

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF APRIL 28, 2016
TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

I. Call To Order: President Alan Miller called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Gilbert-Snyder, James, Merrill, O’Keefe, Miller
Absent: None
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.

Public Comment: There was no public comment.

III. Approval of Minutes

A. Approval of April 14, 2016 Regular Board Meeting Minutes

MOTION: By James, seconded by Gilbert-Snyder, to approve the minutes of the April 14, 2016 Regular Board Meeting, as amended

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

IV. 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

Miller gave brief reports on his attendance at the Contra Costa Special District Association (CCSDA) meeting held on April 18, 2016 and the

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El Cerrito City Council Meeting held on April 19, 2016. James reported that the Kensington Property Owners Association (KPOA) will be having their annual Town Hall Meeting on Saturday, May 14th and asked if staff would be available to work an outreach table at the event.

B. Written Communications

There were no written communication items for the Board to consider.

V. Reports of Staff and Officers**A. Manager's Report:****1. Monthly Maintenance Summary Report – March 2016**

The Manager reported on last month's maintenance activities to the Board with no significant issues.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported that there were no replacements and 2 repair invoices paid in March.

3. Long Range Planning (LRP) Workshop – Topics

The Manager reported on the agenda for the upcoming workshop.

4. 4th of July Fair

The Manager reported on the plans for the upcoming fair.

5. Employee Benefits

The Manager reported that employees had no requests at this time and a benefits comparison survey will be ready for review at the upcoming long range planning workshop.

VI. Business**A. Draft Budget FY 2016-2017**

The Board reviewed and discussed the first draft of the budget.

B. Resolution No. 2057-0416, Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order

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The Board reviewed and made corrections to the Resolution which would consolidate the District's election with Contra Costa County's general election on November 8, 2016.

MOTION: By James, seconded by Merrill, to approve the Resolution No. 2057-0416 Ordering Even-Year Board of Directors Elections; Consolidation of Elections; and Specifications of the Election Order – Stege Sanitary District, as corrected

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

VII. Financial Statements – March 2016

- A. Monthly Investment, Cash, Receivables Report, March 2016
- B. Monthly Operating Statement, March 2016
- C. California Employers' Retiree Benefit Trust (CERBT) Quarterly Statement
- D. Local Agency Investment Fund (LAIF) Quarterly Statement

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

VIII. Approval of Checks

- A. Checks for April 28, 2016 - Fund No. 3418 & 3423

MOTION: By James, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 24310 through 24333 in the amount of \$63,205.51

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

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IX. Future Agenda Items**May 14, 2016**

Long Range Planning Workshop

May 26, 2016

PUBLIC HEARING – Rates

ORDINANCE - Rate Amendment

Draft Budget

July 4th Fair Discussion

Service Rate 30-day Notice

Gilbert-Snyder informed the Board that he will not be able to attend the meeting on June 23, 2016.

X. Adjournment

The meeting was adjourned at 8:26 P.M. The next meeting of the District Board of Directors will be held on Saturday, May 14, 2016 at 9:00 A.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary