

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 10, 2018
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** **MINUTES** *****

I. Call To Order: President Dwight Merrill called the meeting to order at 7:00 P.M.

II. Roll Call: Present: Gilbert-Snyder, James, Miller, O'Keefe, Merrill
 Absent: None
 Others Present: Rex Delizo, District Manager

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. Approval of Minutes

A. Approval of April 26, 2018 Board Meeting Minutes

MOTION: By James, seconded by Gilbert-Snyder, to approve the minutes of the April 26, 2018 Board Meeting, as amended

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

Miller gave a report on his attendance at the El Cerrito City Council Meeting held on May 1, 2018.

B. Written Communications

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1. Contra Costa LAFCO – Call for Nominations to Appoint an Independent Special District Representative to the Countywide Redevelopment Agency Oversight Board
The Board reviewed the letter but did not nominate a candidate.
2. Letter from Doug Humphrey RE: Retiree Medical Benefits
The Board reviewed the letter and asked staff to provide information on current CalPERS supplemental Medicare rates and the benefits provided by other agencies.

VI. Reports of Staff and Officers

A. Manager's Report

1. 4th of July Fair Discussion
The Manager reported on the plans for the upcoming fair.
2. Board Training Summary
The Manager reported that all Directors are up to date on their training.
3. Staff Transition Procedure to be Followed in the Event of the Sudden Loss of Key Personnel (District Manager)
The Manager reported on the procedure and received input on minor revisions.
4. Draft Budget FY 2018-2019
The Manager reported on the draft budget. A second draft with revenue and expense summaries will be prepared for review at next month's Board meeting

VII. Business

A. Board Governance Manual

The Board reviewed and approved the revised manual with minor amendments.

MOTION: By Gilbert-Snyder, seconded by Miller, to approve the Board Governance Manual – May 2018, as amended

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

B. Self-Assessment of Governance Questions Review

The Board discussed items from the self-evaluation questionnaire that was completed at the Long Range Planning Workshop held on March 10, 2018. The Board asked to have the District's strategic plan goals posted in the board room, to include consideration of establishing Board goals (as distinct from District goals) at a future board meeting, and to bring back the other items from the self-evaluation questionnaire for consideration individually at future board meetings.

VIII. Approval of Checks

A. Checks for May 2018 - Fund No. 3418 & 3423

MOTION: By Gilbert-Snyder, seconded by O'Keefe, to approve the payment of the bills, Check Nos. 25494 through 25508 in the amount of \$4,975.52

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

IX. Future Agenda Items

May 24, 2018

CLOSED SESSION – District Counsel Performance Evaluation

Draft Budget

July 4th Fair Discussion

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June 14, 2018

Draft Budget

Review Directors Meeting Compensation

July 4th Fair Discussion

Approve Salary Ranges for District Positions

X. Adjournment

The meeting was adjourned at 9:16 P.M. The next meeting of the Stege Sanitary District Board of directors will be held on Saturday, May 24, 2018 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT