

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF SEPTEMBER 23, 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.stegesan.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@stegesan.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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IV. Approval of Minutes

Motion:

- A. Approval of September 9, 2021 Board Meeting Minutes
(The Board will be asked to review and approve the minutes of September 9, 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. Consent Decree Quarterly Report
 4. Connection Charge Report per Gov. Code 66013
 5. CalPERS 2022 Health Care Premiums
 6. EBMUD Memo – Regional Private Sewer Lateral (PSL) Program Update
 7. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update
 8. Certificate of Attendance AB 1661 Harassment Prevention Training

VII. Business

Resolution/Motion: A. Resolution No. 2170-0921 Approving a Mandatory COVID-19 Vaccination or Test Policy

(The Board will consider approval of the Resolution)

Info/Motion:

- B. Cancellation of the October 7, 2021 Board Meeting
(The Board will consider cancellation of the upcoming Board Meeting)

Resolution/Motion: C. Resolution No. 2171-0921 Finding That There Is A Proclaimed State Of Emergency; Finding That Meeting In Person Would Present Imminent Risks

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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 September 23
Pursuant To Ab 361

(The Board will consider approval of the Resolution)

Info: **VIII. Monthly Financial Statements**

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

(The Board will review the statements)

IX. Approval of Checks

Info/Motion:

A. Checks for September 23, 2021 - Fund No. 3418 & 3423

(The Board will be asked to approve the September checks)

Info: **X. Future Agenda Items**

October 7, 2021

(none)

October 21, 2021

CLOSED SESSION – Quarterly Claims Report

SPASPA Status Report

Quarterly Financial Statements

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

Freehling – Government Tort Claim filed: 5/26/2021

Eng – Government Tort Claim filed: 8/19/2021

XI. Adjournment

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF SEPTEMBER 23, 2021

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF SEPTEMBER 9, 2021
 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
 Kristopher Kokotaylo*, District Counsel (Item VII.C only)
- *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 August 19, 2021 Special Board Meeting Minutes

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve the minutes of the August 19, 2021 Special Board Meeting

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

NOES: None

ABSTAIN: None

ABSENT: None

B. Approval of August 19, 2021 Regular Board Meeting Minutes

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF SEPTEMBER 9, 2021
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

MOTION: By Christian-Smith, seconded by Miller, to approve the minutes of the August 19, 2021 Regular 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

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

a. City & Community Meetings

Miller gave a report on a recent El Cerrito City Council Meeting. Christian-Smith gave a report on the status of the West Contra Costa Unified School District COVID-19 testing and vaccination mandates.

B. Written Communications

There were no items to consider.

VI. Reports of Staff and Officers

A. Manager's Report

The Manager gave a report on his recent attendance at the California Special District Association Annual Conference.

VII. Business

A. Board Governance Manual Additions

The Board reviewed and approved adding a Public Hearing procedure and District Counsel Performance Evaluation and Review to the Board Governance Manual.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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MOTION: By Merrill, seconded by Gilbert-Snyder, to approve the addition of the Public Hearing procedure and District Counsel Performance Evaluation and Review to the Board Governance Manual, as amended

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

B. Diversity, Equity, and Inclusion

The Board continued their Diversity, Equity, and Inclusion (DEI) discussions by reviewing slides from a California Association of Sanitation Agencies (CASA) conference DEI presentation and discussing ideas on how to provide outreach that would encourage underrepresented groups to participate in the upcoming Board of Directors election in 2022. Director Christian-Smith will provide a list of outreach opportunities for the Board to review at a future meeting.

C. Resolution No. 2170-0921 Approving a Mandatory COVID-19 Vaccination or Test Policy

The Board asked District Counsel to make several amendments to the draft policy including allowing weekly testing only as required by law for a medical exemption, disability, or sincerely-held religious belief, practice or observance, and to bring the item back for consideration at a future meeting.

MOTION: By Gilbert-Snyder, seconded by Miller, to approve having District Counsel make several amendments to the policy including allowing weekly testing only as required by law for a medical exemption, disability, or sincerely-held religious belief, practice or observance

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

VIII. Approval of Checks

A. Checks for September 9, 2021 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by O'Keefe, to pay the bills, Check Nos. 27249 through 27281 in the amount of \$405,957.07

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

IX. Future Agenda Items

September 23, 2021

Health Care Benefits Review

Consent Decree Quarterly Report

+*RESOLUTION - Mandatory COVID-19 Vaccination*

+*Regional PSL Program Update*

+*Regional FOG Program Update*

October 7, 2021

(none)

X. Adjournment

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF SEPTEMBER 9, 2021

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The meeting was adjourned at 9:21 P.M. The next meeting of the District Board of Directors will be held on Thursday, September 23, 2021 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

DRAFT

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

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITES

	Days	Feet
There were 22 normal working days		
Unit #10 (combo) operated:	11	62,448
Unit #11 (rodder) operated:	0	0
Unit #15 (video) operated:	8	12,627
Unit #16 (combo) operated:	4	4,892

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	54,679	7,281	112,666	16,634	101,865
Total Video	57,987	9,353	25,010	9,534	28,366

2. MONTHLY SERVICE CALLS

After-hour service calls: 2 calls 2 out

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	August	13	15.8	10	9.8	0	1	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				
0	0	0	2	0	0				

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

MONTHLY SERVICE CALLS

August-2021

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
8/1/2021 Sunday 10:10 PM	231808 231807	606 CANON DR. KENSINGTON, CA 94707 <i>Last Call: 11/13/2006</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				POWER WENT OUT AT CANNON PUMP STATION.
8/5/2021 Thursday 1:56 PM	103204 103203	5050 HARTNETT AVE. RICHMOND, CA 94804 <i>Last Call: 2/17/2010</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/6/2021 Friday 8:39 AM	281103 281102	928 KEARNEY ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE HYDROED MAINLINE AND FOUND KITTY LITTER. MAIN WAS FLOWING.
8/9/2021 Monday 7:50 AM	274115 274113	431 BELOIT AVE. EL CERRITO, CA 94530 <i>Last Call: 7/26/2021</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/11/2021 Wednesday 10:05 AM	191226 191225	6505 LAGUNITAS AVE. EL CERRITO, CA 94530 <i>Last Call: 12/24/2015</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/12/2021 Thursday 10:05 AM	283503 283502	1017 KING DR. EL CERRITO, CA 94530 <i>Last Call: 12/11/2001</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/16/2021 Monday 8:52 AM	271033 271032	8 SUNSET TERR. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/19/2021 Thursday 10:00 AM	101228 101227	2215 SANTA CLARA AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/20/2021 Friday 12:22 PM	275242 275243	35 ARLINGTON AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC				NOISE CAME FROM SPEEDING CARS OVER THE MAN HOLE, IT WASN'T LOOSE.
8/22/2021 Sunday 9:30 AM	251412 251410	731 BAY TREE LN. EL CERRITO, CA 94530 <i>Last Call: 7/7/2019</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/25/2021 Wednesday 4:25 PM	101408 101407	1901 MENDOCINO ST. RICHMOND, CA 94804 <i>Last Call: 7/13/2015</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/30/2021 Monday 3:50 PM	183116 183114	2320 HUMBOLT ST. EL CERRITO, CA 94530 <i>Last Call: 11/12/2020</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
8/31/2021 Tuesday 10:08 AM	273501 273018	156 HIGHLAND AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O				SEWER SMELL WAS COMING FROM HOLE IN THE MH COVER.

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: 10

OTHER: 3

TOTAL SERVICE CALLS: 13

MAINLINE OVERFLOW: 0

MAINLINE SURCHARGE: 0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

August-2021

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
12/13/2020	262118	703 EVERETT ST.	Main <input checked="" type="checkbox"/>	OF, T	BLDG	B	BLDG	WE FOUND A PLASTIC SOFTBALL IN SEWER LINE.	CAT 3	36	36	0
Sunday	262104	EL CERRITO, CA 94530	Lateral <input type="checkbox"/>							gallons	gallons	gallons
4:37 PM			Other <input type="checkbox"/>									
12/22/2020	212115	5735 COLUMBIA AVE.	Main <input checked="" type="checkbox"/>	D, W	MH	B	ST	FOUND DEBRIS AND BABY WIPES IN MAINLINE.	CAT 3	6	6	0
Tuesday	212154	RICHMOND, CA 94804	Lateral <input type="checkbox"/>							gallons	gallons	gallons
8:36 PM			Other <input type="checkbox"/>									

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

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: 2
 MAINLINE BREAK SSOs: 0
 MAINLINE SURCHARGE SSOs: 0
 CATEGORY 1 SSOs: 0
 SSOs INTO BUILDINGS: 1

TOTAL SSO VOLUME (GALS): 42
 TOTAL VOLUME RECOVERED (GALS): 42
 TOTAL VOLUME UNRECOVERED (GALS): 0

*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
June 2021 (REVISED)

I SEWER REPLACEMENT - FY 2020-2021				
A.	BUDGET ALLOCATION			\$2,867,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)			\$851,867
C.	SEWER REPLACEMENTS PAID THIS MONTH			
1	Tamalpais, Monte Vista		\$544,550	
2	Tuller		\$122,595	
3	Contra Costa		\$135,657	
4	Harper/ Tapscott		\$231,584	
5	Butte/ Shasta/ Burlingame		\$295,645	
6	York		\$150,175	
7	Mariposa, Santa Clara		\$207,367	
8	Villa Nueva		\$244,233	
9	Mosto Contruction Project 20203		\$9,122	
	SUBTOTAL FOR THIS MONTH			\$1,940,928
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	95.93%		\$2,750,201
E.	TOTAL 5% RETENTION HELD			\$144,747
F.	BUDGET REMAINING	-0.97%		-\$27,948
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%		
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	14,621	(\$ 198.00 /LF)	
II SEWER REPAIRS - FY 2020-2021				
A.	BUDGET ALLOCATION			\$66,000
B.	PRIOR BUDGET EXPENDED			\$53,694
C.	SEWER REPAIRS PAID THIS MONTH			
1	227 Amherst Ave		\$3,100	
2	11450 San Pablo Ave		\$5,000	
3	755 Colusa Ave		\$4,100	
4	5906 Santa Cruz Ave		\$3,100	
5	12 Cowper Ave		\$3,400	
	SUBTOTAL FOR THIS MONTH			\$18,700
	SUBTOTAL FOR LAST MONTH			\$53,694
D.	TOTAL BUDGET EXPENDED	109.69%		\$72,394
E.	TOTAL RETENTION HELD	0.00%		\$0
F.	BUDGET REMAINING	-9.69%		-\$6,394
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%		
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	16	\$4,525 /REPAIR)	

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
June 2021

III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE - FY 2020-21			
A. BUDGET ALLOCATION			\$1,000,000
B. PRIOR BUDGET EXPENDED			\$0
C. SPASPA UPGRADES PAID THIS MONTH			
1 None			
	SUBTOTAL FOR THIS MONTH		\$0
	SUBTOTAL FOR LAST MONTH		\$0
D. TOTAL BUDGET EXPENDED	0.00%		\$0
E. TOTAL 5% RETENTION HELD	0.00%		\$0
F. BUDGET REMAINING	100.00%		\$1,000,000
G. PERCENTAGE OF FISCAL YEAR REMAINING	0.00%		
H. TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	0	(\$ - /LF)	

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
August 2021

I SEWER REPLACEMENT - FY 2021-2022			
A.	BUDGET ALLOCATION		\$3,057,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)		
1			\$0
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%	\$3,057,000
G.	PERCENTAGE OF FISCAL YEAR REMAINING	83.33%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	0	(\$ - /LF)
II SEWER REPAIRS - FY 2021-2022			
A.	BUDGET ALLOCATION		\$68,000
B.	PRIOR BUDGET EXPENDED		\$0
C.	SEWER REPAIRS PAID THIS MONTH		
1			\$0
SUBTOTAL FOR THIS MONTH			\$0
SUBTOTAL FOR LAST MONTH			\$0
D.	TOTAL BUDGET EXPENDED	0.00%	\$0
E.	TOTAL RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	100.00%	\$68,000
G.	PERCENTAGE OF FISCAL YEAR REMAINING	83.33%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	0	\$0 /REPAIR)

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
August 2021

III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE FY 2021- 2022			
A. BUDGET ALLOCATION			\$1,000,000
B. PRIOR BUDGET EXPENDED			\$0
C. SPASPA UPGRADES PAID THIS MONTH			
1 None			
	SUBTOTAL FOR THIS MONTH		\$0
	SUBTOTAL FOR LAST MONTH		\$0
D. TOTAL BUDGET EXPENDED	0.00%		\$0
E. TOTAL 5% RETENTION HELD	0.00%		\$0
F. BUDGET REMAINING	100.00%		\$1,000,000
G. PERCENTAGE OF FISCAL YEAR REMAINING	83.33%		
H. TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	0	(\$ - /LF)	



STEGE SANITARY DISTRICT

Report Date: 9/13/2021

% FY Remain: 83.33%

BOARD OF DIRECTORS CONSENT DECREE PROGRESS REPORT

FY Start Date 7/1/2021 FY End Date 6/30/2022

CD Start Date 9/22/2014 FY "Effective" Date 7/1/2013

CIP PROJECT	21201	COMPLETED	GOAL	PERCENTAGE
REPLACED since FY start	3,040 /	12,013	LF Yearly Objective Rate	25%
REPLACED since FY "Effective" Date	94,164 /	90,693	LF Cumulative Requirement	104%
CLEANED since FY start	129,471 /	211,200	LF Minimum Requirement	61%
HOTSPOTS since FY start	29,268 /	100,000	LF Minimum Requirement	29%
CCTV since FY start	34,774 /	77,616	LF Yearly Objective Rate	45%
CCTV since CD start	1,470,784 /	659,736	LF Cumulative Requirement	223%
ROOT FOAMING this FY	40,526 /	31,240	LF Minimum Requirement	130%

IMPORTANT CONSENT DECREE DATES:

July 15, annually	Provide any available Flow and Rainfall data to EBMUD
Nov 15, annually	Comments on Regional Technical Support Plan (RTSP) update by EBMUD
Sept 30, annually	Annual Report for prior Fiscal Year
May 1, 2020	Comments to EBMUD on Draft Performance Evaluation Plan (PEP)
June 30, 2021	Review of Regional Standards Report
May 1, 2022	Provide data to EBMUD for Flow Monitoring Calibration Plan
September 30, 2022	First Mid-course Check-in Output Test
June 30, 2026	Review of Regional Standards Report
December 15, 2028	Compliance WWF Output Test for San Antonio Creek
May 1, 2030	Provide data to EBMUD for Flow Monitoring Calibration Plan
September 30, 2030	Second Mid-course Check-in Output Test
June 30, 2031	Review of Regional Standards Report
December 15, 2034	Compliance WWF Output Test for Pt. Isabel
June 30, 2036	Review of Regional Standards Report
December 15, 2036	Compliance WWF Output Test for Oakport

**STEGE SANITARY DISTRICT
ANNUAL COMPLIANCE REPORT FOR REQUIREMENTS OF
GOVERNMENT CODE SECTION 66013**

Fiscal Year Ending June 30, 2021

Per Government Code Section 66013(d), the District shall make available to the public, within 180 days after the last day of each fiscal year, the following information for that fiscal year:

1. A description of the charges deposited in the fund.

District-Wide Sewer Connection Charge - The purposes of the sewer connection charge are (a) to provide revenue to acquire, construct, install and replace capital facilities and other assets required for the District's wastewater disposal system, and (b) to distribute the cost of acquisition, construction, installation and replacement of the District's wastewater facilities and other capital assets so that the owner of each parcel connected to the District's system pays a proportionate share of those costs. Payment of the applicable connection charge allows discharges of wastewater to be made from the respective parcel in an amount that corresponds to the amount of the charge established by the District Ordinance Code. The discharge capacity thus acquired is irrevocable and runs with the parcel.

San Pablo Avenue Specific Plan Area Sewer Connection/Capacity Charge - In September 2017, a special study was completed to help plan for future developments in the San Pablo Avenue Specific Plan Area (SPASPA) in the City of El Cerrito. ("Sewer Capacity Charge for the San Pablo Avenue Specific Plan Area," September 12, 2017, Urban Economics) and an additional updated connection fee study was conducted in April 2019 ("Connection Charge and SPASPA Impact Fee Study"). Without pipe upsizing, the anticipated development in the SPASPA would surcharge existing facilities. An additional capacity charge will fund sewer capacity improvements needed to serve projected growth within the SPASPA. For new connections and increased discharges in the SPASPA, both residential and nonresidential developments will pay an additional fee per fixture unit. For SPASPA developments, these charges must be paid in addition to the District-Wide Sewer Connection Charge.

2. The beginning and ending balance of the fund and the interest earned from investment of moneys in the fund.
3. The amount of charges collected in that fiscal year.

Beginning Balance July 1, 2020 \$980,266.87
District-Wide Fees Collected 57,769.37

San Pablo Avenue Specific Plan Area Fees Collected 4,957.72
Interest Earned 320.87
Transfers in/out of other funds (59,247.16)
Ending Balance June 30, 2021 \$984,067.67

4. An identification of all of the following:

- a. Each public improvement on which charges were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those charges if more than one source of funding was used.

Capital Improvement Project \$2,894,958.64 2.05 %

- b. Each public improvement on which charges were expended that was completed during that fiscal year.

Capital Improvement Project

- c. Each public improvement that is anticipated to be undertaken in the following fiscal year.

Capital Improvement Project

San Pablo Avenue Specific Plan Area Upgrade Project

Targeted I/I Reduction Construction Costs

Pumpstation Force mains

5. A description of each interfund transfer or loan made from the capital facilities fund. The information provided, in the case of an interfund transfer, shall identify the public improvements on which the transferred moneys are, or will be, expended. The information, in the case of an interfund loan, shall include the date on which the loan will be repaid, and the rate of interest that the fund will receive on the loan.

The interfund transfer in the amount of \$59,247.16 was made to complete the Capital Improvement Project. There was no interfund loan made from the capital facilities fund.

STEGE SANITARY DISTRICT

CalPERS MONTHLY HEALTH PREMIUMS

New rates effective January 1st.

Calendar Year	Kaiser Emp. Only	Kaiser Emp. & 2+	Anthem Select Emp. Only	JUNE CPI U SF*	CPI U SF % DIFF
2013	\$668.63	\$1,738.44		245.9	2.6%
2014	\$742.72	\$1,931.07		253.3	3.0%
2015	\$714.45	\$1,857.57		259.1	2.3%
2016	\$746.47	\$1,940.82	\$855.42	266.0	2.7%
2017	\$733.39	\$1,906.81	\$990.05	275.3	3.5%
2018	\$779.86	\$2,027.64	\$925.47	286.1	3.9%
2019	\$768.25	\$1,997.45	\$831.44	295.3	3.2%
2020	\$768.49	\$1,998.07	\$868.98	300.0	1.6%
2021	\$813.64	\$2,115.46	\$925.60	309.5	3.2%
2022	\$857.06	\$2,228.36	\$1,015.81	-	-
<i>Latest Change</i>	+5.34%	+5.34%	+9.75%		

* JUN CPI-U SF Series Id: CUURS49BSA0

CalPERS 2022 Regional Health Premiums (Actives and Annuitants)**Effective Date: January 1, 2022****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 Code	Subscriber & 1 Dependent	Plan Code	Party Code	Subscriber & 2+ Dependents	Plan Code	Party Code
Anthem Blue Cross Del Norte	\$1,057.01	504	1	\$2,114.02	504	2	\$2,748.23	504	3
Anthem Blue Cross Select	1,015.81	506	1	2,031.62	506	2	2,641.11	506	3
Anthem Blue Cross Traditional	1,304.00	509	1	2,608.00	509	2	3,390.40	509	3
Blue Shield Access+	1,116.01	525	1	2,232.02	525	2	2,901.63	525	3
Blue Shield Access+ EPO	1,116.01	524	1	2,232.02	524	2	2,901.63	524	3
Blue Shield Trio*	898.54	451	1	1,797.08	451	2	2,336.20	451	3
Health Net SmartCare	1,153.00	528	1	2,306.00	528	2	2,997.80	528	3
Kaiser Permanente	857.06	533	1	1,714.12	533	2	2,228.36	533	3
PERS Gold	701.23	613	1	1,402.46	613	2	1,823.20	613	3
PERS Platinum	1,057.01	601	1	2,114.02	601	2	2,748.23	601	3
Peace Officers Research Assoc of CA	799.00	592	1	1,725.00	592	2	2,219.00	592	3
UnitedHealthcare Signature Alliance	1,020.28	576	1	2,040.56	576	2	2,652.73	576	3
Western Health Advantage	741.26	591	1	1,482.52	591	2	1,927.28	591	3

Supplement/Managed Medicare Monthly Premiums (M)

Plan	Subscriber	Plan Code	Party Code	Subscriber & 1 Dependent	Plan Code	Party Code	Subscriber & 2+ Dependents	Plan Code	Party Code
Anthem Blue Cross Select Medicare Preferred	\$360.19	455	1	\$720.38	455	2	\$1,080.57	455	3
Anthem Blue Cross Select Medicare Preferred with Dental ¹	360.19	459	1	720.38	459	2	1,080.57	459	3
Anthem Blue Cross Medicare Preferred	360.19	515	1	720.38	515	2	1,080.57	515	3
Anthem Blue Cross Medicare Preferred with Dental/Vision ¹	360.19	512	1	720.38	512	2	1,080.57	512	3
Blue Shield Medicare	353.11	011	1	706.22	011	2	1,059.33	011	3
Blue Shield Medicare with Dental/Vision ²	353.11	016	1	706.22	016	2	1,059.33	016	3
Kaiser Permanente Senior Advantage	302.53	536	1	605.06	536	2	907.59	536	3
Kaiser Permanente Senior Advantage with Dental ³	302.53	542	1	605.06	542	2	907.59	542	3
PERS Gold Medicare Supplement	377.41	616	1	754.82	616	2	1,132.23	616	3
PERS Platinum Medicare Supplement	381.94	605	1	763.88	605	2	1,145.82	605	3
Peace Officers Research Assoc of CA Medicare Supplement	461.00	595	1	919.00	595	2	1,471.00	595	3
UnitedHealthcare Medicare Advantage Edge	347.21	476	1	694.42	476	2	1,041.63	476	3
UnitedHealthcare Medicare Advantage	294.65	579	1	589.30	579	2	883.95	579	3
UnitedHealthcare Medicare Advantage with Dental/Vision ⁴	294.65	585	1	589.30	585	2	883.95	585	3
Western Health Advantage Medicare Advantage	314.94	035	1	629.88	035	2	944.82	035	3

*Blue Shield Trio is only available in El Dorado, Nevada, Placer, Sacramento, Santa Cruz, Stanislaus, and Yolo (partial county served)

¹Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.²Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.³Dental benefit is an additional \$15.05 per member per month premium. You will be billed directly for this amount.⁴Dental and Vision coverage is an additional \$25.55 per member per month premium. You will be billed directly for this amount.

MEMO

Date: September 17, 2021
 To: Paul Soo, Stege Sanitary District
 From: George Chow, EBMUD
 Cc: Rex Delizo, Stege Sanitary District

Subject: Regional Private Sewer Lateral Program Update - Stege Sanitary District

The Regional PSL Program requires property owners to obtain a Compliance Certificate from EBMUD which certifies that EBMUD inspectors witnessed a test that proves that their sewer lateral is free of leaks. The following Regional PSL Program highlights were pulled from the 2021 Annual Report (July 2020-June 2021)

- Issued 4,467 PSL Compliance Certificates under the Regional PSL Program in FY21, and had a 96% compliance rate with the point-of-sale trigger.
- Compliance Certificate counts for all *other* Satellites (Alameda, Alameda, Piedmont, Emeryville, Oakland) from July 2011 – June 2021: 40,214 compliance certificates
- Certified 57.7 miles of private sewer laterals from July 2020 – June 2021, and a total of 541 miles of private sewer laterals from July 2011 – June 2021

Stege Sanitary District Compliance Certificate counts:

- FY17 (7/2016-6/2017) – 285 certificates issued
- FY18 (7/2017-6/2018) – 323 certificates issued
- FY19 (7/2018-6/2019) – 314 certificates issued
- FY20 (7/2019-6/2020) – 293 certificates issued
- FY21 (7/2020-6/2021) – 351 certificates issued
- July 2011 – June 2021 – 3,351 compliance certificates

Table 1: Compliance Certificates by Satellite

	Alameda	Albany	Emeryville	Oakland	Piedmont	Stege	TOTAL ¹
Last Period, FY20 ²	388	82	32	3,500	125	293	4,420
This Period, FY21	399	91	33	3,474	119	351	4,467
Cumulative, FY12-FY21	2,754	593	383	34,988	1,496	3,351	43,565
% Increase or Decrease Last Period to This Period	3%	11%	3%	-1%	-5%	20%	1%

Other Program Updates:

Significant changes were made to the Regional Ordinance which became effective May 24, 2019. The newly adopted changes continued to be implemented during this reporting period to improve compliance, including the following:

- The PSL Program software application is slated for upgrades to meet performance needs identified over the last several years as the PSL Program expands. The current PSL application is over ten years old and is not robust enough to handle the more complicated aspects of managing the PSL Program and parcel compliance.
- The customer-facing PSL website has been updated to be more user-friendly.
- The changes regarding HOAs created the need for new documentation and the creation of a new database management system to track information from the over 600 identified HOAs and parcels or parcel groups with over 1,000 feet of PSLs.
- EBMUD continued issuing Compliance Agreements. EBMUD will expand eligibility for Compliance Agreements to HOAs and parcels or parcel groups with over 1,000 feet of PSL in the next fiscal year

EBMUD also implemented additional enforcement activities to increase compliance rates, including the following:

- EBMUD began assessing violation follow-up fees for properties that were noncompliant following a title transfer.
- EBMUD restarted the series of noncompliance notices, including issuing violation follow-up fees, for over 600 properties that had remained noncompliant going back to 2012.
- EBMUD began issuing the series of noncompliance notices, including issuing violation follow-up fees, to properties that met the construction/remodel and the water meter triggers.

Stege Sanitary District Construction and Remodel Permits:

Construction and Remodel Permits for FY20: See Table 2 below.

- Closed Permits: 45 permits
- Closed Permits with Certificate: 31 permits
- Compliance Rate: 31%
- EBMUD will continue to perform additional outreach and refresher training for City permit counters to help improve the compliance rates for construction and remodel projects.

Table 2: Construction/Remodel Permits Closed and Compliance Certificates Issued

	Number of Permits Closed	Number in Compliance	Number Noncompliant	Percent Noncompliant
Alameda				
FY17	12	10	2	17%
FY18	111	111	0	0%
FY19	64	61	3	5%
FY20	66	64	2	3%
FY21	86	83	3	3%

	Number of Permits Closed	Number in Compliance	Number Noncompliant	Percent Noncompliant
Albany				
FY17	2	2	0	0%
FY18	18	17	1	6%
FY19	7	7	0	0%
FY20	22	19	3	14%
FY21	22	20	2	9%
Emeryville				
FY17	35	34	1	3%
FY18	36	36	0	0%
FY19	16	16	0	0%
FY20	21	21	0	0%
FY21	28	27	1	4%
Oakland				
FY17	318	318	0	0%
FY18	373	373	0	0%
FY19	467	456	11	2%
FY20	390	390	0	0%
FY21	327	322	5	2%
Piedmont				
FY17	25	25	0	0%
FY18	13	12	1	8%
FY19	16	16	0	0%
FY20	3	3	0	0%
FY21	8	8	0	0%
Stege				
FY17	29	14	15	52%
FY18	17	7	10	59%
FY19	54	24	30	56%
FY20	13	7	6	46%
FY21	45	31	14	31%
FY17 Total	421	403	18	4%
FY18 Total	568	556	12	2%
FY19 Total	624	580	44	7%
FY20 Total	515	504	11	2%
FY21 Total	516	491	25	5%

Enforcement Statistics and Efforts:

The “point-of-sale” trigger is responsible for approximately 93% of all triggering actions and generates the most Compliance Certificates. During this reporting period, EBMUD continued its enforcement process for non-compliant properties in accordance with the legal authority provided by the Regional Ordinance. The enforcement process includes the following steps:

- First Courtesy Notice of Non-Compliance;
- Second Courtesy Notice of Non-Compliance: sent approximately 30 days after the First Courtesy Notice; and
- Notice of Violation and Order: sent approximately 30 days after Second Courtesy Notice.
- Notice of Continuing Non-Compliance: sent approximately 30 days after Notice of Violation and Order and every month thereafter until compliance is achieved.

Table 3 shows property sales and compliance rate data for the PSL Program during this reporting period and the preceding six months. From January 2020 through December 2020, the most recent available sales month for which more than 6 months have passed since sales date, the compliance rate is 96 percent.

Table 3: Sales and Compliance Rates by Month

Month	Total Property Sales Not Including HOAs (Subject to Ordinance)	Noncompliant properties	Noncompliance rate
Jan 2020	254	5	2%
Feb 2020	275	13	5%
Mar 2020	300	12	4%
Apr 2020	245	5	2%
May 2020	236	7	3%
Jun 2020	332	11	3%
Jul 2020	419	16	4%
Aug 2020	326	16	5%
Sep 2020	468	13	3%
Oct 2020	459	16	3%
Nov 2020	459	19	4%
Dec 2020	550	56	10%
Jan 2021	335	n/a	n/a
Feb 2021	326	n/a	n/a
Mar 2021	472	n/a	n/a
Apr 2021	461	n/a	n/a
May 2021	531	n/a	n/a
June 2021	592	n/a	n/a
Total (Calendar Year 2020)	4,323	189	4%¹
Total (FY21)	5,398	n/a	n/a

¹ Calculation of non-compliance rate is calculated for parcels for which 6 months or more have passed since the sales date as of the end of this reporting period.

Outreach to Homeowner Associations (HOAs):

The Regional Ordinance recognizes the right of an HOA and its property owner members to allocate responsibility for the maintenance of shared infrastructure, including PSLs, in any manner they choose. HOAs that are responsible to maintain PSLs within a Common Interest Development are not subject to trigger-based compliance but instead are required to obtain Compliance Certificate(s) for such PSLs by July 12, 2021. The Regional Ordinance was amended in May 2019 to better address the requirements for HOAs. The amendments included a requirement for HOAs to submit a Statement of Responsibility describing the maintenance allocation of PSLs by November 20, 2019.

During the current reporting period, courtesy notices were mailed in November 2020 to 230 HOAs which did not submit the required Statement of Responsibility (SOR) form and accompanying documentation by the November 2019 deadline. EBMUD continued to review all submitted Statements of Responsibility documentation and follow up with the HOAs and PMGs to obtain additional information, as needed. In February and April 2021, notices were mailed to over 330 HOAs to remind them of the compliance deadline of July 12, 2021. The July compliance deadline requires all PSL under the responsibility of the HOA to be certified as leak-free. In addition, during this reporting period, EBMUD staff presented to five HOAs regarding requirements for HOAs and parcels or parcel groups with greater than 1,000 feet of PSLs.

Of the 518 HOAs in the PSL Program service area, 47 have declared they are not responsible for any PSL within the Common Interest Development, making all compliance requirements trigger-based. The remaining 471 HOAs are required to comply with the July 12, 2021 deadline and certify the portion of PSL under their maintenance responsibility within the Common Interest Development. At the end of the reporting period, just prior to the July 12, 2021 deadline, 313 HOAs were compliant (66 percent) and this number is expected to climb as the deadline approaches. EBMUD's inspection team has experienced the anticipated significant increase in inspection requests in Common Interest Developments. EBMUD is re-allocating resources to accommodate the growing demand of PSL inspections in preparation for the deadline which commemorates ten years since the start date of the PSL Program. An additional 33 HOAs have PSLs exceeding 1,000 feet and have a later deadline as described below.

Parcel or Parcel Groups with PSLs Exceeding 1,000 Feet

The requirements set forth in Section 12 of the Regional Ordinance require property owners of parcels or parcel groups with greater than 1,000 feet of PSLs to submit a Condition Assessment Plan (CAP) by July 12, 2016, and to complete the assessment and submit a Corrective Action Work Plan (CAWP) by July 12, 2021. The amended Regional Ordinance now establishes firm deadlines for these property owners to complete the work identified in their CAWP and ensure that laterals are leak-free. For most properties with PSLs greater than 1,000 feet, all laterals must be certified by July 12, 2026. For those parcels or parcel groups with either greater than 5,000 feet of PSLs or more than 50 percent of their PSLs requiring replacement, laterals must be certified by July 12, 2029. EBMUD may consider extensions on a case-by-case basis for the most complex situations, based on criteria specified in the Regional Ordinance.



Property owners may comply with PSL Program requirements any time prior to the deadlines. Table 4 summarizes the status of known parcels or parcel groups subject to the requirements described in this section.

Table 4: Status of Parcel or Parcel Groups with PSLs Exceeding 1,000 Feet

Description	Qty of Parcels or Parcel Groups
Total Parcels or Parcel Groups Identified	85
Parcels or Parcel Groups with Compliance Certificates	12
CAP (only) Submitted ¹	39
CAP and CAWP Submitted ¹	12

¹ Includes only those parcel or parcel groups without Compliance Certificates.

Currently, 63 identified properties in this category are in compliance by having obtained a Compliance Certificate (12 properties) or by having submitted the required CAP or CAWP (39 properties and 12 properties, respectively). Twenty-two identified properties in this category have not submitted a CAP or CAWP or obtained a Compliance Certificate and are noncompliant. Two HOAs that previously submitted a CAP were determined to have less than 1,000 feet of PSLs and were therefore removed from the total number identified. These HOAs are required to comply by July 12, 2021. Additional properties have been identified in this group in the past year as large community-style HOAs have revised Covenants, Conditions, and Restrictions (CC&R) documents to take on more responsibility for PSL maintenance on behalf of the property owners within the development, resulting in some HOAs becoming responsible to manage over 1,000 feet and therefore subject to the requirements described in this section.

Several properties have reported to EBMUD that they are struggling to find contractors to perform the required work on their PSLs due to limited contractor availability, resulting in failure to meet their compliance deadlines. EBMUD is currently working with properties experiencing these issues.

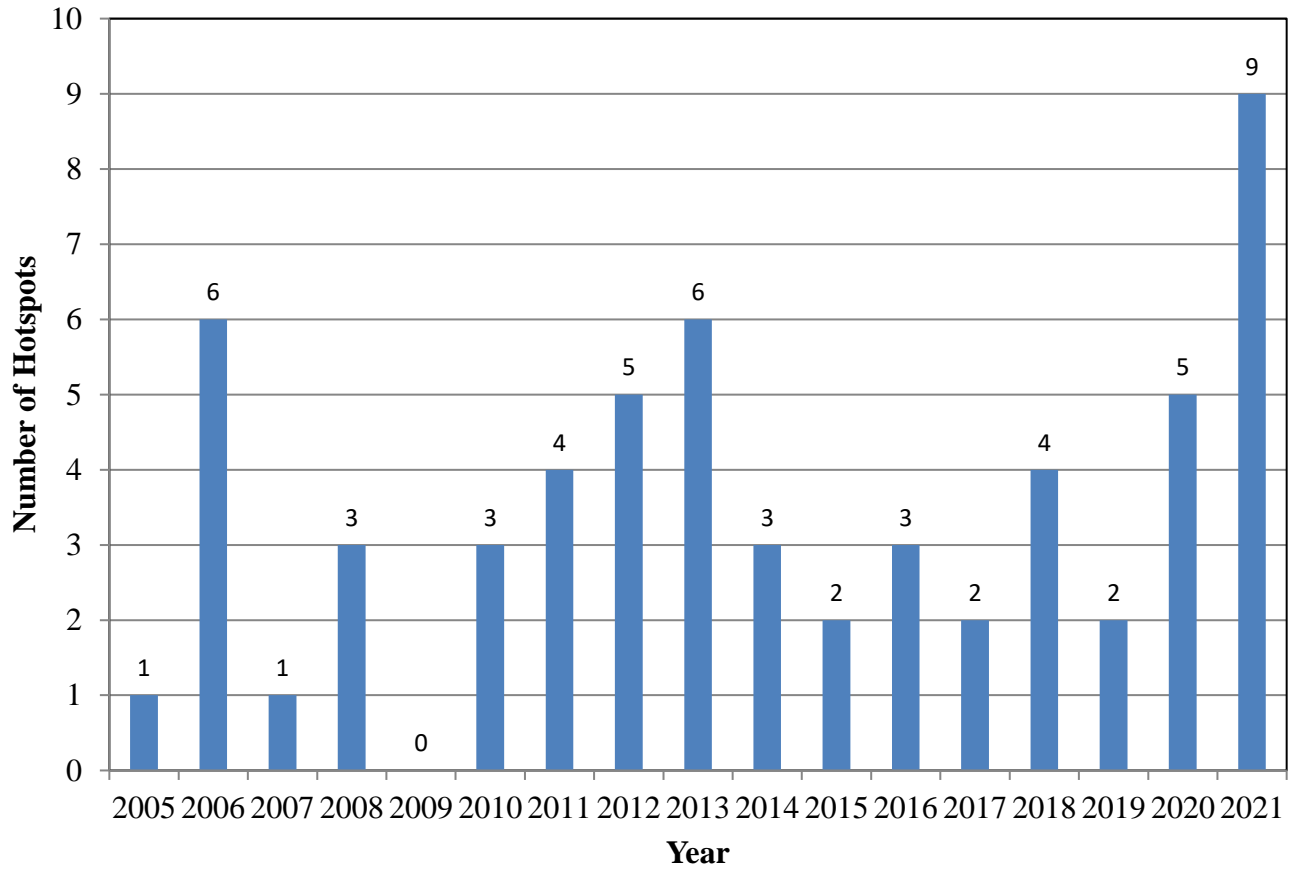
FOG CONTROL PROGRAM – STEGE ANNUAL SUMMARY
JULY 2020 – JUNE 2021
STEGE SANITARY DISTRICT

Hotspot Investigation Summary

9 hotspots were reported during FY2021. Chart 1 demonstrates hotspot trends from FY2005 – FY2021 for Stege Sanitary District.

Chart 1

Stege Sanitary District Hotspot Trends by Fiscal Year



Reported Hotspots During FY 2021

Hotspot No.	Incident Type	Date of Incident	Address	Upstream Manhole	Downstream Manhole
Stege - 50	Increased Maintenance	9/21/2020	610 Cannon Dr	231808	231807
Stege - 51	Increased Maintenance	10/2/2020	1500 San Joaquin St	102104	102103
Stege - 52	Increased Maintenance	10/21/2020	3150 Pierce St	202128	NA
Stege - 53	Increased Maintenance	11/2/2020	11866 San Pablo Ave	NA	NA
Stege - 54	SSO	12/2/2020	35 Franciscan Way	251606	251605
Stege - 55	Increased Maintenance	1/13/2021	10621 San Pablo Ave	101428	101421
Stege - 56	Increased Maintenance	1/9/2021	5215 School St	161105	161104
Stege - 57	Increased Maintenance	3/26/2021	1345 Norvell St	142310	142010
Stege - 58	Increased Maintenance	6/21/2021	715 Midcrest Way	261422	261410

Stege – 50: EBMUD sent FOG/Wipes letters to 27 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper.

Stege – 51: EBMUD sent FOG/Wipes letters to 17 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper.

Stege 52: EBMUD sent FOG/Wipes letters to 4 residences in the neighborhood. In addition, EBMUD sent a letter to Saigon Restaurant on 10/5/2020 to provide outreach. Due to Covid restrictions, EBMUD has not yet performed an Food Service Establishment (FSE) inspection. This location will be inspected before the end of calendar year 2021.

Stege – 53: EBMUD sent a letter to Brazil Bistro Restaurant on 11/4/2020 to provide outreach. Due to Covid restrictions, EBMUD has not yet performed an FSE inspection. This location will be inspected before the end of calendar year 2021.

Stege – 54: EBMUD sent FOG/Wipes letters to 50 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper.

Stege – 55: EBMUD sent FOG/Wipes letters to 12 residences in the neighborhood. In addition, EBMUD sent letters to Wuling Karaoke Restaurant, Sawoei Thai Restaurant, and Ancient Szechuan Restaurant on 1/13/2021 to provide outreach. Due to Covid restrictions, EBMUD has not yet performed an FSE inspection. This location will be inspected before the end of calendar year 2021.

Stege – 56: EBMUD sent FOG/Wipes letters to 10 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper.

Stege – 57: EBMUD sent FOG/Wipes letters to 28 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper.

Stege – 58: EBMUD sent FOG/Wipes letters to 3 residences in the neighborhood. The letters were accompanied with the “Residential FOG” brochure.

Food Service Establishments (FSEs)

At time of this report, EBMUD has records of approximately 181 food FSEs present in Stege Sanitary District.

Inspections Completed for Current and Previous Year

	Annual Inspection Totals
This Year (July 2020 – June 2021)	0*
Previous Year (July 2019– June 2020)	16

** Due to Covid restrictions, EBMUD has not yet performed FSE inspections at the five FSEs associated with reported hotspots. These locations will be inspected before the end of calendar year 2021.*

Grease Control Devices Summary

No FSEs received installation requirement notices during this reporting year.

Residential Outreach Summary

Annual Holiday Campaign participants:

Costco Richmond

4801 Central Ave, Richmond, CA 94804

*3 posters, 25 grease scrapers, stickers, magnets, tear-off pads

El Cerrito Natural Grocery

10367 San Pablo Ave, El Cerrito, CA 94530

*1 poster, 25 magnets, 3 grease scrapers

Grocery Outlet

1210 San Pablo Ave, Richmond, CA 94805

*1 poster, 10 grease scrapers, stickers, magnets, tear-off pads

Pastime Hardware

10057 San Pablo Ave, El Cerrito, CA 94530

*2 posters, 20 grease scrapers, stickers, magnets, tear-off pads

Kensington Home and Hardware

303 Arlington Ave, Kensington, CA 94707

*3 posters, 10 grease scrapers, stickers, magnets, tear-off pads

Community Events

Baykeeper – Clean Bay Challenge: March 2021

EBMUD was a sponsor for Baykeeper’s Clean Bay Challenge working toward 1,000 hours cleaning up the San Francisco Bay.

California Coastal Cleanup Day: September 18, 2020

EBMUD staff participated in the California Coastal Cleanup Day event to help remove trash and plastic pollution at beaches and waterways throughout the state.

FOG Collection Totals

Location	Date	Amount Collected
El Cerrito Recycling Center	July 2020 – June 2021	2,660 gallons

RESOLUTION NO. 2170-0921 APPROVING A MANDATORY COVID-19 VACCINATION
OR TEST POLICY

ISSUE:

The Board will consider a resolution requiring COVID-19 vaccination of employees.

FISCAL IMPACT:

The fiscal impact of requiring the vaccination is still to be determined.

STRATEGIC PLAN:

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

BACKGROUND:

The District continues to encourage employees to receive the COVID-19 vaccine, require face masks indoors consistent with Health Officer Orders, maintain physical distancing, and conduct daily self-screenings before coming to work.

At the previous Board meetings, faced with the growth of more transmissible COVID-19 variants affecting mainly unvaccinated individuals, the Board approved having staff prepare a policy requiring COVID vaccinations or weekly testing for all necessary legal exceptions.

Any COVID-19 vaccination mandate policy must comply with all applicable laws and should be based on guidance from the Department of Fair Employment and Housing, the U.S. Equal Employment Opportunity Commission, the Centers for Disease Control and Prevention, and state and local health authorities, as applicable. Any policy must provide reasonable accommodations as required under existing law and cannot retaliate against employees for engaging in protected activity.

RECOMMENDATION:

Approve the resolution.

ALTERNATIVES:

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

ATTACHMENTS:

- Written Comment from Employee
- Resolution No. 2170-0921

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RESOLUTION NO. 2170-0921

RESOLUTION APPROVING A MANDATORY COVID-19
VACCINATION OR TEST POLICY

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

- A. The Stege Sanitary District (District) establishes and maintains personnel policies for its employees and Board Members, and these policies are subject to periodic review and amendment.

- B. As a public agency, the District has an ongoing requirement to protect the health and safety of its workforce, the community, and those served by the District.

- C. COVID-19 continues to pose a threat to the District’s employees and the community. While there has been progress in mitigating the spread of COVID-19, community transmission of COVID-19 has continued to occur and health officials are still learning more information regarding the nature of COVID-19 and how it is transmitted. New variants of COVID-19 that are more easily transmissible, including the “Delta” variant, have become more prevalent and present new risks.

- D. The Contra Costa County Health Officer, along with the Health Officers of San Francisco and Santa Clara Counties, have strongly urged employers to implement workplace COVID-19 safety policies that require their workforce to be fully-vaccinated as soon as possible.

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. The COVID-19 Vaccination, Mask, and Testing Policy for Stege Sanitary District Employees, attached hereto as Exhibit A, is hereby approved.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution No. 2170-0921 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 23rd day of September 2021 by a X-X vote as follows:

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

BEATRICE O'KEEFE, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

COVID-19 Vaccination, Mask, and Testing Policy For Stege Sanitary District Employees

Effective October 4, 2021, the Stege Sanitary District (“District”) is implementing a COVID-19 vaccination requirement for all District employees.

All District employees are required to be fully-vaccinated against COVID-19 and to certify their vaccination status with the District (“Certified Vaccinated”), subject to the limited exceptions in the policy below.

This policy is issued as an emergency measure based, in part, on the following:

- 1) The strong recommendation of the Contra Costa County Health Officer that employers implement workplace COVID-19 safety policies that require their workforce to be fully-vaccinated as soon as possible.
- 2) As a public agency, the District has an ongoing requirement to protect the health and safety of its workforce, the community, and those served by the District.

This policy is in addition to all other District policies, including all District safety requirements and protocols related to COVID-19.

I. DEFINITIONS

- A. **District Employee:** For purposes of this policy, includes full-time and part-time employees, hourly employees, and elected officials.
- B. **COVID-19 Vaccine:** A vaccine to prevent COVID-19 that is: (1) administered under emergency use authorization from the Food and Drug Administration (“FDA”); (2) approved by the FDA; or (3) listed for emergency use by the World Health Organization. This also includes any boosters consistent with manufacturer instructions and applicable agency approval, authorization, or listing.
- C. **Fully-Vaccinated:** A District employee who has received, at least fourteen (14) days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine. Fully-vaccinated status is subject to change based on guidance provided by the Centers for Disease Control and Prevention.
- D. **Certified Vaccinated (“CV”):** A District employee who is fully-vaccinated and has certified the individual’s fully-vaccinated status.
- E. **Not Certified Vaccinated (“NCV”):** A District employee who has not been Certified Vaccinated by a designated District representative.

II. REASONABLE ACCOMMODATION

EXHIBIT A

- A. A District employee may request a reasonable accommodation to the COVID-19 vaccination, testing or mask requirements based on a medical exemption, disability, or sincerely-held religious belief, practice or observance. A District employee should submit such requests to the District Manager or designee who will then engage in the interactive process to determine whether a reasonable accommodation exists. After that has been completed, the District Manager or designee will then notify the District employee whether the request is approved. If a District employee's request is not approved, the District employee is required to comply with the provision for which the District employee sought an exemption.
- B. Any existing or new District employees who are Not Certified Vaccinated will be required to submit to weekly COVID-19 testing, as described in Section III below, and follow mask requirements for unvaccinated individuals, as described in Section IV below, until such time as they are Certified Vaccinated.

III. WEEKLY COVID-19 TESTING AND REPORTING FOR NOT CERTIFIED VACCINATED INDIVIDUALS

All District employees who are Not Certified Vaccinated will be required to test weekly for COVID-19 and submit documentation of COVID-19 testing results for review by the District Manager or designee each week.

- A. Beginning the week of October 4, 2021, all District employees who are Not Certified Vaccinated are required to:
 - 1) be tested for COVID-19 on the first day of each workweek beginning Monday within the first hour of work utilizing a rapid antigen test which will be supplied by the District; and
 - 2) provide documentation of test results to the District Manager or designee for review upon receipt or as soon thereafter as possible.
- B. If a District employee is absent from work on a paid or unpaid leave or not scheduled to work for the entire week calculated as Sunday through Saturday, e.g., on vacation, the testing and documentation requirement is waived for that particular week.
- C. Any positive test results received by a District employee pursuant to Section III.A above shall be reported immediately to the District Manager or designee. Additionally, the District employee shall arrange to take a PCR (Polymerase Chain Reaction) type COVID-19 test through their own provider, Contra Costa County, the State of California, and/or a District designated provider.

EXHIBIT A

- D. The District employee will be provided up to one-hour of paid District time while on duty to obtain the PCR test, including any travel time to and from the test site.
- E. Effective November 22, 2021, in order to qualify as Not Certified Vaccinated, a District employee must receive a reasonable accommodation pursuant to Section II.A above. Absent a reasonable accommodation, District employees must be Certified Vaccinated by November 22, 2021. If a District employee receives a reasonable accommodation to continue qualifying as Not Certified Vaccinated, the District employee must comply with the remaining provisions of this Section III absent a reasonable accommodation for any of the remaining provisions.

IV. MASK REQUIREMENTS FOR NOT CERTIFIED VACCINATED INDIVIDUALS

While on duty, in addition to all requirements provided by Cal/OSHA, CDPH and the Contra Costa County Public Health Officer, all Not Certified Vaccinated District Employees are required to wear masks indoors at all times and outdoors within six (6) feet of any other individual. This is subject to change pursuant to changes in direction from the State, Contra Costa County, City of El Cerrito, or City of Richmond. The requirement to wear masks indoors are subject to the limited exceptions authorized by Cal/OSHA and CDPH which include the following:

- A. When an employee is alone in a room or alone in a vehicle.
- B. While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- C. Employees wearing respirators required by the District and in compliance with California Code of Regulations, Title 8, Section 5144 (Respiratory Protection).
- D. Employees who cannot wear face coverings due to a medical or mental health condition or disability, hearing-impaired, or communicating with a hearing-impaired person as identified through the District's accommodation process.
- E. Specific tasks that cannot feasibly be performed with a face covering. This exception is limited to the time period in which such tasks are actually being performed.

V. CERTIFICATION OF VACCINATION STATUS

To certify their fully-vaccinated status with the District, a District employee must provide proof of vaccination to the District Manager or designee.

VI. VACCINATION

District employees who are not fully-vaccinated may request paid time off work through the Supplemental Paid Sick Leave to obtain a COVID-19 vaccination.

EXHIBIT A

Stege Sanitary District
COVID-19 Vaccination Policy for Employees

VII. RESPONSIBILITIES / COMPLIANCE

Due to the serious risk to public health from COVID-19, any District employees who do not comply with the provisions of this policy will be subject to corrective action, including discipline, up to and including termination.

CANCELLATION OF THE OCTOBER 7, 2021 REGULAR BOARD MEETING

ISSUE:

The Board will consider cancellation of the upcoming regular Board meeting on October 7, 2021 since there are no pressing agenda items to discuss.

FISCAL IMPACT:

By cancelling the meeting, the District will save from paying the Directors' meeting compensation fee total of up to \$1,165.

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

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

BACKGROUND:

There are no pressing agenda items scheduled for the upcoming regular Board meeting on October 7, 2021. Unless new time sensitive issues come up that would necessitate a meeting, the meeting can be cancelled.

RECOMMENDATION:

Approve the cancellation of the October 7, 2021 Board Meeting and have staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office.

ALTERNATIVES:

1. Take no action and continue with the scheduled Board meeting on October 7, 2021.

ATTACHMENTS:

Notice of Meeting Cancellation

STEGE SANITARY DISTRICT

NOTICE OF MEETING CANCELLATION

NOTICE IS HEREBY GIVEN as follows:

The regular board meeting of the Stege Sanitary District Board of Directors scheduled for October 7, 2021 has been cancelled.

The next meeting of the Stege Sanitary District Board of Directors will be held on October 21, 2021 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Dated: September 23, 2021

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

RESOLUTION NO. 2171-0921 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 SEPTEMBER 23 PURSUANT TO AB 361

ISSUE:

The Board will consider a resolution to continue to make necessary findings to continue to meet remotely 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 Thursday, 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 are currently set to expire 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

The draft resolution is attached for the Board's consideration.

RECOMMENDATION:

Approve the resolution.

ALTERNATIVES:

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

ATTACHMENTS:

- Resolution No. 2171-0921

RESOLUTION NO. 2171-0921

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 SEPTEMBER 23 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 variant of COVID-19 has 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.
- M. Because of the rise in cases due to the Delta variant of COVID-19, the District is concerned about the health and safety of all individuals who intend to attend Board meetings.
- N. The Board hereby finds 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.
- O. The District shall ensure that it’s 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 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 as a result of the presence of COVID-19 and the increase of cases due to the Delta variant, 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 23rd day of September 2021 by a X-X vote as follows:

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

BEATRICE O'KEEFE, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

10:28 AM	STEGE SANITARY DISTRICT			
09/20/2021	Check Report			
Accrual Basis	September 23, 2021			
	Name	Memo	Amount	Num
Sep 23, 21				
	Aramark Uniform Services	Uniform Services	-817.90	27282
	CCP Industries	Gloves	-514.89	27283
	Costco	Costco Membership Renewal	-60.00	27284
	CWEA	Renewal Wright #45251	-106.00	27285
	Direct Line	Answering Service 08/01-31/21	-106.00	27286
	EBMUD 39830388387	Hydrant Meter	-934.96	27287
	EBMUD 92526846174	Hydrant Meter	-512.00	27288
	Meyers Nave	Legal Services	-5,694.87	27289
	Occupational Health Centers	DOT Testing	-213.00	27290
	Pastime Hardware	Maintenance Supplies	-38.53	27291
	PG&E- #0607499583-5	Canon Pump Station	-80.09	27292
	Root Tamers, Inc	Root Foaming	-44,039.64	27293
	Shape Incorporated	Burlingame Pump Station	-1,915.78	27294
Sep 23, 21			-55,033.66	

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report

1:05 PM
09/20/2021

As of August 31, 2021

	<u>August 31, 2021</u>	<u>July 31, 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	7,455,946	7,828,263	-372,318	7,682	0	-380,000
11014 · System Rehab- 3423	1,013,853	1,010,796	3,056	3,056	0	0
Total LAIF Investment Accts	<u>8,469,798</u>	<u>8,839,060</u>	<u>-369,261</u>	<u>10,738</u>	<u>0</u>	<u>-380,000</u>
Checking Accts						
100 · Mechanics Bank	14,510	-34,104	48,615	7,813	-339,199	380,000
100 · County Cash Acct #3418	-6,572	-131,770	125,198 *	0 *	0	0
Total Checking Accts	<u>7,938</u>	<u>-165,874</u>	<u>173,812</u>	<u>7,813</u>	<u>-339,199</u>	<u>380,000</u>
11021 · Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>8,477,986</u>	<u>8,673,435</u>	<u>-195,449</u>	<u>18,551</u>	<u>-339,199</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	34,121	36,390	-2,269			
Total Accounts Receivable	<u>34,121</u>	<u>36,390</u>	<u>-2,269</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

STEGE SANITARY DISTRICT

Operating Statement

09/20/2021

August 2021

16.99% of Fiscal year Completed

	<u>July-August 2021</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	-	3,149,000	0%
31020 - Permit & Insp. Fees	2,955	12,000	25%
31030 - Connection Fees	1,024	150,000	1%
31040 - San Pablo Impact Fee	-	250,000	0%
31080 - Contracted Services	-	30,000	0%
31010a - Capital Service Charges	-	3,149,000	0%
Total 31 - OPERATING REVENUE	<u>3,979</u>	<u>6,740,000</u>	<u>0%</u>
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	-	50,000	0%
32052 - Interest - 3423	-	15,000	0%
32080 - Property Taxes	-	400,000	0%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	-	21,000	0%
Total 32 - NON-OPERATING REVENUE	<u>-</u>	<u>486,000</u>	<u>0%</u>
Transfer (to)/from Reserves	-	2,227,836	0%
Total Income	<u>3,979</u>	<u>9,453,836</u>	<u>0%</u>
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	38,500	240,000	16%
45-020 - Employee Benefits	75,337	137,440	55%
45-029 - Retiree Health	1,689	13,600	12%
45-030 - Directors Expenses	3,706	39,888	9%
45-070 - Insurance	54,602	204,900	27%
Administration - Other	15,507	259,000	6%
Total Administration	<u>189,341</u>	<u>894,828</u>	<u>21%</u>
Maintenance/Engineering			
41-010 - Salaries & Wages	193,187	1,189,460	16%
41-020 - Employee Benefits	133,196	505,621	26%
41-029 - Retiree Health	1,689	11,900	14%
41-100 - Operating Supplies	2,526	40,000	6%
41-110 - Contractual Services	22,165	98,100	23%
41-207 - Contracted Repairs	-	68,000	0%
Maintenance- Other	40,912	314,267	13%
Total Maintenance/Engineering	<u>393,675</u>	<u>2,227,348</u>	<u>18%</u>
Pump Stations	2,677	16,460	16%
Total OPERATING EXPENSES	<u>585,692</u>	<u>3,138,636</u>	<u>19%</u>
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	-	148,200	0%
Construction Projects	552,643	5,667,000	10%
Outlay(Maintenance/Engineering)	50,000	500,000	10%
Total CAPITAL	<u>602,643</u>	<u>6,315,200</u>	<u>10%</u>
Total Expense	<u>1,188,335</u>	<u>9,453,836</u>	<u>13%</u>
Net	<u>(1,184,357)</u>	<u>0</u>	

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) • Director’s Contact Info • Board Training Summ. • 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 	<u>9AM Meeting Time</u> <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"> • Appoint Labor Negot. • CLOSED SESSION – Conf. Labor Negot. • 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 – Quarterly Claims Rpt – Manager Perf. Eval. • Board Governance Manual Approval • Long Range Planning Workshop Agenda • Service Rate Discussion • Quarterly Financial Statements • SPASPA Status Report • CASA Conference 		<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Service Rate Discussion • Action Plan • Consent Decree Quarterly Report • Board Training Summ. • Form 700 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Draft Budget • Employee Benefit Package Review • Service Rate Discussion/Approval (+ 30-day Notice) • July 4th Fair Discussion • Quarterly Financial Statements • SPASPA Status Report 	<ul style="list-style-type: none"> • CLOSED SESSION – 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 – Counsel Perf. Eval. • Resolution Salary of District Manager • Resolution Employee Salary Ranges • Resolution Approve/Adopt Budget • 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 • 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 	<ul style="list-style-type: none"> • CSDA Conference – Attendee Reports • Diversity, Equity, and Inclusion 	<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.	<ul style="list-style-type: none"> • Conn. Charge Report per Gov. Code 66013 • CASA Conference – Attendee Reports • CSDA Conference 	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 Benefits Review • Consent Decree Quarterly Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. • SPASPA Status Report • Quarterly Financial Statements 		