

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF OCTOBER 15, 2020
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 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 teleconference. In the event that any Board Member elects to teleconference, all votes conducted during the teleconferencing session will be conducted by roll call vote.

I. Call To Order

II. Roll Call

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

III. Public Comment:

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

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CLOSED SESSION

Liability Claims

Gov. Code § 54956.95

Claimant: Murdock

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Mello

Agency Claimed Against: Stege Sanitary District

Liability Claims

Gov. Code § 54956.95

Claimant: Lucia

Agency Claimed Against: Stege Sanitary District

IV. Approval of Minutes

Motion:

A. Approval of September 17, 2020 Board Meeting Minutes

(The Board will be asked to review and approve the minutes)

Info:

V. Communications

A. Oral Communications

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

a. City & Community Meetings

B. Written Communications

Info:

VI. Reports of Staff and Officers

A. Attorney's Report

B. Manager's Report

1. Monthly Maintenance Summary Report

2. Monthly Report of Sewer Replacements and Repairs

3. San Pablo Avenue Specific Plan Area (SPASPA) Status Report

4. Holiday Luncheon (cancelled)

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5. EBMUD Memo – Regional Private Sewer Lateral (PSL) Program Update
6. EBMUD Memo – Regional Fats, Oils, or Grease (FOG) Program Update
7. 2021 California Association of Sanitation Agencies (CASA) Conferences
 - January 27-29, 2021 – Winter Conference, Palm Springs, CA
 - August 11-13, 2021 – 66th Annual Conference, San Diego, CA
8. 2021 California Special Districts Association (CSDA) Conference
 - August 30- September 2, 2021 – Annual Conference, Monterey, CA

VII. Business

Info/Motion: A. Flexible Benefit Plan Review
(The Board will review and consider changes to the plan)

Info/Motion: B. Deferred Compensation Matching Contribution Review
(The Board will review and consider changes to the contribution amount)

Info: **VIII. Monthly Financial Statements - September 2020**

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

IX. Approval of Checks

Info/Motion: A. Checks for October 15, 2020- Fund No. 3418 & 3423
(The Board will be asked to approve the October 15, 2020 checks)

Info: **X. Future Agenda Items**

November 12, 2020

Proposed Meeting Calendar
Board Officer Succession Plan
CASA Conference

December 10, 2020 – 2:00PM

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF OCTOBER 15, 2020
TIME OF MEETING: 7:00 P.M.
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Fiscal Year Financial Audit
~~Resolution Certifying Election Results~~
Emergency Contact Update
Meeting Calendar
Consent Decree Quarterly Report
CASA Conference
Pension + OPEB UAL Reports
Nomination & Election of Officers

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on November 12, 2020 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF SEPTEMBER 17, 2020
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

- I. Call To Order:** President Miller called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith (video-conference), Gilbert-Snyder (video-conference), Merrill, O’Keefe (tele-conference), Miller
- Absent: None
- Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, 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:** Merrill commented on a door hanger he received from EBMUD giving notice of smoke testing of sewers in the area. O’Keefe commented that staff should consider adding more instructions on the agenda for the ways the public can provide public comment. There was no other public comment.

- IV. Approval of September 3, 2020 Board Meeting Minutes**

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of the September 3, 2020 Board Meeting, as amended

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

NOES: None

ABSTAIN: None

ABSENT: None

- V. Communications**

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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 his attendance at a recent El Cerrito City Council Meeting.

2. Written Communications

a. Coronavirus economy: Bay Area real estate bankruptcies begin to surface

The Board was provided the article for review.

VI. Reports of Staff and Officers

A. Attorney's Report

Kokotaylo reported on Assembly Bill 685 that, if signed by Governor Newsom, will require public agencies to notify employees if they've potentially been exposed to COVID-19 at the worksite but may create challenges for employers to implement when it goes into effect on January 1, 2021.

B. Manager's Report

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 on a revised June 2020 report to complete fiscal year 2019-20 and that no invoices were paid last month.

3. Consent Decree Quarterly Report

The Manager reported the District continues to be on track to achieve Consent Decree annual requirements.

4. Pandemic Response (COVID-19) Status

The Manager reported on the District's operation under the County's current Shelter-in-Place Order.

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VII. Business

A. Flexible Benefit Plan Contribution Review

The Board discussed changing the flexible benefit plan contribution rate due to an increase in health care premiums in 2021. A motion was made but withdrawn and instead the Board asked staff to bring back more information regarding EBMUD's health care and flexible benefit plan policy and a summary of other comparable sanitary district flexible benefit plans.

B. Deferred Compensation Matching Contribution Review

The Board tabled this item in conjunction with the flexible benefit plan discussion.

C. Resolution No. 2144-0920 Approving the Amended Personnel Policy of the Stege Sanitary District

The Board reviewed and approved the resolution after making a few minor amendments to the policy.

MOTION: By Merrill, seconded by O'Keefe, to approve Resolution No. 2144-0920 Approving the Amended Personnel Policy of the Stege Sanitary District

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

D. Cancellation of the October 1, 2020 Board Meeting

The Board agreed to cancel the upcoming Board meeting on October 1, 2020 since there are no timely agenda items to consider.

MOTION: By Christian-Smith, seconded by Gilbert-Snyder, to approve the cancellation of the October 1, 2020 regular Board Meeting and have

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staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office

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

VIII. Monthly Financial Statements - August 2020

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement

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

IX. Approval of Checks

- A. Checks for September 17, 2020 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 26774 through 26795 in the amount of \$71,194.89

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

X. Future Agenda Items

October 1, 2020

~~Regional PSL Program Update~~

~~Regional FOG Program Update~~

Meeting Cancelled

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF SEPTEMBER 17, 2020

TIME OF MEETING: 7:00 P.M.

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

October 15, 2020

CLOSED SESSION – Quarterly Claims Report

SPASPA Status Report

Quarterly Financial Statements

*+Regional PSL Program Update**+Regional FOG Program Update***XI. Adjournment**

The meeting was adjourned at 8:55 P.M. The meeting scheduled for Thursday, October 1, 2020 has been cancelled. The next meeting of the District Board of Directors will be held on Thursday, October 15, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

**STEGE SANITARY DISTRICT
MONTHLY MAINTENANCE SUMMARY REPORT
Sep-20**

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITIES

There were 21 normal working days Days Feet

Unit #11 (rodder) operated: 0 0
 Unit #15 (video) operated: 14 12,795
 Unit #10/16 (combo) operated: 13 65,592

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	63,947	4,421	211,316	22,767	882
Total Video	18,702	7,905	42,753	16,004	5,267

2. MONTHLY SERVICE CALLS

After-hour service calls: 3 calls 3 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
2020	Sep	13	11.7	6	6.9	0	3	0	2
		CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE		OVERFLOWS RELATED TO WET WEATHER			
		CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS		
		0	1	0	7	0	0		

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

MONTHLY SERVICE CALLS

September-2020

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
9/1/2020 Tuesday 3:20 PM	101420 101401	1918 SHASTA ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C,OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/2/2020 Wednesday 8:30 AM	172009 172008	6753 GLEN MAWR AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND GROUND WATER IN YARD.
9/3/2020 Thursday 8:10 AM	142410 142409	1305 LAWRENCE ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND CLEAN WATER RUNNING IN THE STREET GUTTER.
9/3/2020 Thursday 12:18 PM	283616 283615	8702 DON CAROL DR. 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.
9/4/2020 Friday 5:44 PM	281417 281415	935 GALVIN DR. EL CERRITO, CA 94530 <i>Last Call: 2/4/2016</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC				INSTALLED RAPO AROUND MANHOLE.
9/8/2020 Tuesday 8:40 AM	161315 161314	6734 CUTTING BLVD. EL CERRITO, CA 94530 <i>Last Call: 9/27/2016</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/8/2020 Tuesday 1:20 PM	101229 101228	5731 HUNTINGTON AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/13/2020 Sunday 1:37 PM	275240 275239	35 KERR AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/14/2020 Monday 8:27 AM	272404 272403	284 COLUMBIA AVE. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				RAT IN THE BATHROOM.
9/14/2020 Monday 8:37 AM	162029 162022	1414 LAWRENCE ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/14/2020 Monday 2:29 PM	281419 281417	935 GALVIN DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC				INSTALLED RAPO AROUND MANHOLE.
9/18/2020 Friday 8:11 AM	101232 101213	1923 SANTA CLARA AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
9/22/2020 Tuesday 6:14 PM	221121 221120	3090 EL CERRITO PLAZA EL CERRITO, CA 94530 <i>Last Call: 12/8/2019</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C,OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

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: 6
OTHER: 7
TOTAL SERVICE CALLS: 13
MAINLINE OVERFLOW: 0
MAINLINE SURCHARGE: 0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

October-2020

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
11/9/2019 Saturday 8:40 AM	101421 101419	6101 SANTA CRUZ AVE. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, G	CO	B	Y	THE STOPPAGE WAS CAUSED BY GREASE AND DEBRIS IN THE LINE.	CAT 3	154 gallons	40 gallons	114 gallons
11/30/2019 Saturday 1:02 PM	251606 251605	35 FRANCISCAN WAY KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, G	ML	B	Y	CUSTOMER HAD WATER COMING FROM MANHOLE IN YARD. WE CLEARED STOPPAGE AND CLEANED UP. WE FOUND GREASE IN MAIN	CAT 2	1512 gallons	0 gallons	1512 gallons
12/27/2019 Friday 1:15 PM	284115 284006	1212 KING DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	F,R	MH	B	SD, Y	ROOTS & SOFT BLOCKAGE.	CAT 3	42 gallons	42 gallons	0 gallons
1/23/2020 Thursday 12:41 PM	102104 102103	1531 SAN JOAQUIN ST. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, OF	BLDG	ML	BLDG	BROKEN CONNECTION @ 1528 SAN JOAQUIN CAUSED SSO.	CAT 3	10 gallons	10 gallons	0 gallons
3/23/2020 Monday 8:00 PM	102311 102308	1338 SOUTH 56TH ST. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	W, OF	MH	B	ST	SSO WAS CAUSED BY CLOTH TOWELS AND WIPES	CAT 3	5 gallons	5 gallons	0 gallons
4/19/2020 Sunday 10:44 AM	282104 282103	651 KEARNEY ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B, D, OF	BLDG	ML	BLDG	SSO CAUSED BY BROKEN MAIN DUE TO CONSTRUCTION.	CAT 3	151 gallons	26 gallons	125 gallons
7/15/2020 Wednesday 11:56 AM	231906 231901	329 RUGBY AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B	ML	ML	SD, C	BROKEN MAIN	CAT 1	117 gallons	12 gallons	105 gallons

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: 7
MAINLINE BREAK SSOs: 3
MAINLINE SURCHARGE SSOs: 0
CATEGORY 1 SSOs: 2
SSOs INTO BUILDINGS: 2

TOTAL SSO VOLUME (GALS): 1,991
TOTAL VOLUME RECOVERED (GALS): 135
TOTAL VOLUME UNRECOVERED (GALS): 1,856

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
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*CATEGORY 1 SSO: Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that: Reach surface water and/or reach a drainage channel tributary to a surface water; or Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).

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

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

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
September 2020

I SEWER REPLACEMENT - FY 2020-21			
A.	BUDGET ALLOCATION		\$2,867,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SEWER REPLACEMENTS PAID THIS MONTH		
	1		
SUBTOTAL FOR THIS MONTH			\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E.	TOTAL 5% RETENTION HELD		\$0
F.	BUDGET REMAINING	0.00%	\$0
G.	PERCENTAGE OF FISCAL YEAR REMAINING	75.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	0 (\$ - /LF)	

II SEWER REPAIRS - FY 2020-21			
A.	BUDGET ALLOCATION		\$66,000
B.	PRIOR BUDGET EXPENDED		\$0
C.	SEWER REPAIRS PAID THIS MONTH		\$0
	1		
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%	\$66,000
G.	PERCENTAGE OF FISCAL YEAR REMAINING	75.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	0 \$ - /REPAIR)	

STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
August 2020

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		\$0
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	75.00%	
H. TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	0 (\$ - /LF)	

STEGE SANITARY DISTRICT

Last Revised: 10/5/2020

BOARD OF DIRECTORS SAN PABLO AVENUE SPECIFIC PLAN STATUS REPORT

PAID PROPERTIES

SPASP Fee = \$ 217.89

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units	Equiv. Fixture Units	Added Fixture Units from (E)
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.	34	3
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.	264	76
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.	23	18
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.	55	55
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5	5
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.	5	5
4/24/2018	Temporary Senior Center (City El Cerrito)	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.	40	13
7/17/2018	Wang Brothers Investments, LLC (Kevin)	10963	SAN PABLO AVE.	\$ 129,644.55	51	595	595
8/20/2018	El Cerrito Apt (The Little Hill LLC.)	10300	SAN PABLO AVE.	\$ 142,717.95	32	655	655
1/22/2019	Li's America Investments LLC	10281	SAN PABLO AVE.	\$ 1,089.45	Comm.	5	5
2/6/2019	CINQUE TERRE (KEN & RONG MOU)	10530	SAN PABLO AVE.	\$ 18,738.54	5	86	86
3/22/2019	KOYOTO RAMEN & CURRY HOUSE	3050	EL CERRITO PLAZA	\$ 7,489.17		44	34
12/18/2019	JAIMIE HITESHEW (MAYFAIR)	11600	SAN PABLO AVE.	\$ 644,503.60	156		
				\$ 982,430.96			

PLAN CHECK PROPERTIES (WAITING PAYMENT)

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

SAN PABLO AVENUE SPECIFIC PLAN REVIEW PROCEDURE

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

MEMO

Date: October 5, 2020

To: Paul Soo, Stege Sanitary District

From: Adam Kern, EBMUD

Cc: Rex Delizo, Stege Sanitary District

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

Regional Private Sewer Lateral (PSL) Program:

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 2020 Annual Report (July 2019-June 2020)

- Issued 4,139 PSL Compliance Certificates under the Regional PSL Program in FY20, and had a 94% compliance rate with the point-of-sale trigger.
- Compliance Certificate counts for all *other* Satellites (Albany, Alameda, Piedmont, Emeryville, Oakland) from July 2011 – June 2020: 35,780 compliance certificates
- Certified 53.2 miles of private sewer laterals from July 2019 – June 2020, and a total of 484 miles of private sewer laterals from July 2011 – June 2020

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
- July 2011 – June 2020 – 3,001 compliance certificates

Other Program Updates:

EBMUD made significant changes to the Regional Ordinance, effective May 24, 2019, and began implementing these changes during this reporting period, including the following:

- The changes regarding HOAs created the need for new documentation and tracking of information from the over 600 identified HOAs.
- To better track property owners with extended deadlines, EBMUD began issuing Compliance Agreements.

EBMUD also implemented procedural changes to increase compliance rates, including the following:

- EBMUD revised all of the noncompliance outreach materials and began assessing violation follow-up fees for properties that were non-compliant following a title transfer.

- In addition, EBMUD re-started the series of noncompliance notices, including issuing violation follow-up fees, for properties that had remained noncompliant going back to 2012.
- As of the second quarter of FY20, EBMUD began requesting Satellites to provide quarterly data on the construction/remodel trigger for timely tracking.
- EBMUD established a new hotline and email address to manage and track the increase in enforcement-related queries.

Stege Sanitary District:

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

- Closed Permits: 13 permits
- Closed Permits with Certificate: 7 permits
- Compliance Rate: 46%
- 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 1: Compliance Certificates by Satellite

	Alameda	Albany	Emeryville	Oakland	Piedmont	Stege	TOTAL ¹
Last Period, FY19 ²	645	75	25	3,569	118	314	4,746
This Period, FY20	380	82	17	3,243	124	293	4,139
Cumulative, FY12-FY20	2,314	502	338	31,250	1,376	3,001	38,781
% Increase or Decrease Last Period to This Period	-41%	9%	-32%	-9%	5%	-7%	-13%

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

	Number of Permits Closed	Number in Compliance	Number Non- Compliant	Percent Non-Compliant
Alameda				
FY17	12	10	2	17%
FY18	111	111	0	0%
FY19	64	61	3	5%
FY20	66	64	2	3%
Albany				
FY17	2	2	0	0%
FY18	18	17	1	6%
FY19	7	7	0	0%
FY20	22	19	3	14%
Emeryville				
FY17	35	34	1	3%
FY18	36	36	0	0%
FY19	16	16	0	0%

	Number of Permits Closed	Number in Compliance	Number Non- Compliant	Percent Non-Compliant
FY20	21	21	0	0%
Oakland				
FY17	318	318	0	0%
FY18	373	373	0	0%
FY19	467	456	11	2%
FY20	390	390	0	0%
Piedmont				
FY17	25	25	0	0%
FY18	13	12	1	8%
FY19	16	16	0	0%
FY20	3	3	0	0%
Stege				
FY17	29	14	15	52%
FY18	17	7	10	59%
FY19	54	24	30	56%
FY20	13	7	6	46%
FY17 Total	421	403	18	4%
FY18 Total	568	556	12	2%
FY19 Total	624	580	44	7%
FY20 Total	515	504	11	2%

Enforcement Statistics and Efforts:

The “point-of-sale” trigger is responsible for greater than 93% of all triggering actions and generates the most number of 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.

In previous reports, the compliance rate was calculated 90 days after the Notice of Violation was mailed, which is approximately 180 days after the property sale. During this reporting period, some of the enforcement notices were temporarily delayed due to implementation of the Regional Ordinance revisions and due to circumstances surrounding the COVID-19 pandemic. In order to report the closest comparable metrics, the compliance rate was assessed as of June 30, 2020, which is at least 180 days after the property sale, whether or not the Notice of Violation was issued.

Table 3 shows property sales and compliance rate data for the PSL Program during this reporting period and the preceding six months. From January 2019 through December 2019, the most recent available sales month, the compliance rate is 94 percent.

Table 3: Sales and Compliance Rates by Month

Month	Total Property Sales (Subject to Regional Ordinance)	HOA Properties Removed	Total Property Sales Not Including HOAs (Subject to Ordinance)	Non-compliant properties	Non-compliance rate
Jan 2019	142	3	139	13	9%
Feb 2019	222	6	216	8	4%
Mar 2019	206	5	201	7	3%
Apr 2019	360	8	352	15	4%
May 2019	364	11	353	24	7%
Jun 2019	376	8	368	21	6%
Jul 2019	334	0	334	25	7%
Aug 2019	280	7	273	25	9%
Sep 2019	282	10	272	17	6%
Oct 2019	263	0	263	16	6%
Nov 2019	185	0	185	17	9%
Dec 2019	190	0	190	10	5%
Jan 2020	254	0	254	n/a	n/a
Feb 2020	283	0	283	n/a	n/a
Mar 2020	311	11	300	n/a	n/a
Apr 2020	249	4	245	n/a	n/a
May 2020	239	3	236	n/a	n/a
June 2020	332	0	332	n/a	n/a
Total (Calendar Year 2019)	3,204	58	3,146	198	6% ¹
Total (FY20)	3,202	35	3,167	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.

In the previous reporting period, customized mailings were sent to over 600 HOAs and PMGs regarding the new requirements and the due date for the Statement of Responsibility. During this reporting period, EBMUD reviewed the submitted Statements of Responsibility documentation and followed up with the HOAs and PMGs as needed. In addition, during this reporting period, EBMUD staff presented to five HOAs regarding requirements for HOAs and parcels with greater than 1,000 feet of PSLs.

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	61
Parcels or Parcel Groups with Compliance Certificates	19
CAP (only) Submitted ¹	40
CAP and CAWP Submitted ¹	2

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

Currently, all 61 identified properties in this category are in compliance, by having obtained a Compliance Certificate (19 properties) or by having submitted the required CAP or CAWP, 40 properties and 2 properties, respectively. One HOA that previously submitted a CAP was determined to have less than 1,000 feet of PSLs, and was therefore removed from the total number identified. This HOA is required to comply by July 12, 2021. EBMUD anticipates that additional properties may be identified in this group as large community-style HOAs revise Covenants, Conditions, and Restrictions (CC&R) documents to take on more responsibility for testing and certifying PSLs on behalf of the property owners within the development. This may result in some HOAs becoming newly responsible to manage over 1,000 feet and therefore subject to the requirements described in this section. The amended Regional Ordinance sets forth a set of enforceable requirements and deadlines that will apply to properties that become newly responsible for more than 1,000 feet of PSLs.

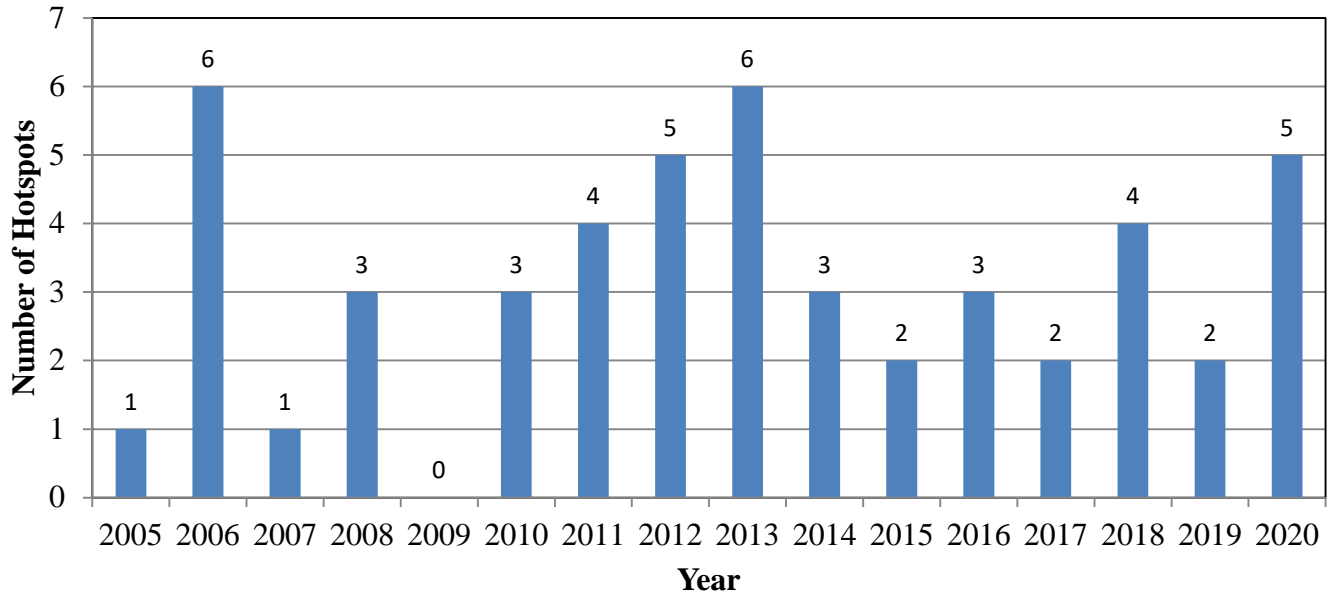
**FOG CONTROL PROGRAM – STEGE ANNUAL SUMMARY
JULY 2019 – JUNE 2020
STEGE SANITARY DISTRICT**

Hotspot Investigation Summary

5 hotspots were reported during FY2020. Chart 1 demonstrates hotspot trends from FY2005 – FY2020 for Stege Sanitary District.

Chart 1

Stege Sanitary District Hotspot Trends by Fiscal Year



Reported Hotspots During FY 2020

Hotspot No.	Incident Type	Date of Incident	Address	Upstream	Downstream
Stege – 45	Blockage	7/2/2019	11450 San Pablo Ave	161302	161202
Stege – 46	Increased Maintenance	7/25/2019	233 El Cerrito Plaza	221105	221104
Stege – 47	Blockage	9/26/2019	36 Anson Way	251403	251402
Stege – 48	SSO	11/9/2019	6101 Santa Cruz Ave	101421	101419
Stege – 49	SSO	12/2/2019	35 Franciscan Way	251606	251605

Stege – 45: Safeway’s grease interceptor was inspected on 10/10/2018 and 12/19/2019 and found that it was in need of servicing. EBMUD contacted the Environmental Manager for the facility and discussed the issue after both inspections. Safeway was able to provide receipts for maintenance for EBMUD review. EBMUD made the suggestion to increase maintenance frequency for this interceptor.

Stege – 46: EBMUD sent a letter in advance of inspections to Chefs Chinese Food on 9/24/2019 to provide outreach and request grease interceptor maintenance records. EBMUD inspectors attempted to access the grease interceptor on numerous occasions (10/25/2019, 10/28/2019, and 11/25/2019), but were unable to gain access to inspect. EBMUD will keep this location on the list for future inspection.

Stege 47: 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. Letters are enclosed with this report.

Stege – 48: EBMUD sent FOG/Wipes letters to 8 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper. Letters are enclosed with this report.

Stege – 49: EBMUD sent FOG/Wipes letters to 11 residences in the neighborhood. The letters were accompanied with the “Do not flush” and “Residential FOG” brochures, as well as a FOG scraper. Letters are enclosed with this report.

Food Service Establishments

At time of this report a total of approximately 179 food service establishments are present in Stege Sanitary District.

Inspections Completed for Current and Previous Year

	Annual Inspection Totals
This Year (July 2019 – June 2020)	16
Previous Year (July 2018– June 2019)	7

Inspection List

FSE Name	FSE Address	Date of Inspection	Inspection Type
Inca Palace Restaurant (Pacific East Mall)	3288 Pierce A105	11/6/2019	Grease Interceptor
Kamza Sushi Palace (Pacific East Mall)	3288 Pierce St A107	11/6/2019	Grease Interceptor
168 Restaurant (Pacific East Mall)	3288 Pierce St A109	11/6/2019	Grease Interceptor
Isshin Ramen (Pacific East Mall)	3288 Pierce St C136	11/6/2019	Grease Interceptor
Kimchee Tofu House (Pacific East Mall)	3288 Pierce St A103	11/6/2019	Grease Interceptor
Pizza Roma	10616 San Pablo Ave	11/14/2019	FSE
Baskin Robbins	10598 San Pablo Ave	11/14/2019	FSE
Katana Ya Ramen	10546 San Pablo Ave	11/14/2019	FSE
Chefs Chinese Food	233 El Cerrito Plz	11/25/2019	Grease Interceptor
99 Ranch Market (Pacific East Mall)	3288 Pierce St F	11/26/2019	Grease Interceptor

Pho Saigon (Pacific East Mall)	3288 Pierce St 116	11/26/2019	Grease Interceptor
Daimo Restaurant (Pacific East Mall)	3288 Pierce St A	11/26/2019	Grease Interceptor
Asian Pearl (Pacific East Mall)	3288 Pierce St A118	11/26/2019	Grease Interceptor
Popeye's	10175 San Pablo Ave	12/19/2019	Grease Interceptor
Safeway Store #2940	11450 San Pablo Ave	12/19/2019	Grease Interceptor
IHOP Restaurant	11511 San Pablo Ave	12/19/2019	Grease Interceptor

Inspection Summary

- Grease interceptors at Pacific East Mall were inspected on 11/6/2019. The inspector found one of the grease interceptors to be overloaded with grease and in need of servicing. EBMUD followed up with a letter to the facility owner requesting grease interceptor servicing records.
- The grease interceptors at Safeway Store #2940 and IHOP were inspected on 12/19/2019. The inspector found the grease interceptors to be overloaded with grease and in need of servicing. EBMUD followed up with a letter to the facility owner requesting grease interceptor servicing records.
- Pizza Roma, Baskin Robbins, and Katana Ya Ramen were inspected on 11/14/2019. No issues were identified by the inspectors.
- The grease interceptor at Chefs Chinese Food was unable to be accessed after numerous attempts by EBMUD inspectors on 10/25/2019, 10/28/2019, and 11/25/2019. EBMUD will keep this location on the list for future inspection.
- Popeye's grease interceptor was inspected and found that the interceptor was difficult to access and may require repairs. EBMUD followed up with a letter to notify owner of maintenance needs and servicing records.

Grease Control Devices Summary

No FSEs received installation requirement notices during this reporting year.

Commercial Outreach Summary

Table 2 lists FSEs that were provided with the GCD Maintenance Requirement letters (Forms 2b).

Table 2

FSE Name	FSE Address	Date Sent
IHOP Restaurant	11511 San Pablo Avenue	1/15/2020
Pacific East Mall	3288 Pierce Street	1/15/2020
Popeye's Restaurant	10175 San Pablo Avenue	1/15/2020
Safeway	11450 San Pablo Avenue	1/15/2020

Residential Outreach Summary

Annual Holiday Campaign participants:

Costco Richmond

4801 Central Ave, Richmond, CA 94804

*1 poster, 15 grease scrappers

El Cerrito Natural Grocery

10367 San Pablo Ave, El Cerrito, CA 94530

*1 poster, 25 magnets, 3 grease scrappers

Grocery Outlet

1210 San Pablo Ave, Richmond, CA 94805

*1 poster, 3 scrappers, 3 stickers, 3 magnets, and 3 tear off pads

Pastime Hardware

10057 San Pablo Ave, El Cerrito, CA 94530

*20 magnets, 20 grease scrapers, 20 stickers

Table Events:

EBMUD participated as an exhibitor at the 2019 Annual Solano Stroll event on Sunday, September 8th. Staff estimate about 400 attendees visited the booth, mostly families with kids who were excited to spin the Pollution Prevention Trivia Wheel to try and win the grand prize. Many of the kids and parents were well educated about the importance of our message and they seemed to be fully aware to not flush wipes! EBMUD staff handed out of tote bags, scrappers, and sponge to adults and stickers and pencils to the kids.



Letters to Customers:

Hotspot Number	Date Sent	Upper MH	Lower MH	Households Reached
Stege 47	10/1/2019	251403	251402	10
Stege 48	11/20/2019	101421	101419	8
Stege 49	12/3/2019	251606	251605	11

FOG Collection Totals:

Location	Date	Amount Collected
El Cerrito Recycling Center	July 2019 – June 2020	2,445 gallons

FLEXIBLE BENEFITS PLAN REVIEW

ISSUE:

Health care premiums will change on January 1, 2021 and the Board will consider whether to change the flexible benefits plan (flex plan) contribution amount and/or the plan “cash out” limit.

FISCAL IMPACT:

The fiscal impact is dependent upon the decision of the Board. For each \$10 change to the contribution amount, the impact would be up to \$1200 per year. For instance, the impact of an increase to match the Kaiser Employee Only rate increase of \$45 per month would be up to ~\$5,400 per year total.

STRATEGIC PLAN:

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

WORK PLAN ITEM ”b”: Annually review employee salary and benefits by July of each year and conduct a survey vs. comparable agencies by June 2023 and at least every five (5) years thereafter

BACKGROUND:

In general, the District flex plan provides eligible employees with a choice among premium payments for medical coverage, medical expense reimbursements, dependent care assistance reimbursements, and/or taxable “cash out” compensation.

The employee’s options, other than premium payments for medical coverage, have limits:

- Maximum medical expense reimbursement limit = \$2,750/yr. (\$229.17/mo.)
- Maximum dependent care assistance reimbursement limit = \$5,000/yr. (\$416.67/mo.)
- Maximum “cash out” limit = \$1,000/mo.

For 2018, the Board increased the flexible benefits plan amount to match the lowest family plan rate, PERS Select, of \$1866 and kept the flexible benefits plan cash out amount of \$1000 unchanged. This amount remained unchanged in 2019 and 2020 since the majority of premiums decreased or increased very little from the previous year.

For 2021, PERS Select offers the lowest family plan rate of \$1,473, well below the current flex plan rate of \$1,866, and the Kaiser family plan premium for 2021 increased 5.55% to \$2,115.

At the 9/17/2020 Board meeting, the Board asked staff to bring back more information regarding EBMUD’s health care and flexible benefit plan policy and a summary of other comparable sanitary district flexible benefit plans. The information is attached and ready for review.

RECOMMENDATION:

Increase the flexible plan contribution amount to \$1911 (↑2.4%) and keep the flexible benefits plan cash out amount of \$1000 unchanged.

ALTERNATIVES:

1. Keep both the flexible plan contribution and cash out amount unchanged.
2. Change the flexible plan contribution amount to a different amount than recommended.
3. Change the flexible benefits plan cash out amount.
4. Provide staff further direction.

ATTACHMENTS:

- Historical Medical Cost & Flex Plan/Cash Out Amounts
- Monthly Premiums for Contracting Agencies Bay Area Region
- Summary of Medical Flexible Benefits of Other Agencies

STEGE SANITARY DISTRICT
New rates effective January 1st.

MEDICAL COST (HEALTH COVERAGE PER MONTH)

Calendar Year	Flex Plan Amount	Cash-out (Limit)	Kaiser Emp. Only	Kaiser Emp. & 2+	Anthem (S) Emp. Only	JUNE CPI U SF	CPI U SF % DIFF
2010	\$1,260	\$1,260	\$532.56	\$1,384.66		228.1	1.1%
2011	\$1,318	\$1,318	\$568.99	\$1,479.37		233.6	2.4%
2012	\$1,318	\$1,318	\$610.44	\$1,587.14		239.8	2.6%
2013	\$1,318	\$1,000	\$668.63	\$1,738.44		245.9	2.6%
2014	\$1,347	\$1,000	\$742.72	\$1,931.07		253.3	3.0%
2015	\$1,458	\$1,000	\$714.45	\$1,857.57		259.1	2.3%
2016	\$1,625	\$1,000	\$746.47	\$1,940.82	\$855.42	266.0	2.7%
2017	\$1,625	\$1,000	\$733.39	\$1,906.81	\$990.05	275.3	3.5%
2018	\$1,866	\$1,000	\$779.86	\$2,027.64	\$925.47	286.1	3.9%
2019	\$1,866	\$1,000	\$768.25	\$1,997.45	\$831.44	295.3	3.2%
2020	\$1,866	\$1,000	\$768.49	\$1,998.07	\$868.98	300.0	1.6%
2021	<i>TBD</i>	<i>TBD</i>	\$813.64	\$2,115.46	\$925.60		
<i>Number of Current Employees on Plan</i>		<i>4*</i>	<i>4</i>	<i>1</i>	<i>1</i>		

* NOTE: Actual cash-out amounts vary based on optional Medical and Dependant Care re-imburements

Medical Plan Coverage	2019	2020	2021	Change (\$)	Change (%)
Kaiser Employee Only	\$768.25	\$768.49	\$813.64	\$45.15	5.55%
Kaiser Employee & 2+	\$1,997.45	\$1,998.07	\$2,115.46	\$117.39	5.55%
Anthem Select Employee Only	\$831.44	\$868.98	\$925.60	\$56.62	6.12%

JUN CPI-U SF Series Id: CUURS49BSA0

CalPERS 2021 Regional Health Premiums (Actives and Annuitants)

Effective Date: January 1, 2021

Region 1

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

Basic Monthly Premiums (B)

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

Supplement/Managed Medicare Monthly Premiums (M)

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

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

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

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

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

Summary of Medical Flexible Benefits and Deferred Compensation Matching Amounts of Other Agencies

Agency	Medical Plan Allotment	Cash In Lieu			Notes	Deferred Compensation Matching		
		Single	Married	Family		Staff	Management	Notes
Union Sanitary	\$2,712.76	\$150	\$300	\$400	Cash in lieu based on family status	2020/\$250 Yr. 2021/\$375 Yr. 2022/\$500 Yr.	\$350	Additional 3% match for GM
* West Bay Sanitary District	\$2,600.00	\$1,100	\$2,200	\$2,600	Unused portion is taxable income.	none	none	
Dublin San Ramon Services District	\$2,028.00	\$350	\$350	\$350		\$208	\$208	\$2500 yr.
EBMUD	\$2,014.60	\$500	\$500	\$500	Full Kaiser rate. Healthnet HMO & Anthem Blue Cross Classic PPO 85% covered.	none	none	
* Oro Loma Sanitary	\$1,998.07	\$768	\$768	\$768	Cash in lieu half of single Kaiser	0.32%	0.32%	0.32% salary +\$.50 for each \$1 contributed up to \$750 yr.
* Napa Sanitary	\$1,998.07	\$500	\$500	\$500		\$100	\$150	
City Of Richmond	\$1,998.07	\$150	\$200	\$200	Cash in lieu based on family status			No Response
* West County Wastewater	\$1,998.07	\$500	\$500	\$500	Cash in lieu flat rate			Match amount to be determined in subsequent negotiations.
* Ross Valley Sanitary	\$1,998.07	\$369	\$369	\$369		\$109	\$109	\$50.17 per 2 week pay period
City Of Livermore	\$1,950.00	\$1,950	\$1,950	\$1,950	Unused portion is taxable income.	\$185	\$185	\$185 per pay period
* Novato Sanitary	\$1,932.00	\$350	\$350	\$350	Cash in lieu flat rate			No Response
* Central Marin Sanitation	\$1,931.07	\$1,931	\$1,931	\$1,931	Full Kaiser Family Rate		\$500*	*4% Contribution for GM
* West Valley Sanitation	\$1,869.58				Up to \$1,350 to defer comp	\$113	\$113	\$1350 yr.
* Mt. View Sanitary	\$1,868.00				No Response	none	none	
Stege Sanitary District	\$1,866.00	\$1,000	\$1,000	\$1,000	Cash in lieu flat rate	\$250	\$370	
* Castro Valley Sanitary	\$1,798.26	\$384	\$384	\$384	Cash In Lieu Deposited into Deferred Comp	\$200	\$400	0-2yrs \$800, 3-4yrs \$1,600, 4+yrs \$2,400, General Mgr. \$4,800
* Ironhouse Sanitary	\$1,798.26				No Response	none	none	
City Of Brentwood	\$1,667.00	\$669	\$669	\$669	Cash in lieu flat rate			No Response

* Previously established comparable agencies

HEALTH BENEFITS

Medical Plans

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

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

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

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

Dental Plan (Delta Dental)

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

Vision Plan (VSP)

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

Wellness Programs

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

Flexible Spending Account (FSA)

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

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

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

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

DEFERRED COMPENSATION MATCHING REVIEW

ISSUE:

The Board shall review the deferred compensation matching contribution annually and consider any changes.

FISCAL IMPACT:

The fiscal impact is dependent upon the decision of the Board. For each \$10 change to the deferred compensation matching contribution rate, the impact would be up to \$1200 per year.

STRATEGIC PLAN:

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

WORK PLAN ITEM "b": Annually review employee salary and benefits by July of each year and conduct a survey vs. comparable agencies by June 2023 and at least every five (5) years thereafter

BACKGROUND:

In September 2012, in conjunction with lowering the flexible benefit cash out limit, the Board approved a deferred compensation matching contribution benefit of \$240 per month. The intent was to lower the cash-out limit to a level in line with cash-in-lieu amounts of other comparable agencies while compensating employees most of the difference with the deferred compensation matching contribution benefit.

In March 2018, the District increased the deferred compensation matching contribution benefit up to \$250 per month as follows:

***4.1.6. Deferred Compensation Program:** Subject to eligibility requirements and federal and state tax law, the District will make available a Deferred Compensation Program for all eligible regular District employees. Effective March 22, 2018, the District will match voluntary employee contributions to a maximum of \$250.00/month, with the total amount not to exceed the maximum contribution allowed by law. (04/26/18 – Resolution 2096-0418).*

Employees are responsible for ensuring that the total contribution to their retirement plans do not exceed the maximum amount permitted under law.

RECOMMENDATION:

Keep the deferred compensation matching contribution benefit of \$250 per month unchanged.

ALTERNATIVES:

1. Change the deferred compensation matching contribution benefit amount.
2. Provide staff further direction.

ATTACHMENTS:

- Summary of Deferred Compensation Matching Amounts of Other Agencies

STEGE SANITARY DISTRICT 2020 BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY 2020	AUGUST 2020	SEPTEMBER 2020	OCTOBER 2020	NOVEMBER 2020	DECEMBER 2020
7/3 HOLIDAY 4th of July Fair Booth	CASA Annual Conf. Aug 12-13, Virtual Event CSDA Annual Conf. Aug 24-27, Palm Desert	9/7 HOLIDAY		11/26-27 HOLIDAY	12/10 HOLIDAY LUNCHEON 12/25 HOLIDAY
7/16/2020 – 7:00 P.M.	8/20/2020 – 7:00 P.M.	9/3/2020 – 7:00 P.M.	10/1/2020 – 7:00 P.M.	11/12/2020 – 7:00 P.M.	12/10/2020 – 2:00 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 • July 4th Fair Debrief • District Investment Policy • Reimb. Report per Gov. Code 53065.5 • Quarterly Financial Statements • Candidate filing period (even years) • Resolution Est. Salary of District Manager • SPASPA Status Report • CASA Conference • Form 470 	<ul style="list-style-type: none"> • CASA Conference • CSDA Conference • Select Actuary for Analysis of Retiree Health Benefits (odd years) • Quarterly (FY End) Financial Statements • Conn. Charge Report per Gov. Code 66013 	<ul style="list-style-type: none"> • CASA Conference – Attendee Reports • CSDA Conference 	<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 • <i>Pension + OPEB UAL Reports</i> • Nomination & Election of Officers
		9/17/2020 – 7:00 P.M.	10/15/2020 – 7:00 P.M.		

CHANGES IN ITALICS

STEGE SANITARY DISTRICT 2021 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 27-29, Palm Springs	2/15 HOLIDAY CASA Policy Forum Feb ??-??, Wash, DC	AB 1234 Training (even years)		5/31 HOLIDAY AB 1661 Training (odd years)	6/9 Safety and Recognition Awards Luncheon
1/7/2021 – 7:00 P.M.	2/11/2021 – 7:00 P.M.	3/6/2021 – 9:00 A.M.	4/1/2021 – 7:00 P.M.	5/6/2021 – 7:00 P.M.	6/3/2021 – 7:00 P.M.
<ul style="list-style-type: none"> • Board Governance Manual Review • Long Range Planning Workshop Agenda • Service Rate Discussion • District of Distinction (even years) • Board Training Summ. • Director’s Contact Info • CASA Conference 	<ul style="list-style-type: none"> • Actuarial Analysis of Retiree Health Benefits Report (even years) • Long Range Planning Workshop Agenda • Service Rate Discussion • Board Training Summ. • Form 700 • CASA Conf. + Attendee Reports 	<u>9AM Meeting Time</u> <ul style="list-style-type: none"> • Long Range Planning Workshop • 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. 	<ul style="list-style-type: none"> • Draft Budget • Board Training Summ. • July 4th Fair Discussion • Review of Comparable Agencies 	<ul style="list-style-type: none"> • Draft Budget • Review Director Meeting Compensation • Approve Project Plans and Specs (+CEQA) • Approve Salary Ranges for District Positions • July 4th Fair Discussion • CASA Conference
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. (+ appoint labor negotiator) • Board Governance Manual Approval • Resolution for Disposal of Surplus Property • Quarterly Financial Statements • Long Range Planning Workshop Agenda • Service Rate Discussion • CASA Conference • SPASPA Status Report 		<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Consent Decree Quarterly Report • Service Rate Discussion • Board Training Summ. • Form 700 	<ul style="list-style-type: none"> • CLOSED SESSION – Quarterly Claims Rpt • Employee Benefits • Quarterly Financial Statements • Draft Budget • Service Rate Discussion/Approval (& 30-day Notice) • July 4th Fair Discussion • SPASPA Status Report 	<ul style="list-style-type: none"> • CLOSED SESSION – Counsel Perf. Eval. • 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 – Manager Perf. Eval. – Conf. Labor Negot. • Resolution Approve/Adopt Budget • Connection Charge • Resolution Notice of Completion/Award of Contract • Review and Approve Incentive Award • Adopt Incentive Award Goals & Objectives • District Working Capital and Reserve Policy • July 4th Fair Discussion • CD Quarterly Report • CASA Conference

CHANGES IN ITALICS