

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF APRIL 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 March 17, 2022 Board Meeting Minutes

MOTION: By O’Keefe, seconded by Gilbert-Snyder, to approve the minutes of the March 17, 2022 Board Meeting

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

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

a. City & Community Meetings

Miller gave a report on a recent El Cerrito City Council meeting.

B. Written Communications

1. Director Merrill Memo on Check Approvals

The Board reviewed the memo from Director Merrill on check approval procedures.

**VI. Reports of Staff and Officers**

A. Manager's Report:

1. Funding of the District's Administration Building Replacement

The Manager reported on the Board choosing Administrative Building Reserve Option "C" which is cash funding building retrofits every 5 years.

2. Public Outreach – 4th of July Festival Sponsorship ¼ Page rECguide Ad

The Manager reported on plans for the ad space for the 4th of July Festival Sponsorship. The Board agreed to use the opportunity to promote the District's Private Sewer Lateral (PSL) No-Interest Loan Program.

**VII. Business**

A. Board Objectives

The Board discussed the objectives from the Strategic Plan including their willingness to increase funding to gather more flow monitoring data to help assess future I/I reduction strategies. The Board also discussed achieving the platinum level of the District of Distinction accreditation.

B. Diversity, Equity, and Inclusion (DEI) Board of Director's Outreach Opportunities

The Board reviewed and discussed plans to provide outreach to different civic organizations for the upcoming District election in November.

C. Resolution No. 2186-0422 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

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

Authorizing Remote Teleconferenced Meetings of the Stege Sanitary District  
 for the 30 Day Period Beginning April 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 Miller, seconded by O’Keefe, to approve Resolution No. 2186-0422 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 April 7 Pursuant to AB 361

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

**VIII. Approval of Checks**

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

MOTION: By Miller, seconded by O’Keefe, to pay the bills, Check Nos. 27535 through 27564 in the amount of \$57,352.45

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

**IX. Future Agenda Items**

**April 21, 2022**

## STEGE SANITARY DISTRICT BOARD OF DIRECTORS

MEETING OF APRIL 7, 2022

TIME OF MEETING: 7:00 P.M.

DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

CLOSED SESSION – Quarterly Claims Report

Employee Benefits Package

Quarterly Financial Statements

Draft Budget

July 4<sup>th</sup> Fair Discussion

San Pablo Avenue Specific Plan Area Status Report

+*ORDINANCE – Uniform Construction Cost Accounting*+*RESOLUTION – Procurement Policy*+*AB 361 – 30 Day Virtual Meeting Extension***May 5, 2022**

Appointment of Labor Negotiator

CLOSED SESSION – Conference with Labor Negotiator

Draft Budget

July 4<sup>th</sup> Fair Discussion

Review of Comparable Agencies

**X. Adjournment**

The meeting was adjourned at 8:22 P.M. The next meeting of the District Board of Directors will be held on Thursday, April 21, 2022 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

---

Rex Delizo  
STEGE SANITARY DISTRICT  
Secretary