

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF MAY 4, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

***** MINUTES *****

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

II. Roll Call: Present: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
 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 20, 2023 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Beach, to approve the minutes of the April 20, 2023 Board Meeting, as amended

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

V. Communications

A. Oral/Written Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings

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Merrill reported on his attendance at a recent El Cerrito Democratic Club General Membership Meeting at which El Cerrito Mayor Lisa Motoyama gave a “State of the City” presentation.

2. ARTICLE – California’s lengthy battle for water rights moves into the Legislature

The Board received the article.

VI. Reports of Staff and Officers

A. Manager’s Report

1. Draft Budget FY 2023 - 2024

The Manager reported on the latest draft of the budget.

2. 4th of July Fair

The Manager reported on the plans for the upcoming fair.

3. Draft Endeavor Newsletter

The Manager reported on the latest draft of the newsletter. The Board suggested some changes and asked staff to bring back another draft at a future Board meeting.

VII. Business

A. Appointment of Labor Negotiator – Board President

The Board appointed the Board President as labor negotiator for the purpose of negotiations with the District Manager.

MOTION: By Merrill, seconded by O’Keefe, to appoint the Board President as labor negotiator for the purpose of negotiations with the District Manager

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

NOES: None

ABSTAIN: None

ABSENT: None

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B. Review of Comparable Agencies

The Board reviewed the list of agencies considered comparable to the District for salary and benefit comparison purposes. The Board asked staff to provide the salaries of comparable positions from the City of Berkeley and City of Albany when considering the District Manager salary.

C. Local Agency Formation Commission (LAFCO) Election

The Board reviewed and discussed the candidates for the Special District Alternate Member on Contra Costa LAFCO.

MOTION: By Gilbert-Snyder, seconded by Beach, to approve casting a vote for Michelle Lee for the 2023 Special District Alternate Member on Contra Costa LAFCO

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

D. Professional Auditing Services – Evaluation of Proposals

The Board evaluated, rated, and scored the proposals and chose a firm based on the rankings.

MOTION: By O’Keefe, seconded by Christian-Smith, to approve the selection of Chavan & Associates LLP as the firm to provide Professional Auditing Services for the District

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

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ABSENT: None

VIII. Approval of Checks

A. Checks for May 4, 2023 - Fund No. 3418 & 3423

MOTION: Gilbert-Snyder, seconded by Merrill, to approve the payment of the bills, Check Nos. 28142 through 28153 in the amount of \$10,736.77

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

NOES: None

ABSTAIN: None

ABSENT: None

IX. Future Agenda Items

May 18, 2023

Draft Budget

July 4th Fair Discussion

CLOSED SESSION – Manager Performance Evaluation

CLOSED SESSION – Conference with Labor Negotiator

+*Draft Newsletter*

+*TVI – Certificate of Deposits*

+ *Projected Available Cash Report*

June 1, 2023

Draft Budget

Review Directors Meeting Compensation

District Working Capital and Reserve Policy

July 4th Fair Discussion

CASA Conference

CLOSED SESSION

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Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

The Board cancelled the closed session and will recommence the evaluation process at the next meeting.

X. Adjournment

The meeting was adjourned at 8:13 P.M. The next regular meeting of the District Board of Directors will be held on Thursday, May 18, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary