

STEGE SANITARY DISTRICT BOARD OF DIRECTORS  
 MEETING OF APRIL 1, 2021  
 TIME OF MEETING: 7:00 P.M.  
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

\*\*\*\*\*MINUTES\*\*\*\*\*

- I. Call To Order:** President O’Keefe called the meeting to order at 7:00 P.M.
- II. Roll Call:** Present: Christian-Smith\*, Gilbert-Snyder\*, Merrill, Miller\*, O’Keefe\*
- Absent: None
- Others Present: Rex Delizo, District Manager  
 Nine (9) Stege Sanitary District Employees\*  
*\*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 18, 2020 Board Meeting Minutes

MOTION: By Merrill, seconded by Miller, to approve the minutes of the March 18, 2021 Board Meeting, as amended

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

NOES: None

ABSTAIN: None

ABSENT: None

**V. Communications**

A. Oral Communications

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

a. City & Community Meetings

Christian-Smith reported that West Contra Costa Unified School District voted to re-open schools on April 19<sup>th</sup>. O’Keefe reported that the State is providing training to school districts to perform rapid COVID-19 antigen testing for students and educators. Miller gave a report on a recent El Cerrito City meeting regarding upcoming plans for development along the San Pablo Avenue corridor.

B. Written Communications

There were no items to consider.

**VI. Reports of Staff and Officers**

A. Manager’s Report:

The Manager reported that the deadline to submit FORM 700s is today and to submit the results of the Board Member’s individual self-evaluation of governance from the long-range planning workshop.

**VII. Business**

A. Salary Survey

The Board reviewed and considered the survey of comparable agencies’ salaries and the California Special District Association (CSDA) Salary & Benefits Survey Report. The Board asked staff to prepare a resolution establishing salary ranges based on the 85<sup>th</sup> percentile of the salary survey and then adjusted by the upcoming April CPI-W cost of living figures, when available, for consideration at a future Board meeting.

B. Diversity, Equity, and Inclusion

The Board discussed their individual experiences with Diversity, Equity, and Inclusion (DEI) and would like to continue these conversations and discussions on a regular basis moving forward on how they, as individuals and as a District, could contribute to the furthering of DEI initiatives, including

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recruiting “DEI” candidates for the next 2022 District Board election and taking advantage of Federal funding for senior and low-income resident subsidies.

**VIII. Approval of Checks**

A. Checks for April 1, 2021- Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills, Check Nos. 27033 through 27041 in the amount of \$4,219.94

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

NOES: None

ABSTAIN: None

ABSENT: None

**IX. Future Agenda Items**

**April 15, 2021**

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

+*CalPERS Retiree Health Resolution*

**May 6, 2021**

Draft Budget

July 4th Fair Discussion

Review of Comparable Agencies

Diversity, Equity, and Inclusion

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*+Self-Assessment of Governance Summary*

*+Future In-person Board Meeting Planning*

**X. Adjournment**

The meeting was adjourned at 8:28 P.M. The next meeting of the District Board of Directors will be held on Thursday, April 15, 2021 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