

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 LONG RANGE PLANNING WORKSHOP
 SATURDAY, MARCH 10, 2018
 9:00AM - 4:00PM
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Dwight Merrill called the meeting to order at 9:01 A.M.
- II. Roll Call:** Present: Gilbert-Snyder, James, Miller, O’Keefe (left at 10:30am), Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel (arrived at 12:00pm for the District Ordinance Code 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: There was no public comment.

IV. Long Range Planning Workshop – 2018

- **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 and other expenses.

There were no significant issues. The Board requested the next review have past expenditures normalized to today’s dollars using CPI-U, have several of the minor line items grouped into the “other” expenses, and show the values of the markers on the line graphs.

- **Self-Assessment of Governance**

Each Board Member completed an individual board member self-evaluation questionnaire and discussed their findings. The Board requested staff bring a few selected items from the questionnaire back for further consideration at a future Board meeting.

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Director O'Keefe excused herself at this time (10:30am) for personal reasons.

- **Strategic Plan**

The Board reviewed and discussed the strategic plan. The Board asked staff to make the elements of the plan more visible within monthly and quarterly Board reports and for the next review to include a schedule of the deadlines (for items that have a completion) and reporting frequencies (for continuing items) of the work plan.

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

The Board reviewed and discussed the progress report prepared by staff. The Board asked staff to have future quarterly updates include the Staff's strategy for deciding the priority of the lines to be upgraded.

- **District Ordinance Code**

The Board reviewed and discussed proposed updates to the District Ordinance Code with District Counsel Kokotaylo. The Board requested the proposed amendments be brought back at a future Board meeting for consideration and for Kokotaylo to provide a summary presentation on Rosenberg's Rules of Order.

V. Adjournment

The meeting was adjourned at 2:55 P.M. The next meeting of the District Board of Directors will be held on Thursday, March 22, 2018 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary