

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 LONG RANGE PLANNING WORKSHOP
 SATURDAY, MARCH 5, 2022, 9:00AM - 4:00PM
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Merrill called the meeting to order at 9:00 A.M.
- II. Roll Call:** Present: Christian-Smith*, Gilbert-Snyder*, Miller, O’Keefe*, Merrill
- Absent: None
- Others Present: Rex Delizo, District Manager
 Melanie Mintz*, City of El Cerrito Community Development Director (for the San Pablo Avenue Specific Plan Progress Report agenda item only)
 Kristopher Kokotaylo*, District Counsel (for the Procurement Policy agenda item only)
- *via video-conference*

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

• **USEPA Consent Decree Progress and Planning**

The Board reviewed and discussed 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 asked staff have District Counsel report on the appropriateness of a Director to participate in the District’s Private Sewer Lateral (PSL) Loan Program. The Board also asked staff to consider using a posting on Nextdoor, a press release for local newspapers, and local realtors to help promote the PSL Loan Program.

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- **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. The Board asked staff to assess the upcoming changes to the San Pablo Avenue Specific Plan Area (SPASPA) and propose appropriate amendments to the impact fee, as needed, and also incorporate the actual construction costs incurred during the first phase of the sewer upgrade work. The Board also agreed that any appeal for SPASPA impact fee deferral until issuance of a Certificate of Occupancy will be considered by the Board on a case-by-case basis.
- **Strategic Plan**
The Board reviewed and discussed the strategic plan. The Board asked staff to make minor amendments to the plan and bring back an item at a future Board meeting on the funding of the District's Administration Building replacement.
- **Procurement Policy and Uniform Cost Accounting Act**
The Board reviewed and discussed the new updated policy as presented by District Counsel, Kristopher Kokotaylo, which incorporates the Uniform Cost Accounting Act. The Board asked staff to prepare both the Uniform Construction Cost Accounting Ordinance and the Procurement Policy Resolution for consideration at a future Board meeting. The Board also asked staff to consider a newsletter article on the District's preference for locally owned businesses and to report at a future Board meeting on the District's current policy for disposal of property.
- **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.
- **Self-Assessment of Governance**
Each Board Member completed an individual board member self-evaluation questionnaire and discussed their conclusions. The Board asked staff to bring

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back an item at a future Board meeting to discuss the top Board objectives from the Strategic Plan.

V. Adjournment

The meeting was adjourned at 2:09 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

Rex Delizo
STEGE SANITARY DISTRICT
Secretary