



Stege Sanitary District Board of Directors

7:00 P.M., District Board Room, 7500 Schmidt Lane, El Cerrito, CA 94530

Meeting Agenda – February 19, 2026

Items on the agenda may be taken out of order.

Public comment is limited to three 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.

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 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 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.

Verbal Public Comment during the meeting is limited to in-person participants. 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 circumstances, 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.

1. Call To Order

2. Roll Call

3. Public Comment

Members of the public are invited to address the Board concerning topics that are **not** on the agenda. Comments on agenda items will be heard when the item is up for consideration.

Agenda Items:

Info: **4. Approval of Minutes:** February 5, 2026

Info: **5. Verbal Reports-Fiscal Year 2025 Financial Audit**

Info: **6. Communications**

- Oral/Written Communication

Info: **7. Staff and Officer Reports**

- Oral Manager's Report
- Oral Attorney's Report

Info: **8. Operations Reports:**

- Monthly Maintenance Summary Report
- Monthly Replacement and Repair Summary
- Monthly Service Call Report
- Sanitary Sewer Overflow Report – Last 12 Months
- Consent Decree Progress Report

Motion **9. Discussion and Appropriations Increase on Private Sewer Lateral Replacement Loan Program**

Motion: **10. Establishment of Employee Bargaining Units.**

Future Agenda:

March 19, 2026

- Monthly Operations Reports
- Treasurer's Reports
- Contract Amendment with VPI Strategies
- Approval of Disbursements

April 2, 2026

- Monthly Operations Reports
- Treasurer's Reports
- Approval of Disbursements

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: Interim General Manager

Conference with Legal Counsel – Anticipated Litigation

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

Number of Potential Cases: 1

Claim of Audrey Lui-Jackson and Mario Jackson

PUBLIC EMPLOYMENT

Gov. Code § 54957

Title: District Manager

11. Adjournment

The next regular meeting of the Stege Sanitary District Board of Directors will be held on March 19, 2026 at 7:00 P.M. in the District Board Room at 7500 Schmidt Lane, El Cerrito, California.

Bobby Magee
Interim General Manager
STEGE SANITARY DISTRICT



Stege Sanitary District Board of Directors

Meeting of February 5, 2026 at 7:00 P.M.

District Board Room, 7500 Schmidt Lane, El Cerrito, CA 94530

DRAFT Meeting Minutes

1. **Call To Order:** President Beach called the meeting to order at 7:00 P.M.
2. **Roll Call:** Present: Beach, O’Keefe, Gilbert-Snyder, Christian-Smith, Merrill
 Absent: None
 Others Present: Bobby Magee, Interim General Manager
 Paul Soo, Senior Civil Engineer
 Dennis Wright, Maintenance Superintendent
 Sarah Wanlass, Temporary Administrator Supervisor
 Shela Duperval, Temporary Administrative Assistant

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

3. **Public Comment:** There were no public comments. The Interim General Manager confirmed no public comments online.

4. President Beach acknowledged staff members in the audience.

5. **Approval of Minutes**

Approval of Draft January 15, 2026 Board Meeting Minutes

MOTION: By Christian-Smith seconded by O’Keefe, to approve the minutes of the January 15, 2026 Board Meeting.

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

6. **Communications**

- Oral/Written Communications
No oral or written communications were received.

7. **Staff and Officer Reports**

- The Interim General Manager gave summary of reports discussed Brown Act Book and provided updates on LED lighting project.

8. Operations Reports:

1. PSL Loan Report

The Interim General Manager presented the PSL reports.

2. SPA SPA Report

Staff answered questions regarding the SPA SPA report.

3. Pension Report

The Interim General Manager presented the CalPERS Actuarial Report.

9. Treasurer's Report:

- The Interim General Manager gave summary of Check reports.
- Disbursements were presented by the Interim General Manager.

MOTION: By O'Keefe Seconded by Gilbert-Snyder to approved checks 1920 through 1942 in the amount of \$76,399.43.

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

10. Monthly Financial Report:

The Interim General Manager provided full summary of monthly financial report with insights from Consultant Rashid Jones via video call.

Future Agenda Items:

February 19, 2026

- PSL Loan Report
- SPA SPA Impact Fee Report
- Closed Session
- Financial Projections & Rate Discussion
- Maintenance & Engineering Reports
- Monthly Financials

March 7, 2026

- Meeting is cancelled

Adjournment

The meeting was adjourned at 8:15 P.M. The next regular meeting of the Stege Sanitary District Board of Directors will be held on February 19, 2026 at 7:00 P.M. in the District Board Room at 7500 Schmidt Lane, El Cerrito, California.

Bobby Magee
Interim General Manager
STEGE SANITARY DISTRICT



STEGE SANITARY DISTRICT

STAFF REPORT

Board of Directors Meeting Date: 2/19/2026

TO: Honorable Board of Directors
FROM: Bobby Magee, Interim District Manager / District Treasurer
SUBJECT: Verbal Report – Fiscal Year 2025 Audit

RECOMMENDATION

It is recommended that the Board of Directors:

Receive and File a Verbal Report From Chavan and Associates on the Fiscal Year 2025 Audit.

BACKGROUND AND DISCUSSION

The District's Auditors, Chavan and Associates, have completed the FY 2025 Audit and will be providing a verbal summary of their findings.

FISCAL IMPACT

There is no fiscal impact to receiving and filing the verbal report.



STEGE SANITARY DISTRICT

STAFF REPORT

Board of Directors Meeting Date: 2/19/2026

TO: Honorable Board of Directors
FROM: Bobby Magee, Interim District Manager
SUBJECT: Monthly Operations Reports

RECOMMENDATION

It is recommended that the Board of Directors Receive and File the Monthly Operations Reports.

BACKGROUND AND DISCUSSION

Staff provides several monthly reports related to the District's operations. For the month of January 2026, the following reports have been included:

- Maintenance Summary Report
- Replacement and Repair Summary
- Service Call Report
- Sanitary Sewer Overflow Report
- Consent Decree Progress Report

FISCAL IMPACT

There is no fiscal impact to receiving and filing the reports.

STEGE SANITARY DISTRICT MONTHLY MAINTENANCE SUMMARY REPORT

January 2026

QUARTER 1

| VEHICLE | DAYS | FOOTAGE (LF) |
|-----------------------|-----------|---------------|
| <i>UNIT 10 COMBO</i> | <i>10</i> | <i>29,208</i> |
| <i>UNIT 11 RODDER</i> | <i>0</i> | |
| <i>UNIT 15 CCTV</i> | <i>7</i> | <i>12,196</i> |
| <i>UNIT 16 COMBO</i> | <i>13</i> | <i>65,467</i> |
| TOTAL MONTH CLEANED | | 94,675 |
| TOTAL MONTH CCTV'D | | 12,196 |

QUARTERLY SUB-TOTALS

| YEAR | QTR | PLANNED TO CLEAN (LF) | TOTAL CLEANED (LF) | Q END NOT COMPLT'D (LF) | PLANNED TO CCTV (LF) | TOTAL CCTV'D (Plan) | TOTAL CCTV'D (Unplan) | Q END NOT COMPLT'D (LF) |
|-------------|----------|-----------------------------|--------------------------|-------------------------------|----------------------------|---------------------------|-----------------------------|-------------------------------|
| 2026 | 1 | 305,065 | 94,675 | 215,808 | 38,784 | 7,054 | 5,142 | 31,730 |
| 2025 | 4 | 252,627 | 199,444 | 41,777 | 28,724 | 27,299 | 12,171 | 1,425 |
| 2025 | 3 | 264,479 | 216,621 | 47,205 | 34,083 | 33,349 | 14,810 | 734 |
| 2025 | 2 | 225,530 | 226,508 | 0 | 14,607 | 14,607 | 21,619 | 0 |
| 2025 | 1 | 253,405 | 260,805 | 0 | 43,453 | 41,192 | 30,164 | 2,261 |

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
January 2026**

| I SEWER REPLACEMENT - FY 2025-2026 | | | |
|---|---|-------------|-------------|
| A. | BUDGET ALLOCATION | | \$6,500,000 |
| 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% | \$6,500,000 |
| G. | PERCENTAGE OF FISCAL YEAR REMAINING | 41.67% | |
| H. | TOTAL REPLACEMENT FOOTAGE PAID TO DATE | (\$ - /LF) | |

| II SEWER REPAIRS - FY 2025-2026 | | | |
|--|--------------------------------------|----------------------|----------|
| A. | BUDGET ALLOCATION | | \$74,000 |
| B. | PRIOR BUDGET EXPENDED | | \$27,200 |
| C. | SEWER REPAIRS PAID THIS MONTH | <u>REPAIR COST</u> | |
| SUBTOTAL FOR THIS MONTH | | | \$0 |
| SUBTOTAL FOR LAST MONTH | | | \$27,200 |
| D. | TOTAL BUDGET EXPENDED | 36.76% | \$27,200 |
| E. | TOTAL RETENTION HELD | 0.00% | \$0 |
| F. | BUDGET REMAINING | 63.24% | \$46,800 |
| G. | PERCENTAGE OF FISCAL YEAR REMAINING | 41.67% | |
| H. | TOTAL NUMBER OF REPAIRS PAID TO DATE | 6 (\$4,533 /REPAIR) | |

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
January 2026**

III CANON PUMP STATION UPGRADE - FY 2025-2026

| | | |
|--|--------|-----------|
| A. BUDGET ALLOCATION | | \$500,000 |
| B. PRIOR BUDGET EXPENDED (WITH RETENTION) | | \$443,751 |
| C. CANON PUMPSTATION UPGRADES PAID THIS MONTH (NO RETENTION) | | |
| SUBTOTAL FOR THIS MONTH | | \$0 |
| D. TOTAL BUDGET EXPENDED (NO RETENTION) | 84.31% | \$421,563 |
| E. TOTAL 5% RETENTION HELD | 5.00% | \$22,188 |
| F. BUDGET REMAINING | 11.25% | \$56,249 |
| G. PERCENTAGE OF FISCAL YEAR REMAINING | 41.67% | |
| H. TOTAL CANON FOOTAGE PAID TO DATE (NOT APPLICABLE) | (\$ - | |

MONTHLY SERVICE CALLS

January-2026

| DATE | MH UP/DN | ADDRESS | PRBLM IN | TYPE | LOC | CAUSE | END | COMMENTS |
|--|------------------|--|--|--------|-----|-------|-----|--|
| 1/2/2026 Friday 6:47 PM | 241001 231807 | 610 CANON DR. KENSINGTON, CA 94707 | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | T | | | | LOW LEVEL ALARM, CHECKED STATION TO INSURE FLOATS WERE OKAY. |
| 1/4/2026 Sunday 12:58 AM | 251605 251604 | 35 FRANCISCAN WAY KENSINGTON, CA 94707 <i>Last Call: 5/28/2025</i> | Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/> | F & S | | | | MAN HOLE SURCHARGE, ALARM NO OVERFLOW. RAISED FLOATS. |
| 1/8/2026 Thursday 9:05 AM | 261317 261319 | 723 AVILLA PL. EL CERRITO, CA 94530 | Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/> | C & OF | | | | CUSTOMER PROBLEM |
| 1/8/2026 Thursday 9:21 AM | 251409 251408 | 801 CONTRA COSTA DR. EL CERRITO, CA 94530 | Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/> | C & OF | | | | CUSTOMER PROBLEM |
| 1/12/2026 Monday 3:00 PM | 232203 232202 | 136 RAMONA AVE. EL CERRITO, CA 94530 | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | T | | | | SINK HOLE IN YARD AROUND CLEAN OUT. HOMEOWNER PROBLEM. |
| 1/14/2026 Wednesday 3:50 PM | 172532 172523 | 2229 SPYGLASS LN. EL CERRITO, CA 94530 | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | T | | | | BROKEN MONUMENT COVER. NOT DISTRICT RESPONSIBILITY. |
| 1/21/2026 Wednesday 2:25 PM | 251609 251608 | 6 HIGHGATE RD. KENSINGTON, CA 94707 <i>Last Call: 7/1/1992</i> | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | SD | | | | STORM DRAIN. NOT STEGE RESPONSIBILITY. |
| 1/23/2026 Friday 12:36 PM | 273103 273001 | 94 NORWOOD AVE. KENSINGTON, CA 94707 | Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/> | C & OF | | | | CUSTOMER PROBLEM |
| 1/24/2026 Saturday 1:14 PM | 231801 231041 | 319 VASSAR AVE. KENSINGTON, CA 94707 <i>Last Call: 6/19/2008</i> | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | A | | | | CUSTOMER PROBLEM |
| 1/28/2026 Wednesday 2:38 PM | 186207 186206 | 6025 JORDAN AVE. EL CERRITO, CA 94530 | Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/> | A & E | | | | EBMUD 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: | 1 |
| LATERAL: | 3 |
| OTHER: | 6 |
| TOTAL SERVICE CALLS: | 10 |
| MAINLINE OVERFLOW: | 0 |
| MAINLINE SURCHARGE: | 0 |

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

February-2026

| DATE | MH UP/DN | ADDRESS | PRBLM IN | TYPE | LOC | CAUSE | END | COMMENTS | CAT* | VOL | RCVR'D | NET |
|----------------------------------|------------------|--|--|--------|-----|-------|-----|---|-------|----------------|----------------|--------------|
| 7/7/2025 Monday 11:22 AM | 186230 186212 | 7075 CUTTING BLVD. EL CERRITO, CA 94530 | Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/> | B,OF,T | CO | ML,B | ST | UTILITY DAMAGED SEWER LINE CAUSING SSO. ATT DIRECTIONALLY DRILLED THROUGH LINE. | CAT 4 | 2 gallons | 0 gallons | 2 gallons |
| 10/21/2025 Tuesday 9:43 AM | 151005 151004 | 1440 NAVELLIER ST. EL CERRITO, CA 94530 | Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/> | D,OF,R | MH | B | O | ROOTS AND STICKS CAUSED SSO ON NAVELLIER TRAIL | CAT 3 | 835 gallons | 835 gallons | 0 gallons |

PROBLEM TYPE:

Water (A)
Broken Main (B)
S/S Congestion (C)
Debris in Main (D)
EBMUD (E)
Soft Stoppage (F)
Grease (G)
Lateral Cause (LC)
Misc (M)
MH Cover (MC)

SPILL

Odor (O)
Overflow (OF)
PG+E (P)
Roots (R)
Surcharge (S)
Storm Drain (SD)
Unknown (U)
Other (T)
Wipes/Rags (W)

SPILL LOCATION:

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

SPILL CAUSE:

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

SPILL END LOCATION:

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

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

TOTAL SSO VOLUME (GALS): 837
TOTAL VOLUME RECOVERED (GALS): 835
TOTAL VOLUME UNRECOVERED (GALS): 2

*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

Report Date: 2/10/2026

% FY Remain: 41.67%

BOARD OF DIRECTORS CONSENT DECREE PROGRESS REPORT

FY Start Date 7/1/2025

FY End Date 6/30/2026

CD Start Date 9/22/2014

FY "Effective" Date 7/1/2013

| CIP PROJECT | 25201 | COMPLETED | GOAL | PERCENTAGE |
|------------------------------------|-----------|-----------|---------|--------------------------------|
| REPLACED since FY start | 0 | / | 12,738 | LF Yearly Objective Rate 0% |
| REPLACED since FY "Effective" Date | 158,828 | / | 141,282 | LF Cumulative Requirement 112% |
| CLEANED since FY start | 549,236 | / | 211,200 | LF Minimum Requirement 260% |
| HOTSPOTS since FY start | 159,392 | / | 100,000 | LF Minimum Requirement 159% |
| CCTV since FY start | 105,120 | / | 77,616 | LF Yearly Objective Rate 135% |
| CCTV since CD start | 2,403,869 | / | 970,200 | LF Cumulative Requirement 248% |
| ROOT FOAMING this FY | 0 | / | 0 | LF Minimum Requirement |

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

STAFF REPORT

Board of Directors Meeting Date: 2/19/2026

TO: Honorable Board of Directors

FROM: Bobby Magee, Interim District Manager / District Treasurer

SUBJECT: Discussion and Appropriations Increase on Private Sewer Lateral Replacement Loan Program

RECOMMENDATION

It is recommended that the Board of Directors:

Adopt a Resolution Appropriating an Additional \$85,000 from the Capital Reserve Fund to the Private Sewer Lateral Replacement Loan Program. (PSLRLP)

BACKGROUND AND DISCUSSION

On February 5, 2026 the Board of Directors received a report on the current status of the Private Sewer Lateral Replacement Loan Program (Item 7). During this discussion, the Board discussed that there is only approximately \$35,000 in existing appropriations budgeted for the PSLRLP that was included in the 2025/26 budget. Informal direction was provided to staff to bring back an item with a recommendation for an appropriations adjustment related to the loan program.

The Board-approved maximum amount of a loan is \$30,000, with signature authority delegated from the Board to the General Manager. With over four months remaining in FY 2025/26, existing appropriations would only allow for approximately 1-2 additional loans, depending on the bids received by any potential loan applicants. Staff recommends appropriating an additional \$85,000 from the District's reserves to allow for the delegated authority to the General Manager to consider an additional 4-5 loans, if applications are received, through the end of the fiscal year. Any appropriated but unused funds for the PSLRLP at the end of the fiscal year will return to the reserves. Separately, staff will provide the Board with a recommendation for appropriation limits on the PSLRLP for the next fiscal year during the upcoming budget process.

FISCAL IMPACT

Adopting the resolution appropriating the additional \$85,000 provides the General Manager with delegated authority to approve private sewer lateral replacement loans, in accordance with District Ordinance Section 4.8 "Lateral Replacement Loan Program" and District policies, through June 30, 2026.

RESOLUTION NO. __

RESOLUTION APPROPRIATING AN ADDITIONAL \$85,000 FROM THE CAPITAL RESERVE FUND TO THE PRIVATE SEWER LATERAL REPLACEMENT LOAN PROGRAM

The Board of Directors of the Stege Sanitary District finds and determines as follows:

- A. On December 9, 2021 the Board of Directors unanimously approved Ordinance 2175-1221 adding Section 4.8, Lateral Replacement Loan Program to the Stege Sanitary District Ordinance Code.
- B. The District adopted a budgeted line item for Fiscal Year 2025/26 for the Lateral Replacement Loan Program in the amount of \$100,000.
- C. The District desires to keep the loan program available to additional constituents who may be interested in securing a loan during the remainder of Fiscal Year 2025/26.

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

- 1. The foregoing recitals are true and correct and are hereby incorporated by reference.
- 2. The Stege Sanitary District Board of Directors hereby appropriates an additional \$85,000 from the District Capital Reserve Fund to the Private Sewer Lateral Replacement Loan Program, for a total adjusted line item budget for Fiscal Year 2025/26 of \$185,000.
- 3. The Interim General Manager is hereby authorized and directed, on behalf of the District, to make all approvals and take all actions necessary and appropriate to carry out and implement the terms of this Resolution.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

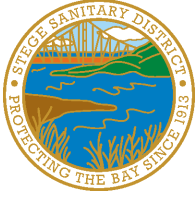
I HEREBY CERTIFY that the foregoing Resolution ****.**** was duly and regularly adopted by the Board of Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 19th day of February 2026, by the following vote:

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

TESSA BEACH, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

BOBBY MAGEE, Interim Secretary
Stege Sanitary District



STEGE SANITARY DISTRICT

STAFF REPORT

Board of Directors Meeting Date: 02/19/2026

TO: Honorable Board of Directors
FROM: Bobby Magee, Interim General Manager; Kristopher J. Kokotaylo, District Counsel
SUBJECT: Establishment of Employee Bargaining Units

RECOMMENDATION

Staff recommends that the District Board adopt a resolution establishing appropriate bargaining units for the specified classifications below in accordance with the District's Employer-Employee Relations Resolution ("EERR") Number 1537-0392, adopted pursuant to Government Code section 3507 and the Meyers-Milias-Brown Act ("MMBA"), Government Code sections 3500–3511.

BACKGROUND AND AUTHORITY

The MMBA authorizes public agencies to adopt rules and procedures governing employer-employee relations and collective bargaining. Pursuant to Government Code section 3507, the District adopted its EERR, which vests in the Board the authority to determine appropriate bargaining units for its employees.

Government Code section 3507 provides that the public agency's rules shall include provisions for recognition of employee organizations and the determination of appropriate bargaining units. The EERR, Section 7 (Appropriate Representation Units), specifies the criteria and procedures the District applies when making unit determinations, including consideration of: (1) the community of interest among employees; and (2) the supervisory status of the employees and the efficient operation of the District.

EXECUTIVE SUMMARY AND DISCUSSION

The District has received a request for recognition from Teamsters Local 315, demanding recognition of a single bargaining unit for all supervisory and non-supervisory employees of the District. The former General Manager and District Counsel raised concerns, pursuant to Section 7 of the EERR, that grouping supervisory and non-supervisory roles in a single bargaining unit creates representational concerns regarding conflicts of interest.

On February 3, 2026, the District Counsel received an amended request for recognition from Teamsters Local 315 demanding recognition of two proposed bargaining units, “provided that the District agrees to engage in coalitional bargaining with Teamsters Local 315 regarding both bargaining units to reach collective bargaining agreement.” Below are the units that were proposed in the February 3, 2026 amended request for recognition.

- (1) **The Collection System Unit**- all non-supervisory employees of the District
 - Collection System Worker I/II/III

- Administrative Assistant
- Engineering Tech/Inspector

(2) **The Supervisory Unit** - all supervisory employees of the District

- Collection System Superintendent
- Administrative Supervisor
- Senior Civil Engineer

In evaluating Teamsters Local 315's proposed bargaining units, staff considered the following factors as set forth in Section 7 (Appropriate Representation Units) of the District's EERR:

- (1) the community of interest among employees; and,
- (2) the supervisory status of the employees and the efficient operation of the District.

Staff recommends that the District Board adopt a resolution establishing appropriate bargaining units as specified above, in accordance with the EERR and the MMBA. Once these units are established, the next step in the process would be for staff to initiate the recognition process. If both bargaining units elect to be represented by the same exclusive representative, staff recommend that the District engage in coalition bargaining during labor negotiations for collective bargaining agreements.

If the Board determines that the units petitioned for (as specified above) are deemed inappropriate, Teamsters Local 315 shall be given 14 calendar days to modify its petition to conform with the appropriate unit.

Attached with this report are the communications received on behalf of Teamsters Local 315.

FISCAL IMPACT

There is no direct fiscal impact associated with adopting the proposed resolution.

ENVIRONMENTAL IMPACT

Adoption of this Resolution is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21065 and CEQA Guidelines section 15378, as it constitutes an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

RESOLUTION NO.

RESOLUTION TO ESTABLISHING APPROPRIATE REPRESENTATION UNITS
FOR STEGE SANITARY DISTRICT EMPLOYEES PURSUANT TO THE
EMPLOYER-EMPLOYEE RELATIONS RESOLUTION (1537-0392) AND THE
MEYERS-MILIAS-BROWN ACT (GOV. CODE §§ 3500-3511)

The Board of Directors of the Stege Sanitary District finds and determines as follows:

1. The Meyers-Milias-Brown Act ("MMBA"), Government Code sections 3500 through 3511, grants public employees the right to form, join, and participate in the activities of employee organizations of their own choosing and establishes procedures for meeting and conferring in good faith with recognized employee organizations.
2. Government Code section 3507 authorizes public agencies to adopt reasonable rules and regulations after consultation with recognized employee organizations for the administration of employer-employee relations.
3. The Stege Sanitary District ("District") is a public agency and sanitary district organized and existing under and pursuant to the Sanitary District Act of 1923 (California Health and Safety Code § 6400 *et seq.*).
4. The District duly adopted its Employer-Employee Relations Resolution ("EERR"), Resolution No. [1537-0392], on March 26, 1992, which sets forth the rules and procedures governing employer-employee relations, including criteria for the determination of appropriate bargaining units.
5. The EERR vests in the Board the authority to establish appropriate bargaining units for Agency employees based on: (1) the community of interest among employees; (2) the supervisory status of the employees and the efficient operation of the District.
6. The Board has considered all relevant factors, including those identified in sections 6 and 7 of the District's EERR, and finds that the bargaining unit determinations set forth in this Resolution are appropriate.

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

1. The recitals set forth above are true and correct and are hereby incorporated by reference.
2. The following appropriate representation units are hereby established for the employees of the District:

The Collection System Unit- all non-supervisory employees of the District

- Collection System Worker I/II/III
- Administrative Assistant
- Engineering Tech/Inspector

The Supervisory Unit - all supervisory employees of the District

- Collection System Superintendent
- Administrative Supervisor
- Senior Civil Engineer

3. This Resolution shall take effect immediately upon adoption.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 19th day of February 2026, by a X-X vote as follows:

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

Tessa Beach, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

Bobby Magee, Interim Secretary
Stege Sanitary District

ROBERT BONSALE
GEOFFREY PILLER
ANDREW H. BAKER
COSTA KERESTENZIS
PETER M. MCENTEE
SUSAN K. GAREA
LORRIE E. BRADLEY
SARAH S. KANBAR
PETER ORTH
CLARISSA M. ROMERO
ABEL RODRIGUEZ, III
HOLLY A. LATZ
CHRISTINE A. COUGHLAN
CRAIG SCHECHTER
GRANT REED-HOOS
ALEX S. LEICHENGER
LAURA CHRISTENSEN GARCIA
DANIEL M. PERLE
MAGALI KINCAID



ATTORNEYS AT LAW

DUANE B. BEESON
(1922-2021)

DONALD S. TAYER
(1932-2001)

OF COUNSEL
DALE L. BRODSKY

August 29, 2025

REPLY TO: OAKLAND OFFICE

sgarea@beesontayer.com
(510) 267-6326

Kristopher Kokotaylo
Redwood Public Law
300 Frank H. Ogawa Plaza, Suite 430
Oakland, CA 94612

Sent by Email
[kristopher.kokotaylo@redwoodpubliclaw.com]

Re: Teamsters Local 315 Demand for Recognition

Dear Mr. Kokotaylo:

This firm represents Teamsters Local 315 in its demand for recognition to Stege Sanitary District and seeks a single unit of the unrepresented employees. The District has indicated that it is considering splitting the unit into two because some of the employees have supervisory and/or managerial roles. The Union disputes that any of the employees are “managerial” under the Meyers-Milias-Brown Act.

The Meyers-Milias-Brown Act (MMBA) applicable to the District does not preclude the inclusion of both supervisory and non-supervisory employees in a bargaining unit. The District’s EERR likewise does not provide for a separate supervisory unit. The California Supreme Court addressed this issue in Santa Clara County Counsel Attys. *Assn. v. Woodside* (1994) 7 Cal.4th 525. In that case, the Court noted “[b]y choosing to explicitly include supervisory, managerial, and confidential employees within the realm of the MMBA’s protections, the Legislature implicitly decided that the benefits for public[-]sector labor relations achieved by including [those] employees outweighed the potential divided loyalty dilemmas raised.” (Id. at p. 538.) Further, the number of employees at issue is very small and it is inconsistent with the MMBA and the consideration of efficient operations to divide the unit.

The District’s division of the bargaining unit based on supervisory and/or managerial roles is inconsistent with the MMBA. Applying the community of interest factors, the employees should be in a single unit. The contact between employees is frequent. There is integration of work functions and goals. There is also overlap of duties.

In unit determinations under the MMBA, the question is whether the petitioned-for unit is “an appropriate unit,” not whether it is “the *ultimate* unit or the *most* appropriate unit.” (See Alameda County Assistant Public Defenders Assn. v. County of Alameda (1973) 33 Cal.App.3d 825, 830 (County of Alameda) [italics in the original]; MMBA §§ 3507(a)(4) and 3507.1.) This standard is clearly met here with the petitioned-for unit.

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Kristopher Kokotaylo
Re: Teamsters Local 315 Demand for Recognition
October 29, 2025
Page 2

Teamsters Local 315 reiterates its demand for recognition for all non-managerial employees of the District including the following classifications: Collection System Worker; Civil Engineer; Maintenance Superintendent; Inspector and Admin Supervisor.¹

Very truly yours,

Susan K. Garea

Susan K. Garea

SKG/tg

cc: Don E. Garcia (by email)

¹ The Union is willing to stipulate to exclude the Admin Supervisor provided that all other positions are included.



TEAMSTERS LOCAL UNION NO. 315

Affiliated With The International Brotherhood Of Teamsters

Teamsters General Truck Drivers, Chauffeurs, Warehousemen & Helpers in Contra Costa, Napa & Solano Counties, Automotive Employees in Contra Costa County, Bakery Wagon Drivers, Salesmen, Transport & Inside Workers in Napa, Solano, San Francisco, San Mateo, Marin, Sonoma, Lake and Mendocino Counties, California.

ALBERTO RUIZ
President

DON E. GARCIA
Secretary-Treasurer
Principal Officer

July 21, 2025

Lani Good
District Manager

Kristopher Kokotaylo
District Council

Stege Sanitary District
7500 Schmidt Lane
El Cerrito, CA 94530-0537
lani@stegesans.org
kristopher.kokotaylo@redwoodpubliclaw.com

Via E-mail and Certified Mail

Re: Teamsters Local 315 – Demand for Recognition

Dear Ms. Good and Mr. Kokotaylo:

Teamsters Local 315 has been designated as the representative for the purposes of collective bargaining with the Stege Sanitary District (the “District”) by the majority of non-managerial, non-confidential employees of the District.

Pursuant to section 3507.1(c) of the Meyers-Miliias-Brown Act, the District is required to grant recognition to Teamsters Local 315. Section 3507.1(c) states in relevant part:

A public agency **shall** grant exclusive or majority recognition to an employee organization based on signed petition, authorization cards, or union membership cards showing that a majority of the employees in an appropriate bargaining unit desire the representation, unless another labor organization has previously been lawfully recognized as exclusive or majority representative of all or part of the same unit. Exclusive or majority representation shall be determined by a neutral third party selected by the public agency and the employee organization who shall review the signed petition, authorization cards, or union membership cards to verify the exclusive or majority status of the employee organization.

Stege Sanitary District Demand for Recognition (1314-0034)



TEAMSTERS LOCAL UNION NO. 315

Affiliated With The International Brotherhood Of Teamsters

Teamsters General Truck Drivers, Chauffeurs, Warehousemen & Helpers in Contra Costa, Napa & Solano Counties, Automotive Employees in Contra Costa County, Bakery Wagon Drivers, Salesmen, Transport & Inside Workers in Napa, Solano, San Francisco, San Mateo, Marin, Sonoma, Lake and Mendocino Counties, California.

ALBERTO RUIZ
President

DON E. GARCIA
Secretary-Treasurer
Principal Officer

Teamsters Local 315 has the authorization cards of a majority of the District employees and is prepared to present them to a neutral third party and suggests the California SMCS.

I look forward to your prompt response.

Sincerely,

Don E. Garcia
Secretary-Treasurer

cc: Susan K. Garea, Beeson, Tayer & Bodine
DG/al

Stege Sanitary District Demand for Recognition (1314-0034)

ROBERT BONSALE
GEOFFREY PILLER
ANDREW H. BAKER
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ATTORNEYS AT LAW

DUANE B. BEESON
(1922-2021)

DONALD S. TAYER
(1932-2001)

OF COUNSEL
DALE L. BRODSKY

February 3, 2026

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(510) 267-6326

Kristopher Kokotaylo
Jesse Lad
Redwood Public Law Group
300 Frank H. Ogawa Plaza
Oakland, CA 94612

Sent by Email
[kristopher.kokotaylo@redwoodpubliclaw.com]
[jesse.lad@redwoodpubliclaw.com]

Re: *Teamsters Local 315 Demand for Recognition to Stege Sanitary District*

Dear Messrs. Kokotaylo and Lad:

I write to follow up on correspondence from Teamsters Local 315 dated August 29, 2025 regarding its demand for recognition to Stege Sanitary District (the "District"). Teamsters Local 315 originally demanded recognition for a single bargaining unit. Teamsters Local 315 hereby amends its request for recognition to demand recognition in two bargaining units as described below provided that the District agrees to engage in coalitional bargaining with Teamsters Local 315 regarding both bargaining units to reach collective bargaining agreements. The proposed bargaining units are as follows:

- (1) **The Collection System Unit** – all non-supervisory employees of the District
 - Collection System Worker I/II/III
 - Administrative Assistant
 - Engineering Tech/Inspector
- (2) **The Supervisory Unit** – all supervisory employees of the District
 - Collection System Superintendent
 - Administrative Supervisor
 - Senior Civil Engineer

Very truly yours,

Susan K. Garea

Susan K. Garea

SKG/tg

cc: Don E. Garcia (by email)