



## Stege Sanitary District Board of Directors

2:00 P.M., District Board Room, 7500 Schmidt Lane, El Cerrito, CA 94530

### Meeting Agenda – December 18, 2025

Items on the agenda may be taken out of order.

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

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at [www.stegesan.org](http://www.stegesan.org) Those disabled persons requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at (510) 524-4668.

Members of the public can observe the live stream of the meeting by accessing <https://zoom.us/j/84090509848> or by calling (669) 900-9128 and entering the Meeting ID# 840 9050 9848 followed by the pound (#) key.

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

Public comment can be sent remotely by delivering a physical copy to **7500 Schmidt Lane, El Cerrito, CA 94530** or via email to [comments@stegesan.org](mailto:comments@stegesan.org) with “Public Comment” in the subject line. To provide written comment on an item on the agenda or to address the Board during Public Comment, please note the agenda item number that you want to address or whether you intend for the comment to be included in Public Comment. Comments 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

**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.

#### 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.)

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**4. Approval of Minutes**

- Motion:
- A. Approval of Draft December 4, 2025 Board Meeting Minutes
  - B. Approval of Draft December 11, 2025 Special Board Meeting Minutes  
(The Board will review and consider approving the minutes.)

**5. Communications**

- Info:
- A. Oral/Written Communications
    - i. Brief reports from Directors on matters related to the District including attendance at City or community meetings.

**6. Staff and Officer Reports**

- Info:
- A. Oral Attorney's Report
  - B. Manager's Report
    - i. Oral Manager's Report
    - ii. Monthly Maintenance Summary Report
    - iii. Monthly Replacement and Repair Summary
    - iv. Monthly Service Call Report
    - v. Sanitary Sewer Overflow Report – Last 12 Months

**7. Business**

- Info/  
Motion:
- A. Resolution 2266-1225 Appointing Bobby Magee As Interim General Manager, Interim Secretary of the Board, and Interim Treasurer of the District Pursuant To Approval of Employment Agreement Between the District and Bobby Magee  
(The Board will review and consider approving the resolution.)
  - B. Resolution 2267-1225 Establishing Standing Committees  
(The Board will review and consider approving the resolution.)
  - C. VPI Strategies Insights and Recommendations: Human Resources Functional Review  
(The Board will review the report.)

**8. Approval of Checks**

- Motion:
- A. Checks for December 18, 2025 - Fund No. 3418 & 3423  
(The Board will consider approving the checks.)

**9. Future Agenda Items & Professional Association Activities**

- Info:
- A. January 15, 2025 Board Meeting
    - Fiscal Year Financial Audit
    - Maintenance & Engineering Reports
    - Monthly Financials
    - Quarterly Financial Reports
    - Connection Charge Review
    - Review SPA SPA Impact Fee Report

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B. February 6, 2025 Board Meeting

- Pension & OPEB UAL Reports
- Financial Projections & Rate Discussion
- Maintenance & Engineering Reports
- Monthly Financials

Motion: **NOMINATION AND ELECTION OF OFFICERS**

Nomination and Election of Officers – 2026

(The Board will nominate and elect officers for calendar year 2026)

**CLOSED SESSION**

**Public Employment Performance Evaluation**

Gov. Code § 54957

Title: General Manager

**CLOSED SESSION**

**Conference with Labor Negotiator**

Gov. Code § 54957.6

Agency Designated Representative: General Manager Good

Unrepresented Employees: All District Employees

**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: 1

**10. Adjournment**

(The next regular meeting of the Stege Sanitary District Board of Directors will be held on January 15, 2025 at 7:00 P.M. in the District Board Room at 7500 Schmidt Lane, El Cerrito, California.)