

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA
APRIL 20, 2023 @7:00 P.M.
www.stegesan.org • staff@stegesan.org

***** AGENDA *****

Items on the agenda may be taken out of order.

Public comment is limited to three (3) minutes for each individual speaker.

In accordance with California Government Code Section 54957.5, any writing that is a public record and relates to an open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Office, 7500 Schmidt Lane, El Cerrito, during regular business hours. Copies of the agenda are posted on the District website at www.stegesan.org. Those disabled persons requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at (510) 524-4668.

Members of the public can observe the live stream of the meeting by accessing <https://zoom.us/j/84090509848> or by calling (669) 900-9128 and entering the Meeting ID# 840 9050 9848 followed by the pound (#) key.

Public comment can be sent remotely by delivering to 7500 Schmidt Lane, El Cerrito, CA 94530 or via email to comments@stegesan.org with "Public Comment" in the subject line. To provide written comment on an item on the agenda or to address the Board during Public Comment, please note the agenda item number that you want to address or whether you intend for the comment to be included in Public Comment. Comments timely received 15 minutes before the starting time of the meeting will either be provided as written comment or be read into the record, with a maximum allowance of 3 minutes per individual comment read into the record, subject to the Board President's discretion. Copies of all timely received written comments will be provided to the Board and will be added to the official record.

Pursuant to AB 2449, Board Members may be attending this meeting via remote conferencing. In the event that any Board Member elects to attend remotely, all votes conducted during the remote conferencing session will be conducted by roll call vote.

I. Call To Order

II. Roll Call

Agenda Items Directors and Officers of the Board will consider and announce if they have any conflicts of interest posed by items on the meeting agenda.

III. Public Comment

(Members of the public are invited to address the Board concerning topics that are **not** on the agenda)

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IV. Approval of Minutes

- Motion: A. Approval of April 6, 2023 Board Meeting Minutes
(The Board will be asked to review and approve the minutes of April 6, 2023 Board Meeting)

Info: **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
- B. Written Communications

Info: **VI. Reports of Staff and Officers**

- A. Attorney's Report
- B. Manager's Report
1. Monthly Maintenance Summary Report
 2. Monthly Report of Sewer Replacements and Repairs
 3. San Pablo Avenue Specific Plan Area Status Report
 4. Draft Budget
 5. 4th of July Fair

VII. Business

- A. Resolution No. 2223-0423 Rescinding Mandatory COVID-19 Vaccination or Test Policy
(The Board will review and consider the resolution)
- B. Resolution No. 2224-0423 Authorizing Investment of Stege Sanitary District Funds with Time Value Investments
(The Board will review and consider the resolution)
- C. Ad-Hoc Committees
(The Board will consider the use of ad-hoc committees for PSL loan public outreach, DEI, and to perform preliminary financial check report reviews)
- D. Local Agency Formation Commission (LAFCO) Election

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(The Board will consider casting a vote for a candidate for the Special District Alternate Member on Contra Costa LAFCO)

- Info: **VIII. Financial Statements**
- A. Monthly Investment, Cash, Receivables Report
 - B. Monthly Operating Statement
 - C. Monthly Cash on Hand vs. Target Reserves
 - D. California Employers' Retiree Benefit Trust (CERBT) Quarterly Statement
 - E. Local Agency Investment Fund (LAIF) Quarterly Statement
 - F. Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report
(The Board will review the reports and statements)

- Info/Motion: **IX. Approval of Checks**
- A. Checks for April 20, 2023 - Fund No. 3418 & 3423
(The Board will be asked to approve the April 20, 2023 checks)

- Info: **X. Future Agenda Items**
- May 4, 2023**
Draft Budget
Review of Comparable Agencies
July 4th Fair Discussion
Appointment of Labor Negotiator
CLOSED SESSION – Conference with Labor Negotiator
- May 18, 2023**
Draft Budget
July 4th Fair Discussion
CLOSED SESSION – Manager Performance Evaluation
CLOSED SESSION – Conference with Labor Negotiator

CLOSED SESSION
Conference with Labor Negotiator
Gov. Code § 54957.6

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING
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Agency Designated Representative: District Manager Delizo

Unrepresented Employees: All District Employees

Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9

Number of Potential Cases: 1

Troy – Government Tort Claim filed: 5/2/2022

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on May 4, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF APRIL 6, 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 March 16, 2023 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by Beach, to approve the minutes of the March 16, 2023 Board Meeting

VOTE: AYES: Beach, Gilbert-Snyder, Merrill, O’Keefe, Christian-Smith
 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
 - a. City & Community Meetings

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF APRIL 6, 2023
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 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

There were no reports.

B. Written Communications

1. City of El Cerrito/WorldOne 4th of July Festival Sponsor Request and Vendor Application

The Board reviewed the 4th of July sponsorship request and agreed to donate at the “Stars and Stripes” sponsorship level. The Board agreed to use the ¼ Page RECguide Ad to promote the District’s Private Sewer Lateral (PSL) No-Interest Loan Program.

MOTION: By O’Keefe, seconded by Beach, to sponsor the 2023 4th of July Festival at the \$2,500 “Stars and Stripes” level

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

2. CASA Email – AB 759 (Grayson) Passes Through Assembly Committee on Local Government

The Board received the email regarding AB 759 that would allow a sanitary district board to adopt their own procedures for managing funds instead of requiring a sanitary district board president to approve the district’s check register at every board meeting.

3. LETTER – 2023 Election for LAFCO Special District Seat

The Board received the letter listing seven candidates for the election of Special District Member Alternate for the term of office on Contra Costa LAFCO and decided to wait until more candidate statements become available before casting a ballot.

VI. Reports of Staff and Officers

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF APRIL 6, 2023
TIME OF MEETING: 7:00 P.M.
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A. Manager's Report:

1. Board Training Summary

The Manager reported on the Directors' training deadlines.

2. Pump Station Weekly Run Times Chart

The Manager reported on the Burlingame and Canon Pump Station run times since November 2020.

3. AB 1337 (Wicks) State Water Resources Control Board: Water Shortage Enforcement

The Manager reported on the bill that would authorize the State Water Resources Control Board (State Board) to adopt regulations for various water conservation purposes through orders curtailing the diversion or use of water under any claim of right in order to prevent the waste or unreasonable use of water, promote water recycling or water conservation, or protect public trust resources. The Board asked staff to draft a letter to explain the importance of the availability of water to the operation and maintenance of our District sewer system.

4. Energy Microgrids

The Manager reported on the implementation of localized energy microgrids that operate while the main grid is down to improve reliability and resiliency. Staff will obtain quotes for solar power and battery backup systems for the Board's consideration at a future Board meeting.

5. PG&E HVAC Rebate Incentives

The Manager reported on the PG&E rebates for heating, ventilation and air-conditioning (HVAC) upgrades. The Board asked for an update on the rebates in September. Staff will consider the use of electric HVAC systems and heat pumps to replace existing HVAC system when it reaches the end of its useful life.

6. CSDA On-Demand Webinar - Diversity and Inclusion: Why It Matters for Leaders (Implicit Bias)

The Manager presented the first half of the CSDA on-demand DEI webinar to the Board and will forward a link to the webinar to the Board.

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VII. Business

A. California Water/Wastewater Agency Response Network (CalWARN)
 Presentation

The Board received a presentation about CalWARN from Coastal Region II
 Chair, Director Gilbert-Snyder.

VIII. Approval of Checks

A. Checks for April 6, 2023- Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills, Check
 Nos. 28110 through 28127 in the amount of \$25,317.71

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

NOES: None

ABSTAIN: None

ABSENT: None

IX. Future Agenda Items

April 20, 2023

Draft Budget

Employee Benefits Package

July 4th Fair Discussion

Quarterly Financial Statements

San Pablo Avenue Specific Plan Area Status Report

CLOSED SESSION – Quarterly Claims Report

+*CLOSED SESSION – Conference with Labor Negotiator*

+*AD-Hoc Committees*

+*Rescinding Mandatory COVID Vaccinations or Testing*

+*Time Value Investments Account*

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+*LAFCo Election*

May 4, 2023

Draft Budget

Review of Comparable Agencies

July 4th Fair Discussion

Appointment of Labor Negotiator

CLOSED SESSION – Conference with Labor Negotiator

X. Adjournment

The meeting was adjourned at 9:43 P.M. The next meeting of the District Board of Directors will be held on Thursday, April 20, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

**STEGE SANITARY DISTRICT
MONTHLY MAINTENANCE SUMMARY REPORT
March 2023**

1. ROUTINE PREVENTIVE MAINTENANCE ACTIVITIES

	Days	Feet
There were 23 normal working days		
Unit #10 (combo) operated:	17	85,923
Unit #11 (rodder) operated:	0	
Unit #15 (video) operated:	15	25,271
Unit #16 (combo) operated:	14	18,199

	Month (feet)		Quarter (feet)		
	Planned	Unplanned	Planned	Unplanned	Remaining
Total Cleaned	83,295	20,827	204,795	56,987	0
Total Video	10,166	15,105	29,300	32,382	29,188

2. MONTHLY SERVICE CALLS

After-hour service calls: 3 Calls 3 Calls Out

SERVICE CALLS, OVERFLOWS, AND BACKUPS

YEAR	MO	SERVICE CALLS		LATERAL PROBLEMS		STRUCTURAL MAINLINE FAILURES		MAINLINE OVERFLOWS INTO HOMES	
		CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	12 MONTH AVERAGE	CURRENT MONTH	TOTAL LAST 12-MOS	CURRENT MONTH	TOTAL LAST 12-MOS
2023	3	16	13.8	11	7.7	0	1	0	0
CATEGORY 1 SSOs		OVERFLOWS CAUSED BY MAINLINE				OVERFLOWS RELATED TO WET WEATHER			
CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS	CURRENT MONTH	TOTAL LAST 12-MONTHS
0	1	0	8	0	0	0	0	0	0

3. SAFETY AND TRAINING

Safety and training meetings were conducted twice a month.

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MONTHLY SERVICE CALLS

March-2023

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
3/3/2023 Friday 1:40 PM	186116 186114	5916 JORDAN AVE. EL CERRITO, CA 94530 <i>Last Call: 9/15/2003</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/6/2023 Monday 10:05 AM	227124 227123	511 OAK ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/10/2023 Friday 5:08 PM	285003 285002	1086 CONTRA COSTA DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/11/2023 Saturday 10:54 AM	101231 101230	6114 HUNTINGTON AVE. RICHMOND, CA 94804 <i>Last Call: 2/26/2023</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/13/2023 Monday 9:00 AM	187402 187401	2415 MIRA VISTA DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THE STANDING WATER TO BE THE CUSTOMER'S PROBLEM.
3/13/2023 Monday 9:13 AM	291211 291210	7438 SEA VIEW PL. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				MISSING CLEAN OUT CAP. HOMEOWNERS RESPONSIBILITY.
3/13/2023 Monday 9:15 AM	161213 161210	1607 ELM ST. EL CERRITO, CA 94530 <i>Last Call: 5/2/2017</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/15/2023 Wednesday 11:09 AM	265503 265502	858 GELSTON PL. EL CERRITO, CA 94530 <i>Last Call: 4/1/2011</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	MC				INSTALLED RAPO ON MANHOLE.
3/16/2023 Thursday 3:50 PM	291110 291011	1031 LIBERTY ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/20/2023 Monday 8:37 AM	161232 161231	1733 LEXINGTON AVE. EL CERRITO, CA 94530 <i>Last Call: 1/29/2006</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/20/2023 Monday 11:35 AM	251404 251403	36 ANSON WAY EL CERRITO, CA 94530 <i>Last Call: 1/8/1992</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THE CONGESTION TO BE THE CUSTOMER'S PROBLEM.
3/21/2023 Tuesday 3:21 PM	231121 231105	17 ELDRIDGE CT. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/>	A				WE FOUND THE WATER TO BE THE CUSTOMER'S PROBLEM.
3/21/2023 Tuesday 10:33 PM	102117 102113	1631 MONTEREY ST. RICHMOND, CA 94804 <i>Last Call: 5/22/2022</i>	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	T				HIGH WATER ALARM AT PUMPSTATION. BOTH PUMPS WERE BOTH PUMPING FULL.
3/27/2023 Monday 9:53 AM	172309 172308	2005 MIRA VISTA DR. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
3/27/2023 Monday 4:26 PM	231236 231324	23 EDGECROFT RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				TREE FELL ON MAINLINE AND CRUSHED THE TOP.
3/29/2023 Wednesday 1:35 PM	251102 251101	507 COLUSA AVE. EL CERRITO, CA 94530 <i>Last Call: 12/6/2022</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C,				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
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PROBLEM TYPE:

Water (A) Odor (O)
 Broken Main (B) Overflow (OF)
 S/S Congestion (C) PG+E (P)
 Debris in Main (D) Roots (R)
 EBMUD (E) Surcharge (S)
 Soft Stoppage (F) Storm Drain (SD)
 Grease (G) Unknown (U)
 Lateral Cause (LC) Other (T)
 Misc (M) Wipes/Rags (W)
 MH Cover (MC)

SPILL

LOCATION:
 Lamp/Manhole (MH)
 Mainline (ML)
 Lateral (L)
 Cleanout (CO)
 Building (BLDG)
 Other (O)

SPILL

CAUSE:
 Blockage (B)
 Surcharge (S)
 Line Break (ML)
 Other (O)

SPILL END

LOCATION:
 Building (BLDG)
 Creek (C)
 Strt/Pvmnt (ST)
 Storm Dm (SD)
 Yard (Y)
 Other (O)

MAINLINE:	1
LATERAL:	11
OTHER:	5
TOTAL SERVICE CALLS:	16
MAINLINE OVERFLOW:	0
MAINLINE SURCHARGE:	0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

April-2023

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
5/7/2022 Saturday 1:30 PM	292102 292004	1126 RICHMOND ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	OF, R	MH	B	ST	SOFT STOPPAGE IN MAIN LINE. FOUND ROOTS AND RAGS IN LINE.	CAT 4	1 gallons	1 gallons	0 gallons
6/8/2022 Wednesday 9:54 AM	282319 220026	6831 STOCKTON AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, E	CO	B	ST,SD,Y	EBMUD DAMAGED LAMPHOLE #282318 AND FILLED WITH ASPHALT.	CAT 4	80 gallons	80 gallons	0 gallons
8/8/2022 Monday 11:30 PM	273103 273001	27 SUNSET DR. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	LC, R	BLDG	B	BLDG/ST	LATERAL ROOT CAUSED SSO.	CAT 4	15 gallons	10 gallons	5 gallons
11/19/2022 Saturday 1:49 PM	234220 234205	285 LEXINGTON AVE. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D,F,OF	MH	B	ST	SOFT STOPPAGE DUE TO DEBRIS AND WIPES	CAT 4	3 gallons	0 gallons	3 gallons
12/5/2022 Monday 9:13 PM	281406 281405	938 AVIS DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	OF,R,W	MH	B	Y	WIPES AND ROOTS CAUSED SSO	CAT 3	112 gallons	0 gallons	112 gallons
1/12/2023 Thursday 10:05 AM	234016 234015	620 COVENTRY RD. KENSINGTON, CA 94707	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	G, R, W	MH	B	SD,Y,ST	ARRIVED ON SITE FOUND MANHOLE OVERFLOWING. WE BROKE THE STOPPAGE AND CLEANED UP.	CAT 1	10,660 gallons	0 gallons	10,660 gallons
2/7/2023 Tuesday 11:53 AM	184102 184101	11755 SAN PABLO AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,D, P	ML	ML	ST, SD	PG&E BROKE DISTRICT LINE	CAT 4	5 gallons	5 gallons	0 gallons
2/15/2023 Wednesday 7:40 PM	265304 265303	838 SEA VIEW DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D, OF, T	MH	B	SD, Y	BROKEN MANHOLE.	CAT 4	34 gallons	34 gallons	0 gallons

PROBLEM TYPE:

- Water (A)
- Broken Main (B)
- S/S Congestion (C)
- Debris in Main (D)
- EBMUD (E)
- Soft Stoppage (F)
- Grease (G)
- Lateral Cause (LC)
- Misc (M)
- MH Cover (MC)
- Odor (O)
- Overflow (OF)
- PG+E (P)
- Roots (R)
- Surcharge (S)
- Storm Drain (SD)
- Unknown (U)
- Other (T)
- Wipes/Rags (W)

SPILL

- LOCATION:**
- Lamp/Manhole (MH)
 - Mainline (ML)
 - Lateral (L)
 - Cleanout (CO)
 - Building (BLDG)
 - Other (O)

SPILL

- CAUSE:**
- Blockage (B)
 - Surcharge (S)
 - Line Break (ML)
 - Other (O)

SPILL END

- LOCATION:**
- Building (BLDG)
 - Creek (C)
 - Strt/Pvmnt (ST)
 - Storm Dm (SD)
 - Yard (Y)
 - Other (O)

TOTAL MAINLINE SSOs: 8
 MAINLINE BREAK SSOs: 1
 MAINLINE SURCHARGE SSOs: 0
 CATEGORY 1 SSOs: 1
 SSOs INTO BUILDINGS: 1

TOTAL SSO VOLUME (GALS): 10,910
 TOTAL VOLUME RECOVERED (GALS): 130
 TOTAL VOLUME UNRECOVERED (GALS): 10,780

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
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*CATEGORY 1 SSO: Spill of any volume of sewage from or caused by a sanitary sewer system that results in a discharge to: A surface water, including a surface water body that contains no flow or volume of water; or A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly. Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

CATEGORY 2 SSO: Spill of 1,000 gallons or greater, from or caused by a sanitary sewer system that does not discharge to a surface water.

CATEGORY 3 SSO: Spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

CATEGORY 4 SSO: Spill of less than 50 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
March 2023**

I SEWER REPLACEMENT - FY 2022-2023			
A.	BUDGET ALLOCATION		\$3,259,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)		\$0
SUBTOTAL FOR THIS MONTH			\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E.	TOTAL 5% RETENTION HELD		\$0
F.	BUDGET REMAINING	100.00%	\$3,259,000
G.	PERCENTAGE OF FISCAL YEAR REMAINING	25.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	(\$ - /LF)	

II SEWER REPAIRS - FY 2022-2023			
A.	BUDGET ALLOCATION		\$70,000
B.	PRIOR BUDGET EXPENDED		\$57,875
C.	SEWER REPAIRS PAID THIS MONTH	<u>REPAIR COST</u>	\$0
SUBTOTAL FOR THIS MONTH			\$0
SUBTOTAL FOR LAST MONTH			\$57,875
D.	TOTAL BUDGET EXPENDED	82.68%	\$57,875
E.	TOTAL RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	17.32%	\$12,125
G.	PERCENTAGE OF FISCAL YEAR REMAINING	25.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	8 (\$7,234 /REPAIR)	

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
March 2023**

III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE - FY 2022-2023			
A.	BUDGET ALLOCATION		\$0
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C.	SPASPA UPGRADES PAID THIS MONTH (NO RETENTION)	\$0	
SUBTOTAL FOR THIS MONTH			\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	0.00%	\$0
E.	TOTAL 5% RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	100.00%	\$0
G.	PERCENTAGE OF FISCAL YEAR REMAINING	25.00%	
H.	TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	(\$ - /LF)	

STEGE SANITARY DISTRICT

Last Revised: 4/10/2023

BOARD OF DIRECTORS SAN PABLO AVENUE SPECIFIC PLAN STATUS REPORT

PAID PROPERTIES

Date	Property Owner	#	Street	SPASP Fee (-Credits)	Units
11/15/2017	Mr. Pickles	10810	SAN PABLO AVE.	\$ 653.67	Comm.
1/2/2018	24 Hour Fitness	10794	SAN PABLO AVE.	\$ 16,668.58	Comm.
1/29/2018	Na Na Dessert	10172	SAN PABLO AVE.	\$ 3,922.02	Comm.
2/1/2018	Burgerim	170	EL CERRITO PLAZA	\$ 11,983.95	Comm.
2/8/2018	Budget Inn (Joseph)	10621	SAN PABLO AVE.	\$ 1,089.45	Toilet adn.
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet adn.
4/24/2018	Temporary Senior Center	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.
7/17/2018	Wang Brothers Investments	10963	SAN PABLO AVE.	\$ 129,644.55	51
8/20/2018	El Cerrito Apt (The Little Hill LLC.)	10300	SAN PABLO AVE.	\$ 142,717.95	32
1/22/2019	Li's America Investments LLC	10281	SAN PABLO AVE.	\$ 1,089.45	Comm.
2/6/2019	CINQUE TERRE (KEN & RONG MOU)	10530	SAN PABLO AVE.	\$ 18,738.54	5
3/22/2019	KOYOTO RAMEN & CURRY HOUSE	3050	EL CERRITO PLAZA	\$ 7,489.17	
12/18/2019	JAIMIE HITESHEW (MAYFAIR)	11600	SAN PABLO AVE.	\$ 644,503.60	156
11/20/2020	PETCO - EL CERRITO	420	EL CERRITO PLAZA	\$ 2,902.08	Comm.
3/11/2021	FOOT LOCKER	430	EL CERRITO PLAZA	\$ 2,055.64	Comm.
10/12/2021	SUPER SLICE PIZZA	10180	SAN PABLO AVE.	\$ 774.80	Comm.
3/1/2022	CLAIRE SULLIVAN (BANTER WINES)	10368	SAN PABLO AVE.	\$ 1,627.14	Comm.
4/19/2022	PRE-SCHOOL	729	KEARNEY ST.	\$ 14,644.26	Comm.
8/9/2022	CERRITO VISTA	10963	SAN PABLO AVE.	\$ 16,301.40	4
2/24/2023	VILLAGE AT TOWN CTR	6530	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	VILLAGE AT TOWN CTR	6530	SCHMIDT LN.	\$ 4,067.85	1
2/24/2023	VILLAGE AT TOWN CTR	6420	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	VILLAGE AT TOWN CTR	6415	SCHMIDT LN.	\$ 28,474.95	7
2/24/2023	VILLAGE AT TOWN CTR	10810	SAN PABLO AVE.	\$ 16,271.40	4

\$ 1,085,821.88

SPASPA CONSTRUCTION SPENT \$ 842,889.00

BUDGET REMAINING \$ 242,932.88

PLAN CHECK PROPERTIES (WAITING PAYMENT)

Date	Property Owner	#	Street	Balance Due	Units
5/30/2022	PLAYLAND 2 (ABBY WHITMAN)	10919	SAN PABLO AVE.	\$ 360,140.32	90
1/27/2022	THE VILLAGE AT TOWN CENTER	10810	SAN PABLO AVE.	\$ 16,271.40	4
12/7/2017	Angelo Obertello (Near El Cerrito Chamber of Commerce)	10290	SAN PABLO AVE.	\$ 56,651.40	14
	Charlie Oewell	921	Kearney St.	no plans yet	78
	Charlie Oewell (Near Burger King)	10167	San Pablo Ave.	no plans yet	83
	Charlie Oewell (Near Home Depot)	11950	San Pablo Ave.	no plans yet	146
				\$ 433,063.12	

SAN PABLO AVENUE SPECIFIC PLAN REVIEW PROCEDURE

1. City of El Cerrito Community Development Department Planning Division sends preliminary plans to Stege, for Request for Comment.
2. Stege reviews preliminary plans, determines if the project is located within the SPASP area.
3. The SPASP study allocates a set number of units/commercial space per parcel. Stege determines if the parcel has enough "allocation" for the proposed project. Stege keeps a running total of proposed projects and "encumbers/reserves" units for a parcel. Pre-encumbering prevents two competing projects from "double counting" on allocations.
4. Developer submits plans to Stege for Plan Check. Stege reviews plans and provides fee estimate. Separate fee estimates are provided for Standard connection (based on units connected or fixture), and SPASP Fee (based on fixture units).
5. Stege stamps plans only upon payment of all fees.

DRAFT BUDGET

DETAIL SHEET

**STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS**

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
010 SALARIES AND WAGES					
011 Engineering Salaries	\$ 395,912	33%	\$ 589,900	\$ 628,200	6%
011.6 Cell Phone (3)	1,440	33%	2,160	2,160	0%
012 Collection System Salaries	381,073	34%	577,100	614,600	6%
012.6 Cell Phone (5)	2,400	33%	3,600	3,600	0%
013 Overtime - Service Calls	10,199	34%	15,400	15,400	0%
014 Overtime - Engineering/Inspection	-	100%	500	500	0%
015 Standby	41,458	31%	60,000	60,000	0%
017 Performance Incentive	-	100%	12,000	12,000	0%
TOTAL SALARIES AND WAGES	\$ 832,482	34%	\$ 1,260,660	\$ 1,336,460	6%
020 EMPLOYEE BENEFITS					
021 Retirement	\$ 133,196	60%	\$ 335,730	\$ 351,050	5%
021a Deferred Comp Match	20,250	25%	27,000	27,000	0%
022 Health Care Premiums & Admin Fees	63,753	12%	72,581	81,634	12%
023 Life Insurance/Dental/LTD	11,277	18%	13,680	13,680	0%
024 Workers' Compensation Insurance	-	100%	20,200	21,200	5%
025 Unemployment Insurance	1,588	74%	6,000	6,200	3%
026 Medicare	4,492	79%	21,200	21,800	3%
027 Cash in Lieu (Dependent Care & Medical)	16,000	33%	24,000	24,000	0%
Retiree Medical & ARC					
'028 Retiree Medical (AnnReq'dContrib ARC)		100%	3,656	1,456	-60%
'029 Retiree Health Care Premium	9,215	23%	11,900	11,900	0%
030 Social Security (On Call Maintenance)	1,866	-42%	1,310	3,000	129%
TOTAL EMPLOYEE BENEFITS	\$ 261,636	51%	\$ 537,257	\$ 562,920	5%
MAINTENANCE					
060 GAS, OIL AND FUEL	\$ 20,924	5%	\$ 22,000	\$ 28,000	27%
070 CLAIMS	-	100%	15,000	15,000	0%
080 MEMBERSHIPS	1,277	64%	3,500	4,000	14%
100 OPERATING SUPPLIES					
101 Rods and Augers	2,486	50%	5,000	5,000	0%
102 Chemicals	-	100%	1,000	1,000	0%
104 Hose and Nozzles	4,291	83%	25,000	25,000	0%
105 Emergency Readiness		100%	500	500	0%
107 Engineering and Inspection Supplies		100%	2,000	2,000	0%
108 Computer/Supplies	634	90%	6,500	6,500	0%
Forward totals to next page	29,611	63%	80,500	87,000	8%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
Totals from previous page	\$ 29,611	63%	\$ 80,500	\$ 87,000	8%
110 CONTRACTUAL SERVICES					
111 Phone Service (Answering Service)	\$ 2,815	-135%	\$ 1,200	\$ 1,500	25%
112 Manhole Level Monitors	11,663	-367%	2,500	3,400	36%
115 Sewer Root Foaming	61,333	18%	75,000	75,000	0%
116 Radio and Test Equipment Maintenance	-	100%	500	500	0%
117 Utility Marking Service	5,034	-68%	3,000	6,000	100%
118 DOT Regulatory Compliance	491	45%	900	900	0%
119 Collection System JPA	-	100%	15,000	15,000	0%
120 Smoke Testing		#DIV/0!	-	-	
120 PROFESSIONAL SERVICES					
121 Technical/Legal Support	\$ 64,203	40%	\$ 107,000	\$ 62,000	-42%
122 Safety Consultant	-	100%	1,000	1,000	0%
123 Flow Monitoring Modeling	-	100%	15,000	15,000	0%
124 Enforcement	-	100%	6,000	6,000	0%
140 RENTS AND LEASES	\$ -	100%	1,000	1,000	0%
150 REPAIRS AND MAINTENANCE					
151 Vehicle Maintenance	\$ 26,707	33%	\$ 40,000	\$ 50,000	25%
152 Equipment and Shop Maintenance	15,764	-75%	9,000	9,000	0%
153 Sewer Materials	-				
a. Pipe and Fittings	-	100%	4,000	4,000	0%
b. Manholes	-	100%	4,500	4,500	0%
c. Castings	-	100%	1,000	1,000	0%
154 Emergency Sewer Replacement	-	100%	12,500	12,500	0%
156 Building Maintenance	1,071	41%	1,800	1,800	0%
157 Janitorial Services	3,436	24%	4,500	5,700	27%
158 Yard Maintenance	1,680	30%	2,400	2,520	5%
159 Refuse Service	4,248	11%	4,750	5,100	7%
159a Refuse Service-Vactor	-	100%	2,250	2,250	0%
160 Video Inspection Equipment Repair	15,415	-3%	15,000	15,000	0%
170 TRAVEL AND MEETINGS					
171 Training and Testing	\$ 955	68%	\$ 3,000	\$ 3,000	0%
173 Travel Reimbursement	750	88%	6,000	6,000	0%
174 Meetings and Conference	1,921	62%	5,000	5,000	0%
Forward totals to next page	\$ 247,097	42%	\$ 424,300	\$ 401,670	-5%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - OPERATIONS

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
Totals from previous page	\$ 247,097	42%	\$ 424,300	\$ 401,670	-5%
193 WATER - HYDRO FLUSHER	\$ 7,551	24%	\$ 10,000	\$ 10,000	0%
203 FIRST AID SUPPLIES	-	100%	500	500	0%
204 SAFETY EQUIPMENT AND GLOVES	1,568	65%	4,500	4,500	0%
205 UNIFORMS AND BOOTS	11,677	32%	17,137	17,137	0%
206 SAFETY INCENTIVE PROGRAM	-	100%	1,250	1,250	0%
TOTAL MAINTENANCE/ENGINEERING	\$ 267,893	41%	\$ 457,687	\$ 435,057	-5%
41.2 BURLINGAME PUMP STATION					
150 Repairs (Contracted)	2,239	89%	\$ 20,000	\$ 20,000	0%
150a Annual Inspection		100%	2,500	2,500	0%
151 Electricity	1,079	40%	1,800	1,800	0%
152 Telemetry		100%	350	350	0%
153 Maintenance and Landscaping	640	33%	960	960	0%
41.4 CANON PUMP STATION					
150 Repairs (Contracted)	35,105	-251%	10,000	10,000	0%
150a Annual Inspection		100%	2,500	2,500	0%
151 Electricity	1,635	-5%	1,560	1,560	0%
TOTAL PUMP STATIONS	\$ 40,697	-2%	\$ 40,020	\$ 40,020	0%
207 CONTRACTED REPAIRS	\$ 57,275	18%	70,000	72,000	3%
TOTAL - MAINT/ENG EMPLOYEE SALARIES	\$ 832,482	34%	\$ 1,260,660	\$ 1,336,460	6%
TOTAL - MAINT/ENG EMPLOYEE BENEFITS	261,636	51%	537,257	562,920	5%
TOTAL OTHER MAINTENANCE/ENGINEERING	267,893	41%	457,687	435,057	-5%
TOTAL - PUMP STATIONS	40,697	-2%	40,020	40,020	0%
TOTAL CONTRACTED REPAIRS	57,275	18%	70,000	72,000	3%
TOTAL OPERATIONS	\$ 1,459,984	38%	\$ 2,365,624	\$ 2,446,457	3%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
010 SALARIES AND WAGES					
011 Administration Salaries	\$ 164,080	35%	\$ 251,800	\$ 268,100	6%
017 Performance Incentive	-	100%	3,500	3,500	0%
TOTAL - SALARIES & WAGES	\$ 164,080	36%	\$ 255,300	\$ 271,600	6%
020 EMPLOYEE BENEFITS					
021 Retirement	\$ 66,688	34%	\$ 100,360	\$ 103,620	3%
021a Deferred Comp Match	4,500	25%	6,000	6,000	0%
022 Health Care Premiums & Admin Fees	17,872	10%	19,800	19,800	0%
023 Life Insurance/Dental/LTD	1,627	26%	2,196	2,196	0%
024 Workers' Compensation Insurance	173,753	-3849%	4,400	4,600	5%
025 Unemployment Insurance		100%	500	500	0%
026 Medicare	969	88%	8,250	9,050	10%
Retiree Medical					
'028 Retiree Medical (AnnReq'dContrib(ARC))		#DIV/0!	-	-	0%
'029 Retiree Health Care Premiums	9,498	20%	11,900	11,900	0%
029a Social Security	-	100%	1,700	1,700	0%
TOTAL - EMPLOYEE BENEFITS	\$ 274,906	-77%	\$ 155,106	\$ 159,366	3%
GENERAL EXPENSES					
030 DIRECTORS' EXPENSES					
031 Board Meeting Compensation	\$ 11,996	49%	\$ 23,507	\$ 24,478	4%
032 Travel Reimbursement	1,070	89%	10,000	10,000	0%
033 Meetings & Conference	7,914	-22%	6,500	10,000	54%
034 Training		100%	1,000	1,000	0%
TOTAL - DIRECTORS' EXPENSES	\$ 20,980	49%	\$ 41,007	\$ 45,478	11%
040 ELECTION EXPENSES	\$ 300	99%	\$ 30,000	\$ -	-100%
070 INSURANCE					
071 Liability and Property Insurance	\$ 95,841	65%	\$ 272,900	\$ 327,500	20%
072 Dividends (CREDIT)		100%	(22,500)	(22,500)	0%
080 MEMBERSHIPS					
081 Memberships	\$ 8,296	45%	\$ 15,000	\$ 15,000	0%
082 Memberships - Board	150	-50%	100	100	0%
Forward totals to next page	125,568	63%	336,507	365,578	9%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
Totals from previous page	\$ 125,568	63%	\$ 336,507	\$ 365,578	9%
090 OFFICE EXPENSES					
091 Stationery, Postage, Supplies	\$ 935	77%	\$ 4,000	\$ 4,000	0%
092 Subscriptions	2,563	49%	5,000	5,000	0%
094 Public Notice Postage		100%	400	400	0%
096 Bank Charges	202	71%	700	700	0%
120 PROFESSIONAL SERVICES					
121 Legal Services	\$ 19,258	45%	\$ 35,000	\$ 35,000	0%
122 Engineering Services		#DIV/0!	-	-	0%
123 Audit and Special Reports	13,950	30%	20,000	40,000	100%
124 Resources Consultant	1,440	71%	5,000	5,000	0%
125 Administrative Support	-	100%	1,000	1,000	0%
126 Labor Relations/HR Training	-	100%	100	100	0%
127 Litigation Expenses		100%	5,000	5,000	0%
129 ADP Payroll Expenses	3,938	34%	6,000	6,000	0%
130 PRINTING AND PUBLICATIONS					
131 Meetings and Hearings Notices	\$ -	100%	\$ 1,000	\$ 1,000	0%
132 Newsletters	7,970	60%	20,000	20,000	0%
133 Publications (Ordinances & Notices)	886	88%	7,500	7,500	0%
134 Job Advertising	-	100%	500	500	0%
140 RENTS AND LEASES					
	\$ 316	61%	\$ 800	\$ 800	0%
150 BUILDING REPAIRS AND MAINTENANCE					
151 Administration Offices	\$ 8,519	5%	\$ 9,000	\$ 9,000	0%
155 Office Equipment	3,211	46%	6,000	6,000	0%
Forward totals to next page	188,756	59%	463,507	512,578	11%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 45 - ADMINISTRATIVE AND GENERAL

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
Totals from previous page	\$ 188,756	59%	\$ 463,507	\$ 512,578	11%
160 REVENUE COLLECTION EXPENSES					
161 EBMUD	\$ -	100%	\$ 600	\$ 600	0%
162 CCC Assessment Collection Fees	5	100%	14,000	14,000	0%
170 TRAVEL AND MEETINGS					
173 Travel Reimbursement	\$ -	100%	\$ 1,500	\$ 1,500	0%
174 Meetings and Conferences	4,513	-50%	3,000	3,000	0%
190 UTILITIES					
191 Gas and Electricity	\$ 11,319	16%	\$ 13,500	\$ 15,000	11%
192 Telephone & Computer Internet	10,238	21%	13,000	14,000	8%
193 Water	3,124	26%	4,200	4,200	0%
194 Security System	3,267	27%	4,500	4,500	0%
200 OTHER EXPENSES					
201 Miscellaneous	\$ 6,362	15%	\$ 7,500	\$ 7,500	0%
202 Property Taxes	64	36%	100	100	0%
203 LAFCO Net Cost Apportionment	2,605	35%	4,000	4,000	0%
204 Public Outreach	337	98%	18,000	19,000	6%
205 Penalties & Fines	-	100%	35,000	35,000	0%
TOTAL - GENERAL EXPENSES	\$ 230,589	60%	\$ 582,407	\$ 634,978	9%
TOTAL - ADMIN. EMPLOYEE SALARIES	\$ 164,080	36%	\$ 255,300	\$ 271,600	6%
TOTAL - ADMIN. EMPLOYEE BENEFITS	\$ 274,906	-77%	\$ 155,106	\$ 159,366	3%
TOTAL - ADMINISTRATION & GENERAL	\$ 669,574	33%	\$ 992,813	\$ 1,065,944	7%
TOTAL OPERATIONS & ADMIN. (3418)	\$ 2,129,558	37%	\$ 3,358,437	\$ 3,512,401	5%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - CAPITAL EQUIPMENT EXPENSES

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
CAPITAL EQUIPMENT EXPENSES					
300 CAPITAL OPERATIONS (3421)					
315 Flow Meters	-	100%	\$ 175,000	\$ -	-100%
319 Manhole Level Monitors	-	#DIV/0!	-	-	0%
324 Vehicle Replacement	38,506	79%	180,000	610,000	239%
331 By-pass Pump	88,687	-8%	81,767	-	-100%
Sub-Total Capital Operations	\$ 127,193	71%	\$ 436,767	\$ 610,000	40%
TOTAL - CAPITAL EQUIPMENT EXPENSES (3421)	\$ 127,193	71%	\$ 436,767	\$ 610,000	40%

DRAFT BUDGET

DETAIL SHEET

STEGE SANITARY DISTRICT
ACCOUNT NO. 41 - CAPITAL EXPENSES

FISCAL YEAR 2023-2024

ITEM	as of 03/30/2023 EXPENDITURES 2022-2023	REMAINING BUDGET 2022-2023	Fiscal Year 2022-2023 Budget	Fiscal Year 2023-2024 Budget	% Change
411 MANHOLES					
Manhole Adjustments	\$ -	100%	\$ 25,000	\$ 25,000	0%
428 RENEWAL & REPLACEMENT					
a. Interceptor Cleaning	\$ -	100%	\$ 50,000	\$ 50,000	0%
b. Pump Station Rehab	-	#DIV/0!	-	1,000,000	0%
c. Admin Building	-	100%	10,000	10,000	0%
SUB TOTAL (428)	\$ -	100%	\$ 60,000	\$ 1,060,000	1667%
434 STANDARD SEWER REHABILITATION (3423)					
a. Construction Costs	\$ -	100%	\$ 3,259,000	\$ 3,473,000	7%
e. San Pablo Ave. Specific Plan Upgrades	-	#DIV/0!	-	-	0%
f. Private Sewer Lateral Replacement Loan Program*	92,900	81%	489,150	333,400	-32%
SUB-TOTAL (434)	\$ 92,900	98%	\$ 3,748,150	\$ 3,806,400	2%
TOTAL CONSTRUCTION COSTS (400s)	\$ 92,900	98%	\$ 3,833,150	\$ 4,891,400	28%
650 DEBT REPAYMENT (SRF LOANS)					
b. Repayment Project 02203	43,939	0%	43,900	43,900	0%
TOTAL DEBT REPAYMENT (650)	\$ 43,939	0%	\$ 43,900	\$ 43,900	0%
TOTAL CAPITAL EXPENSES (400-650)	\$ 136,839	97%	\$ 4,313,817	\$ 5,545,300	29%

* Funding limited to property tax revenue.

July 4th Event List

- Setup for **One Booth**
- Canopy
- Tables & Chairs
- Red, White & Blue Bunting
- Hammer
- Crowbar
- Sandbags (w/ fused rope ends)
- Bungee Cords
- Masks and hand sanitizer
- Zip Ties
- Scissors
- #3 Slot Head Screwdriver
- Channel Lock Pliers
- Tissue
- Tape
- Waste Can
- Small cooler w/ bottled water for Directors
- Large SSD Banner
- Canopy “window” banner
- Large District Map w/ map page blocks
- District Sewer Map book
- Toilet Paper vs. Wipes Interactive Display
- “Flushable” Wipes Banner/Poster
- Board Member Contact List (in each box)
- Pad of paper for taking notes and info
- Schedule w/ Cell Phone #
- Monday setup
- Park truck onsite

Informational Handouts & Giveaways

- Latest Newsletter
- Latest Registered Contractors List
- Plumbers Outreach Tri-fold
- Wipes Outreach Tri-fold/Poster
- BPD Outreach Tri-fold
- General Guidelines
- 100th Anniversary Book
- Budget
- Performance Report
- BPD Drawing
- Easement Ordinance
- SSD Pens/Magnets/Other
- PSL Loan Program

Schedule (11am-5pm)

Setup	[staff]
11am-12:10	
12:10-1:20	
1:20-2:30	
2:30-3:45	
3:45-5pm	
Pack up	[staff]

MESSAGES

*PSL Loan Program
Proper “Flushable” Wipes Disposals
Sewer Problems? Call us first!*

**RESOLUTION NO. 2223-0423 RESCINDING MANDATORY COVID-19
VACCINATION OR TEST POLICY**

ISSUE:

The Board will consider a resolution rescinding the mandatory COVID-19 vaccination or test policy.

FISCAL IMPACT:

The fiscal impact from the discontinuation of ongoing weekly COVID tests is about \$200/mo. – the cost of the tests.

STRATEGIC PLAN:

GOAL 4: Provide a Safe and Rewarding Work Environment that Recognizes the Worth and Value of Employees

BACKGROUND:

At the Board meeting held on September 23, 2021, the Board approved the COVID-19 Vaccination, Mask, and Testing Policy for Stege Sanitary District Employees. Since that time, circumstances have changed. The Contra Costa County Health Officer rescinded all COVID-19 related health orders on October 21, 2022 and on February 28, 2023, Governor Newsom terminated the State's COVID-19 State of Emergency ending more than 550 provisions from the executive orders issued under the state of emergency.

At the Board meeting on March 16, 2023, the Board indicated an interest in agendizing this matter for consideration. A resolution has been prepared for the Board's consideration should it wish to rescind the mandatory COVID-19 vaccination or test policy.

The District will continue to comply with all regulatory requirements established by law, including CalOSHA regulations.

RECOMMENDATION:

Discuss and consider approving the resolution.

ALTERNATIVES:

1. Amend the resolution and approve, as amended.
2. Take no action.

ATTACHMENTS:

- Resolution No. 2223-0423

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RESOLUTION NO. 2223-0423

RESOLUTION 2223-0423 RESCINDING MANDATORY COVID-19 VACCINATION OR TEST POLICY

The Directors of the Stege Sanitary District find and determine as follows:

- A. The Stege Sanitary District (District) establishes and maintains personnel policies for its employees and Board Members, and these policies are subject to periodic review and amendment.
- B. On September 23, 2021, the Board adopted Resolution No. 2170-0921, establishing the COVID-19 Vaccination, Mask, and Testing Policy for Stege Sanitary District Employees (Policy).
- C. At the time that the Board adopted the Policy, Contra Costa County was under a local health emergency order due to COVID-19 and the California statewide state of emergency due to COVID-19.
- D. Since adoption of the Policy, the circumstances surrounding COVID-19 have changed. Specifically, on October 21, 2022, the Contra Costa County Health Officer rescinded all COVID-19 related health orders and on February 28, 2023, Governor Newsom terminated the State of California’s COVID-19 State of Emergency.

In consideration of the foregoing findings and determinations, it is resolved:

- 1. The foregoing recitals are true and correct and are hereby incorporated by reference.
- 2. The COVID-19 Vaccination, Mask, and Testing Policy for Stege Sanitary District Employees, attached hereto as Exhibit A, is hereby rescinded.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 20th day of April 2023, by a X-X vote as follows:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

JULIET CHRISTIAN-SMITH, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

RESOLUTION NO. 2224-0423 AUTHORIZING INVESTMENT OF STEGE SANITARY DISTRICT FUNDS WITH TIME VALUE INVESTMENTS

ISSUE:

The Board will consider a resolution to open an account with Time Value Investments (TVI), a branch office of Concourse Financial Group Securities, Inc.

FISCAL IMPACT:

The Board will consider investment of up to \$2,000,000 in laddered certificate of deposits (CDs).

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

BACKGROUND:

At the Board meeting held on March 16, 2023, the Board approved moving forward with the Time Value Investments (TVI) option of laddered certificate of deposits (CDs) and asked staff to prepare a resolution for consideration at a future Board meeting.

Staff has prepared the documents and resolution to open an account with Time Value Investments (TVI), a branch office of Concourse Financial Group Securities, Inc. which are ready for approval.

RECOMMENDATION:

Approve the resolution.

ALTERNATIVES:

1. Amend the resolution and approve, as amended.
2. Take no action.

ATTACHMENTS:

- Resolution No. 2224-0423

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RESOLUTION NO. 2224-0423

RESOLUTION AUTHORIZING INVESTMENT OF STEGE SANITARY DISTRICT FUNDS WITH TIME VALUE INVESTMENTS

The Directors of the Stege Sanitary District (District) find and determine as follows:

- A. Temporarily idle public funds placed in the District's trust by its customers should be invested to produce revenue for the District rather than remain idle.
- B. The District has determined that the deposit and withdrawal of money with Time Value Investments (TVI), a branch office of Concourse Financial Group Securities, Inc., for the purpose of investment is in the best interest of the District.

In consideration of these findings and determinations, it is resolved as follows:

- 1. The Board of Directors does hereby authorize the District Manager to open an account for the District with Time Value Investments (TVI), a branch office of Concourse Financial Group Securities, Inc.
- 2. The District Manager and Administrative Supervisor shall be authorized agents for the purpose of investments and disbursements on behalf of the District.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 20th day of April 2023, by a X-X vote as follows:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:

JULIET CHRISTIAN-SMITH, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

AD HOC COMMITTEES

ISSUE:

The Board will consider the use of ad hoc committees for PSL loan public outreach, DEI, and to perform preliminary financial check report reviews.

FISCAL IMPACT:

The fiscal impact is minimal.

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

GOAL 4: Provide a Safe and Rewarding Work Environment that Recognizes the Worth and Value of Employees

GOAL 5: Maintain and Improve Community Outreach and Communication

BACKGROUND:

At the Long Range Planning Workshop held on March 4, 2023, the Board decided they would like to make use of ad-hoc committees for special issues and assignments, such as PSL loan public outreach, DEI, and to perform preliminary financial check report reviews.

Per the Board Governance Manual, ad hoc committees, created in accordance with the District Ordinance Code, may be used to address special issues as they arise.

Per the District Ordinance Code, ad hoc committees may be created by the Board to undertake special assignments on behalf of the Board. Unless otherwise specified, members of an ad hoc committee shall be appointed by the Board and shall serve at the Board's pleasure.

RECOMMENDATION:

Approve an ad hoc committee for a 1) specified task and 2) specified term or until the special assignment is completed.

ALTERNATIVES:

1. Table the discussion for a future meeting.
2. Take no action.

ATTACHMENTS:

- None.

LOCAL AGENCY FORMATION COMMISSION (LAFCO) ELECTION

ISSUE:

The Board will consider casting a vote for a candidate for the 2023 Special District Alternate Member on Contra Costa LAFCO.

FISCAL IMPACT:

The fiscal impact is minimal.

STRATEGIC PLAN:

GOAL 5: Maintain and Improve Community Outreach and Communication

BACKGROUND:

In early February 2023, LAFCO staff announced a Special District (Alternate Member) vacancy on Contra Costa LAFCO in conjunction with the passing of Stan Caldwell. LAFCO staff is now asking that each member district complete and return a signed ballot no later than May 19th.

RECOMMENDATION:

Approve casting a vote for one of the seven candidates for the 2023 Special District Alternate Member on Contra Costa LAFCO.

ALTERNATIVES:

1. Take no action.

ATTACHMENTS:

- LAFCO Letter - 2023 Election for LAFCO Special District Seat (Alternate)
- 2023 Independent Special District Selection Committee List
- Independent Special District Selection Committee Contra Costa LAFCO - Official Ballot
- Candidate Statements



Lou Ann Texeira
Executive Officer

April 4, 2023

TO: Presiding Officer or Designated District Voting Delegate
FROM: Lou Ann Texeira, LAFCO Executive Officer
SUBJECT: **2023 Election for LAFCO Special District Seat (Alternate)**

In early February 2023, LAFCO staff announced a Special District (Alternate Member) vacancy on Contra Costa LAFCO in conjunction with the passing of Stan Caldwell. At that time, LAFCO called for nominations and the names of district voting delegates.

The deadline for submitting nominations was April 3, 2023. LAFCO received seven nominations. The attached ballot lists the seven candidates and their districts.

The *Independent Special District Selection Committee*, consisting of the presiding officer (or his/her designee) of the legislative body of each independent special district, appoints the special district members of LAFCO. LAFCO is conducting the election via email and postal mail. Your district is receiving this message and ballot via email and postal mail.

Enclosed is the official ballot and list of presiding officers/voting delegates. If your district has not yet provided the name of your presiding officer and voting delegate (*must be a board member*), please do so as soon as possible.

We ask that each district complete and return its signed ballot to Contra Costa LAFCO office either by email to LouAnn.Texeira@lafco.cccounty.us or via postal mail to Contra Costa LAFCO, 40 Muir Road, First Floor, Martinez, CA 94553.

In order to complete the 2023 election process, we must receive completed ballots from a majority of the districts (at least 21 districts) no later than **May 19th**. If a majority of ballots is not received by **May 19th**, a further extension of this election may be required.

This is a time sensitive matter, and we ask that you forward this information including the attachments to your presiding officer and/or voting delegate at your earliest convenience.

Please contact the LAFCO office if you have any questions or need additional information. Thank you for your attention to this matter.

Attachments:

- Ballot
- List of Voting Delegates

2023 INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

DISTRICT	NAME	TITLE	ALTERNATE
ALAMO-LAFAYETTE CEMETERY DIST	Nancy J. Flood	Chair	Carolyn Thiessen, Trustee
AMBROSE REC & PARK DIST	Trina Hudson	Chair	Mae Torlakson, Vice Chair
B-B-K-U CEMETERY DIST	Patricia Bristow	Chair	Emil Geddes, Trustee
BETHEL ISLAND MID	Bruce Smith	Board President	Anthony Berzinas, Vice Pres
BYRON SANITARY DISTRICT	Danny Hamby	President	Bobby Byer, Vice President
CASTLE ROCK COUNTY WATER DISTRICT	Dan Moylan		Joe Atturio
CENTRAL CONTRA COSTA SANITARY DIST	Tad Pilecki	Board Member	Barbara Hockett, Pres
CONTRA COSTA MOSQUITO & VECTOR CONTROL	James Murray	President	Darryl Young, Vice Pres
CONTRA COSTA RESOURCE CON DIST	Walter Pease	President	
CONTRA COSTA WATER DISTRICT	Ernesto Avila	President	Antonio Martinez, Vice Pres
CROCKETT COMMUNITY SERVICES DISTRICT	Luigi Barassa	President	Jena Goodman, Vice Pres
DIABLO CSD	Kathy Urbelis	President	Matthew Cox, Vice Pres
DIABLO WATER DISTRICT	Marilyn Tiernan	President	Scott R. Pastor, Vice Pres
TOWN OF DISCOVERY BAY CSD	Michael Callahan	Vice President	Ashley Porter, President
EAST CONTRA COSTA IRRIGATION DISTRICT	Glenn Stonebarger	President	Mark Dwelley, Vice Pres
GREEN VALLEY REC & PARK DIST	Kathi Bachelor	President	Donna Coon, Vice President
IRONHOUSE SANITARY DIST	Dawn Morrow	President	Chris Lauritzen, Vice Pres
KENSINGTON FIRE PROTECTION DISTRICT	Julie Stein	President	Daniel Levine, Vice Pres
KENSINGTON POLICE PROT & CSD	Alexandra Aquino-Fike	President	Sarah Gough, Vice Pres
TOWN OF KNIGHTSEN CSD	Trish Bello-Kunkel	Chair	Gilbert Somerhalder, Vice Chair
MORAGA-ORINDA FIRE DIST	John Jex	President	Mike Roemer, Vice Pres
MT. VIEW SANITARY DIST	Dave Maggi	President	Brian Danley, Vice Pres
PLEASANT HILL REC & PARK DISTRICT	Bobby Glover	Chair	Sandra Bonato, Vice Chair
RECLAMATION DIST (RD) 799	Jim Price	President	Richard Kent, Vice Pres
RD 800	Robert Lyman	President	David Harris, Secretary
RD 830	Chad Davisson	President	Domenic Cianfichi, Secretary
RD 2024	Don Wagenet, Trustee		John Jackson, Thomas Robinson, Trustees
RD 2025	David Forkel	Chair	Clark Misner, Randall Neudeck
RD 2026*	David Forkel	Chair	Russell Ryan, Randall Neudeck
RD 2059	Rob Davies	President	William Hall
RD 2065*	Coleman Foley		Thomas Baldocchi, Sr. Thomas Baldocchi, Jr.
RD 2090*	Jake Messerli	Chair	Robert Eddings. Secretary
RD 2117*	Joyce Speckman		Sandra Speckman Kiefer Kent L. Kiefer
RD 2122	Douglas Rischbieter	President	Katherine Wadsworth, VP
RD 2137*	Ed Schmidt	James Eckman	
RODEO-HERCULES FIRE PROTECTION DIST	Steve Hill	Vice Chair	
RODEO SANITARY DISTRICT	Connie Batchelder	President	Janet Callaghan, Vice Pres
SAN RAMON VALLEY FIRE PROTECTION DIST	Michelle Lee	President	Jay Kerr, Vice Pres
STEGE SANITARY DISTRICT	Juliet Christian-Smith	President	Paul Gilbert-Snyder, VP
WEST COUNTY WASTEWATER DIST	Cheryl Sudduth	President	David Alvarado, Vice Pres

**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE
CONTRA COSTA LAFCO**

OFFICIAL BALLOT

Election of **ALTERNATE** Special District Member - term of office on
Contra Costa LAFCO to May 2026

VOTE FOR ONE:

- David Alvarado**
(West County Wastewater District)

- Michelle Lee**
(San Ramon Valley Fire Protection District)

- Antonio Martinez**
(Contra Costa Water District)

- Susan Morgan**
(Iron House Sanitary District)

- Dawn Morrow**
(Iron House Sanitary District)

- Scott Pastor**
(Diablo Water District)

- Igor Skaredoff**
(Contra Costa Resource Conservation District)

Name of Voting District: _____

Name of Voting Member: _____

Signature of Voting Member: _____

*Please return ballot to the LAFCO office no later than **May 19, 2023**
via email to LouAnn.Texeira@lafco.cccounty.us **or** mail to Contra Costa LAFCO
40 Muir Road, 1st Floor, Martinez, CA 94553*



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org



I am pleased to introduce myself, Michelle Lee, and respectfully request your vote to serve as a Special District (Alternate) Member on Contra Costa LAFCO.

Currently, I serve as President of the Board of Directors of the San Ramon Valley Fire Protection District which keeps me actively responsive to local needs and accountable to residents served. Further, as a retired military Veteran serving 36 years and life-long community volunteer, I have dedicated my life to public service and what I believe has made an impactful difference in my community. I possess broad experience with national agency formation, provisioning services, resource brokerage, zero-based reviews, and organizational structuring, restructuring and dissolution.

I remain passionate about government efficiency and effectiveness. I support common sense, balanced representation, well-organized boundaries enabling essential services fulfillment and enhancing orderly growth and resource protection. I understand the importance of developing consistency in SOI operations/activities and facilitating robust, comprehensive service reviews. I am fully committed to integrity and transparency in governance.

Finally, as a long-time resident of Contra Costa County for over twenty years, I understand the local needs and conditions of our County. I am eager for the opportunity to collaborate with you and would appreciate your vote.

Best,

Michelle R. Lee
President
San Ramon Valley Fire Protection District
MichelleLee@srvfire.ca.gov
(925) 553-9269

www.firedepartment.org



My name is Antonio Martinez. I am running for a seat on the Contra Costa Local Area Formation Commission (LAFCO). Since 2020, I have been on the Board of Contra Costa Water District representing Division 4. Currently I am the Board Vice President. Also, I serve as an alternate Director for the Los Vaqueros Joint Powers Authority. I have 32 years of experience working for one of the largest public water agencies in the country, EBMUD.

In addition to my experience managing maintenance and construction for EBMUDs water distribution system, I held leadership positions in the following Unions:

- AFCSME Local 444; 15 years (Labor)
- IFPTE Local 21; 10 years (Management)

I have been a member of the American Water Works Association (AWWA) since 2008. I have attended conferences around the country where I provided leadership training and presentations on testing new pipe materials for potable water systems. I have experience in managing small and large infrastructure projects related to potable water, recycled water, road improvements, and collaborating with Bay Area cities, Contra Costa County, and State/Federal regulatory organizations.

My platform is based on protecting our environment while ensuring our community has equal access to essential services at affordable rates.

Contra Costa LAFCO has a great reputation and was recently recognized for their effectiveness and positive impact they have had on the community. I welcome the opportunity to be part of this commission and respectfully ask for your support.

Susan Morgan

Board Member

Ironhouse Sanitary District

Contact

smorgan@isd.us.com



Dear Special District Voting Members

My name is Susan Morgan, and I am running for the Special Districts Alternate seat on the Contra Costa LAFCO. I have served several special districts over the past **10 years**.

My public service experience includes:

- Appointed by the Oakley City Council to be the liaison to the Ironhouse Sanitary District (2012-2014).
- Elected in 2014 to the **Ironhouse Sanitary District (ISD)** Board of Directors, where I currently serve.
- Participation with **Reclamation District 830**. ISD owns a delta island, **Jersey Island**, and oversees RD 830. Through my involvement with ISD and RD 830, I have gained first-hand knowledge of reclamation districts issues, including levee maintenance, drainage, and flood protection.
- Appointed to serve on the Board of the **East Contra Costa Fire Protection District** (2017-2018). The ECCFPD later successfully consolidated with the Contra Costa Fire Protection District (Con Fire), to the benefit of all East County.
- Served as an officer of the **Contra Costa Special Districts Association (CCSDA)** since 2016 and elected as Vice President of CCSDA in 2022.
- Elected by CCSDA to be the Special Districts Board Member on the **Contra Costa Countywide Redevelopment Oversight Board** (2018 to present). Elected as Vice-Chair of the Oversight Board in 2023.

I have lived in Contra Costa County for over **31 years**. My deep commitment to serving special districts is the reason I would like to become your representative on LAFCO. My experiences with the Fire District, Sanitary District, Reclamation District, CCSDA and the Countywide Oversight Board, have prepared me to be an effective and passionate representative for you on LAFCO.

I value your support and appreciate your vote.

Respectfully,

Susan Morgan

Greetings,

I'd like to introduce myself as a candidate for Special District (Alternate) Seat on Contra Costa LAFCo.

I currently serve as President of the Ironhouse Sanitary District Board of Directors, where I have served as LAFCo liaison for the past 6 years. I have attended (or heard) every meeting since January 2017 which has given me invaluable insight on the background of the commission's decisions and CC LAFCo's mission, policy, powers, and limitations, while exercising independent judgment on behalf of the public.

I have background and experience in local government, public service and infrastructure, having worked as a representative for a Contra Costa Supervisor for 6 years. My previous career includes 20 years of experience as a Millwright where I built and maintained industrial plants. I am a small business owner specializing in communications, marketing and promotion.

I have been a resident of Oakley for 30 years which gives me a personal appreciation for how a community can evolve involving land use and SOI decisions made many years previous. I had an intimate view of the recent ECCFPD/ConFire merger process.

I would appreciate the opportunity to further my service and respectfully request your vote to serve as a Special District (Alternate) Member on Contra Costa Local Agency Formation Commission.

Best regard,

Dawn Morrow
President
Ironhouse Sanitary District
450 Walnut Meadows Drive
Oakley, CA 94561
(925) 625-2279
dmorrow@isd.us.com

Candidate Statement
Scott Pastor, Vice President, Diablo Water District

RE: Alternate Position Contra Costa County Local Agency Formation Commission (LAFCO)

I am pleased to announce my candidacy for the special district representative alternate seat on the Contra Costa County Local Agency Formation Commission (LAFCO). I respectfully request your vote to this commission.

Reelected to the Diablo Water District in 2022, I am the immediate Vice President, and previously served as Vice President in 2021, 2022.

I am retired from public service after serving 31 years in emergency services.

Special districts provide a unique, tailored, and critical service to the community that we serve. As a segment of local government, we must have a strong voice in our county, orderly growth, and operation. Both my professional career and elected government experience provided me with the unique ability to voice the concerns of our communities, make fair and equitable decisions, and ensure proper oversight of local government boundaries in operations.

I look forward to working with you now, and in the future, as we collectively support the future of the Contra Costa County. Please feel free to contact me directly at srpastor@diablowater.org.

Thank you for your support.

Hello fellow Contra Costa Special Districts Association members!

I am Igor Skaredoff, asking for your vote to represent you to our Local Agency Formation Commission (LAFCo) as an alternate

I had served you from May of 2014 until last year as a Commissioner and now ask for your vote to serve as an Alternate. In my role as Commissioner, I had a turn as Chair, during which time we were honored to be named the Most Effective Commission in California. To earn this recognition we had advanced the Mission of LAFCo:

“To encourage the orderly formation of local government agencies, preserve agricultural and open space lands, and discourage urban sprawl.”

We helped Special Districts to continue effective and efficient operations by conducting Municipal Service Reviews (MSR's), Spheres of Influence (SOI) updates, boundary reorganizations, annexations and Out of Agency Service Agreements. We did all that while adjusting to COVID and incorporating remote cyberspace as a meeting medium.

During my time on the Commission, I have formed warm and mutually respectful relationships with my fellow Commissioners and especially with the excellent LAFCo Staff members all of whom do an excellent job of advancing our Mission.

I am presently a member of the team organizing our Chapter's 30 Anniversary Celebration.

My “home” special district: The Contra Costa Resource Conservation District is one of few County-Wide districts. I feel that this helped me to develop a holistic and inclusive character for my work.

We conduct work in East County such as habitat restoration at Dutch Slough, and working with Community Farmers in Pittsburg and helping restore Salmon runs to Marsh Creek.

Our work in Central County is exemplified by the Walnut Creek Watershed Council, working to stabilize banks, remove invasives and working with Flood Control to “naturalize” our creeks and stormwater channels and restore salmon runs to Walnut Creek

Our work in West County includes creation and support of the Richmond Greenway, a fish passage under Interstate 80 for salmon and steelhead, and working with Urban Tilth and others in support of urban agriculture and greening of communities..

We also support county-wide Creek cleanups and restorations and proliferation of Native Plant Gardens in numerous communities. Plus: there's lots more, come join us!

I am married (59 years) a father of 3 and a grandfather of 2. I am a retired chemist, having worked in Industry for 35 years, an enthusiastic flyfisherman and backpacker (more of a day-hiker recently). I came to America in 1948 after being evacuated from my birthplace (Shanghai 1941) aboard the American troop ship “General Meiggs”. Moved to Martinez in 1964. Workout with a trainer 4 days a week.

I love doing LAFCo work, together with my fellow commissioners and our outstanding Staff, and ask for your vote to allow me to resume.

Sincerely,

Igor Olegovich Skaredoff

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report
 As of March 31, 2023

11:45:42 AM
 04/17/2023

	<u>March 31, 2023</u>	<u>February 28, 2023</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
ASSETS						
Current Assets						
Checking/Savings						
LAIF Investment Accts						
11012 - Sewer Operations- 3418	8,582,628	8,822,628	-240,000	0	0	-240,000
11014 - System Rehab- 3423	1,025,138	1,025,138	0	0	0	0
Total LAIF Investment Accts	<u>9,607,766</u>	<u>9,847,766</u>	<u>-240,000</u>	<u>0</u>	<u>0</u>	<u>-240,000</u>
Checking Accts						
100 - Mechanics Bank	145,882	83,310	62,572	103,307	-280,734	240,000
100 - County Cash Acct #3418	7,695	7,695	0 *	0 *	0	0
Total Checking Accts	<u>153,577</u>	<u>91,005</u>	<u>62,572</u>	<u>103,307</u>	<u>-280,734</u>	<u>240,000</u>
11021 - Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>9,761,593</u>	<u>9,939,020</u>	<u>-177,428</u>	<u>103,307</u>	<u>-280,734</u>	<u>0</u>
301 - Ca Employer's Retiree Benefit Trust	266,933	254,975	11,958	11,958	0	0
Total CA Employer's Retiree Benefit Trust	<u>266,933</u>	<u>254,975</u>	<u>11,958</u>	<u>0</u>	<u>0</u>	<u>0</u>
Accounts Receivable						
11072 - Accounts Receivable	77,092	77,092	0			
Total Accounts Receivable	<u>77,092</u>	<u>77,092</u>	<u>0</u>			

Note: * Reduction or Increase is based on property tax estimate.

I hereby certify that the invested funds of the Stege Sanitary District are in compliance with the investment policies of the Stege Sanitary District and provide sufficient liquidity to meet budgeted expenses for the next six month period.

 Rex Delizo, District Manager

 Date

STEGE SANITARY DISTRICT

Operating Statement

04/17/2023

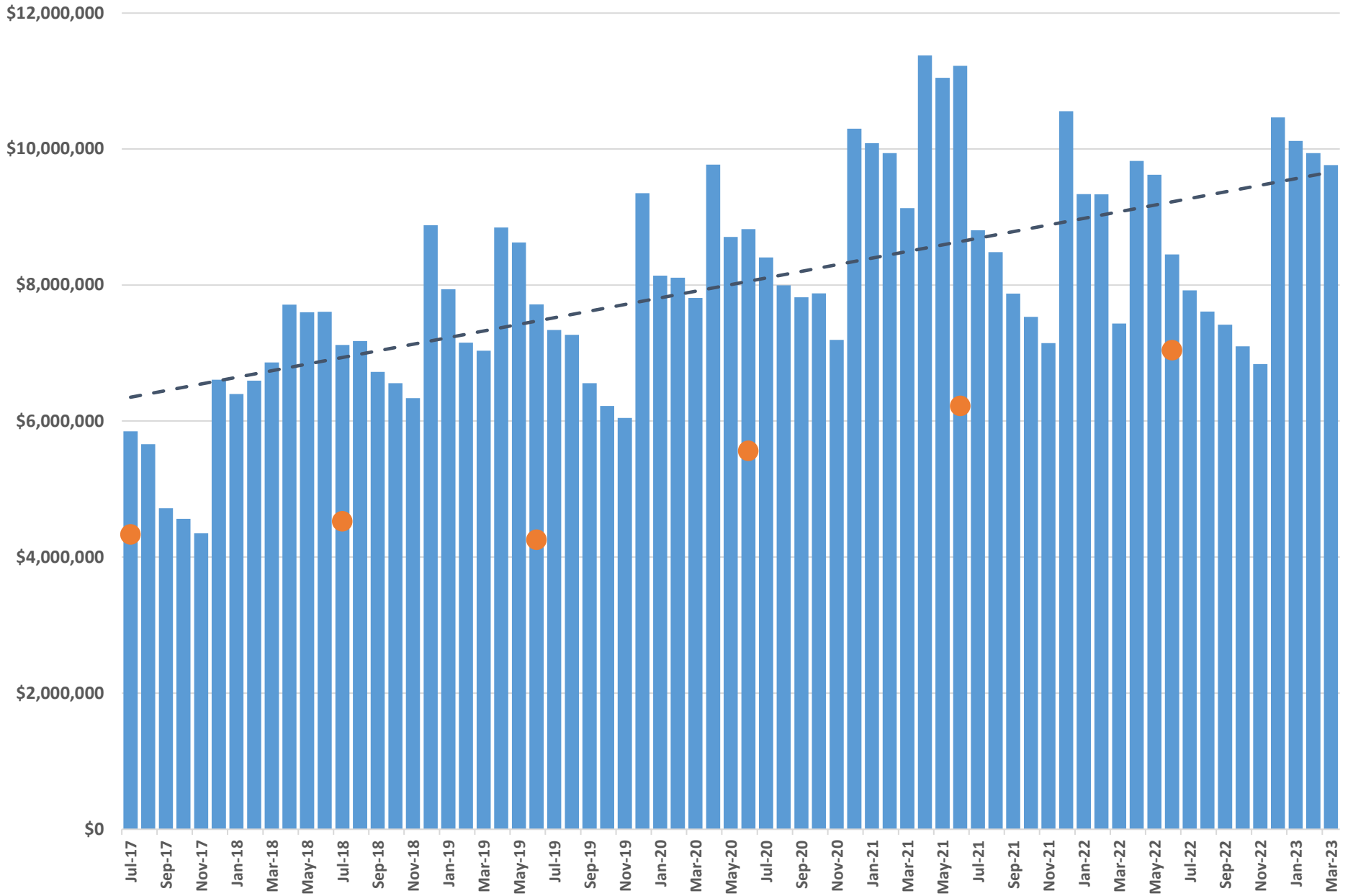
March 2023

75.62% of Fiscal year Completed

	<u>July-March 2023</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	1,843,533	3,209,000	57%
31020 - Permit & Insp. Fees	7,225	12,000	60%
31030 - Connection Fees	81,877	50,000	164%
31040 - San Pablo Impact Fee	73,251	50,000	147%
31080 - Contracted Services	-	33,000	0%
31010a - Capital Service Charges	1,843,533	3,775,000	49%
Total 31 - OPERATING REVENUE	<u>3,849,418</u>	<u>7,129,000</u>	<u>54%</u>
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	53,164	15,000	354%
32052 - Interest - 3423	9,355	5,000	187%
32080 - Property Taxes	350,952	500,000	70%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	21,943	21,000	104%
Total 32 - NON-OPERATING REVENUE	<u>435,414</u>	<u>541,000</u>	<u>80%</u>
Transfer (to)/from Reserves	-	(109,643)	0%
Total Income	<u>4,284,832</u>	<u>7,560,357</u>	<u>57%</u>
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	184,590	255,300	72%
45-020 - Employee Benefits	266,149	141,506	188%
45-029 - Retiree Health	8,542	13,600	63%
45-030 - Directors Expenses	22,939	41,007	56%
45-070 - Insurance	95,841	250,400	38%
Administration - Other	122,398	291,000	42%
Total Administration	<u>700,459</u>	<u>992,813</u>	<u>71%</u>
Maintenance/Engineering			
41-010 - Salaries & Wages	940,063	1,260,660	75%
41-020 - Employee Benefits	255,646	521,701	49%
41-029 - Retiree Health	8,288	15,556	53%
41-100 - Operating Supplies	7,410	40,000	19%
41-110 - Contractual Services	81,335	101,300	80%
41-207 - Contracted Repairs	63,575	70,000	91%
Maintenance- Other	180,771	286,257	63%
Total Maintenance/Engineering	<u>1,537,088</u>	<u>2,295,474</u>	<u>67%</u>
Pump Stations	42,449	40,020	106%
Total OPERATING EXPENSES	<u>2,279,996</u>	<u>3,328,307</u>	<u>69%</u>
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	43,939	43,900	100%
Construction Projects	-	3,833,150	0%
Outlay(Maintenance/Engineering)	227,093	355,000	64%
Total CAPITAL	<u>271,031</u>	<u>4,232,050</u>	<u>6%</u>
Total Expense	<u>2,551,028</u>	<u>7,560,357</u>	<u>34%</u>
Net	<u>1,733,804</u>	<u>0</u>	

Monthly Cash on Hand vs. Target Balance

■ Unrestricted Cash On Hand ● Target Balance - - - Cash On Hand Trendline



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Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$254,975.19	\$257,402.70
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	12,013.76	9,696.33
Administrative Expenses	(32.02)	(95.64)
Investment Expense	(23.46)	(69.92)
Other	0.00	0.00
Ending Balance	\$266,933.47	\$266,933.47
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$266,933.47	\$266,933.47

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	13,382.297	13,382.297
Unit Purchases from Contributions	0.000	0.000
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	13,382.297	13,382.297
Period Beginning Unit Value	19.053193	19.234593
Period Ending Unit Value	19.946782	19.946782

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2023

Stege Sanitary District

Entity #: SKB0-2595946637



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
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Client Contact:
CERBT4U@CalPERS.ca.gov



MALIA M. COHEN

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	STEGE SANITARY DISTRICT
Account Number	70-07-002

As of 04/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2021.

Earnings Ratio		.00001214175683392
Interest Rate		0.44%
Dollar Day Total	\$	893,856,401.66
Quarter End Principal Balance	\$	9,078,206.44
Quarterly Interest Earned	\$	10,852.99

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Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report

DATE	ADDRESS	CITY	AMOUNT	YEARS	RATE	PAYMENT	FIRST	LAST
3/18/2022	5435 ROSALIND AVE.	EL CERRITO, CA 94530	\$6,950	10	0.0%	\$695.00	2022	2031
4/30/2022	5821 BURLINGAME AVE.	RICHMOND, CA 94804	\$3,900	10	0.0%	\$390.00	2022	2031
6/13/2022	422 COLUSA AVE.	KENSINGTON, CA 94707	\$10,000	10	0.0%	\$1,000.00	2022	2031
6/17/2022	1121 BREWSTER DR.	EL CERRITO, CA 94530	\$5,350	10	0.0%	\$535.00	2022	2031
6/17/2022	12 ANSON WAY	KENSINGTON, CA 94707	\$5,500	10	0.0%	\$550.00	2022	2031
6/20/2022	5355 POINSETT AVE.	EL CERRITO, CA 94530	\$5,800	10	0.0%	\$580.00	2022	2031
6/23/2022	39 HIGHGATE RD.	KENSINGTON, CA 94707	\$6,200	10	0.0%	\$620.00	2022	2031
6/24/2022	2321 MIRA VISTA DR.	EL CERRITO, CA 94530	\$6,500	10	0.0%	\$650.00	2022	2031
6/27/2022	1436 SAN JOAQUIN ST.	RICHMOND, CA 94804	\$7,100	10	0.0%	\$710.00	2022	2031
7/18/2022	850 LEXINGTON AVE.	EL CERRITO, CA 94530	\$8,500	10	0.0%	\$850.00	2022	2031
8/2/2022	7221 CUTTING BLVD.	EL CERRITO, CA 94530	\$7,900	10	0.0%	\$790.00	2022	2031
8/4/2022	712 NORVELL ST.	EL CERRITO, CA 94530	\$7,500	10	0.0%	\$750.00	2023	2032
9/20/2022	1312 NOBLE CT.	EL CERRITO, CA 94530	\$5,000	10	0.0%	\$500.00	2023	2032
9/21/2022	1531 ELM ST.	EL CERRITO, CA 94530	\$7,500	10	0.0%	\$750.00	2023	2032
9/23/2022	8355 KENT CT.	EL CERRITO, CA 94530	\$7,000	10	0.0%	\$700.00	2023	2032
10/21/2022	521 BALRA DR.	EL CERRITO, CA 94530	\$5,500	10	0.0%	\$550.00	2023	2032
10/26/2022	317 RUGBY AVE.	KENSINGTON, CA 94707	\$6,500	10	0.0%	\$650.00	2023	2032
11/5/2022	1018 EVERETT ST.	EL CERRITO, CA 94530	\$7,300	10	0.0%	\$730.00	2023	2032
11/18/2022	7927 TERRACE DR.	EL CERRITO, CA 94530	\$6,600	10	0.0%	\$660.00	2023	2032
11/29/2022	868 BATES AVE.	EL CERRITO, CA 94530	\$8,000	10	0.0%	\$800.00	2023	2032
12/12/2022	10 KENSINGTON CT.	KENSINGTON, CA 94707	\$6,300	10	0.0%	\$630.00	2023	2032
12/16/2022	262 LOS ALTOS DR.	KENSINGTON, CA 94707	\$6,000	10	0.0%	\$600.00	2023	2032
1/6/2023	1440 MARIPOSA ST.	RICHMOND, CA 94804	\$3,500	10	0.0%	\$350.00	2023	2032
1/17/2023	6615 HAGEN BLVD.	EL CERRITO, CA 94530	\$7,300	10	0.0%	\$730.00	2023	2032
2/15/2023	7003 POTRERO AVE.	EL CERRITO, CA 94530	\$8,900	10	0.0%	\$890.00	2023	2032

DATE	ADDRESS	CITY	AMOUNT	YEARS	RATE	PAYMENT	FIRST	LAST
		16 IN EL CERRITO						
		6 IN KENSINGTON						
		3 IN RICHMOND						
							Total Number of Loans:	<u>25</u>
							Total Amount of Loans:	<u>\$166,600</u>
							Average Loan Amount:	<u>\$6,664</u>

10:24 AM	STEGE SANITARY DISTRICT			
04/17/2023	Check Report			
Accrual Basis	April 20, 2023			
	Name	Memo	Amount	Num
Apr 20, 23				
	City Of El Cerrito Recreation	4th of July Sponsorship	-2,500.00	28128
	Direct Line	Answering Service 03/01-31/23	-153.22	28129
	EAST BAY MUNICIPAL UTILITY DISTRICT	2022 Water Consumption Data Request	-148.80	28130
	Pastime Hardware	Maintenance Supplies	-49.56	28131
	PG&E- #0607499583-5	Canon Pump Station	-314.97	28132
Apr 20, 23			-3,166.55	

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY 2023	FEBRUARY 2023	MARCH 2023	APRIL 2023	MAY 2023	JUNE 2023
1/2 & 1/16 HOLIDAY	2/20 HOLIDAY			5/29 HOLIDAY	6/19 HOLIDAY
CASA Winter Conf. Jan 25-27, Palm Springs	CASA Policy Forum Feb 27-Mar. 1, Wash, DC				
1/19/2023 – 7:00 P.M.	2/2/2023 – 7:00 P.M.	3/4/2023 – 9:00 A.M.	4/6/2023 – 7:00 P.M.	5/4/2023 – 7:00 P.M.	6/1/2023 – 7:00 P.M.
<ul style="list-style-type: none"> • Board Governance Manual Review • Service Rate Discussion • Long Range Planning Workshop Agenda • Director’s Contact Info • Board Training Summ. • CASA Conference • Quarterly Financial Statements • SPASPA Status Report • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. 	<ul style="list-style-type: none"> • Actuarial Analysis of Retiree Health Benefits Report (even years) • Performance Report (every 3 years) • District of Distinction (every 3 years) • Service Rate Discussion • Long Range Planning Workshop Agenda • Board Training Summ. • CASA Conference • CASA Conference Attendee Reports 	<p><u>9AM MEETING TIME</u></p> <ul style="list-style-type: none"> • Long Range Planning Workshop – Past 5 yrs. Expenditures Review – Self-Assessment of Governance – Strategic Plan Review 	<ul style="list-style-type: none"> • Service Rate Discussion/ Approval (& 30-day Notice) • Board Training Summ. 	<ul style="list-style-type: none"> • Draft Budget • Board Training Summ. • July 4th Fair Discussion • Review of Comparable Agencies • Appoint Labor Negot. • CLOSED SESSION – Conf. Labor Negot. 	<ul style="list-style-type: none"> • Draft Budget • Review Directors’ Meeting Compensation • District Working Capital and Reserve Policy • Approve Project Plans and Specs (+CEQA) • July 4th Fair Discussion • CASA Conference
	2/16/2023 – 7:00 P.M.	3/16/2023 – 7:00 P.M.	4/20/2023 – 7:00 P.M.	5/18/2023 – 7:00 P.M.	6/15/2023 – 7:00 P.M.
	<ul style="list-style-type: none"> • Board Governance Manual Approval • Long Range Planning Workshop Agenda • Service Rate Discussion • Form 700 	<ul style="list-style-type: none"> • Auditor – RFP • California Employer’s Retiree Benefit Trust (CERBT) • Service Rate Discussion • Action Plan • Board Training Summ. • Consent Decree Quarterly Report • CASA Conference Attendee Reports • Form 700 	<ul style="list-style-type: none"> • Draft Budget • Employee Benefit Package Review • Service Rate Discussion/Approval (+ 30-day Notice) • July 4th Fair Discussion • Quarterly Financial Statements • SPASPA Status Report • CLOSED SESSION – Quarterly Claims Rpt – Conf. Labor Negot 	<ul style="list-style-type: none"> • Resolution Ordering Board Election (even years) • Draft Budget • July 4th Fair Discussion • Service Rate Discussion/Approval (+ 30-day Notice) • CLOSED SESSION – Manager Perf. Eval. – Conf. Labor Negot. 	<ul style="list-style-type: none"> • Resolution Salary of District Manager • Resolution Employee Salary Ranges • Resolution Approve/Adopt Budget • Review and Approve Incentive Award • Adopt Incentive Award Goals & Objectives • July 4th Fair Discussion • CD Quarterly Report • CASA Conference • CLOSED SESSION – Counsel Perf. Eval.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY 2023	AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023	NOVEMBER 2023	DECEMBER 2023
7/4 HOLIDAY 4 th of July Fair Booth	CASA Annual Conf. Aug 9-11, San Diego CSDA Annual Conf. Aug 28-31, Monterey	9/4 HOLIDAY Board Training AB 1234 (even years) AB 1661 (odd years)		11/23-24 HOLIDAY	12/7 HOLIDAY LUNCHEON 12/25 HOLIDAY
7/6/2023 – 7:00 P.M.	8/17/2023 – 7:00 P.M.	9/7/2023 – 7:00 P.M.	10/5/2023 – 7:00 P.M.	11/9/2023 – 7:00 P.M.	12/7/2023 – 2:00 P.M.
<ul style="list-style-type: none"> • July 4th Fair Debrief • CASA/CSDA Conf. 	<ul style="list-style-type: none"> • Select Actuary for Analysis of Retiree Health Benefits (odd years) • Quarterly (FY End) Financial Statements • Conn. Charge Report per Gov. Code 66013 • CASA/CSDA Conf. 	<ul style="list-style-type: none"> • CASA/CSDA Conf. Attendee Reports 	<ul style="list-style-type: none"> • Regional PSL Program Update • Regional FOG Program Update 	<ul style="list-style-type: none"> • Proposed Meeting Calendar • Board Officer Succession Plan • CASA Conference 	<p><u>2PM MEETING TIME</u></p> <ul style="list-style-type: none"> • Fiscal Year Financial Audit • Resolution Certifying Election Results (even years) • Connection Charge Review • Emergency Contact Update • Meeting Calendar • Consent Decree Quarterly Report • CASA Conference • Pension + OPEB UAL Reports • Nomination & Election of Officers
7/20/2023 – 7:00 P.M.		9/21/2023 – 7:00 P.M.	10/19/2023 – 7:00 P.M.		
<ul style="list-style-type: none"> • Hearing +Res./Ord. – Establish and Collect Sewer Service Charges – Director Meeting Compensation • Resolution Filing Notice of Completion • District Investment Policy • Reimb. Report per Gov. Code 53065.5 • Candidate filing period (even years) • Quarterly Financial Statements • SPASPA Status Report • CASA/CSDA Conf. • Form 470 • CLOSED SESSION – Quarterly Claims Rpt 		<ul style="list-style-type: none"> • Health Care Benefits Review • Consent Decree Quarterly Report 	<ul style="list-style-type: none"> • Quarterly Financial Statements • SPASPA Status Report • CLOSED SESSION – Quarterly Claims Rpt – Manager Perf. Eval. 		