

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 LONG RANGE PLANNING WORKSHOP  
 SATURDAY, MARCH 2, 2024, 9:00AM  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

**I. Call To Order:** President Gilbert-Snyder called the meeting to order at 9:00 A.M.

**II. Roll Call:** Present: Beach, Merrill, O’Keefe, Gilbert-Snyder  
 Absent: Christian-Smith (gave prior notice)  
 Others Present: Rex Delizo, District Manager

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

**III. Public Comment:** There was no public comment.

**IV. Long Range Planning Workshop**

- **Review Agenda and Last Action Plan**

The Manager reported on the agenda and the action plan for last year’s workshop. The Board asked staff to provide more opportunities for Board level Diversity, Equity, and Inclusion (DEI) training and education for future consideration.

- **Past 5 Years Expenditures Review**

The Manager reported on the trends from the District’s finances over the past 5 years.

- **Sewer Rate and Connection Charge Review**

The Manager reported on the status of the District's Sewer Rate and Connection Charge Study. The Board asked staff to provide a list of fixture unit counts for typical plumbing fixtures when next presenting the Sewer Rate and Connection Charge Study.

- **USEPA Consent Decree Progress and Planning**

The Manager reported on the District’s most recent Consent Decree Annual Report submittal and EBMUD’s updated Flow Model Calibration, Wet Weather Facilities (WWF) Output Ratios, and Output Test Results. The Board

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asked staff to provide both a table and map of the pipe replacements for both sewer mains and private sewer laterals, and the changes over the last few years.

- **Prefunding Pension Liabilities**

The Manager reported on the District's current retirement unfunded accrued liability (UAL) amounts and pre-funding options. The Board asked staff to add the impact that pre-funding pension liabilities would have on sewer service charges to the next discussion of the Sewer Rate and Connection Charge Study.

- **Future Board Meetings**

The Board discussed having less meetings and/or Counsel attend more meetings. The Board asked staff to arrange next year's Board Meeting schedule for 2025 so that there is only one (1) "workshop" (w/o District Counsel) Board Meeting per quarter and, instead of having one (1) Long Range Planning Workshop, incorporate the topics into the four (4) "workshops" throughout the year.

- **Self-Assessment of Governance**

Each Board Member completed a board governance self-assessment questionnaire and discussed their conclusions. The Board asked staff to provide future scoring summaries on separate sheets to make it easier to cross reference during review and discussion.

- **Private Sewer Lateral (PSL) I/I Outreach**

The Board reviewed and discussed the latest draft targeted outreach letter prepared by the Private Sewer Lateral (PSL) I/I Outreach Committee. The Board asked staff to provide a list of addresses in subarea "F" that are not in compliance with the Regional Private Sewer Lateral Ordinance, and to ask District Counsel to report on any liabilities of a door-to-door outreach strategy.

- **Environmentally Preferable Procurement Policy**

The Board reviewed and discussed changes to the District's current Environmentally Preferable Procurement Policy. The Board asked staff to

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provide a draft *Climate Change Impact Policy* for the Board to consider at a future Board Meeting.

- **Strategic Plan and Board Governance Manual**

The Board reviewed and discussed the District's Strategic Plan and Board Governance Manual. The Board asked staff to make several amendments to the Strategic Plan for the Board to consider at a future Board Meeting. The Board asked staff to have District Counsel clarify the timing of the Oath of Office for newly elected or appointed Board members and the transition to taking their position at their first Board Meeting.

**V. Adjournment**

The meeting was adjourned at 1:45 P.M. The next meeting of the District Board of Directors will be held on Thursday, March 21, 2024 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary