

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 19, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Christian-Smith called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Beach, Gilbert-Snyder*, Merrill, O’Keefe*,
 Christian-Smith*
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
**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.

PUBLIC HEARING – ORDINANCE NO. 2220-0123 APPROVING INCREASE IN SEWER CONNECTION CHARGES

The Manager gave a brief report on the proposed sewer connection charges as follows: \$3,201 per dwelling unit for single-family residential; \$3,354 per dwelling unit for single-family residential; \$2,193 per dwelling unit for multi-family residential; \$129.01 per fixture unit for non-residential and detached accessory dwelling units; and \$284.21 per fixture unit for all development within the San Pablo Avenue Specific Plan Area (SPASPA). Director Merrill commented that the San Pablo Avenue Specific Plan Area Impact Fee should remain unchanged due to actual construction costs of the recently completed first phase of the SPASPA upgrade project coming in lower than the original study had projected. The Manager stated that an update to the SPASPA Impact Fee study that would incorporate the updated construction costs is planned for later this year and would be ready for the Board’s consideration by January 2024. President Christian-Smith opened the public hearing at 7:15 P.M. There were no members of the public in attendance nor any comments or objections received by mail or email. The public

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 19, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

hearing was closed at 7:16 P.M. The Board made final comments and began consideration of Ordinance No. 2220-0123.

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve Ordinance 2220-0123 Amending Chapter 7, Section 7.3 of the Stege Sanitary District Ordinance Code – Sewer Connection Charge, as amended to reflect no modification to the impact fee for all development within the San Pablo Avenue Specific Plan Area which shall remain as \$271.19 per fixture unit

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

IV. Approval of Minutes

A. Approval of December 8, 2022 Board Meeting Minutes

MOTION: Merrill, seconded by Christian-Smith, to approve the minutes of the December 8, 2022 Board Meeting

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

B. Approval of December 22, 2022 Special Board Meeting Minutes

MOTION: Merrill, seconded by Christian-Smith, to approve the minutes of the December 8, 2022 Board Meeting

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 19, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
 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. City & Community Meetings

There were no reports.

B. Written Communications

1. News Articles regarding Bay Area Storms and Sewage Spills – San Francisco Chronicle 1/10/2023 & 1/14/2023, National Public Radio 1/14/2023, and The Mercury News 1/15/2023

The Board received and discussed the articles.

VI. Reports of Staff and Officers

A. Manager’s Report

1. Monthly Maintenance Summary Report

The Manager reported no significant issues with last month’s maintenance activities.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on payments made for the sewer repairs made in December.

3. San Pablo Avenue Specific Plan Area Status Report

The Manager reported on the status of the impact fee.

4. Director’s Contact Info

The Manager asked the Directors to confirm their contact information.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JANUARY 19, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

5. Board Training Summary

The Manager reported on the Directors' training deadlines.

6. California Association of Sanitation Agencies (CASA)

The Manager reported on the upcoming conference dates for 2023.

7. California Special Districts Association (CSDA)

The Manager reported on the upcoming conference date for 2023.

VII. Business

A. Board Governance Policy Manual

The Board conducted their annual review of the Board Governance Policy Manual and suggested only a minor change.

B. Draft Long Range Planning Agenda

The Board reviewed and discussed the draft agenda for the upcoming long range planning workshop scheduled for Saturday, March 4, 2023 and asked staff to add a wet weather topic and, if ready, a report on options for investing a percentage of District reserve funds to achieve higher returns.

C. Resolution No. 2221-0123 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning January 19 Pursuant to AB 361

The Board approved the resolution to make necessary findings to continue to meet remotely pursuant to Assembly Bill 361.

MOTION: By O'Keefe, seconded by Beach, to approve Resolution No. 2221-0123 Finding that there is a Proclaimed State of Emergency; Finding that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees as a Result of the State of Emergency; and Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District for the 30 Day Period Beginning January 19 Pursuant to AB 361

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JANUARY 19, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

VIII. Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Cash on Hand vs. Target Chart
- D. Local Agency Investment Fund (LAIF) Quarterly Statement
- E. 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 January 19, 2023 - Fund No. 3418 & 3423

MOTION: By Merrill seconded by Gilbert-Snyder, to pay the bills, Check Nos. 27975 through 28027 in the amount of \$340,266.46

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

X. Future Agenda Items

February 2, 2023

Performance Report
 Long Range Planning Workshop Agenda
 Board Training Summary
 CASA Conference

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JANUARY 19, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

CASA Conference – Attendee reports

February 16, 2022

Board Governance Manual Approval
Form 700

CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9

Number of Potential Cases: 2

Shimoni – Government Tort Claim filed: 10/25/2021

Troy – Government Tort Claim filed: 5/2/2022

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board entered into closed session at 8:19 P.M. and returned to open session at 9:10 P.M. President Christian-Smith announced the Board had taken no reportable actions.

XI. Adjournment

The meeting was adjourned at 9:11 P.M. The next meeting of the District Board of Directors will be held on Thursday, February 2, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary