

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF APRIL 11, 2019  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

- I. Call To Order:** President Gilbert-Snyder called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith (arrived at 7:06 P.M.), Merrill, Miller, O’Keefe, Gilbert-Snyder  
 Absent: None  
 Others Present: Rex Delizo, District Manager  
 Kary Richardson, Administrative Supervisor  
 Alison Lechowicz, Lechowicz & Tseng Municipal Consultants

**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:** O’Keefe commented on how impressed she was with the responsiveness of the District’s contractor, D’Arcy and Harty, when completing the paving work near her home. Merrill commented that he did not receive written notice for a rental property that he owns just outside the District border where sewer upgrades were occurring. Gilbert-Snyder commented that he’d like a Board review of the results of the replacement work completed in subarea “N” back in the 1980s.

Item VII.A was taken out of order at this time in the meeting.

**VII. Business**

**A. Sewer Rate and Connection Charge Study**

The Board reviewed and discussed the different options for the upcoming Sewer Rate and Connection Charge Study with Alison Lechowicz of Lechowicz & Tseng Municipal Consultants.

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MOTION: By Merrill, seconded by Christian-Smith, to choose Sanitary Sewer Rate Option "1" which differentiates between single and multi-family units

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

MOTION: By O'Keefe, seconded by Christian-Smith, to choose Administrative Building Reserve Option "C" which would cash fund building retrofits every 5 years

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

MOTION: By Christian-Smith, seconded by Merrill, to choose Connection Fee Option "1" which is based on a typical two bathroom house with 26 total fixture units

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

The Board resumed the order of the agenda at this time in the meeting.

**IV. Approval of Minutes**

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A. Approval of Minutes March 21, 2019 Board Meeting

MOTION: By Christian-Smith, seconded by O’Keefe, to approve the minutes of the March 21, 2019 Board Meeting

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

**V. Communications**

A. Oral Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
  - a. California Special Districts Association (CSDA) March 26, 2019 – Governance Foundations, Sacramento, CA  
 In accordance with AB 1234, Directors Merrill, Miller, and O’Keefe each gave a report on their attendance at the CSDA workshop.
  - b. City & Community Meetings  
 Miller reported on his attendance at the El Cerrito City Council Meeting held on April 2, 2019.

B. Written Communications

1. CASA Member Alert: Support of H.R. 1764 Extending NPDES Permit Terms  
 The Board reviewed and discussed the request for letters of support of H.R. 1764 introduced by Representative John Garamendi.

MOTION: By Merrill, seconded by Miller, to approve sending a letter of support of H.R. 1764, as amended

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

2. CSDA Take Action: AB 1486 (Oppose) ACA 1 (Support)

The Board reviewed and discussed the request for letters of opposition of AB 1486 and support of ACA 1

MOTION: By O'Keefe, seconded by Miller, to approve sending a letter of opposition of AB 1486

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

MOTION: By Christian-Smith, seconded by O'Keefe, to approve sending a letter of support of ACA 1

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

3. CASA Member Alert: Support of AB 1672 (Bloom) Flushable and Non-flushable Product Labeling

The Board reviewed and discussed the request for letters of support of AB 1672 (Bloom).

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MOTION: By O'Keefe, seconded by Christian-Smith, to approve sending a letter of support of AB 1672 (Bloom)

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

4. Kids for the Bay – Watershed Action Program (WAP) Interim Report  
 The Board received the report.

## VI. Reports of Staff and Officers

### A. Manager's Report:

1. Sample Legislative Advocacy Policy  
 The Manager reported on a sample legislative advocacy policy provided by CSDA and will bring back a draft policy for the Board's consideration at a future Board meeting.
2. Board Training Summary  
 The Manager reported on the updated Board training deadlines.
3. Special District Leadership Academy (SDLA) Conference  
 The Manager reported on the upcoming SDLA conferences.
4. MCE Deep Green  
 The Manager reported on the cost to go to 100% renewable electric generation service.

## VIII. Business

### A. Sewer Rate and Connection Charge Study

This item was taken out of order earlier in the meeting (see above).

### B. Stege Sanitary District Strategic Plan

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The Board reviewed and approved the updated plan.

MOTION: By Christian-Smith, seconded by O'Keefe, to approve the updated Plan.

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

**IX. Approval of Checks**

A. Checks for April 11, 2019 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Miller, to pay the bills, Check Nos. 26004 through 26031 in the amount of \$34,341.76

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

**IX. Future Agenda Items**

**April 25, 2019**

CLOSED SESSION – Quarterly Claims Report

Employee Benefits

Quarterly Financial Statements

Draft Budget

July 4<sup>th</sup> Fair Discussion

San Pablo Avenue Specific Plan Impact Fee Status Report

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*Public Outreach Presentation*

**May 9, 2019**

Draft Budget

Board Training Summary

July 4th Fair Discussion

**X. Adjournment**

The meeting was adjourned at 10:00 P.M. The next meeting of the District Board of Directors will be held on Thursday, April 25, 2019 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