

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA  
MEETING OF SEPTEMBER 19, 2024 @ 7:00 P.M.  
www.stegesan.org • staff@stegesan.org

\*\*\*\*\* 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](http://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.*

*The ability to participate and observe remotely as identified above is predicated on the technology being available and functioning without technical difficulties. Should the remote platform not be available, or become non-functioning, or should the Board of Directors otherwise encounter technical difficulties that makes that platform unavailable, the Board of Directors will proceed with business in person unless otherwise prohibited by law.*

*Public comment can be sent remotely by delivering a physical copy to **7500 Schmidt Lane, El Cerrito, CA 94530** or via email to [comments@stegesan.org](mailto: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 at least 15 minutes before the starting time of the meeting will be provided to the Board of Directors and will be added to the official record.*

*Public Comment during the meeting is limited to in-person participants and those comments timely received at least 15 minutes before the starting time of the meeting. Members of the public will not have the ability to comment via Zoom unless the Board of Directors is required to provide that opportunity due to a Director participating pursuant to AB 2449. In such a circumstance, the Chair will make an announcement at the beginning of the meeting. Those interested in commenting (if required per AB 2449) should raise their virtual hands to notify the host during the relevant agenda item.*

*Pursuant to AB 2449, Board Members may be attending this meeting via remote conferencing. In the event that any Board Member elects to attend remotely, all votes conducted during the meeting will be conducted by roll call vote.*

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA  
MEETING OF SEPTEMBER 19, 2024 @ 7:00 P.M.  
www.stegesan.org • staff@stegesan.org

**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)

Motion:

**IV. Approval of Minutes**

- A. Approval of August 22, 2024 Special Board Meeting Minutes  
(The Board will be asked to review and approve the minutes)
- B. Approval of August 22, 2024 Regular Board Meeting Minutes  
(The Board will be asked to review and approve the minutes)

Info:

**V. Communications**

- A. Oral/Written Communications
  - 1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

Info:

**VI. Reports of Staff and Officers**

- A. Attorney's Report
- B. Committee Reports
- C. Manager's Report
  - 1. Monthly Maintenance Summary Report
  - 2. Monthly Report of Sewer Replacements and Repairs
  - 3. Consent Decree Quarterly Report
  - 4. CalPERS 2025 Health Care Premiums
  - 5. Board Governance Manual - Policy Prohibiting Acceptance of Gratuities

**VII. Business**

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA  
MEETING OF SEPTEMBER 19, 2024 @ 7:00 P.M.  
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- Info/Motion: A. District Manager Position Recruitment  
(The Board will consider action on the recruitment)
- Info/Motion: B. Cancellation of the October 3, 2024 Board Meeting  
(The Board will consider cancellation of the upcoming Board Meeting)

- Info: **VIII. Monthly Financial Statements**
- A. Monthly Investment, Cash, Receivables Report
  - B. Monthly Operating Statement
  - C. Local Agency Investment Fund (LAIF) Quarterly Statement  
(The Board will review the reports and statements)

- Info/Motion: **IX. Approval of Checks**
- A. Checks for September 19, 2024 - Fund No. 3418 & 3423  
(The Board will be asked to approve the checks)

- Info: **X. Future Agenda Items**
- October 3, 2024**  
(none)

**October 17, 2024**

Regional PSL Program Update  
Regional FOG Program Update  
Quarterly Financial Statements  
San Pablo Avenue Specific Plan Area Status Report  
CLOSED SESSION – Quarterly Claims Report

**CLOSED SESSION**

**PUBLIC EMPLOYMENT**

Gov. Code § 54957  
Title: District Manager

**XI. Adjournment**

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA  
MEETING OF SEPTEMBER 19, 2024 @ 7:00 P.M.

[www.stegesan.org](http://www.stegesan.org) • [staff@stegesan.org](mailto:staff@stegesan.org)

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on October 3, 2024 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 SPECIAL MEETING OF AUGUST 22, 2024  
 TIME OF SPECIAL MEETING: 5:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

**I. Call To Order:** President Gilbert-Snyder called the meeting to order at 5:04 P.M.

**H. Roll Call:** Present: Beach, Merrill, O’Keefe, Gilbert-Snyder  
 Absent: Christian-Smith  
 Others Present: Rex Delizo, District Manager  
 Kristopher Kokotaylo, District Counsel  
 Erica Gonzalez, Office of District Counsel

**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. Business**

- A. Redwood Public Law AB 1234 Ethics Training and Education for Board Members  
 Redwood Public Law provided the required training and education.

**V. Adjournment**

The meeting was adjourned at 6:59 P.M. The next meeting of the District Board of Directors will be held immediately following this special meeting at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

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Rex Delizo  
 STEGE SANITARY DISTRICT  
 Secretary

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF AUGUST 22, 2024  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

**I. Call To Order:** President Gilbert-Snyder called the meeting to order at 7:04 P.M.

**II. Roll Call:** Present: Beach, Christian-Smith, Merrill, O’Keefe, Gilbert-Snyder  
 Absent: None  
 Others Present: Rex Delizo, District Manager  
 Kristopher Kokotaylo, District Counsel  
 Marcus Daniels, Property Owner (Item VII.A)  
 1 Member of the public in person  
 3 Members of the public viewing online

**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.

Item VII.A was taken out of order at this time in the meeting.

**VII. Business**

A. Consideration of Class III Easement Encroachment – 6819 Snowdon Avenue in El Cerrito

The Board considered the request for a class III easement encroachment for improvements to an existing structure that encroaches on a District easement.

MOTION: By O’Keefe, seconded by Christian-Smith, to reject the Class III Easement Encroachment request at 6819 Snowdon Avenue in El Cerrito due to liability issues

VOTE: AYES: Beach, Christian-Smith, O’Keefe, Gilbert-Snyder  
 NOES: None

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF AUGUST 22, 2024  
TIME OF MEETING: 7:00 P.M.  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

ABSTAIN: Merrill

ABSENT: None

The Board resumed the order of the agenda at this time in the meeting.

**IV. Approval of Minutes**

A. Approval of August 8, 2024 Board Meeting Minutes

MOTION: By Merrill, seconded by Beach, to approve the minutes of the August 8, 2024 Board Meeting

VOTE: AYES: Beach, Christian-Smith, Merrill, O'Keefe, Gilbert-Snyder

NOES: None

ABSTAIN: None

ABSENT: None

**V. Communications**

A. Oral/Written Communications

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

There were no items to report.

**VI. Reports of Staff and Officers**

A. Attorney's Report

Kokotaylo reported that provisions of AB 2449 relating to teleconference participation by Board Members for public meetings due to a "just cause" or "emergency circumstances" remains in effect until January 1, 2026.

B. Committee Reports

The committee for the District Manager recruitment gave a quick update of the recruitment process.

C. Manager's Report

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF AUGUST 22, 2024  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

1. Monthly Maintenance Summary Report  
 The Manager reported no significant issues with last month's maintenance activities.
2. Monthly Report of Sewer Replacements and Repairs  
 The Manager reported no invoices were paid in July.
3. Connection Charge Report per Gov. Code 66013  
 The Manager reported on the annual compliance report detailing the amount of charges received by the District and the public improvement on which the charges were solely expended. The report will be posted on the District's website for public review.
4. 2024 California Special Districts Association (CSDA) Conference  
 The Manager reported on the upcoming CSDA conference.

**VIII. Business**

- A. Consideration of Class III Easement Encroachment – 6819 Snowdon Avenue in El Cerrito  
 This item was taken out of order earlier in the meeting (see above).
- B. Cancellation of the September 5, 2024 Board Meeting  
 The Board agreed to cancel the upcoming Board meeting on September 5, 2024 since there are no timely agenda items to consider.

MOTION: By O'Keefe, seconded by Beach, to approve the cancellation of the September 5, 2024 Board Meeting and have staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office

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



STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
MEETING OF AUGUST 22, 2024  
TIME OF MEETING: 7:00 P.M.  
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C. Resolution No. 2251-0824 Approving and Authorizing Disposal of Surplus Property

The Board approved the resolution.

MOTION: By Christian-Smith, seconded by Beach, to approve Resolution No. 2251-0824 Approving and Authorizing Disposal of Surplus Property

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

**IX. Monthly Financial Statements**

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. California Employers’ Retiree Benefit Trust (CERBT) FY End Statement

The financial items were reviewed by the Board with no significant issues.

**X. Approval of Checks**

- A. Checks for August 22, 2024 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by O’Keefe, to pay the bills, Check Nos. 1166 through 1196 and 28657 in the amount of \$91,568.29

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
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**X. Future Agenda Items**

**September 5, 2024 (\*\*Meeting Cancelled\*\*)**

(none)

**September 19, 2024**

Health Care Benefits Review

Consent Decree Quarterly Report

+ *District Manager Recruitment*

+ *Governance Manual - Policy Prohibiting Acceptance of Gratuities*

**XI. Adjournment**

The meeting was adjourned at 7:56 P.M. The September 5, 2024 Board Meeting has been cancelled. The next meeting of the District Board of Directors will be held on Thursday, September 22, 2024 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary

# STEGE SANITARY DISTRICT MONTHLY MAINTENANCE SUMMARY REPORT

## August 2024

### QUARTER 3

VEHICLE	DAYS	FOOTAGE (LF)
<i>UNIT 10 COMBO</i>	14	70,992
<i>UNIT 11 RODDER</i>	0	
<i>UNIT 15 CCTV</i>	5	11,780
<i>UNIT 16 COMBO</i>	6	12,056
TOTAL MONTH CLEANED		83,048
TOTAL MONTH CCTV'D		11,780

### QUARTERLY SUB-TOTALS

YEAR	QUARTER	TOTAL CLEANED (LF)	PLANNED TO CLEAN (LF)	Q END NOT COMPLT'D (LF)	TOTAL CCTV'D (LF)	PLANNED TO CCTV (LF)	Q END NOT COMPLT'D (LF)
<b>2024</b>	<b>3</b>	171,862	224,401	0	39,140	59,119	0
<b>2024</b>	<b>2</b>	241,082	188,935	0	58,662	64,948	33,962
<b>2024</b>	<b>1</b>	289,011	226,685	0	52,450	54,605	24,296
<b>2023</b>	<b>4</b>	228,862	184,938	0	48,625	50,930	23,849
<b>2023</b>	<b>3</b>	260,224	215,376	0	64,008	65,576	27,963
<b>2023</b>	<b>2</b>	245,563	202,070	0	52,033	60,081	38,937
<b>2023</b>	<b>1</b>	262,178	204,795	0	61,882	58,488	29,188

# MONTHLY SERVICE CALLS

# August-2024

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
<b>8/5/2024</b> Monday 1:45 PM	101409 101408	1801 MENDOCINO ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				THIS WAS A DEAD ANIMAL NOT A SEWER PROBLEM.
<b>8/6/2024</b> Tuesday 11:08 AM	232106 232102	316 ASHBURY 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.
<b>8/7/2024</b> Wednesday 11:07 AM	151301 151026	1355 ARLINGTON BLVD. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/7/2024</b> Wednesday 12:45 PM	231014 231013	1620 OAK VIEW AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/8/2024</b> Thursday 7:57 PM	203104 203103	5804 EL DORADO ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	A, C				THIS WAS THE CUSTOMER'S PROBLEM.
<b>8/8/2024</b> Thursday 8:20 PM	227102 227101	512 KEARNEY ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/9/2024</b> Friday 2:27 PM	273103 273001	27 SUNSET DR. KENSINGTON, CA 94707 <i>Last Call: 12/5/2022</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				I FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/12/2024</b> Monday 12:31 PM	232103 232118	300 POMONA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THE SLOW DRAIN TO BE THE CUSTOMER'S PROBLEM.
<b>8/12/2024</b> Monday 1:20 PM	251612 25611	2 HIGHGATE RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				CUSTOMER'S PROBLEM, BASEMENT SUB PUMP NOT WORKING.
<b>8/14/2024</b> Wednesday 3:10 PM	203125 203124	5619 EL DORADO ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/15/2024</b> Thursday 10:54 AM	183106 183105	2337 MONO 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.
<b>8/16/2024</b> Friday 9:20 AM	212316 212304	6111 FRESNO AVE. RICHMOND, CA 94804 <i>Last Call: 12/5/2018</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/19/2024</b> Monday 9:17 AM	272105 272005	32 AVON RD. KENSINGTON, CA 94707 <i>Last Call: 11/13/2019</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
<b>8/20/2024</b> Tuesday 10:21 AM	283121 283119	933 NORVELL 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.
<b>8/21/2024</b> Wednesday 9:32 AM	251107 251105	615 COLUSA AVE. EL CERRITO, CA 94530 <i>Last Call: 10/31/2023</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.
<b>8/22/2024</b> Thursday 10:03 AM	261015 261014	765 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.
<b>8/22/2024</b> Thursday 11:27 PM	191212 191211	2638 ARLINGTON BLVD. 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.

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 Dm (SD)  
 Yard (Y)  
 Other (O)

<b>MAINLINE:</b>	<b>0</b>
<b>LATERAL:</b>	<b>11</b>
<b>OTHER:</b>	<b>6</b>
<b>TOTAL SERVICE CALLS:</b>	<b>17</b>
<b>MAINLINE OVERFLOW:</b>	<b>0</b>
<b>MAINLINE SURCHARGE:</b>	<b>0</b>

# SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

## September-2024

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
<b>3/8/2024</b> Friday 10:53 AM	265304 265303	838 SEA VIEW DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,D,OF	MH	ML	SD	DEBRIS IN MAIN CAUSED SSO.	CAT 1	765 gallons	34 gallons	731 gallons
<b>4/15/2024</b> Monday 9:50 AM	283101_1 283106	941 LIBERTY ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,D,OF, SD	BLDG	ML,B	BLDG	SSO CAUSED BY STORM DRAIN MATERIAL INSIDE DISTRICT MAIN.	CAT 3	171 gallons	0 gallons	171 gallons
<b>7/21/2024</b> Sunday 3:25 PM	161221 131216	1700 MANOR CIR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, D,E,OF	CO	ML	ST, Y	EBMUD- WATER MAIN BREAK DAMAGED STEGE MAIN LINE.	CAT 3	210 gallons	210 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)
- 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:	3
MAINLINE BREAK SSOs:	3
MAINLINE SURCHARGE SSOs:	0
CATEGORY 1 SSOs:	1
SSOs INTO BUILDINGS:	1

TOTAL SSO VOLUME (GALS):	1,146
TOTAL VOLUME RECOVERED (GALS):	244
TOTAL VOLUME UNRECOVERED (GALS):	902

\*CATEGORY 1 SSO: Spill of any volume of sewage from or caused by a sanitary sewer system that results in a discharge to: A surface water, including a surface water body that contains no flow or volume of water; or A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly. Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

CATEGORY 2 SSO: Spill of 1,000 gallons or greater, from or caused by a sanitary sewer system that does not discharge to a surface water.

CATEGORY 3 SSO: Spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

CATEGORY 4 SSO: Spill of less than 50 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

**STEGE SANITARY DISTRICT**  
**MONTHLY REPLACEMENT AND REPAIR SUMMARY**  
**August 2024**

<b>I SEWER REPLACEMENT - FY 2024-2025</b>			
A. BUDGET ALLOCATION			\$3,593,000
B. PRIOR BUDGET EXPENDED (WITH RETENTION)			\$0
C. SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)		<u>COST</u>	
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%		\$3,593,000
G. PERCENTAGE OF FISCAL YEAR REMAINING	83.33%		
H. TOTAL REPLACEMENT FOOTAGE PAID TO DATE		( \$ - /LF)	

<b>II SEWER REPAIRS - FY 2024-2025</b>			
A. BUDGET ALLOCATION			\$74,000
B. PRIOR BUDGET EXPENDED			\$0
C. SEWER REPAIRS PAID THIS MONTH		<u>REPAIR COST</u>	
Kato Plumbing	256 Lake Dr		\$3,700
SUBTOTAL FOR THIS MONTH			\$3,700
SUBTOTAL FOR LAST MONTH			\$0
D. TOTAL BUDGET EXPENDED	5.00%		\$3,700
E. TOTAL RETENTION HELD	0.00%		\$0
F. BUDGET REMAINING	95.00%		\$70,300
G. PERCENTAGE OF FISCAL YEAR REMAINING	83.33%		
H. TOTAL NUMBER OF REPAIRS PAID TO DATE		( \$0 /REPAIR)	



# STEGE SANITARY DISTRICT

Report Date: 9/5/2024

% FY Remain: 83.33%

## BOARD OF DIRECTORS CONSENT DECREE PROGRESS REPORT

FY Start Date 7/1/2024

FY End Date 6/30/2025

CD Start Date 9/22/2014

FY "Effective" Date 7/1/2013

CIP PROJECT	24201	COMPLETED	GOAL	PERCENTAGE
REPLACED since FY start	0 /	12,738	LF Yearly Objective Rate	0%
REPLACED since FY "Effective" Date	140,498 /	128,544	LF Cumulative Requirement	109%
CLEANED since FY start	191,794 /	211,200	LF Minimum Requirement	91%
HOTSPOTS since FY start	52,491 /	100,000	LF Minimum Requirement	52%
CCTV since FY start	41,944 /	77,616	LF Yearly Objective Rate	54%
CCTV since CD start	2,141,767 /	892,584	LF Cumulative Requirement	240%
ROOT FOAMING this FY	30,664 /	2,682	LF Minimum Requirement	506%

### 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, 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

## 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
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	330.5	6.8%
2023	\$913.74	\$2,375.72	\$1,128.83	340.1	2.9%
2024	\$1,021.41	\$2,655.67	\$1,138.86	351.1	3.2%
2025	\$1,112.90	\$2,893.54	\$1,256.65		
<b><i>Latest Change</i></b>	<b>+8.96%</b>	<b>+8.96%</b>	<b>+10.34%</b>		

\* JUN CPI-U SF Series Id: CUURS49BSA0

[https://data.bls.gov/timeseries/CUURS49BSA0?amp%253bdata\\_tool=XGtable&output\\_view=data&include\\_graphs=true](https://data.bls.gov/timeseries/CUURS49BSA0?amp%253bdata_tool=XGtable&output_view=data&include_graphs=true)

# CalPERS 2025 Regional Health Premiums (Actives and Annuitants)

Effective Date: January 1, 2025

**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	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Blue Cross Select HMO	1,256.65	506	1	1	2,513.30	506	2	2	3,267.29	506	3	3
Anthem Blue Cross Traditional HMO	1,500.40	509	1	1	3,000.80	509	2	2	3,901.04	509	3	3
Blue Shield Access+ HMO	1,170.17	525	1	1	2,340.34	525	2	2	3,042.44	525	3	3
Blue Shield Access+ EPO	1,170.17	524	1	1	2,340.34	524	2	2	3,042.44	524	3	3
Blue Shield Trio HMO	1,134.79	451	1	1	2,269.58	451	2	2	2,950.45	451	3	3
Kaiser Permanente	1,112.90	533	1	1	2,225.80	533	2	2	2,893.54	533	3	3
Peace Officers Research Assoc of CA	975.00	592	1	1	2,218.00	592	2	2	2,777.00	592	3	3
PERS Gold	1,013.70	648	1	1	2,027.40	648	2	2	2,635.62	648	3	3
PERS Platinum	1,476.10	657	1	1	2,952.20	657	2	2	3,837.86	657	3	3
UnitedHealthcare SignatureValue Alliance	1,184.58	576	1	1	2,369.16	576	2	2	3,079.91	576	3	3
UnitedHealthcare SignatureValue Harmony	1,005.02	495	1	1	2,010.04	495	2	2	2,613.05	495	3	3
Western Health Advantage HMO	914.27	591	1	1	1,828.54	591	2	2	2,377.10	591	3	3

## Supplement/Managed Medicare Monthly Premiums (M)

Plan	Subscriber	Plan Code	Party Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Medicare Preferred PPO	\$487.56	515	1	4	\$975.12	515	2	5	\$1,462.68	515	3	6
Anthem Medicare Preferred PPO with Dental/Vision <sup>1</sup>	487.56	512	1	4	975.12	512	2	5	1,462.68	512	3	6
Anthem Medicare Preferred PPO	487.56	455	1	4	975.12	455	2	5	1,462.68	455	3	6
Anthem Medicare Preferred PPO with Dental/Vision <sup>1</sup>	487.56	459	1	4	975.12	459	2	5	1,462.68	459	3	6
Blue Shield Medicare PPO	448.28	011	1	4	896.56	011	2	5	1,344.84	011	3	6
Blue Shield Medicare PPO with Dental/Vision <sup>2</sup>	448.28	016	1	4	896.56	016	2	5	1,344.84	016	3	6
Kaiser Permanente Senior Advantage	343.08	536	1	4	686.16	536	2	5	1,029.24	536	3	6
Kaiser Permanente Senior Advantage with Dental <sup>3</sup>	343.08	542	1	4	686.16	542	2	5	1,029.24	542	3	6
Kaiser Permanente Senior Advantage Summit	408.31	630	1	4	816.62	630	2	5	1,224.93	630	3	6
Kaiser Permanente Senior Advantage Summit with Dental <sup>3</sup>	408.31	636	1	4	816.62	636	2	5	1,224.93	636	3	6
Peace Officers Research Assoc of CA Medicare Supplement	507.00	595	1	4	1,123.00	595	2	5	1,521.00	595	3	6
PERS Gold Medicare Supplement	546.13	651	1	4	1,092.26	651	2	5	1,638.39	651	3	6
PERS Platinum Medicare Supplement	584.70	661	1	4	1,169.40	661	2	5	1,754.10	661	3	6
UnitedHealthcare Group Medicare Advantage PPO	442.25	579	1	4	884.50	579	2	5	1,326.75	579	3	6
UnitedHealthcare Group Medicare Advantage PPO with Dental/Vision <sup>4</sup>	442.25	585	1	4	884.50	585	2	5	1,326.75	585	3	6

\*For health plan availability by county, please refer to the 2025 Health Benefit Summary or myCalPERS.

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

<sup>2</sup>Dental and Vision coverage is an additional \$39.14 per member per month premium. You will be billed directly for this amount.

<sup>3</sup>Dental benefit is an additional \$15.97 per member per month premium. You will be billed directly for this amount.

<sup>4</sup>Dental and Vision coverage is an additional \$29.54 per member per month premium. You will be billed directly for this amount.

## **SECTION 12**

### **POLICY PROHIBITING ACCEPTANCE OF GRATUITIES**

Board members shall not accept gratuities offered or presented except for trivial items of negligible commercial value, such as a hat, cap, note pad, pen, blotter, calendar or other item that does not exceed \$25.

Gifts that are offered should be refused; gifts that are delivered shall be returned if possible, and gifts that cannot be returned should be donated to the District for disposition.

One area that is often troublesome is the acceptance of meal invitations. Inexpensive, working meals (such as lunch) for the purpose of discussion of business related to the District may be acceptable; however, Board members are cautioned that these events shall be kept as infrequent as possible.

To ensure current regulations are met, Directors shall refer to the Fair Political Practices Commission website ([www.fppc.ca.gov](http://www.fppc.ca.gov)) for up to date rules regarding limits on gifts.

## **CANCELLATION OF THE OCTOBER 3, 2024 REGULAR BOARD MEETING**

### **ISSUE:**

The Board will consider cancellation of the upcoming regular Board meeting on October 3, 2024 since there are no pressing agenda items to consider.

### **FISCAL IMPACT:**

By cancelling the meeting, the District will save from paying the Directors' meeting compensation fee total of around \$1,000.

### **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 3, 2024. Unless new time sensitive issues come up that would necessitate a meeting, the meeting can be cancelled.

### **RECOMMENDATION:**

Approve the cancellation of the October 3, 2024 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 3, 2024.

### **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 3, 2024 has been cancelled.

The next meeting of the Stege Sanitary District Board of Directors will be held on October 17, 2024 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Dated: September 19, 2024



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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary

DRAFT



MALIA M. COHEN

California State Controller

LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE

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

As of 07/15/2024, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2024.

Earnings Ratio		.00012419067099490
Interest Rate		4.55%
Dollar Day Total	\$	945,158,891.59
Quarter End Principal Balance	\$	9,058,072.39
Quarterly Interest Earned	\$	117,379.92

12:10 PM	STEGER SANITARY DISTRICT			
09/12/2024	Check Report			
Accrual Basis	September 19, 2024			
	Name	Memo	Amount	Num
<b>Sep 19, 24</b>				
	CD & Power	Bypass Pump Repair	-577.48	1197
	City of El Cerrito	PW C.3 Annual Inspection	-481.00	1198
	Costco	Costco Membership Renewal	-65.00	1199
	County Clerk	735 Sea View Dr PSL Loan	-3.00	1200
	County of Contra Costa	Data Processing Svcs July 2024	-4.78	1201
	CPS HR Consulting	District Manager Job Posting	-9,000.00	1202
	CSRMA	Claim 941 Liberty	-19,087.46	1203
	Cutting Edge Parts	Camera Repair	-1,019.64	1204
	CWEA	Renewal Wright #45251	-121.00	1205
	DATCO	Random Drug Test	-20.00	1206
	Direct Line	Answering Service 8/01-31/24	-136.00	1207
	EAST BAY MUNICIPAL UTILILITY DISTRICT	BACWA FY 2024-2025	-2,581.00	1208
	East Bay Sanitary Co., Inc.	Garbage Sep-Oct	-906.36	1209
	East Bay Times	Newspaper Subscription	-780.07	1210
	PG&E- #0103467151-9	Burlingame Pumpstation	-139.06	1211
	PG&E- #0607499583-5	Canon Pump Station	-108.36	1212
	PG&E- #6675831511-4	Office/Shop	-1,645.89	1213
	Pump Repair Service Co.	Cannon Pumpstation	-2,395.00	1214
	Schaaf & Wheeler	Canon Pump Station Design	-2,790.40	1215
	ServiceMaster Restoration Services	Cleaning 729 Kearney	-1,352.76	1216
	Shape Incorporated	Burlingame Pumpstation	-17,304.29	1217
	Streamline	Website 9/1-10/1/24	-249.00	1218
	TelePacific Communications	Office Phones	-1,341.69	1219
	Underground Service Alert	USA Markings	-2,068.78	1220
	Universal Building Services	Janitorial Service Aug	-469.00	1221
	Vestis	Uniform Services	-391.80	1222
	WECO Industries, Inc.	Fiberglass Poles, Probes, Cylinder, Tiger Tail and Leader Hose	-5,673.21	1223
	Xerox Financial Services	Copier Lease Payment 8/03-9/02	-284.56	1224
<b>Sep 19, 24</b>			<b>-70,996.59</b>	

## STEGE SANITARY DISTRICT 2024 BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY	FEBUARY	MARCH	APRIL	MAY	JUNE
1/1 & 1/15 HOLIDAY  CASA Winter Conf. Jan 24-26, Palm Springs	2/19 HOLIDAY  CASA Policy Forum Feb 26-27, Wash, DC			5/27 HOLIDAY	6/19 HOLIDAY
1/18/2024 – 7:00 P.M.	2/1/2024 – 7:00 P.M.	3/2/2024 – <b>9:00 A.M.</b>	4/18/2024 – 7:00 P.M.	5/2/2024 – 7:00 P.M.	6/6/2024 – 7:00 P.M.
<ul style="list-style-type: none"> <li>• Board Governance Manual Review</li> <li>• Service Rate Discussion</li> <li>• Long Range Planning Workshop Agenda</li> <li>• Director’s Contact Info</li> <li>• Board Training Summ.</li> <li>• CASA/CSDA Conf.</li> <li>• Quarterly Financial Statements</li> <li>• SPASPA Status Report</li> <li>• CLOSED SESSION – Quarterly Claims Rpt. – Manager Perf. Eval.</li> </ul>	<ul style="list-style-type: none"> <li>• (none)</li> </ul>	<p><b><u>9AM MEETING TIME</u></b></p> <ul style="list-style-type: none"> <li>• Long Range Planning Workshop – Past 5 yrs. Expenditures Review</li> <li>– Self-Assessment of Governance</li> <li>– Strategic Plan Review</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Budget</li> <li>• Employee Benefit Package Review</li> <li>• Service Rate Discussion/Approval</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• Board Training Summ.</li> <li>• Quarterly Financial Statements</li> <li>• SPASPA Status Report</li> <li>• Appoint Labor Negot.</li> <li>• CLOSED SESSION – Quarterly Claims Rpt. – Conf. Labor Negot.</li> </ul>	<ul style="list-style-type: none"> <li>• (none)</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Budget</li> <li>• Review Directors’ Meeting Compensation</li> <li>• District Working Capital and Reserve Policy</li> <li>• Approve Project Plans and Specs (+CEQA)</li> <li>• July 4th Fair Discussion</li> <li>• CASA/CSDA Conf.</li> </ul>
	2/15/2024 – 7:00 P.M.	3/21/2024 – 7:00 P.M.		5/16/2024 – 7:00 P.M.	6/20/2024 – 7:00 P.M.
	<ul style="list-style-type: none"> <li>• Board Governance Manual Approval</li> <li>• Actuarial Analysis of Retiree Health Benefits Report (even years)</li> <li>• Performance Report</li> <li>• District of Distinction (every 3 years)</li> <li>• Service Rate Discussion</li> <li>• Long Range Planning Workshop Agenda</li> <li>• Board Training Summ.</li> <li>• CASA/CSDA Conf.</li> <li>• CASA Conference Attendee Reports</li> <li>• Form 700</li> </ul>	<ul style="list-style-type: none"> <li>• Auditor – RFP</li> <li>• California Employer’s Retiree Benefit Trust (CERBT)</li> <li>• Service Rate Discussion</li> <li>• Action Plan</li> <li>• Board Training Summ.</li> <li>• Consent Decree Quarterly Report</li> <li>• CASA Conference Attendee Reports</li> <li>• Form 700</li> </ul>		<ul style="list-style-type: none"> <li>• Resolution Ordering Board Election (even years)</li> <li>• Draft Budget</li> <li>• Board Training Summ.</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• Review of Comparable Agencies</li> <li>• Service Rate Discussion/Approval</li> <li>• CLOSED SESSION – Manager Perf. Eval. – Conf. Labor Negot.</li> </ul>	<ul style="list-style-type: none"> <li>• Resolution Salary of District Manager</li> <li>• Resolution Employee Salary Ranges</li> <li>• Resolution Approve/Adopt Budget</li> <li>• Review and Approve Incentive Award</li> <li>• Adopt Incentive Award Goals &amp; Objectives</li> <li>• July 4<sup>th</sup> Fair Discussion</li> <li>• CD Quarterly Report</li> <li>• CASA/CSDA Conf.</li> <li>• CLOSED SESSION – Counsel Perf. Eval.</li> </ul>



# STEGE SANITARY DISTRICT

## 2024 BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
7/4 HOLIDAY 4 <sup>th</sup> of July Fair Booth  CASA Annual Conf. Jul 31- Aug 2, Monterey		9/2 HOLIDAY  CSDA Annual Conf. Sep 9-12, Indian Wells  Board Training AB 1234 (even years) AB 1661 (odd years)		11/28-29 HOLIDAY	12/12 HOLIDAY LUNCHEON  12/25 HOLIDAY
7/18/2024 – 7:00 P.M.	8/8/2024 – 7:00 P.M.	9/5/2024 – 7:00 P.M.	10/3/2024 – 7:00 P.M.	11/7/2024 – 7:00 P.M.	12/12/2024 – <b>2:00 P.M.</b>
<ul style="list-style-type: none"> <li>• Hearing +Res./Ord. – Establish and Collect Sewer Service Charges</li> <li>– Director Meeting Compensation</li> <li>• Resolution Filing Notice of Completion</li> <li>• District Investment Policy</li> <li>• Reimb. Report per Gov. Code 53065.5</li> <li>• Candidate filing period (even years)</li> <li>• CASA/CSDA Conf.</li> <li>• Form 470</li> <li>• July 4th Fair Debrief</li> <li>• Quarterly Financial Statements</li> <li>• SPASPA Status Report</li> <li>• CLOSED SESSION – Quarterly Claims Rpt.</li> </ul>	<ul style="list-style-type: none"> <li>• (none)</li> </ul>	<ul style="list-style-type: none"> <li>• (none)</li> </ul>	<ul style="list-style-type: none"> <li>• (none)</li> </ul>	<ul style="list-style-type: none"> <li>• Proposed Meeting Calendar</li> <li>• Board Officer Succession Plan</li> <li>• CASA/CSDA Conf.</li> </ul>	<b><u>2PM MEETING TIME</u></b> <ul style="list-style-type: none"> <li>• Fiscal Year Financial Audit</li> <li>• Resolution Certifying Election Results (even years)</li> <li>• Connection Charge Review</li> <li>• Emergency Contact Update</li> <li>• Meeting Calendar</li> <li>• Consent Decree Quarterly Report</li> <li>• CASA/CSDA Conf.</li> <li>• Pension + OPEB UAL Reports</li> <li>• Nomination &amp; Election of Officers</li> </ul>
	8/22/2024 – 7:00 P.M.	9/19/2024 – 7:00 P.M.	10/17/2024 – 7:00 P.M.		