

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 LONG RANGE PLANNING WORKSHOP  
 SATURDAY, MARCH 6, 2021, 9:00AM - 4:00PM  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

- I. Call To Order:** President O’Keefe called the meeting to order at 9:00 A.M.
- II. Roll Call:** Present: Christian-Smith (video-conference), Gilbert-Snyder (video-conference), Merrill (in-person), Miller(in-person), O’Keefe (video-conference)
- Absent: None
- Others Present: Rex Delizo, District Manager  
 Melanie Mintz, City of El Cerrito Community  
 Development Director (video-conference for the San Pablo Avenue Specific Plan Progress Report agenda item only)
- 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:** Miller commented on an upcoming City of El Cerrito public meeting that will be held on March 9, 2021, regarding a Cannabis Operating Permit at 10764-10770 San Pablo Avenue. There was no other public comment.
- IV. Long Range Planning Workshop**
- **Past 5 Years Expenditures Review**  
 The Board reviewed and discussed trends from the District’s finances of the past 5 years and a trend line report for salary, benefits, construction, and other expenses. There were no significant issues.
  - **Salary Survey**  
 The Board reviewed and discussed the survey of comparable sanitary district salaries and the California Special District Association (CSDA) Salary & Benefits Survey Report. The Board asked staff to bring the item back for consideration in April to give Board Members extra time to process the

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information. The Board may also discuss and consider setting a policy on what basis to set employee salary ranges each year.

- **USEPA Consent Decree Progress and Planning**

The Board reviewed and discussed the District's latest Annual Report submittal and EBMUD's latest Flow Model Calibration, Wet Weather Facilities (WWF) Output Ratios, and Output Test Results. The Board would like to continue to take a proactive approach to I/I reduction and specifically asked staff to bring back an item at a future Board meeting on accelerating private sewer lateral replacements.

- **Self-Assessment of Governance**

Each Board Member completed an individual board member self-evaluation questionnaire and discussed each of their conclusions. The Board would like to do more to promote public outreach, especially considering the cancellation of the 4<sup>th</sup> of July fair due to the COVID pandemic, and suggested enhancing our website with possibly a virtual tour or videos on day-to-day operations.

- **San Pablo Avenue Specific Plan Progress Report**

City of El Cerrito Community Development Director, Melanie Mintz, gave a presentation to the Board and answered questions on current and expected development along the San Pablo Avenue corridor. Staff will continue to follow up with City of El Cerrito staff on their proposed changes to the San Pablo Avenue Specific Plan Area (SPASPA) and make the appropriate amendments to the District's SPASPA impact fee, as needed.

- **Future Funding Considerations**

The Board reviewed and discussed future funding considerations. The Board then asked staff to target additional sewer rehabilitation work in high I/I areas with the next FY budget, consider incentives to accelerate PSL replacement, and to forward the information on the City of El Cerrito's recent presentation on CalPERS Pension repayment strategies for the Board to review.

- **Tiered Pricing**

The Board reviewed and discussed a possible surcharge for properties served by pump stations. The Board asked staff to bring back an item at a future

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Board meeting on the costs of installing individual pump stations for each parcel served by the one “community” Canon pump station.

- **Strategic Plan**

The Board reviewed and discussed the strategic plan and asked staff to bring back information at a future Board meeting on how many items in the strategic plan are addressed by the Board each year.

**V. Adjournment**

The meeting was adjourned at 3:21 P.M. The next meeting of the District Board of Directors will be held on Thursday, March 18, 2021 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