

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF OCTOBER 26, 2017
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. Call To Order: President Beatrice O’Keefe called the meeting to order at 7:04 P.M.

II. Roll Call: Present: Gilbert-Snyder, James, Merrill, Miller, O’Keefe
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
 Jennifer Faught, Assistant District Counsel
 Melanie Mintz, City of El Cerrito
 Yvetteh Ortiz, City of El Cerrito
 Robert Spencer, Urban Economics
 Jason White, BKF Engineers
 Several members of the public were in attendance for the Public Hearing and for discussion of Item VII.A.

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

**PUBLIC HEARING – PROPOSED SAN PABLO AVENUE SPECIFIC PLAN
 AREA CONNECTION CHARGE**

President O’Keefe opened the public hearing at 7:05 P.M. The Manager announced the public hearing was noticed in the local newspaper two times on October 11, 2017 and October 18, 2017 in accordance with Government Code Section 6062a. Notice was also provided, as requested, to the Building Industry Association of the Bay Area (BIA) by email on October 10, 2017. A summary of the proposal was presented which would be implemented by Ordinance No. 2076-1017 to assess a sewer capacity charge of \$4,140 per residential dwelling unit (or an estimated \$217.89 per residential fixture unit) and \$217.89 per non-residential fixture unit to all development within the San Pablo Avenue Specific Plan area, in addition to the existing sewer connection charge of \$2,154 per dwelling unit and \$112.95 per non-residential fixture unit, to fund required improvements and streamline the approval process. Members of the City of El Cerrito team that worked

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on the study upon which the charge is based (Melanie Mintz and Yvetteh Ortiz of the City of El Cerrito, Robert Spencer of Urban Economics, and Jason White of BKF Engineers) were in attendance to give brief reports, comments and answer questions.

Comments from 5 speakers in attendance (Kevin Wang, Charles Oewel, Toby Long, Matt Grondak, and Tom Zhang) were heard and discussed by the Board. The Board made some final comments, closed the public hearing at 7:59 P.M., and agreed to move consideration of Ordinance No. 2076-1017 to this time in the meeting.

Item VII.A was taken out of order at this time in the meeting.

VII. Business

A. Ordinance No. 2092-1017 Amending Chapter 7, Section 7.3 of the Stege Sanitary District Ordinance Code – Sewer Connection Charges

The Board continued the discussion of the Ordinance revising the sewer connection charge section of the Ordinance Code with the new information regarding assessment of the residential charge based on the number of fixture units instead of a flat fee for residential dwelling units.

MOTION: By James, seconded by Gilbert-Snyder, to approve amending the proposed Section 7.3.5.2 from assessment of the charge as a residential fee amount of \$4,140 per residential dwelling unit to a residential fee of \$217.89 per residential fixture unit

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

A motion was made by Merrill to lower the residential fee from \$217.89 to \$76.42 per residential fixture unit but the motion died due to lack of a second.

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MOTION: By James, seconded by Miller, to approve Ordinance No. 2092-1017 Amending Chapter 7, Section 7.3 of the Stege Sanitary District Ordinance Code – Sewer Connection Charges, as amended

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

The Board resumed the order of the agenda at this time in the meeting.

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of Minutes September 28, 2017 Board Meeting

MOTION: By Gilbert-Snyder, seconded by James, to approve the minutes of the September 28, 2017 Board Meeting

VOTE: AYES: Gilbert-Snyder, James, Merrill, Miller, O’Keefe
 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

James gave a report on his attendance at a recent Kensington Improvement Club Town Hall Meeting. Miller gave a report on his

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attendance at the Sewer Summit 2017 held in Oakland on October 19, 2017.

b. CSDA Conference Attendee Reports

In accordance with AB 1234, James gave a report on his attendance at the recent CSDA Annual Conference.

B. Written Communications

1. EBMUD Memo - Regional Private Sewer Lateral Program Update - Stege Sanitary District

The Board reviewed the regional PSL program activities highlighted by EBMUD.

VI. Reports of Staff and Officers

A. Attorney's Report:

Kokotaylo reported on a decision of the California Supreme Court, People v. Superior Court (2017) 3 Cal.5th 230 (Sahlolbei) addressing the standards for applying Government Code section 1090 conflict of interest prohibitions to contracts made by a public entity's independent contractors, consultants and advisors. He then reported on the recent passing of SB 229 extending recent accessory dwelling unit (ADU) regulations to special districts. He will work with staff to draft an ordinance addressing the upcoming regulations for the December board meeting.

B. Manager's Report:

1. Monthly Maintenance Summary Report – September 2016

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

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on the replacement and repair invoices paid in September.

3. Quarterly Claims Report – No Claims

The Manager reported there were no open claims for consideration.

4. 2018 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported on the upcoming CASA conference dates.

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VII. Business

- A. Ordinance No. 2092-0917 Ordinance Amending Chapter 7, Section 7.3 of the Stege Sanitary District Ordinance Code – Sewer Connection Charges

This item was taken out of order earlier in the meeting (see above).

- B. Kids for the Bay Watershed Action Program (WAP) – Private Schools

The Board considered requesting the program extend to private schools. After learning Harding Elementary School has been already chosen for the program, the Board decided to take no action this year.

VIII. Financial Statements – September 2017

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

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

The Board was pleased to learn the LAIF interest rate had risen to 1.07%.

IX. Approval of Checks

- A. Checks for October 26, 2017 - Fund No. 3418 & 3423

MOTION: By James, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 25192 through 25234 in the amount of \$92,758.48.

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

X. Future Agenda Items

November 9, 2017

Proposed Meeting Calendar

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Board Officer Succession Plan
CASA Conference
Flexible Benefits Plan Review
Deferred Compensation Matching Review

December 14, 2017 – 2:00PM

Nomination & Election of Officers
Fiscal Year Financial Audit
Connection Charge Calculation Report
CASA Conference
Meeting Calendar
Consent Decree Quarterly Report
Public Hearing and Ordinance - SB-229 Accessory Dwelling Units (ADUs)

XI. Adjournment

The meeting was adjourned at 9:56 P.M. The next meeting of the District Board of Directors will be held on Thursday, November 9, 2017 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary