

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA
MEETING OF JANUARY 18, 2024 @ 7:00 P.M.
www.stegesan.org • staff@stegesan.org

***** AGENDA *****

Items on the agenda may be taken out of order.

Public comment is limited to three (3) minutes for each individual speaker.

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at www.stegesan.org. 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 timely received at least 15 minutes before the starting time of the meeting will be provided to the Board of Directors and will be added to the official record.*

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

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

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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)

IV. Approval of Minutes

Motion:

- A. Approval of December 7, 2023 Board Meeting Minutes
(The Board will review and consider approving the minutes)

Info:

V. Communications

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

Info:

VI. Reports of Staff and Officers

- A. Attorney's Report
1. Review of Claims Process
B. Committee Reports
C. Manager's Report
1. Monthly Maintenance Summary Report
2. Monthly Report of Sewer Replacements and Repairs
3. San Pablo Avenue Specific Plan Status Report
4. Director's Contact Info
5. Board Training Summary
6. Form 700
7. 2024 California Association of Sanitation Agencies (CASA) Conferences

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- January 24-26 – Winter Conference, Palm Springs, CA
 - February 26-27 – Washington DC Forum
 - July 31-August 2 – Annual Conference, Monterey, CA
8. 2024 California Special Districts Association (CSDA) Conference
- September 9-12 – Annual Conference, Indian Wells, CA

VII. Business

Info/Motion

- A. Sewer Rate and Connection Charge Study
(The Board will consider the study)

Info/Motion

- B. Draft Long Range Planning Agenda
(The Board will review the updated draft agenda)

VIII. Financial Statements

- A. Monthly Investment, Cash, Receivables Report
B. Monthly Operating Statement
C. Cash on Hand vs. Target Reserves Chart
D. Local Agency Investment Fund (LAIF) Quarterly Statement
E. California Employer’s Retiree Benefit Trust (CERBT) Quarterly Statement
F. Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report
G. Time Value Investments (TVI) Statement
(The Board will review the statements)

IX. Approval of Checks

Info/Motion:

- A. Checks for January 18, 2024 - Fund No. 3418 & 3423
(The Board will consider approving the checks)

Info:

X. Future Agenda Items

February 1, 2024

Actuarial Analysis of Retiree Health Benefits Report
Performance Report
District of Distinction
Service Rate Discussion
Long Range Planning Workshop Agenda

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Board Training Summary
CASA Conference
CASA Conference – Attendee reports

February 15, 2024

Long Range Planning Workshop Agenda
Form 700

CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

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

Number of Potential Cases: 2

Ivry – Government Tort Claim filed: 9/5/2023

De Leon – Government Tort Claim filed: 8/21/2023

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled
to be held on February 1, 2024 at 7:00 P.M. at the District Board Room, 7500
Schmidt Lane, El Cerrito, CA.)