNER COMPLAINED OF NOISY MANHOLE, WE INSTALLED RAPO.
3/11/2021 Thursday 10:44 AM	200206 200203	5430 CENTRAL AVE. RICHMOND, CA 94804 <i>Last Call: 7/15/2019</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC, T				EBMUD LINE PROBLEM. MANHOLE COVER LOOSE.
3/12/2021 Friday 9:20 AM	221302 221017	7305 FAIRMOUNT AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/12/2021 Friday 2:55 PM	283112 283111	1026 RICHMOND ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/15/2021 Monday 8:35 AM	101215 101232	1923 SANTA CLARA AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/16/2021 Tuesday 11:02 AM	161325 161309	1751 LIBERTY ST. EL CERRITO, CA 94530 <i>Last Call: 3/3/2021</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.
3/21/2021 Sunday 5:45 PM	281202 281201	931 ELM ST. EL CERRITO, CA 94530 <i>Last Call: 8/7/2020</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/25/2021 Thursday 6:34 PM	203115 203114	5732 CENTRAL AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/26/2021 Friday 9:25 AM	232020 232015	149 COLUSA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/29/2021 Monday 3:05 PM	227120 227118	6714 EUREKA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/30/2021 Tuesday 1:00 PM	261309 261015	783 BALRA DR. EL CERRITO, CA 94530 <i>Last Call: 8/17/1997</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				CUSTOMER WANTED AN APOINTMENT TO TALK ABOUT SEWER LINE.
3/30/2021 Tuesday 2:21 PM	273214 273212	129 YORK AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				CUSTOMER HAD RATS COMING FROM HOLES IN BACK YARD. OUR MAIN WAS CLEAR. WE HAD HER CALL VECTOR.

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
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PROBLEM TYPE:

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

SPILL

LOCATION:
 Lamp/Manhole (MH)
 Mainline (ML)
 Lateral (L)
 Cleanout (CO)
 Building (BLDG)
 Other (O)

SPILL

CAUSE:
 Blockage (B)
 Surcharge (S)
 Line Break (ML)
 Other (O)

SPILL END

LOCATION:
 Building (BLDG)
 Creek (C)
 Strt/Pvmnt (ST)
 Storm Drn (SD)
 Yard (Y)
 Other (O)

MAINLINE: 0

LATERAL: 12

OTHER: 5

TOTAL SERVICE CALLS: 17

MAINLINE OVERFLOW: 0

MAINLINE SURCHARGE: 0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

April-2021

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
3/23/2020 Monday 8:00 PM	102311 102308	1338 SOUTH 56TH ST. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	W, OF	MH	B	ST	SSO WAS CAUSED BY CLOTH TOWELS AND WIPES	CAT 3	5 gallons	5 gallons	0 gallons
4/19/2020 Sunday 10:44 AM	282104 282103	651 KEARNEY ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, D, OF	BLDG	ML	BLDG	SSO CAUSED BY BROKEN MAIN DUE TO 3RD PARTY CONTRACTOR.	CAT 3	151 gallons	26 gallons	125 gallons
7/15/2020 Wednesday 11:56 AM	231906 231901	329 RUGBY AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B	ML	ML	SD, C	BROKEN MAIN	CAT 1	117 gallons	12 gallons	105 gallons
12/13/2020 Sunday 4:37 PM	262118 262104	703 EVERETT ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	OF, T	BLDG	B	BLDG	WE FOUND A PLASTIC SOFTBALL IN SEWER LINE.	CAT 3	36 gallons	36 gallons	0 gallons
12/22/2020 Tuesday 8:36 PM	212115 212154	5735 COLUMBIA AVE. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, W	MH	B	ST	FOUND DEBRIS AND BABY WIPES IN MAINLINE.	CAT 3	6 gallons	6 gallons	0 gallons

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)

SPILL

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)

TOTAL MAINLINE SSOs: 5

MAINLINE BREAK SSOs: 2

MAINLINE SURCHARGE SSOs: 0

CATEGORY 1 SSOs: 1

SSOs INTO BUILDINGS: 2

TOTAL SSO VOLUME (GALS): 315

TOTAL VOLUME RECOVERED (GALS): 85

TOTAL VOLUME UNRECOVERED (GALS): 230

*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

Last Revised: 4/6/2021

BOARD OF DIRECTORS SAN PABLO AVENUE SPECIFIC PLAN STATUS REPORT

PAID PROPERTIES

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units	Equiv. Fixture Units	Added Fixture Units from (E)
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.	34	3
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.	264	76
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.	23	18
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.	55	55
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5	5
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5	5
4/24/2018	Temporary Senior Center (City El Cerrito)	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.	40	13
7/17/2018	Wang Brothers Investments, LLC (Kevin)	10963	SAN PABLO AVE.	\$ 129,644.55	51	595	595
8/20/2018	El Cerrito Apt (The Little Hill LLC.)	10300	SAN PABLO AVE.	\$ 142,717.95	32	655	655
1/22/2019	Li's America Investments LLC	10281	SAN PABLO AVE.	\$ 1,089.45	Comm.	5	5
2/6/2019	CINQUE TERRE (KEN & RONG MOU)	10530	SAN PABLO AVE.	\$ 18,738.54	5	86	86
3/22/2019	KOYOTO RAMEN & CURRY HOUSE	3050	EL CERRITO PLAZA	\$ 7,489.17		44	34
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		4	4
3/11/2021	FOOT LOCKER (RORY CROWLEY)	430	EL CERRITO PLAZA	\$ 2,055.64		6	6
				\$ 987,388.68			

PLAN CHECK PROPERTIES (WAITING PAYMENT)

Date	Property Owner	#	Street	Balance Due	Units	EFU	Added Fixture Units from (E)
12/7/2017	Angelo Obertello (Near El Cerrito Chamber of Commerce)	10290	SAN PABLO AVE.	\$ 56,651.40	14	260	260
	Charlie Oewell	921	Kearney St.	no plans yet	78		
	Charlie Oewell (Near Burger King)	10167	San Pablo Ave.	no plans yet	83		
	Charlie Oewell (Near Home Depot)	11950	San Pablo Ave.	no plans yet	146		
	Abby Wittman (Near Marty's Motors)	10919	San Pablo Ave.	no plans yet	85		
				\$ 56,651.40			

SAN PABLO AVENUE SPECIFIC PLAN REVIEW PROCEDURE

1. City of El Cerrito Community Development Department Planning Division sends preliminary plans to Stege, for Request for Comment.
2. Stege reviews preliminary plans, determines if the project is located within the SPASP area.
3. The SPASP study allocates a set number of units/commercial space per parcel. Stege determine if the parcel has enough "allocation" for the proposed project.
Stege keeps a running total of proposed projects and "encumbers/reserves" units for a parcel.
Pre-encumbering prevents two competing projects from "double counting" on allocations.
4. Developer submits plans to Stege for Plan Check. Stege reviews plans and provides fee estimate.
Separate fee estimates are provided for Standard connection (based on units connected or fixture), and SPASP Fee (based on fixture units).
5. Stege stamps plans only upon payment of all fees.

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
March 2021

I SEWER REPLACEMENT - FY 2020-21			
A. BUDGET ALLOCATION			\$2,867,000
B. PRIOR BUDGET EXPENDED (WITH RETENTION)			\$0
C. SEWER REPLACEMENTS PAID THIS MONTH			
1 Ardmore Rd.		\$200,514	
2 Carl Avenue		\$152,960	
3 Carquinez Avenue		\$282,840	
	SUBTOTAL FOR THIS MONTH		\$636,314
D. TOTAL BUDGET EXPENDED (NO RETENTION)	21.08%		\$604,499
E. TOTAL 5% RETENTION HELD			\$31,816
F. BUDGET REMAINING	77.81%		\$2,230,686
G. PERCENTAGE OF FISCAL YEAR REMAINING	25.00%		
H. TOTAL REPLACEMENT FOOTAGE PAID TO DATE	3,410	(\$ 186.60 /LF)	

II SEWER REPAIRS - FY 2020-21			
A. BUDGET ALLOCATION			\$66,000
B. PRIOR BUDGET EXPENDED			\$27,600
C. SEWER REPAIRS PAID THIS MONTH			
1 5906 Santa Cruz Ave.		\$3,085	
2 1841 Arlington Blvd.		\$7,685	
3 1113 Arlington Blvd		\$3,504	
4 7308 Pomona Ct.		\$4,385	
5 700 Everett St.		\$7,435	
	SUBTOTAL FOR THIS MONTH		\$26,094
	SUBTOTAL FOR LAST MONTH		\$27,600
D. TOTAL BUDGET EXPENDED	81.35%		\$53,694
E. TOTAL RETENTION HELD	0.00%		\$0
F. BUDGET REMAINING	18.65%		\$12,306
G. PERCENTAGE OF FISCAL YEAR REMAINING	25.00%		
H. TOTAL NUMBER OF REPAIRS PAID TO DATE	11	\$ 4,881.27 /REPAIR)	

CalPERS 2021 Regional Health Premiums (Actives and Annuitants)

Effective Date: January 1, 2021

Region 1

Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba

Basic Monthly Premiums (B)

Plan	Subscriber	Plan Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Rate
Anthem Blue Cross Del Norte	\$935.84	504	1	\$1,871.68	504	2	\$2,433.18	504	3
Anthem Blue Cross Select	925.60	506	1	1,851.20	506	2	2,406.56	506	3
Anthem Blue Cross Traditional	1,307.86	509	1	2,615.72	509	2	3,400.44	509	3
Blue Shield Access+	1,170.08	525	1	2,340.16	525	2	3,042.21	525	3
Blue Shield Access+ EPO	1,170.08	524	1	2,340.16	524	2	3,042.21	524	3
Blue Shield Trio*	880.50	451	1	1,761.00	451	2	2,289.30	451	3
Health Net SmartCare	1,120.21	528	1	2,240.42	528	2	2,912.55	528	3
Kaiser Permanente	813.64	533	1	1,627.28	533	2	2,115.46	533	3
PERS Choice	935.84	548	1	1,871.68	548	2	2,433.18	548	3
PERS Select	566.67	557	1	1,133.34	557	2	1,473.34	557	3
PERSCare	1,294.69	566	1	2,589.38	566	2	3,366.19	566	3
Peace Officers Research Assoc of CA	799.00	592	1	1,725.00	592	2	2,199.00	592	3
UnitedHealthcare SignatureValue Alliance	941.17	576	1	1,882.34	576	2	2,447.04	576	3
Western Health Advantage	757.02	591	1	1,514.04	591	2	1,968.25	591	3

Supplement/Managed Medicare Monthly Premiums (M)

Plan	Subscriber	Plan Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Rate
Anthem Blue Cross Select and Medicare Preferred	\$383.37	455	4	\$766.74	455	5	\$1,150.11	455	6
Anthem Blue Cross Select and Medicare Preferred PPO Dental/Vision ¹	383.37	459	4	766.74	459	5	1,150.11	459	6
Anthem Blue Cross Medicare Preferred	383.37	515	4	766.74	515	5	1,150.11	515	6
Anthem Blue Cross Medicare Preferred Dental/Vision ¹	383.37	512	4	766.74	512	5	1,150.11	512	6
Kaiser Permanente Senior Advantage	324.48	536	4	648.96	536	5	973.44	536	6
Kaiser Permanente Senior Advantage plus Dental ²	324.48	542	4	648.96	542	5	973.44	542	6
PERS Choice Medicare Supplement	349.97	551	4	699.94	551	5	1,049.91	551	6
PERS Select Medicare Supplement	349.97	560	4	699.94	560	5	1,049.91	560	6
PERSCare Medicare Supplement	381.25	569	4	762.50	569	5	1,143.75	569	6
Peace Officers Research Assoc of CA Medicare Supplement	513.00	595	4	1,022.00	595	5	1,635.00	595	6
UnitedHealthcare Group Medicare Advantage	311.56	579	4	623.12	579	5	934.68	579	6
UnitedHealthcare Group Medicare Advantage PPO Dental/Vision ³	311.56	585	4	623.12	585	5	934.68	585	6

*Blue Shield Trio is only available in El Dorado, Nevada, Placer, Sacramento, and Yolo.

¹Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.

²Dental benefit is an additional \$15.05 per member per month premium. You will be billed directly for this amount.

³Dental and Vision coverage is an additional \$25.55 per member per month premium. You will be billed directly for this amount.

HEALTH BENEFITS

Medical Plans

EBMUD offers Kaiser, Health Net and Anthem Blue Cross Classic plans. Coverage is effective the first day of the month following the hire date for employees and eligible dependents.

KAISER HMO: Premiums are fully paid by EBMUD for employee and their eligible dependents.

HEALTHNET HMO: **Single coverage (employee only) is fully paid by EBMUD.** Double or family coverage requires the employee pay **15%** of the premium cost.

ANTHEM BLUE CROSS CLASSIC PPO: **Single coverage (employee only) is fully paid** by EBMUD. Double or family coverage requires the employee pay **15%** of the premium cost.

Dental Plan (Delta Dental)

Premium is fully paid by EBMUD for employees and eligible dependents.

Vision Plan (VSP)

Premium is fully paid by EBMUD for employees and eligible dependents.

Wellness Programs

EBMUD offers wellness programs and resources designed to promote overall health and well-being. A monthly Wellness Connection Healthy Life Newsletter is sent to all employees. Various seminars on health related topics are regularly presented by benefit providers and employees can participate in basic health testing and risk assessment. There are four on-site fitness facilities accessible to employees.

Flexible Spending Account (FSA)

The FSA gives employees the opportunity to set aside money on a pre-tax basis, for eligible out-of-pocket health care and dependent care expenses.

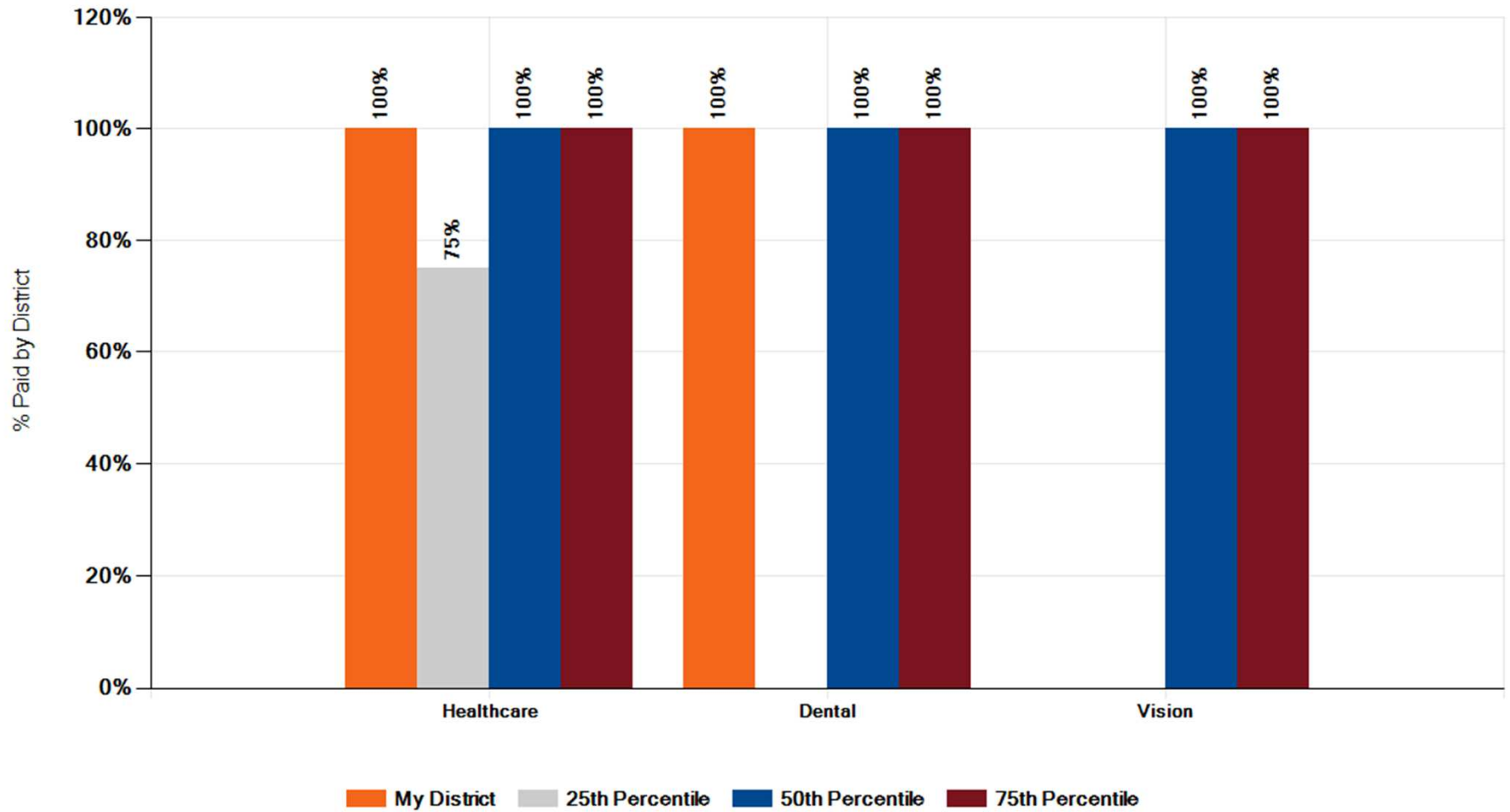
EBMUD offers supplemental benefit dollars (\$915 effective January 1, 2019) per calendar year to eligible employees, to use as pre-tax FSA or take as taxable cash.

MEDICAL CARE REIMBURSEMENT PLAN (MCRP): Employees can set aside up to **\$2,550** per year including EBMUD's supplemental benefits for eligible out of pocket health care expenses such as co-pays for office visits, prescription drugs, eyeglasses, etc. The plan offers a FSA debit card which makes it easy to spend FSA dollars. The FSA debit card pays directly from employees' FSA, therefore eliminates paying out of pocket, filing a claim and waiting for reimbursement.

DEPENDENT CARE ASSISTANCE PLAN (DCAP): Employees can set aside up to **\$5,000** per year including EBMUD's supplemental benefits for reimbursement of eligible child care expenses.

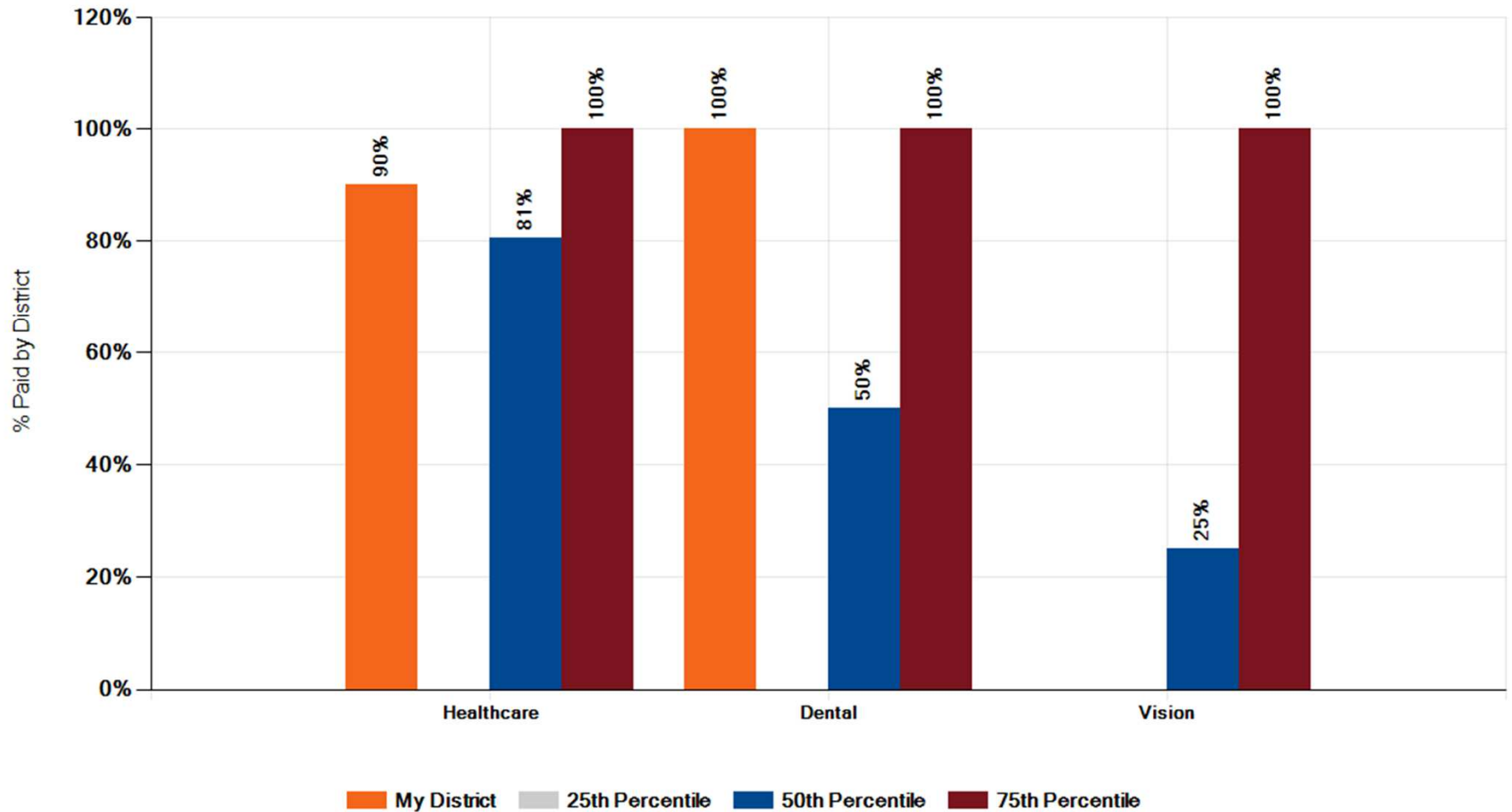


Employee Insurance Paid by District





Dependent Insurance Paid by District



VSP VISION – RATES GUARANTEED UNTIL JANUARY 1, 2022 *See page 28, note 14 for Plan Selections and Combination Guidelines

VISION BENEFITS	Option 1		Option 2	
	In-Network	Non-Network	In-Network	Non-Network
Copay	\$25 for Exam and/or Materials		\$25 for Exam and/or Materials	
Exam	Covered after Copay	Plan pays up to: \$50	Covered after Copay	Plan pays up to: \$50
Lenses				
Single	Covered after Copay	\$50	Covered after Copay	\$50
Bifocal	Covered after Copay	\$75	Covered after Copay	\$75
Trifocal	Covered after Copay	\$100	Covered after Copay	\$100
Frames	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70
Contact Lenses - Elective	\$130 Allowance	\$105	\$130 Allowance	\$105
Contact Lenses - Medically Necessary	Covered after Copay	\$210	Covered after Copay	\$210
Contact Exam and Fitting	Up to \$60	\$0	Up to \$60	\$0
Frequency of Services				
Eye Examination	12 months		12 months	
Lenses	24 months		12 months	
Frames	24 months		24 months	
Contact Lenses ¹	24 months		12 months	
Rates				
Employee Only	\$6.59		\$7.62	
Employee + 1 Dependent	\$12.77		\$14.83	
Employee + 2 or More Dependents	\$20.19		\$23.48	

¹ Contact lenses are in lieu of spectacle lenses and frames

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.



VSP VISION – RATES GUARANTEED UNTIL JANUARY 1, 2022 *See page 28, note 14 for Plan Selections and Combination Guidelines

VISION BENEFITS	Option 3		Option 4		Option 5	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Copay	\$15 for Exam and/or Materials		\$25 for Exam and/or Materials		\$0 for Exam and/or Materials	
Exam	Covered after Copay	Plan pays up to: \$50	Covered after Copay	Plan pays up to: \$50	Covered after Copay	Plan pays up to: \$50
Lenses						
Single	Covered after Copay	\$50	Covered after Copay	\$50	Covered	\$50
Bifocal	Covered after Copay	\$75	Covered after Copay	\$75	Covered	\$75
Trifocal	Covered after Copay	\$100	Covered after Copay	\$100	Covered	\$100
Frames	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70
Contact Lenses - Elective	\$130 Allowance	\$105	\$130 Allowance	\$105	\$130 Allowance	\$105
Contact Lenses - Medically Necessary	Covered after Copay	\$210	Covered after Copay	\$210	No Copay	\$210
Contact Exam and Fitting	Up to \$60	\$0	Up to \$60	\$0	Up to \$60	\$0
Frequency of Services						
Eye Examination	12 months		12 months		12 months	
Lenses	12 months		12 months		12 months	
Frames	24 months		12 months		12 months	
Contact Lenses ¹	12 months		12 months		12 months	
Rates						
Employee Only	\$8.03		\$10.92		\$17.41	
Employee + 1 Dependent	\$15.45		\$21.42		\$34.20	
Employee + 2 or More Dependents	\$24.62		\$34.09		\$54.80	

¹ Contact lenses are in lieu of spectacle lenses and frames

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.

EMPLOYEE BENEFITS

2021 VSP Vision Insurance Plans
(cost per month)

	OPTION 1	OPTION 2	OPTION 3	OPTION 4	OPTION 5
Single	\$ 6.59	\$ 7.62	\$ 8.03	\$ 10.92	\$ 17.41
Double	\$ 12.77	\$ 14.83	\$ 15.45	\$ 21.42	\$ 34.20
Family	\$ 20.19	\$ 23.48	\$ 24.62	\$ 34.09	\$ 54.80

Employee Only Coverage

Emp Only	\$ 65.90	\$ 76.20	\$ 80.30	\$ 109.20	\$ 174.10
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Employee + Dependents Coverage

a	Single	\$ 6.59	\$ 7.62	\$ 8.03	\$ 10.92	\$ 17.41
c	Single	6.59	7.62	8.03	10.92	17.41
e	Single	6.59	7.62	8.03	10.92	17.41
f	Single	6.59	7.62	8.03	10.92	17.41
b	Double	12.77	14.83	15.45	21.42	34.20
d	Family	20.19	23.48	24.62	34.09	54.80
g	Family	20.19	23.48	24.62	34.09	54.80
h	Family	20.19	23.48	24.62	34.09	54.80
i	Family	20.19	23.48	24.62	34.09	54.80
j	Family	20.19	23.48	24.62	34.09	54.80
	Total	\$ 140.08	\$ 162.71	\$ 170.67	\$ 235.55	\$ 377.84

DRAFT BUDGET

DETAIL SHEET

**STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS**

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
010 SALARIES AND WAGES					
011 Engineering Salaries	\$ 338,707	29%	\$ 476,400	\$ 553,900	16%
011.6 Cell Phone (3)	1,440	33%	2,160	2,160	0%
012 Collection System Salaries	312,804	31%	453,200	541,900	20%
012.6 Cell Phone (5)	2,220	38%	3,600	3,600	0%
013 Overtime - Service Calls	4,667	70%	15,400	15,400	0%
014 Overtime - Engineering/Inspection	430	14%	500	500	0%
015 Standby	37,690	26%	51,000	60,000	18%
017 Performance Incentive	-	100%	12,000	12,000	0%
TOTAL SALARIES AND WAGES	\$ 697,958	31%	\$ 1,014,260	\$ 1,189,460	17%
020 EMPLOYEE BENEFITS					
021 Retirement	\$ 189,876	44%	\$ 341,290	\$ 321,350	-6%
021a Deferred Comp Match	15,460	39%	25,440	25,440	0%
Cafeteria Plan					
022 Health Care Premiums & Admin Fees	16,306	-3297%	480	72,581	15021%
023 Life Insurance/Dental/LTD	9,244	34%	13,920	15,840	14%
024 Workers' Compensation Insurance	10,895	40%	18,300	19,200	5%
025 Unemployment Insurance	11,033	-104%	5,400	5,700	6%
026 Medicare	11,418	42%	19,600	20,200	3%
027 Cash in Lieu (Dependent Care & Medical)	78,909	56%	179,136	24,000	-87%
Retiree Medical & ARC					
'028 Retiree Medical (AnnReq'dContrib ARC)		#DIV/0!	-	-	0%
'029 Retiree Health Care Premium	7,605	26%	10,300	11,900	16%
030 Social Security (On Call Maintenance)	2,293	-129%	1,000	1,310	31%
TOTAL EMPLOYEE BENEFITS	\$ 353,040	43%	\$ 614,866	\$ 517,521	-16%
MAINTENANCE					
060 GAS, OIL AND FUEL	\$ 12,085	45%	\$ 22,000	\$ 22,000	0%
070 CLAIMS	-	100%	15,000	15,000	0%
080 MEMBERSHIPS	864	71%	3,000	3,000	0%
100 OPERATING SUPPLIES					
101 Rods and Augers	-	100%	5,000	5,000	0%
102 Chemicals	-	100%	1,000	1,000	0%
104 Hose and Nozzles	13,502	46%	25,000	25,000	0%
105 Emergency Readiness		100%	500	500	0%
107 Engineering and Inspection Supplies	279	86%	2,000	2,000	0%
108 Computer/Supplies	1,437	78%	6,500	6,500	0%
Forward totals to next page	28,166	65%	80,000	80,000	0%

DRAFT BUDGET

DETAIL SHEET

**STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS**

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
Totals from previous page	\$ 28,166	65%	\$ 80,000	\$ 80,000	0%
110 CONTRACTUAL SERVICES					
111 Phone Service (Answering Service)	\$ 783	35%	\$ 1,200	\$ 1,200	0%
112 Manhole Level Monitors	2,273	9%	2,500	2,500	0%
115 Sewer Root Foaming	67,641	10%	75,000	75,000	0%
116 Radio and Test Equipment Maintenance	-	100%	500	500	0%
117 Utility Marking Service	4,495	-50%	3,000	3,000	0%
118 DOT Regulatory Compliance	380	58%	900	900	0%
119 Collection System JPA	-	100%	15,000	15,000	0%
120 PROFESSIONAL SERVICES					
121 Technical/Legal Support	\$ 9,538	91%	\$ 107,000	\$ 107,000	0%
122 Safety Consultant	-	100%	1,000	1,000	0%
123 Flow Monitoring Modeling	-	100%	15,000	15,000	0%
124 Enforcement	-	100%	6,000	6,000	0%
140 RENTS AND LEASES	\$ -	100%	1,000	1,000	0%
150 REPAIRS AND MAINTENANCE					
151 Vehicle Maintenance	\$ 37,066	7%	\$ 40,000	\$ 40,000	0%
152 Equipment and Shop Maintenance	4,442	51%	9,000	9,000	0%
153 Sewer Materials					
a. Pipe and Fittings	-	100%	4,000	4,000	0%
b. Manholes	-	100%	4,500	4,500	0%
c. Castings	-	100%	1,000	1,000	0%
154 Emergency Sewer Replacement	-	100%	12,500	12,500	0%
156 Building Maintenance	994	45%	1,800	1,800	0%
157 Janitorial Services	2,457	45%	4,500	4,500	0%
158 Yard Maintenance	1,470	39%	2,400	2,400	0%
159 Refuse Service	3,737	21%	4,750	4,750	0%
159a Refuse Service-Vactor	736	67%	2,250	2,250	0%
160 Video Inspection Equipment Repair	8,106	46%	15,000	15,000	0%
170 TRAVEL AND MEETINGS					
171 Training and Testing	\$ -	100%	\$ 3,000	\$ 3,000	0%
173 Travel Reimbursement	25	100%	6,000	6,000	0%
174 Meetings and Conference	515	90%	5,000	5,000	0%
Forward totals to next page	\$ 172,826	59%	\$ 423,800	\$ 423,800	0%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
Totals from previous page	\$ 172,826	59%	\$ 423,800	\$ 423,800	0%
193 WATER - HYDRO FLUSHER	\$ 4,644	34%	\$ 7,000	\$ 7,000	0%
203 FIRST AID SUPPLIES	-	100%	500	500	0%
204 SAFETY EQUIPMENT AND GLOVES	1,141	75%	4,500	4,500	0%
205 UNIFORMS AND BOOTS	8,694	30%	12,500	15,317	23%
206 SAFETY INCENTIVE PROGRAM	-	100%	1,250	1,250	0%
TOTAL MAINTENANCE/ENGINEERING	\$ 187,304	58%	\$ 449,550	\$ 452,367	1%
41.2 BURLINGAME PUMP STATION					
150 Repairs (Contracted)	1,977	51%	\$ 4,000	\$ 4,000	0%
150a Annual Inspection	-	100%	2,500	2,500	0%
151 Electricity	638	29%	900	900	0%
152 Telemetry	-	100%	350	350	0%
153 Maintenance and Landscaping	560	42%	960	960	0%
41.4 CANON PUMP STATION					
150 Repairs (Contracted)	5,085	-27%	4,000	4,000	0%
150a Annual Inspection	-	100%	2,500	2,500	0%
151 Electricity	878	2%	900	900	0%
152 Telephone/Telemetry	-	100%	350	350	0%
TOTAL PUMP STATIONS	\$ 9,138	44%	\$ 16,460	\$ 16,460	0%
207 CONTRACTED REPAIRS	\$ 27,600	58%	66,000	68,000	3%
TOTAL - MAINT/ENG EMPLOYEE SALARIES	\$ 697,958	31%	\$ 1,014,260	\$ 1,189,460	17%
TOTAL - MAINT/ENG EMPLOYEE BENEFITS	353,040	43%	614,866	517,521	-16%
TOTAL OTHER MAINTENANCE/ENGINEERING	187,304	58%	449,550	452,367	1%
TOTAL - PUMP STATIONS	9,138	44%	16,460	16,460	0%
TOTAL CONTRACTED REPAIRS	27,600	58%	66,000	68,000	3%
TOTAL OPERATIONS	\$ 1,275,039	41%	\$ 2,161,136	\$ 2,243,808	4%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
010 SALARIES AND WAGES					
011 Administration Salaries	\$ 133,083	33%	\$ 197,500	\$ 236,500	20%
017 Performance Incentive	-	100%	3,500	3,500	0%
TOTAL - SALARIES & WAGES	\$ 133,083	34%	\$ 201,000	\$ 240,000	19%
020 EMPLOYEE BENEFITS					
021 Retirement	\$ 78,932	21%	\$ 99,770	\$ 97,300	-2%
021a Deferred Comp Match	4,000	33%	6,000	6,000	0%
Cafeteria Plan					
022 Health Care Premiums & Admin Fees	5,092	-1315%	360	19,800	5400%
023 Life Insurance/Dental/LTD	1,384	30%	1,980	2,160	9%
024 Workers' Compensation Insurance	6,374	-59%	4,000	4,200	5%
025 Unemployment Insurance	-	100%	500	500	0%
026 Medicare	2,294	66%	6,750	7,480	11%
027 Cash in Lieu (Dependent Care & Medical) Retiree Medical	22,392	50%	44,784	-	-100%
'028 Retiree Medical (AnnReq'dContrib(ARC))	-	#DIV/0!	-	-	0%
'029 Retiree Health Care Premiums	7,591	26%	10,300	11,900	16%
029a Social Security	-	100%	1,500	1,700	13%
TOTAL - EMPLOYEE BENEFITS	\$ 128,059	27%	\$ 175,944	\$ 151,040	-14%
GENERAL EXPENSES					
030 DIRECTORS' EXPENSES					
031 Board Meeting Compensation	\$ 11,163	50%	\$ 22,231	\$ 22,388	1%
032 Travel Reimbursement	-	100%	10,000	10,000	0%
033 Meetings & Conference	415	94%	6,500	6,500	0%
034 Training	-	100%	1,000	1,000	0%
TOTAL - DIRECTORS' EXPENSES	\$ 11,578	71%	\$ 39,731	\$ 39,888	0%
040 ELECTION EXPENSES	\$ -	100%	\$ 30,000	\$ -	-100%
070 INSURANCE					
071 Liability and Property Insurance	\$ 179,723	5%	\$ 189,500	\$ 227,400	20%
072 Dividends (CREDIT)		100%	(22,500)	(22,500)	0%
080 MEMBERSHIPS					
081 Memberships	\$ 14,080	6%	\$ 15,000	\$ 15,000	0%
082 Memberships - Board	100	0%	100	100	0%
Forward totals to next page	205,480	18%	251,831	259,888	3%

DRAFT BUDGET

DETAIL SHEET

**STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL**

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
Totals from previous page	\$ 205,480	18%	\$ 251,831	\$ 259,888	3%
090 OFFICE EXPENSES					
091 Stationery, Postage, Supplies	\$ 1,574	61%	\$ 4,000	\$ 4,000	0%
092 Subscriptions	1,368	73%	5,000	5,000	0%
094 Public Notice Postage	-	100%	400	400	0%
096 Bank Charges	92	87%	700	700	0%
120 PROFESSIONAL SERVICES					
121 Legal Services	\$ 23,506	33%	\$ 35,000	\$ 35,000	0%
123 Audit and Special Reports	12,250	39%	20,000	20,000	0%
124 Resources Consultant	4,230	15%	5,000	5,000	0%
125 Administrative Support	-	100%	2,500	2,500	0%
126 Labor Relations/HR Training	-	100%	100	100	0%
127 Litigation Expenses	-	100%	5,000	5,000	0%
129 ADP Payroll Expenses	1,984	67%	6,000	6,000	0%
130 PRINTING AND PUBLICATIONS					
131 Meetings and Hearings Notices	\$ -	100%	\$ 1,000	\$ 1,000	0%
132 Newsletters	7,764	61%	20,000	20,000	0%
133 Publications (Ordinances & Notices)	1,204	84%	7,500	7,500	0%
134 Job Advertising	-	100%	500	500	0%
140 RENTS AND LEASES					
	\$ 256	68%	\$ 800	\$ 800	0%
150 BUILDING REPAIRS AND MAINTENANCE					
151 Administration Offices	\$ 4,325	52%	\$ 9,000	\$ 9,000	0%
155 Office Equipment	2,153	64%	6,000	6,000	0%
Forward totals to next page	266,187	30%	380,331	388,388	2%

DRAFT BUDGET

DETAIL SHEET

**STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL**

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
Totals from previous page	\$ 266,187	30%	\$ 380,331	\$ 388,388	2%
160 REVENUE COLLECTION EXPENSES					
161 EBMUD	\$ -	100%	\$ 600	\$ 600	0%
162 CCC Assessment Collection Fees	5,978	57%	14,000	14,000	0%
170 TRAVEL AND MEETINGS					
173 Travel Reimbursement	\$ -	100%	\$ 1,500	\$ 1,500	0%
174 Meetings and Conferences	-	100%	3,000	3,000	0%
190 UTILITIES					0%
191 Gas and Electricity	\$ 7,135	45%	\$ 13,000	\$ 13,000	0%
192 Telephone & Computer Internet	8,029	36%	12,500	12,500	0%
193 Water	2,101	50%	4,200	4,200	0%
194 Security System	2,892	-16%	2,500	4,500	80%
200 OTHER EXPENSES					
201 Miscellaneous	\$ 3,552	29%	\$ 5,000	\$ 5,000	0%
202 Property Taxes	64	36%	100	100	0%
203 LAFCO Net Cost Apportionment	2,983	25%	4,000	4,000	0%
204 Public Outreach	152	99%	18,000	18,000	0%
205 Penalties & Fines	-	100%	35,000	35,000	0%
TOTAL - GENERAL EXPENSES	\$ 299,072	39%	\$ 493,731	\$ 503,788	2%
TOTAL - ADMIN. EMPLOYEE SALARIES	\$ 133,083	34%	\$ 201,000	\$ 240,000	19%
TOTAL - ADMIN. EMPLOYEE BENEFITS	\$ 128,059	27%	\$ 175,944	\$ 151,040	-14%
TOTAL - ADMINISTRATION & GENERAL	\$ 560,213	36%	\$ 870,675	\$ 894,828	3%
TOTAL OPERATIONS & ADMIN. (3418)	\$ 1,835,253	39%	\$ 3,031,811	\$ 3,138,636	4%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - CAPITAL EQUIPMENT EXPENSES

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
CAPITAL EQUIPMENT EXPENSES					
300 CAPITAL OPERATIONS (3421)					
315 Flow Meters	-	100%	\$ 150,000	\$ 150,000	0%
319 Manhole Level Monitors	6,902	54%	15,000	-	-100%
324 Vehicle Replacement	-	#DIV/0!	-	350,000	100%
328 Generator	47,125	6%	50,000	-	-100%
329 Security Fence Burlingame PS	33,185	2%	34,000	-	-100%
330 Fuel Tank	-	100%	65,000	-	-100%
Sub-Total Capital Operations	\$ 87,212	72%	\$ 314,000	\$ 500,000	59%
TOTAL - CAPITAL EQUIPMENT EXPENSES (3421)	\$ 87,212	72%	\$ 314,000	\$ 500,000	59%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - CAPITAL EXPENSES

FISCAL YEAR 2021-2022

ITEM	as of 03/01/21 EXPENDITURES 2020-2021	REMAINING BUDGET 2020-2021	Fiscal Year 2020-2021 Budget	Fiscal Year 2021-2022 Budget	% Change
411 MANHOLES					
Manhole Adjustments	\$ 19,550	61%	\$ 50,000	\$ 50,000	0%
428 RENEWAL & REPLACEMENT					
a. Interceptor Cleaning	\$ 50,000	0%	\$ 50,000	\$ 50,000	0%
b. Pump Station Rehab	-	#DIV/0!	-	-	0%
c. Admin Building	-	100%	10,000	10,000	0%
SUB TOTAL (428)	\$ 50,000	17%	\$ 60,000	\$ 60,000	0%
434 STANDARD SEWER REHABILITATION (3423)					
a. Construction Costs	\$ -	100%	\$ 2,867,000	\$ 3,057,000	7%
d. San Pablo Ave. Specific Plan Upgrades	-	100%	1,000,000	-	-100%
e. Pumpstation Forcemains	-	100%	1,000,000	1,000,000	0%
f. Targeted I/I Reduction Construction Costs	-	100%	-	-	0%
SUB-TOTAL (434)	\$ -	100%	\$ 4,867,000	\$ 4,057,000	-17%
TOTAL CONSTRUCTION COSTS (400s)	\$ 69,550	99%	\$ 4,977,000	\$ 4,167,000	-16%
650 DEBT REPAYMENT (SRF LOANS)					
a. Repayment Project 99201	104,281	0%	104,300	104,300	0%
b. Repayment Project 02203	43,939	0%	43,900	43,900	0%
TOTAL DEBT REPAYMENT (650)	\$ 148,220	0%	\$ 148,200	\$ 148,200	0%
TOTAL CAPITAL EXPENSES (400-650)	\$ 217,770	96%	\$ 5,439,200	\$ 4,815,200	-11%

**RESOLUTION NO. 2158-0421 FIXING THE EMPLOYER CONTRIBUTION UNDER
THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL
AMOUNT FOR EMPLOYEES AND ANNUITANTS**

ISSUE:

The Board will consider a “change resolution”, as required by CalPERS, to put into effect the retiree health benefit increase from \$280 to \$324.48 per month for current and future retirees that was previously approved in February 2021 by Resolution 2156-0221.

FISCAL IMPACT:

The fiscal impact to approve the additional “change resolution“ as required by CalPERS is minimal.

(The fiscal impact of the retiree health benefit increase to \$324.48 per month for current and future retirees was previously considered during the approval of Resolution 2156-0221 at the Board meeting held on February 11, 2021 and detailed in the Actuarial Valuation of Retiree Health Benefits as of July 1, 2019 by Total Compensation Systems, Inc.)

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

WORK PLAN ITEM “m”: Establish and follow a plan to fully fund retirement liabilities

BACKGROUND:

At the Board meeting held on February 11, 2021, the Board approved Resolution 2156-0221 to change the current \$280 per month retiree health benefit level to match the 2021 Kaiser Medicare Supplemental rate of \$324.48 per month for current and future retirees.

CalPERS requires a specific “change resolution” (attached) to change the current \$280 per month retiree health benefit level to \$324.48 per month for current and future retirees to serve as a legally binding document, and requires the original resolution, certified copy with original signatures, or a copy of the resolution with the agency’s raised seal as certification.

RECOMMENDATION:

Approve the resolution.

ALTERNATIVES:

1. Take no action and provide staff further instructions.

ATTACHMENTS:

- Resolution No. 2158-0421

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Health Resolution Template Packet

Contract vs. Resolution

The CalPERS Health Program is governed by the Public Employees Medical and Hospital Care Act (PEMHCA), and the California Code of Regulations (CCR), of the California Public Employees Retirement Law (PERL). PEMHCA contains all the rules and regulations that a contracting agency must adhere to. We define PEMHCA as the actual *health contract*, and the *resolution* as the method by which an agency elects to become subject to PEMHCA.

Resolution Type (Enclosed)

Change Resolution	Purpose
Format: <input checked="" type="checkbox"/> All, Equal <input type="checkbox"/> All, Unequal <input type="checkbox"/> By Group, Equal <input type="checkbox"/> By Group, Unequal	An agency must file a <i>change resolution</i> to change the monthly employer health contribution. Contracting agencies may change their employer contribution anytime in the contracting year. A change resolution becomes effective on the first day of the second month in which the resolution is filed and received by CalPERS. It is the agency's responsibility to notify its active and retired employees of the change.

Instructions

- The enclosed resolution should be completed by filling in the editable fields with the information requested in the field tab. Contracting agencies may not add, edit, or remove language in the enclosed resolution, other than the editable fields. CalPERS may reject resolutions that are submitted with additional changes.
- The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the governing body (i.e. Board of Directors, Board of Trustees, etc.), and the location and the date of signing.
- **This resolution serves as a legally binding document, and we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.** Please complete and include the enclosed cover sheet when mailing the resolution.

Questions or Additional Information

The Health Resolutions & Compliance Unit is responsible for authoring and maintaining this document. The unit can be contacted directly at HealthContracts@calpers.ca.gov.



**Please staple on top of your health resolution(s) or cover letter.
This will ensure that the CalPERS mailroom expedites delivery to our office.
Mail packet to either:**

Overnight Mail Service

California Public Employees' Retirement System
Health Resolutions & Compliance Services, HAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Resolutions & Compliance Services, HAMD
PO BOX 942714
Sacramento, CA 94229-2714

HEALTH RESOLUTION

CalPERS ID #	2595946637
Agency Name	Stege Sanitary District
Desired Effective Date	June 1, 2021

RESOLUTION NO. 2158-0421
FIXING THE EMPLOYER CONTRIBUTION
UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

WHEREAS, (1) Stege Sanitary District is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$324.48 per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Stege Sanitary District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Stege Sanitary District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Stege Sanitary District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the District Manager to file with the Board a verified copy of this resolution, and to perform on behalf of Stege Sanitary District all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on June 1, 2021.

Adopted at a regular meeting of the Directors of the Stege Sanitary District at Contra Costa County, California, this 15th day of April, 2021.

Signed: _____
BEATRICE O'KEEFE, President

Attest: _____
REX DELIZO, Secretary

STEGE SANITARY DISTRICT

Operating Statement

04/12/2021

March 2021

77.81% of Fiscal year Completed

	<u>July-March 2021</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	1,540,336	2,789,000	55%
31020 - Permit & Insp. Fees	6,110	15,000	41%
31030 - Connection Fees	44,287	150,000	30%
31040 - San Pablo Impact Fee	4,958	250,000	2%
31080 - Contracted Services	-	30,000	0%
31010a - Capital Service Charges	1,584,077	2,901,000	55%
Total 31 - OPERATING REVENUE	<u>3,179,768</u>	<u>6,135,000</u>	<u>52%</u>
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	28,066	70,000	40%
32052 - Interest - 3423	3,701	15,000	25%
32080 - Property Taxes	315,076	400,000	79%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	25	21,000	0%
Total 32 - NON-OPERATING REVENUE	<u>346,867</u>	<u>506,000</u>	<u>69%</u>
Transfer (to)/from Reserves	-	1,861,911	0%
Total Income	<u>3,526,635</u>	<u>8,502,911</u>	<u>41%</u>
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	156,478	201,000	78%
45-020 - Employee Benefits	123,611	165,644	75%
45-029 - Retiree Health	7,595	10,300	74%
45-030 - Directors Expenses	13,162	39,731	33%
45-070 - Insurance	155,101	167,000	93%
Administration - Other	121,722	287,000	42%
Total Administration	<u>577,669</u>	<u>870,675</u>	<u>66%</u>
Maintenance/Engineering			
41-010 - Salaries & Wages	792,928	1,046,160	76%
41-020 - Employee Benefits	359,006	604,566	59%
41-029 - Retiree Health	7,604	10,300	74%
41-100 - Operating Supplies	15,971	40,000	40%
41-110 - Contractual Services	75,849	98,100	77%
41-207 - Contracted Repairs	53,694	66,000	81%
Maintenance- Other	113,349	311,450	36%
Total Maintenance/Engineering	<u>1,418,402</u>	<u>2,176,576</u>	<u>65%</u>
Pump Stations	11,604	16,460	70%
Total OPERATING EXPENSES	<u>2,007,674</u>	<u>3,063,711</u>	<u>66%</u>
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	148,220	148,200	100%
Construction Projects	705,914	4,977,000	14%
Outlay(Maintenance/Engineering)	140,737	314,000	45%
Total CAPITAL	<u>994,871</u>	<u>5,439,200</u>	<u>18%</u>
Total Expense	<u>3,002,546</u>	<u>8,502,911</u>	<u>35%</u>
Net	<u>524,089</u>	<u>0</u>	

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report
 As of March 31, 2021

1:05 PM
 04/12/2021

	<u>March 31, 2021</u>	<u>February 28, 2021</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
ASSETS						
Current Assets						
Checking/Savings						
LAIF Investment Accts						
11012 · Sewer Operations- 3418	8,068,617	8,901,617	-833,000	0	0	-833,000
11014 · System Rehab- 3423	1,009,589	1,009,589	0	0	0	0
Total LAIF Investment Accts	<u>9,078,207</u>	<u>9,911,207</u>	<u>-833,000</u>	<u>0</u>	<u>0</u>	<u>-833,000</u>
Checking Accts						
100 · Mechanics Bank	52,269	27,019	25,250	49,812	-857,562	833,000
100 · County Cash Acct #3418	-131,770	-127,783	-3,987 *	0 *	0	0
Total Checking Accts	<u>-79,501</u>	<u>-100,764</u>	<u>21,263</u>	<u>49,812</u>	<u>-857,562</u>	<u>833,000</u>
11021 · Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>8,998,956</u>	<u>9,810,693</u>	<u>-811,737</u>	<u>49,812</u>	<u>-857,562</u>	<u>0</u>
301 · Ca Employer's Retiree Benefit Trust	232,647	232,647	0	0	0	0
Total CA Employer's Retiree Benefit Trust	<u>232,647</u>	<u>232,647</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Accounts Receivable						
11072 · Accounts Receivable	4,433	4,433	0			
Total Accounts Receivable	<u>4,433</u>	<u>4,433</u>	<u>0</u>			

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

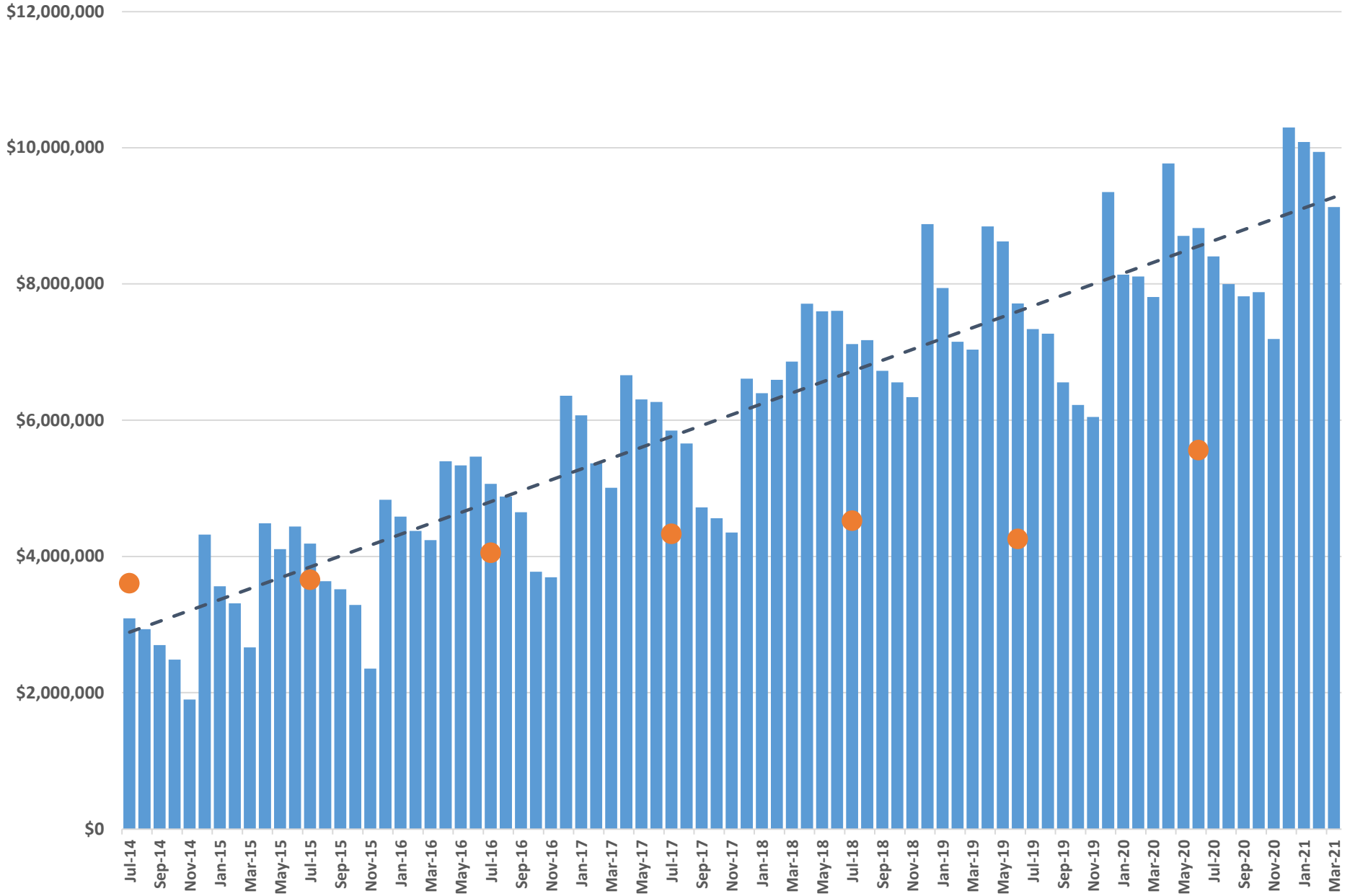
I hereby certify that the invested funds of the Stege Sanitary District are in compliance with the investment policies of the Stege Sanitary District and provide sufficient liquidity to meet budgeted expenses for the next six month period.

 Rex Delizo, District Manager

 Date

Monthly Cash on Hand vs. Target Balance

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



NOTE:

Both the **Local Agency Investment Fund (LAIF) Quarterly Statement** and the **California Employer's Retiree Benefit Trust (CERBT) Quarterly Statement** are not yet ready for review but will be provided, if available, at the board meeting.

11:25 AM	STEGE SANITARY DISTRICT			
04/12/2021	Check Report			
Accrual Basis	April 15, 2021			
	Name	Memo	Amount	Num
Apr 15, 21				
	Aramark Uniform Services	Uniform Service	-307.59	27042
	Arvin Gonzales	Dental Dividend 2017-2019	-286.47	27043
	Catherine Kalahale.	Dental Dividend 2017-2019	-286.47	27044
	Cerrito Printing, Inc.	Door Hangers	-211.82	27045
	DATCO	Apr-Jun 2021	-117.00	27046
	Dennis Wright	Dental Dividend 2017-2019	-286.47	27047
	Dormatech Mechanical Systems, INC	A/C Repair	-5,790.00	27048
	Enrique Reyes	Dental Dividend 2017-2019	-286.47	27049
	Exxonmobil	Gas	-126.51	27050
	Fred Bondoc	Dental Dividend 2017-2019	-286.47	27051
	Juan Perez	Dental Dividend 2017-2019	-286.47	27052
	Kary Richardson	Dental Dividend 2017-2019	-286.47	27053
	Nakano Landscape	Landscaping Mar 2021	-290.00	27054
	Pastime Hardware	Maintenance Supplies	-55.07	27055
	Paul Soo, Jr.	Dental Dividend 2017-2019	-286.47	27056
	PG&E- #0103467151-9	Burlingame Pump Station	-98.80	27057
	PG&E- #6675831511-4	Office/Shop	-2,009.15	27058
	Plaza Auto Service, Inc	Vehicle Maintenance	-1,706.70	27059
	Reserve Account	Postage	-200.00	27060
	Rex W. Delizo	Dental Dividend 2017-2019	-286.47	27061
	Subsite Electronics CA	Video Camera Repairs	-196.98	27062
	Universal Building Services	Janitorial March	-393.00	27063

	Name	Memo	Amount	Num
	WECO Industries, Inc.	Fiberglass Pole	-548.95	27064
Apr 15, 21			-14,629.80	

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY 2021	FEBRUARY 2021	MARCH 2021	APRIL 2021	MAY 2021	JUNE 2021
1/1 & 1/18 HOLIDAY CASA Winter Conf. Jan 27-28, Virtual Event	2/15 HOLIDAY CASA Policy Forum Feb ???, Wash, DC	AB 1234 Training (even years)		5/31 HOLIDAY AB 1661 Training (odd years)	6/9 Safety and Recognition Awards Luncheon
1/7/2021 – 7:00 P.M.	2/11/2021 – 7:00 P.M.	3/6/2021 – 9:00 A.M.	4/1/2021 – 7:00 P.M.	5/6/2021 – 7:00 P.M.	6/3/2021 – 7:00 P.M.
<ul style="list-style-type: none"> • Board Governance Manual Review • Long Range Planning Workshop Agenda • Service Rate Discussion • District of Distinction (even years) • Board Training Summ. • Director’s Contact Info • CASA Conference 	<ul style="list-style-type: none"> • Actuarial Analysis of Retiree Health Benefits Report (even years) • Long Range Planning Workshop Agenda • Service Rate Discussion • Performance Report • Board Training Summ. • CASA Conf. + Attendee Reports • Form 700 	<p><u>9AM Meeting Time</u></p> <ul style="list-style-type: none"> • Long Range Planning Workshop <ul style="list-style-type: none"> – Past 5 yrs. Expenditures Review – Self-Assessment of Governance – Strategic Plan Review 	<ul style="list-style-type: none"> • Service Rate Discussion/ Approval (& 30-day Notice) • Board Training Summ. • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Draft Budget • Board Training Summ. • July 4th Fair Discussion • Review of Comparable Agencies • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Draft Budget • Review Directors’ Meeting Compensation • District Working Capital and Reserve Policy • Approve Project Plans and Specs (+CEQA) • July 4th Fair Discussion • CASA Conference • Diversity, Equity, and Inclusion
1/21/2021 – 7:00 P.M.		3/18/2021 – 7:00 P.M.	4/15/2021 – 7:00 P.M.	5/20/2021 – 7:00 P.M.	6/17/2021 – 7:00 P.M.
<ul style="list-style-type: none"> • CLOSED SESSION <ul style="list-style-type: none"> – Quarterly Claims Rpt – Manager Perf. Eval. • Board Governance Manual Approval • Resolution for Disposal of Surplus Property • Quarterly Financial Statements • Long Range Planning Workshop Agenda • Service Rate Discussion • CASA Conference • SPASPA Status Report 		<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Consent Decree Quarterly Report • Service Rate Discussion • Board Training Summ. • Form 700 	<ul style="list-style-type: none"> • CLOSED SESSION <ul style="list-style-type: none"> – Quarterly Claims Rpt • Employee Benefit Package • Quarterly Financial Statements • Draft Budget • Service Rate Discussion/Approval (+ 30-day Notice) • July 4th Fair Discussion • SPASPA Status Report 	<ul style="list-style-type: none"> • CLOSED SESSION <ul style="list-style-type: none"> – Manager Perf. Eval. – Conf. Labor Negot. • Resolution Ordering Board Election (even years) • Connection Charge • Draft Budget • July 4th Fair Discussion • Service Rate Discussion/Approval (+ 30-day Notice) 	<ul style="list-style-type: none"> • CLOSED SESSION <ul style="list-style-type: none"> – Counsel Perf. Eval. • Resolution Approve/Adopt Budget • Resolution Salary of District Manager • Resolution Employee Salary Ranges • Review and Approve Incentive Award • Adopt Incentive Award Goals & Objectives • July 4th Fair Discussion • CD Quarterly Report • CASA Conference

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY 2021	AUGUST 2021	SEPTEMBER 2021	OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021
7/5 HOLIDAY 4 th of July Fair Booth	CASA Annual Conf. Aug 11-13, San Diego CSDA Annual Conf. Aug 30-Sep 1, Monterey	9/6 HOLIDAY		11/25-26 HOLIDAY	12/9 HOLIDAY LUNCHEON 12/24 & 12/31 HOLIDAY
7/8/2021 – 7:00 P.M.	8/19/2021 – 7:00 P.M.	9/9/2021 – 7:00 P.M.	10/7/2021 – 7:00 P.M.	11/11/2021 – 7:00 P.M.	12/9/2021 – 2:00 P.M.
<ul style="list-style-type: none"> • July 4th Fair Debrief • CASA Conference • CSDA Conference • Form 470 • Diversity, Equity, and Inclusion 	<ul style="list-style-type: none"> • Select Actuary for Analysis of Retiree Health Benefits (odd years) • Quarterly (FY End) Financial Statements • Conn. Charge Report per Gov. Code 66013 • CASA Conference – Attendee Reports • CSDA Conference 	<ul style="list-style-type: none"> • CSDA Conference – Attendee Reports 	<ul style="list-style-type: none"> • Regional PSL Program Update • Regional FOG Program Update 	<ul style="list-style-type: none"> • Proposed Meeting Calendar • Board Officer Succession Plan • CASA Conference 	<u>2PM Meeting Time</u> <ul style="list-style-type: none"> • Fiscal Year Financial Audit • Resolution Certifying Election Results (even years) • Emergency Contact Update • Meeting Calendar • Consent Decree Quarterly Report • CASA Conference • Pension + OPEB UAL Reports • Nomination & Election of Officers
7/29/2021 – 7:00 P.M.		9/23/2021 – 7:00 P.M.	10/21/2021 – 7:00 P.M.		
<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Hearing +Res./Ord. – Establish and Collect Sewer Service Charges – Director Meeting Compensation • Resolution Filing Notice of Completion • District Investment Policy • Reimb. Report per Gov. Code 53065.5 • Quarterly Financial Statements • Candidate filing period (even years) • SPASPA Status Report • CASA Conference • CSDA Conference • Form 470 		<ul style="list-style-type: none"> • Health Care Premiums Review • Consent Decree Quarterly Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • SPASPA Status Report • Quarterly Financial Statements 		