

STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF JULY 14, 2016

TIME OF MEETING: 7:00 P.M.

*****MINUTES*****

- I. Call To Order:** President Miller called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Gilbert-Snyder, James, Merrill, O'Keefe, Miller
 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.

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

Conference with Labor Negotiator

Gov. Code § 54957.6

Unrepresented employee: District Manager

The Board entered into the closed session at 7:01 P.M. and returned to open session at 8:16 P.M. President Miller announced the Board had taken no reportable actions.

- IV. Approval of Minutes**
 A. Approval of Minutes June 23, 2016 Board Meeting

MOTION: By James, seconded by Merrill, to approve the minutes of the June 23, 2016 Board Meeting, as corrected

VOTE: AYES: James, Merrill, O'Keefe, Miller
 NOES: None

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ABSTAIN: Gilbert-Snyder

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 reported on his planned attendance at the upcoming meetings of the El Cerrito City Council, Contra Costa Special District Association (CCSDA) and Central Contra Costa Sanitary District (CCCSD).

James reported on his planned attendance at 2 upcoming Kensington ad-hoc committee meetings.

- b. 4th of July Fair – Debriefing

Each Director gave a report of their experience staffing the District booth and wanted to thank the maintenance crew for all the help they provided to setup for the event.

B. Written Communications

1. Contra Costa County Elections Division – Notice of November 2016 Election

The Board reviewed the notice.

2. Meyers Nave E-mail - Form 700 and Recent Updates to FPPC Regulations Webinar

The Board was invited to attend the free webinar.

VI. Reports of Staff and Officers**A. Manager's Report**

1. August 10-12, 2016 California Association of Sanitation Agencies (CASA) Conference

Each Director confirmed their plans for the CASA conference.

2. Form 470: Officeholder and Candidate Campaign Statement

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Each Director signed and returned a Form 470 for staff to file with the County.

VII. Business

A. District Investment Policy

The Board conducted its annual review of the District's investment policy and requested staff place 4 of the findings and determinations under the resolved portion of the resolution. Staff will prepare the revised resolution for consideration at the next Board meeting.

VIII. Approval of Checks

A. Checks for July 2016 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by James, to pay the bills, Check Nos. 24432 through 24469 in the amount of \$258,724.15.

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

IX. Future Agenda Items

July 28, 2016

CLOSED SESSION – Quarterly Claims

CASA Conference

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

Establish and Collect Sewer Service Charges

Notice of Completion/Award of Contract

CLOSED SESSION – Conference with Labor Negotiator

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O'Keefe gave notice that she will not attend the July 28, 2016 regular Board meeting.

August 18, 2016

CASA Conference - Attendee Reports

CSDA Conference

Quarterly (FY End) Financial Statements

X. Adjournment

The meeting was adjourned at 9:03 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 28, 2016 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary