

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF AUGUST 15, 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: Merrill, Miller, O’Keefe, Gilbert-Snyder
 Absent: Christian-Smith (gave prior notice)
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel

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. Approval of Minutes

A. Approval of July 18, 2019 Board Meeting Minutes

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of the July 18, 2019 Board Meeting

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

V. Communications

A. Oral Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
 - a. August 8, 2019, California Special Districts Association (CSDA) Workshop – Financial Management for Special Districts

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 15, 2019
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

In accordance with AB 1234, Director Miller gave a report on his attendance at the CSDA workshop.

b. City & Community Meetings

Miller gave a report on his attendance at an El Cerrito City Council Meeting, El Cerrito Library Outreach Meeting, and a BART Open House relating to transit-oriented development.

B. Written Communications

There were no items to consider.

VI. Reports of Staff and Officers

A. Attorney's Report

Kokotaylo reported on sample general manager contracts and will work with the Manager to draft a preliminary District Manager contract for the Board's consideration.

B. Manager's Report

1. Monthly Maintenance Summary Report

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported no invoices were paid last month.

3. Connection Charge Report per Government Code 66013

The Manager reported on the annual compliance report detailing the amount of charges received by the District and the public improvement on which the charges were solely expended. The report is posted on the District's website for public review.

4. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming annual CASA conference.

5. California Special District Association (CSDA)

The Manager reported on the upcoming annual CSDA conference.

VII. Business

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF AUGUST 15, 2019
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

A. Resolution No. 2128-0819 Approving the Updated Sewer System Management Plan (SSMP)

The Board reviewed the SSMP and suggested a few minor amendments before approving the resolution.

MOTION: By Merrill, seconded by O'Keefe, to approve Resolution No. 2128-0819 Approving the Updated Sewer System Management Plan (SSMP), as amended

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

VIII. Monthly Financial Statements – July 2019

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

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

IX. Approval of Checks

- A. Checks for August 15, 2019 - Fund No. 3418 & 3423

MOTION: By O'Keefe, seconded by Merrill, to pay the bills, Check Nos. 26192 through 26224 in the amount of \$87,203.86

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF AUGUST 15, 2019
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

X. Future Agenda Items

September 5, 2019

CASA Conference – Attendee Reports

CSDA Conference

Legislative Advocacy Policy

September 19, 2019

Flexible Benefits Plan Review

Deferred Compensation Matching Review

CSDA Conference

Consent Decree Quarterly Report

XI. Adjournment

The meeting was adjourned at 8:23 P.M. The next meeting of the District Board of Directors will be held on Thursday, September 5, 2019 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary