

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JULY 7, 2022
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

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

II. Roll Call: Present: Christian-Smith*, Gilbert-Snyder*, Miller*,
 O’Keefe*, Merrill

Absent: None

Others Present: Rex Delizo, District Manager

**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.

IV. Approval of Minutes

A. Approval of June 16, 2022 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by O’Keefe, to approve the minutes of the June 16, 2022 Board Meeting, as corrected

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

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

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a. July 4th Festival Debrief

Directors Gilbert-Snyder, Miller, O’Keefe, and Merrill each gave a report of their experience staffing the District booth at the 4th of July Fair. The Board thanked staff for all the help they provided for the event.

b. City & Community Meetings

There were no reports.

B. Written Communications

1. CASA 2022 President's Memo/Designation of Representative

The Board reviewed and discussed the items proposed by CASA.

MOTION: By Miller, seconded by Gilbert-Snyder, to:

- a. Approve the slate of four nominees for the available seats on the CASA Board of Directors,
- b. Approve the 2023 CASA Annual Membership Dues Resolution No. 22-212,
- c. Designate Merrill as the official CASA voting representative with Delizo and Gilbert-Snyder as the two alternates who are authorized to exercise the District’s CASA voting rights
- d. Approve consent to transmit official CASA communications electronically rather than regular mail

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

NOES: None

ABSTAIN: None

ABSENT: None

VI. Reports of Staff and Officers

A. Manager’s Report

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1. Incentive Award Contribution (IAC) Achievements for FY 2021-2022 with Supporting Documentation
The Manager reported on the supporting documentation for the IAC award.
2. 2022 California Association of Sanitation Agencies (CASA) Conferences
The Manager reported on the upcoming CASA conference.
3. 2022 California Special Districts Association (CSDA) Conference
The Manager reported on the upcoming CSDA conference.

VII. Business

- A. Diversity, Equity, and Inclusion (DEI) Policy
The Board discussed the draft policy and asked staff to bring the item back with minor changes at a future Board meeting.
- B. Environmentally Preferable Procurement Policy
The Board discussed the draft policy and asked staff to bring the item back with minor changes at a future Board meeting.
- C. Resolution No. 2199-0722 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 July 7 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 Christian-Smith, seconded by Miller, to approve Resolution No. 2199-0722 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 July 7 Pursuant to AB 361

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

D. Kids for the Bay – Watershed Action Program (WAP)

The Board discussed and approved funding of the program for the 2022-23 school year.

MOTION: By Miller, seconded by Christian-Smith, to approve \$12,000 to fund the KIDS for the BAY Watershed Action Program (WAP) for the 2022-23 School Year

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

VIII. Approval of Checks

A. Checks for July 7, 2022 - Fund No. 3418 & 3423

MOTION: By Gilbert-Snyder, seconded by O’Keefe, to pay the bills, Check Nos. 27671 through 27723 in the amount of \$218,219.21

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

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IX. Future Agenda Items

July 21, 2022

CLOSED SESSION – Quarterly Claims Report

Public Hearing/Resolution – Establish and Collect Sewer Service Charges

Public Hearing/Ordinance – Directors Meeting Compensation

Resolution – Notice of Completion

District Investment Policy

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

Candidate Filing Period

San Pablo Avenue Specific Plan Area Status Report

CASA Conference

CSDA Conference

Form 470

+AB 361 – 30 Day Virtual Meeting Extension

August 18, 2022

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

CASA Conference – Attendee Reports

CSDA Conference

+AB 361 – 30 Day Virtual Meeting Extension

X. Adjournment

The meeting was adjourned at 8:26 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 21, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

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Rex Delizo
STEGE SANITARY DISTRICT
Secretary