

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 LONG RANGE PLANNING WORKSHOP
 SATURDAY, MARCH 4, 2023, 9:00AM
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Christian-Smith called the meeting to order at 9:00 A.M.

II. Roll Call: Present: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
 Absent: None
 Others Present: Rex Delizo, District Manager
 Melanie Mintz*, City of El Cerrito Community
 Development Director (for only the San Pablo
 Avenue Specific Plan Progress Report agenda
 item)

**via remote-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

• **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 work collaboratively with the City of El Cerrito to prudently plan future sewer capacity upgrades along the San Pablo Avenue corridor. Staff will continue to provide updates to the Board on a quarterly basis.

• **Past 5 Years Expenditures Review**

The Manager reported on the trends from the District’s finances over the past 5 years and a trend line report for salary, benefits, construction, and other expenses. The Board asked staff to provide the report with just the year-to-

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
LONG RANGE PLANNING WORKSHOP
SATURDAY, MARCH 4, 2023, 9:00AM
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

year comparison and to separate out the retainer and special costs from the legal services total. The Board also asked staff to prepare a legal services rate comparison to other comparable agencies for the next District Counsel Performance Evaluation. The Board would like to consider establishing a policy on when it's appropriate for individual Board members to contact District Counsel directly outside of Board meetings.

- **USEPA Consent Decree Progress and Planning**
The Manager reported on 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 to provide more detail on the sources of inflow and rapid infiltration not in the District's collection system and not owned by the District that were identified by EBMUD's Regional Technical Support Program (RTSP). The Board asked staff to provide the list of locations the District is monitoring for capacity assurance per the Consent Decree.
- **Wet Weather Planning**
The Manager reported on the Shallow Groundwater and Sea-Level Rise report prepared by the San Francisco Estuary Institute (SFEI) and a Discharge Alternatives Analysis prepared by the District back in 2012. The Board asked staff to provide the flow data for the Burlingame Pump Station during the recent wet weather season and to consider including an article in the District newsletter on the high inflow and rapid infiltration sub-areas of the District.
- **Structure of Future Board Meetings**
The Board reviewed and discussed the possible use of standing committees, consent agendas, and brainstormed other ideas to speed up meetings. Instead of establishing standing committees, the Board will make use of ad-hoc committees for special issues and assignments, such as PSL loan public outreach, DEI, and to perform preliminary financial check report reviews.
- **Strategic Plan**
The Board reviewed and discussed the strategic plan. The Board asked staff to remove the item regarding retirement liabilities and to add a section on

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
LONG RANGE PLANNING WORKSHOP
SATURDAY, MARCH 4, 2023, 9:00AM
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

improving environmental stewardship including administration building retrofits with solar panels, localized energy microgrids, LED lights, and HVAC heat pump technology, procuring electric vehicles, and using local businesses.

- **Diversity, Equity, and Inclusion (DEI)**

The Board reviewed and discussed the District's current DEI Policy. The Board asked staff to provide opportunities for Board level DEI training and education for future consideration.

- **Self-Assessment of Governance**

Each Board Member completed an individual board member self-evaluation questionnaire and discussed their conclusions.

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 16, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary