

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA
JULY 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.

The ability to participate and observe remotely as identified above is predicated on the technology being available and functioning without technical difficulties. Should the remote platform not be available, or become non-functioning, or should the Board of Directors otherwise encounter technical difficulties that makes that platform unavailable, the Board of Directors will proceed with business in person unless otherwise prohibited by law.

*Public comment can be sent remotely by delivering a physical copy 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 at least 15 minutes before the starting time of the meeting will be provided to the Board of Directors 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 meeting 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:

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

Hearing/
Ordinance
/Motion:

PUBLIC HEARING – ORDINANCE NO. 2229-0723 ORDINANCE APPROVING INCREASE IN DIRECTORS’ FEES

(The Board will hold a hearing to increase Director’s fees from \$244.78 per meeting day to \$253.49 per meeting day and consider approval of Ordinance 2229-0723)

Hearing/
Resolution
/Motion:

PUBLIC HEARING – RESOLUTION NO. 2230-0723 ACCEPTING REPORT ON SEWER SERVICE CHARGES AND ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL

(The Board will hold a hearing to collect sewer service charges for the fiscal year 2023-2024 on the tax roll of Contra Costa County and consider approval of Resolution 2230-0723)

Motion:

IV. Approval of Minutes

A. Approval of June 15, 2023 Board Meeting Minutes

(The Board will be asked to review and approve the minutes of June 15, 2023 Board Meeting)

Info/Motion:

V. Communications

A. Oral/Written Communications

1. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
 - a. July 4th Festival Debrief
2. CASA 2023 President's Memo/Designation of Representatives
3. EMAIL – New LAFCO Commissioner

Info:

VI. Reports of Staff and Officers

- A. Attorney’s Report
- B. Committee Reports
- C. Manager’s Report

1. Monthly Maintenance Summary Report

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2. Monthly Report of Sewer Replacements and Repairs
3. San Pablo Avenue Specific Plan Status Report
4. Reimbursement Report per Government Code 53065.5
5. Form 460/470 – Candidate Campaign Statement
6. 2023 California Association of Sanitation Agencies (CASA) Conference
 - August 9-11, 2023 – 68th Annual Conference, San Diego, CA
7. 2023 California Special Districts Association (CSDA) Conference
 - August 22-25, 2023 – Annual Conference, Monterey, CA

VII. Business

- Info/Motion: A. District Investment Policy
(The Board will review the District Investment Policy)
- Resolution/Motion: B. Resolution No. 2231-0723 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 22201
(The Board will consider approving the resolution)
- Info/Motion: C. Board / District Counsel Communications
(The Board will consider establishing a policy on appropriate contact between individual Board members and District Counsel outside of Board meetings)
- Info/Motion: D. Kids for the Bay – Watershed Action Program (WAP)
(The Board will consider continuing to fund program)

VIII. Monthly Financial Statements

- A. Monthly Investment, Cash, Receivables Report
- B. Monthly Operating Statement
- C. Local Agency Investment Fund (LAIF) Quarterly Statement
- D. 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 July 20, 2023 - Fund No. 3418 & 3423
(The Board will be asked to approve the July 20,2023 checks)

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Info:

X. Future Agenda Items

August 17, 2023

Quarterly (FY End) Financial Statements
Connection Charge Report per Gov. Code 66013
CASA Conference – Attendee Reports
CSDA Conference

September 7, 2023

CSDA Conference Attendee Reports

CLOSED SESSION

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Christian-Smith

Unrepresented Employee: District Counsel

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on August 17, 2023 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.)

STEGE SANITARY DISTRICT
NOTICE OF PUBLIC HEARING CONCERNING
PROPOSAL TO INCREASE FEES PAYABLE TO DIRECTORS
OF THE STEGE SANITARY DISTRICT

NOTICE IS HEREBY GIVEN as follows:


The Directors of the Stege Sanitary District are considering a proposal to increase the fees payable to members of the District's Board of Directors as authorized by Senate Bill No. 1559 (Statutes of 2000, Chapter 86, effective January 1, 2001). The current fee is \$244.78 per day for attendance at meetings of the Board or services rendered as a Board Member at the request of the Board. It is proposed that fees be increased to \$253.49.

Prior to adoption of an ordinance to effect the proposed fee increase, the District Board will hold a public hearing at which any interested person is invited to attend and address the Board concerning the proposal. The time, date and place of the public hearing is as follows:

Date: Thursday, July 20, 2023
Time: 7:00 P.M. Regular Board of Directors' Meeting
Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California

At the conclusion of the public hearing, the Board will consider the proposed Ordinance and may take action at that time.

Dated: 7/1/2023



REX DELIZO
STEGE SANITARY DISTRICT
Secretary

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ORDINANCE NO. 2200-0722

ORDINANCE APPROVING INCREASE IN DIRECTORS' FEES

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

- A. The compensation payable to Directors of the District is governed by the Sanitary District Act of 1923, Health and Safety Code Section 6489. Until January 2001, that section allowed a sanitary district director to receive a maximum fee of \$100 for each day's attendance at meetings of the District Board or for each day's service rendered as a member of the Board by request of the Board, not to exceed a total of six days in any calendar month.
- B. In 2000, the California Legislature enacted Senate Bill No. 1559 (Statutes of 2000, Chapter 86), which became effective January 1, 2001. Senate Bill No. 1559 amends Health and Safety Code Section 6489 to allow certain increases in Directors' fees if adopted by district board ordinance. A copy of Senate Bill No. 1559 is appended to this Ordinance as Exhibit "A".
- C. Pursuant to Senate Bill No. 1559, an increase in Directors' fees from \$100 per meeting day to a maximum of \$165 per meeting day was approved on February 21, 2001, and subsequently as follows:

YEAR	RATE	APR CPI-W	RATE ADJUSTED TO APR 2023 CPI-W
1986	\$100	109.4	\$304.82
2001	\$165	184.9	\$297.59
2004	\$190	194.7	\$325.43
2008	\$196	217.913	\$299.94
2012	\$200	236.626	\$281.86
2015	\$205	252.875	\$270.34
2017	\$215	268.896	\$266.64
2018	\$222.31	278.039	\$266.64
2020	\$223.88	290.304	\$257.18
2021	\$233.12	302.294	\$257.17
2022	\$244.78	322.021	\$253.49
2023	TBD	333.478	

D. An increase in Director's fees from \$244.78 per meeting day to \$253.49 per meeting day is authorized as follows:

- Current Fee: \$244.78 per meeting day
- Current Fee Adopted: July 2022
- Current Fee Effective: October 2022
- No. of calendar years since last increase and the effective date of this Ordinance: 1 year
- Maximum percentage increase per calendar year: 5%
- Maximum allowable increase: $1.05 \times \$244.78 = \underline{\$257.02}$

E. The District Board has adopted this Ordinance pursuant to the requirements of Water Code Section 20201 after a public hearing. Notice of the public hearing was given once a week for two successive weeks pursuant to Government Code Section 6066. A copy of the Notice is appended to this Ordinance as Exhibit "B".

F. This Ordinance is not subject to the California Environmental Quality Act, Public Resources Code Section 21000 et seq., because neither its provisions nor its implementation will have a foreseeable adverse impact on the environment.

In consideration of the foregoing findings and determinations, it is ordained as follows:

Section 1. The Directors' fees payable to members of the Board of Directors of the Stege Sanitary District shall be increased from \$244.78 per meeting or day of service to \$253.49 per meeting or day of service as of the effective date of this Ordinance. Section 2.9 of the District Ordinance Code is amended in relevant part, with amendments in underline, to read as follows:

"2.9 BOARD MEMBER COMPENSATION AND EXPENSES

Each Director is entitled to be compensated for services as a Director at the rate of two hundred fifty three dollars and forty nine cents (\$253.49) per day for each

day’s attendance at meetings of the Board and/or for each day’s service rendered on behalf of the District at the request of the Board but not to exceed a maximum of six (6) days’ compensation in any calendar month...”

Section 2. Upon adoption of this Ordinance it shall be entered into the minutes of the Board and it shall be promptly published one time in a newspaper of general circulation in the District.

Section 3. This Ordinance shall be effective sixty (60) days after its adoption by the District Board.

Section 4. Upon its effective date, this Ordinance supersedes and repeals the provisions of any prior ordinances, resolutions, motions and other orders and actions of the District Board to the extent such other provisions are inconsistent with the provisions of this Ordinance.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I HEREBY CERTIFY that the foregoing Ordinance was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting thereof, held on the 20th day of July 2023 by a X-Xvote 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

BILL NUMBER: SB 1559 CHAPTERED 07/05/00
CHAPTER 86
FILED WITH SECRETARY OF STATE JULY 5, 2000
APPROVED BY GOVERNOR JULY 5, 2000
PASSED THE ASSEMBLY JUNE 22, 2000
PASSED THE SENATE APRIL 13, 2000
INTRODUCED BY Senator Kelley
(Principal coauthor: Senator Rainey)
FEBRUARY 17, 2000

An act to amend Sections 4733 and 6489 of the Health and Safety Code, relating to water.

LEGISLATIVE COUNSEL'S DIGEST

SB 1559, Kelley. County sanitation: sanitary districts.
Existing law limits the compensation received by a county sanitation district or sanitary district board member. A board member's compensation is limited to \$100 per day for attending a district board meeting or for rendering services.
This bill would authorize the board to increase the compensation board members receive to above the \$100 per day limit pursuant to specified procedures.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 4733 of the Health and Safety Code is amended to read:

4733. (a) The district board may fix the amount of compensation per meeting to be paid each member of the board for services for each meeting attended by the member. Subject to subdivision (b), the compensation shall not exceed one hundred dollars (\$100) for each meeting of the district board attended by the member or for each day's service rendered as a member by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by the district board members above the amount of one hundred dollars (\$100) per day.

SEC. 2. Section 6489 of the Health and Safety Code is amended to read:

6489. (a) Subject to subdivision (b), each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by board members above the amount of one hundred dollars (\$100) per day.

(c) The secretary of the sanitary board shall receive compensation to be set by the sanitary district board, which compensation shall be in lieu of any other compensation to which he or she may be entitled by reason of attendance at the meeting or meetings of the sanitary board.

STEGE SANITARY DISTRICT
NOTICE OF PUBLIC HEARING CONCERNING
PROPOSAL TO INCREASE FEES PAYABLE TO DIRECTORS
OF THE STEGE SANITARY DISTRICT

NOTICE IS HEREBY GIVEN as follows:

The Directors of the Stege Sanitary District are considering a proposal to increase the fees payable to members of the District's Board of Directors as authorized by Senate Bill No. 1559 (Statutes of 2000, Chapter 86, effective January 1, 2001). The current fee is \$244.78 per day for attendance at meetings of the Board or services rendered as a Board Member at the request of the Board. It is proposed that fees be increased to \$253.49.

Prior to adoption of an ordinance to effect the proposed fee increase, the District Board will hold a public hearing at which any interested person is invited to attend and address the Board concerning the proposal. The time, date and place of the public hearing is as follows:

Date: Thursday, July 20, 2023
Time: 7:00 P.M. Regular Board of Directors' Meeting
Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California

At the conclusion of the public hearing, the Board will consider the proposed Ordinance and may take action at that time.

Dated: 7/1/2023

REX DELIZO
STEGE SANITARY DISTRICT
Secretary

EXHIBIT B

STEGE SANITARY DISTRICT

NOTICE OF PUBLIC HEARING CONCERNING FILING OF REPORT FOR SEWER SERVICE CHARGES AND ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2023-24

NOTICE IS HEREBY GIVEN as follows:

The Directors of the Stege Sanitary District have caused a written report to be prepared and filed with the Secretary of the Board containing a description of each parcel of real property receiving sewer service, together with the amount of the annual sewer service charge for each parcel for the Fiscal Year 2023-2024, computed in accordance with the provisions of an ordinance adopted by the Directors providing for the establishment of sewer service charges for the use of the District's sanitary sewer collection system, and to collect said sewer service charges on the Tax Roll for Fiscal Year 2023-2024.

The annual sewer service charge payable by each residential customer for Fiscal Year 2023-24 is \$429.00 per single family dwellings and \$297.00 per multi-unit dwellings. The annual sewer service charge payable for each non-residential customer for Fiscal Year 2023-24 shall be calculated at a sewer service charge rate of \$9.02 per 1000 gallons, except that in no case shall the charge be less than the applicable charge for one residential multi-unit dwelling unit.

Prior to adoption of the resolution, the Board will hold a public hearing to consider all objections or protests, if any, to the written report. The time, date and place of the public hearing is as follows:

Date: Thursday, July 20, 2023

Time: 7:00 P.M. Regular Board of Directors' Meeting

Place: Board Meeting Room, 7500 Schmidt Lane, El Cerrito, California

At the conclusion of the public hearing, the Board will consider the proposed Resolution and may take action at that time.

Dated: 7/1/2023



REX DELIZO
STEGE SANITARY DISTRICT
Secretary

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RESOLUTION NO. 2230-0723

RESOLUTION ACCEPTING REPORT ON SEWER SERVICE CHARGES AND
ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLL

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

- A. The Directors of the Stege Sanitary District have adopted an ordinance providing for the establishment of sewer service charges for the use of the District's sanitary sewer collection system.
- B. In that ordinance, the Directors have provided that sewer service charges may be collected on the tax roll of Contra Costa County in accordance with the provisions of Section 5473.1 of the Health and Safety Code.
- C. Pursuant to Health and Safety Code Sections 5473 and 6520.10, charges including delinquent charges, for services provided by the District to its customers may also be collected on the tax roll of Contra Costa County.
- D. The Directors have caused a written report to be prepared and filed with the Secretary of the Board containing a description of each parcel of real property receiving sewer service, together with the amount of the charge for each parcel for the fiscal year 2023-2024 computed in accordance with the provisions of said ordinance.
- E. The Directors held a public hearing in conformance with Health and Safety Code Sections 5473.1 and 5473.2, heard and considered all objections or protests, and finds that protests were not made by the owners of a majority of separate parcels of property described in the report.

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

1. The report filed with the Board of Directors on July 20, 2023 shall stand, without material modification, as the report of sewer service charges for the fiscal year 2023-2024. Each charge described in the report is hereby levied and confirmed.

- 2. The Secretary of the Board of Directors is authorized and directed to file a copy of said report with the Auditor of Contra Costa County, and the Secretary's Certificate that the report has been finally adopted by this Board for the purpose of entering the charges onto the property tax roll.

* * * * *

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 July 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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 15, 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
 Kristopher Kokotaylo, District Counsel

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

III. Public Comment: There was no public comment.

IV. Approval of Minutes

A. Approval of June 1, 2023 Board Meeting Minutes

MOTION: By Gilbert-Snyder, seconded by O’Keefe, to approve the minutes of the June 1, 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. LAFCO Special District Election Update - Run-Off Election

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 15, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The Board reviewed and considered the two candidates receiving the most votes that are in a run-off election for the vacant special district seat on Contra Costa LAFCO.

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

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

2. KIDS for the BAY Watershed Action Program (WAP) Progress Report
 The Board received the report.
3. Brief reports from Directors on matters related to the District, including attendance at city or community meetings
 There were no items to consider.
4. 6-13-2023 EBMUD GM Email to All Employees
 The Board received a copy of an email regarding EBMUD’s future rates and improvements to infrastructure.

VI. Reports of Staff and Officers

A. Attorney’s Report

Kokotaylo reported on the recent case of Campana v. East Bay Municipal Utility District regarding the statute of limitations for challenging rates not extended by the government claims act.

B. Committee Reports

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JUNE 15, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The PSL I/I Committee submitted a report to the Board regarding a proposed strategy for the PSL Loan Program and asked staff to provide information on the number of compliant laterals in each subbasin for the committee to consider.

C. Manager's Report

1. Monthly Maintenance Summary Report

The Manager reported no significant issues with last month's maintenance activities.

2. Monthly Report of Sewer Replacements and Repairs

The Manager reported on the invoices paid in May.

3. Consent Decree Quarterly Report

The Manager reported no significant issues on the status of the District's annual requirements.

4. July 4th Fair Discussion

The Manager reported on the plans for the upcoming fair.

5. 2023 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported on the upcoming CASA conference.

6. 2023 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA conference.

VII. Business

A. Resolution No. 2226-0623 Approving and Authorizing Amendment to Employment Agreement with Rex Delizo to Serve as District Manager/Engineer, Secretary of the Board, and Treasurer of the District

Pursuant to SB 1436, District Counsel orally reported a summary of a recommendation for a final action on the salary and benefits of the District Manager. The Board then approved the resolution providing a salary increase to \$260,100 per year effective as of July 1, 2023.

MOTION: By O'Keefe, seconded by Merrill, to approve Resolution No. 2226-0623 Approving and Authorizing Amendment to Employment

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 15, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Agreement with Rex Delizo to Serve as District Manager/Engineer,
 Secretary of the Board, and Treasurer of the District

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

B. Resolution No. 2227-0623 Establishing Salary Ranges of Maintenance, Technical and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2023.

The Board approved the resolution updating the salary ranges for employees based on the latest April CPI-W figures.

MOTION: By Merrill, seconded by Gilbert-Snyder, to approve Resolution No. 2227-0623 Establishing Salary Ranges of Maintenance, Technical, and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2023

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

C. Resolution No. 2228-0623 Approving and Adopting Annual Budget for Fiscal Year 2023-2024

The Board reviewed and approved the resolution adopting the budget for fiscal year 2023-2024.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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MOTION: By Gilbert-Snyder, seconded by Beach, to approve Resolution No. 2228-0623 Approving and Adopting the Annual Budget for Fiscal Year 2023-2024

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

D. Incentive Award Contribution (IAC) Achievements for FY 2022-2023

The Board reviewed and approved the tabulation of the cost saving goals achieved by employees.

MOTION: By Gilbert-Snyder, seconded by O’Keefe, to approve the Incentive Goals Achieved in FY 2022-2023 and award a total of \$11,443 to be distributed to the nine (9) eligible employees for achievement of goals that resulted in direct savings to the District

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

E. Incentive Award Contribution (IAC) Goals and Objectives for FY 2023-2024

The Board reviewed and approved the cost savings goals and objectives for next fiscal year 2023-2024.

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

MOTION: By Beach, seconded by Merrill, to approve the Employee Incentive Award Contribution (IAC) Goals and Objectives for FY 2023-2024.

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

F. Cancellation of the July 6, 2023 Board Meeting

The Board agreed to cancel the upcoming Board meeting on September 1, 2022 since there are no timely agenda items to consider.

MOTION: By O’Keefe, seconded by Beach, to approve the cancellation of the July 6, 2023 regular Board Meeting and have staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office

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

VIII. Financial Statements

A. Monthly Investment, Cash, Receivables Report

B. Monthly Operating Statement

The financial items were reviewed by the Board.

IX. Approval of Checks

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 15, 2023
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

A. Checks for June 15, 2023 - Fund No. 3418 & 3423

MOTION: By Merrill, seconded by Gilbert-Snyder, to pay the bills,
 Check Nos. 28200 through 28223 in the amount of \$86,368.71

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

X. Future Agenda Items

July 6, 2023

*** MEETING CANCELLED ***

~~July 4th Fair Debrief~~

~~CASA Conference~~

~~CSDA Conference~~

July 20, 2023

Public Hearing/Resolution – Establish and Collect Sewer Service Charges

Public Hearing/Ordinance – Directors Meeting Compensation

Resolution – Notice of Completion

District Investment Policy

Reimbursement Report per Gov. Code 53065.5

Quarterly Financial Statements

San Pablo Avenue Specific Plan Area Impact Fee Status Report

CASA Conference

CSDA Conference

Form 470

CLOSED SESSION – Quarterly Claims Report

+*July 4th Fair Debrief*

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JUNE 15, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Director Gilbert-Snyder gave notice that he will not attend the September 21st meeting due to a scheduling conflict.

CLOSED SESSION

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Manager

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Christian-Smith

Unrepresented Employee: District Manager

Public Employment Performance Evaluation

Gov. Code § 54957

Title: District Counsel

Conference with Labor Negotiator

Gov. Code § 54957.6

Agency Designated Representative: Board President Christian-Smith

Unrepresented Employee: District Counsel

The Board entered into closed session at 8:22 P.M. and returned to open session at 9:01 P.M. President Christian-Smith announced she was appointed as labor negotiator for the purposes of negotiating with District Counsel and that the Board had taken no other reportable actions.

XI. Adjournment

The meeting was adjourned at 9:01 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 20, 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 JUNE 15, 2023
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

DRAFT



June 20, 2023

TO: CASA Member Agencies
FROM: Georgean Vonheeder-Leopold, President
SUBJECT: **CASA ANNUAL BUSINESS MEETING—AUGUST 9-11, 2023**
Manchester Grand Hyatt, San Diego, CA

CASA will hold its annual business meeting during the August 9-11, 2023, Annual Conference at the Manchester Grand Hyatt. The meeting will be held in-person on Thursday, August 10. The agenda for the meeting is as follows:

Election of the Directors for FY 2023-24

The membership will be asked to approve a slate of four nominees for the open seats on the Board of Directors. The Directors will serve three-year terms. The slate was recommended by the Nominating Committee and approved by the Board of Directors. The nominees are:

- Roger Bailey, Central Contra Costa Sanitary District
- Craig Murray, Carpinteria Sanitary District
- Melissa Thorne, Santa Lucia Preserve Community Services District
- Scott Goldman, South Coast Water District

Brief biographies of the nominees are attached. The Board consists of 13 Directors, 12 elected by the members and one Associate Director appointed by the President. If elected, the four Directors will join eight incumbents. In addition to the elected Directors, the President will appoint a new Associates Director, Dave Richardson of Woodard & Curran, to a one-year term. The Board of Directors will then elect a President, Vice President and Secretary-Treasurer for one-year terms. **The election will take place by written ballot at the conference. Agency representatives attending the meeting may cast their votes up until 5:00 p.m. on Thursday, August 10, 2023. Electronic submission of ballots in advance of the conference is also encouraged.**

Approval of the Dues Resolution: Proposed 3% Increase

The proposed dues resolution includes an increase of approximately 3% for both agency members and associate members. In FY 2023, CASA requested a 5% increase in dues, however CASA did not increase dues in FY 2022 and only made revenue neutral dues tier adjustments in FY 2021. A 3% dues increase will ensure that CASA is able to keep up with record high inflation and rising costs and continue to deliver high quality services and advocacy on behalf of our members. The members will be asked to approve the dues resolution during the Annual Business Meeting.

Other Informational Items

In addition to the action items above, upon request, members can receive a copy of the adopted FY 2024 Budget, approved by the Board on May 24, 2023, and the year-end FY 2023 Treasurer's Report. The FY 2024 budget development process included a thorough review of revenues and expenditures by the CASA Board and staff, as well as an assessment of CASA's ability to maintain and enhance its delivery of services to our members.

Message from the President

During my term as President, I am happy to report that CASA has continued to thrive and grow! I have enjoyed working with all of our member agencies and CASA staff throughout the year and truly believe this organization is stronger than ever.

This year has also been marked by transitions. Last year we welcomed new Legislative and Regulatory Analyst Spencer Saks to the team, and this year we are thrilled to introduce Shacara Gamboa as our new Manager of Association Services! In June, we say goodbye to one of CASA's longest tenured and well known team members, Debbie Welch, who we wish all the best in her retirement. We were pleased to welcome Sandeep Karkal of the Novato Sanitary District and Dave Pedersen of the Las Virgenes Municipal Water District to the CASA Board of Directors this past year. We also mourned the loss of former CASA Board Presidents Harry Price and Dave Williams, who were both pivotal to CASA's development as an organization. They will truly be missed.

We welcomed several new members this past year, and now have more local agency members (134) than at any time in the history of the organization! We appreciate all the contributions of our associate and agency members and all the support, expertise and time they provide to making CASA such a great group. We could not do it without you.

Our CASA LEAD Mentorship Program (now entering its third year) has been highly successful and introduced a whole new generation of future leaders to CASA. We are also celebrating the launch of our professional development and human resource (HR) specific workgroup and LISTSERV. This new group will be critical in helping support workforce-related efforts, including the upcoming high-road training partnership grant.

We have so much to celebrate in CASA's advocacy work as well. CASA is again co-sponsoring state legislation with our environmental partners to address PFAS, this time focusing on removal of these chemicals from cleaning products. We are also working on identifying and securing bond funds for water and wastewater projects, sponsoring legislation to modernize accounting procedures in the Sanitary Districts Act, and much more. We are celebrating the introduction of the WIPES act at the federal level, designed to federally codify the wipes labeling standards CASA recently pioneered in California.

As part of CASA's expansive regulatory programs, we are very proud of our work on the sanitary sewer system waste discharge requirements (SSS WDR) re-issuance, and our essential training programs with the Clean Water Summit Partners that followed. We also continue to expand our reach and advocacy on issues related to Air, Climate Change and Energy (ACE), at a time when high priority issues like implementation of the advanced clean fleets rule and air toxics monitoring are increasingly relevant for clean water agencies. While CASA continues to expand our virtual workshop and meeting opportunities, we have returned to full in-person conferences, and are once again hosting in person committee and workgroup meetings throughout the year. It has been wonderful to see everyone gathering together again!

It has been an honor to serve as your President this past year and I am proud of all the great work CASA continues to do as the voice of the clean water sector in California.



Georgean Vonheeder-Leopold
CASA President



Roger Bailey, Central Contra Costa Sanitary District

Roger is General Manager at the Central Contra Costa Sanitary District, where he has been since 2013. Before joining CentralSan, Roger served as the head of the City of San Diego Public Utilities Department. Prior to joining the City of San Diego, he served as Deputy City Manager and Utilities Director for the City of Glendale, Arizona and other leadership positions across the country. Roger is a registered professional engineer in Arizona and Florida, and holds an M.S. and B.S. in Civil Engineering from Florida A&M University as well as a B.S. degree in Physics and Mathematics from the University of Winnipeg, Canada. Roger has been a member of the CASA Board since 2018.



Craig Murray, Manager, Carpinteria Sanitary District

Craig is General Manager of the Carpinteria Sanitary District, where he has been since 2004. He is a registered Civil Engineer in California and active in numerous professional organizations. Prior to his appointment as the District General Manager he worked as a consulting engineer serving municipal water and wastewater clients. Craig was a member of the CASA Utility Leadership Committee until 2017, is part of SCAP and CSRMA leadership. Craig has been a member of the CASA Board since 2020.



Melissa Thorne, Santa Lucia Preserve CSD

Melissa Thorne is a Board member for the Santa Lucia Preserve CSD, which joined CASA in 2019. Melissa has been an active part of CASA since the early 1990's and was previously a CASA Staff member as Director of Regulatory Affairs. Melissa is also an attorney with more than 30 years of experience focused on water quality and representing local government agencies, including CASA members. Melissa has been a long-time active participant and member of the CASA Attorneys Committee and Federal Legislative Committee. She holds a B.S. in Environmental and Systematic Biology from California Poly San Luis Obispo, an M.S. in Graduate Group in Ecology from UC Davis, and a J.D. from UC Davis School of Law.



Scott Goldman, South Coast Water District

Scott was elected to the Board of the South Coast Water District (SCWD) in 2020 and currently serves as the Vice President. He was also appointed to the South Orange County Wastewater Authority Board as the representative for SCWD in 2021. Scott was previously on the Board of Directors of the El Toro Water District (ETWD) for 18 years and, was appointed to the South Orange County Wastewater Authority (SOCWA) Board as the representative for ETWD for 16 years. Scott is a Senior Principal of Woodard & Curran and has nearly 40 years of professional experience as an environmental engineer. He holds a B.S. degree in Water Resource Engineering from UCLA, a M.S. degree in Environmental Engineering from USC, and is a registered Civil Engineer in the States of California, Arizona and Nevada. Scott is a former CASA Board Member (2015-2019) and has been active in the CASA State Legislative Committee for many years.



OFFICIAL BALLOT

The voting members of the California Association of Sanitation Agencies (CASA) are requested to cast their votes on the following important actions:

Board of Directors FY 2024

The Nominating Committee and the Board of Directors recommend election of the following slate of Directors to the four available Board seats:

- Roger Bailey, Central Contra Costa San District (Manager - North)
- Craig Murray, Carpinteria Sanitary District (Manager - South)
- Melissa Thorne, Santa Lucia Preserve CSD (Director - North)**
- Scott Goldman, South Coast Water District (Director - South)**

Please check one:

- Approve the slate of Directors
- Do not approve the slate of Directors

Dues Resolution FY 2024 (See below Proposed Resolution No. 23-213)

Please check one:

- Approve the Dues Resolution
- Do not approve the Dues Resolution

Please mark this Official Ballot for approval or disapproval and then insert the voting agency name and your name and sign your name and date below where indicated.

In order to be counted, this original completed, signed and dated Official Ballot **must be returned to CASA by 5:00 p.m. on Thursday, August 10, 2023.** Materially incomplete or illegible ballots will not be counted.

Date: _____

 Insert name of CASA Member Agency

 E-Signature of CASA Member Agency representative

 Insert name of representative

Electronic Submission is preferred. Please send ballot to Cheryl MacKelvie at cmackelvie@casaweb.org.



2024 CASA Annual Membership Dues

Annual membership dues shall be determined as follows:

- Active Member.** Dues are based on the member agency’s annual operations and maintenance budget. The dues schedule for calendar year 2024 shall be:

Agency Operations & Maintenance Budget FY 2023-24

1.	Up to \$500,000	\$980
2.	Between \$500,001 - \$1,000,000	\$1,860
3.	Between \$1,000,001 - \$1,500,000	\$2,730
4.	Between \$1,500,001 - \$2,000,000	\$3,555
5.	Between \$2,000,001 - 2,500,000	\$4,380
6.	Between \$2,500,001 - 3,000,000	\$5,410
7.	Between \$3,000,001 - 3,500,000	\$6,490
8.	Between \$3,500,001 - \$4,000,000	\$7,570
9.	Between \$4,000,001 - 4,500,000	\$8,655
10.	between \$4,500,001 - \$5,000,000	\$9,735
11.	Between \$5,000,001 - \$10,000,000	\$14,730
12.	Between \$10,000,001 - \$20,000,000	\$18,540
13.	Between \$20,000,001 - \$100,000,000	\$22,145
14.	Over \$100,000,000	\$30,385

- Associate Member.** Dues for associate members shall be:

Associate Number of Employees		2024 Dues
1.	Employer with 1-5 employees	\$510
2.	Employer with 6-15 employees	\$1,020
3.	Employer with 16-29 employees	\$1,515
4.	Employer with 30-74 employees	\$2,025
5.	Employer with 75-120 employees	\$2,555
6.	Employer with over 121 employees	\$3,070

- Honorary Member.** There shall be no dues for honorary members.

Adopted by the California Association of Sanitation Agencies by electronic ballot and announced at the annual conference held in San Diego at the Manchester Grand Hyatt on August 11th, 2023.

ATTEST:

Craig Murray
Secretary - Treasurer



2024 DESIGNATION OF AGENCY REPRESENTATIVES

The bylaws of the California Association of Sanitation Agencies (CASA) provide that each voting member of the Association shall designate in writing the individual who shall exercise the voting rights and other privileges on behalf of the member agency, and two alternates to that individual as well. (Article II, Section 1.)

Please designate your agency’s representative and two alternates and return this form to CASA. You may revise or update this designation at a future date.

Type or print name of Agency Representative

Telephone number

Email address

Type or print name of Alternate #1

Telephone number

Email address

Type or print name of Alternate #2

Telephone number

Email address

Submitted by:

Date:

Signature

Print name

CONSENT TO ELECTRONIC TRANSMISSION

As a member of the CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) your written consent is required in order to receive official communications from, and/or to send official communications to, CASA by electronic transmission (i.e. email).

This consent form will allow CASA to send you meeting notices, ballots, conduct meetings, and handle other official business that requires member or board approval, by electronic transmission. It also allows you to send the same types of information to CASA via electronic transmission.

Before signing this consent form, please review and be aware of the following:

1. You are not required to sign this form. You may request that meeting notices, ballots, and other matters of official business be sent to you via regular mail.
2. You have the right to withdraw your written consent at any time after signing this form by providing CASA with written notice that you are withdrawing your consent relative to electronic transmission.
3. This consent to electronic transmission is broad, and may include transmission of meeting notices, ballots, and other important information regarding CASA. It also allows CASA to conduct meetings via electronic transmission, although that will not be a frequent occurrence. This consent form represents consent under both California Corporations Code 20 and 21 (transmission from and to CASA). This consent form also meets the requirements for consent under the federal Electronic Signatures in Global and National Commerce Act (15 U.S.C. Sec. 7001(c)(1)).
4. Consenting to electronic transmission via email requires that you have access to a computer, have a current email account, and have provided your current email address to CASA.

The undersigned CASA member representative has read and understands the foregoing, and hereby provides this written consent to receive and send information, including but not necessarily limited to meeting notices, ballots, and other information regarding CASA, via electronic transmission (i.e. email), until such time as this consent is revoked in writing. This consent also allows CASA to conduct meetings via electronic transmission.

Insert Agency Name: _____

E-Signature of Member Agency Representative: _____

Date: _____

Insert name and title: _____

*Email address for official CASA notices:

PLEASE EMAIL THIS FORM TO CMACKELVIE@CASAWEB.ORG.

*Please indicate if you do not have access to (or do not want) this type of transmission

From: Lou Ann Texeira <LouAnn.Teixeira@lafco.cccounty.us>

Sent: Wednesday, July 12, 2023 9:26 AM

Subject: Welcome New LAFCO Commissioner

Greetings,

Thank you all for your participation in election of the Special District (Alternate) seat on Contra Costa LAFCO.

We are pleased to announce that Scott Pastor was elected to the Special District (alternate) seat on Contra Costa LAFCO. Please join us in congratulating Scott.

On behalf of Contra Costa LAFCO, we also thank Michelle Lee and our other five candidates for their time and interest in Contra Costa LAFCO.

Please share this email with your districts.

Thank you!

Lou Ann Texeira, Executive Officer
Contra Costa LAFCO
40 Muir Road, 1st Floor
Martinez, CA 94553
925-313-7133

LouAnn.Teixeira@lafco.cccounty.us

STEGE SANITARY DISTRICT MONTHLY MAINTENANCE SUMMARY REPORT

June 2023

VEHICLE	DAYS	FOOTAGE (LF)
<i>UNIT 10 COMBO</i>	<i>12</i>	<i>67,284</i>
<i>UNIT 11 RODDER</i>	<i>0</i>	
<i>UNIT 15 CCTV</i>	<i>11</i>	<i>24,323</i>
<i>UNIT 16 COMBO</i>	<i>8</i>	<i>14,297</i>
TOTAL MONTH CLEANED		81,581
TOTAL MONTH CCTV		24,323

QUARTERLY SUB-TOTALS

YEAR	QUARTER	TOTAL CLEANED (LF)	TOTAL CCTV (LF)	<i>UNIT 10 COMBO (LF)</i>	<i>UNIT 11 RODDER (LF)</i>	<i>UNIT 15 CCTV (LF)</i>	<i>UNIT 16 COMBO (LF)</i>
2023	2	245,678	51,885	<i>200,145</i>		<i>51,885</i>	<i>45,532</i>
2023	1	262,245	61,882	<i>213,524</i>		<i>61,882</i>	<i>48,721</i>
2022	4	238,659	39,892	<i>201,336</i>		<i>39,892</i>	<i>37,323</i>
2022	3	256,792	49,468	<i>216,213</i>		<i>49,468</i>	<i>40,579</i>
2022	2	234,291	68,383	<i>181,757</i>	<i>5,969</i>	<i>68,383</i>	<i>46,566</i>
2022	1	248,365	61,991	<i>225,718</i>		<i>61,991</i>	<i>22,647</i>

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MONTHLY SERVICE CALLS

June-2023

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
6/1/2023 Thursday 2:05 PM	151329 151328	1475 VISTA RD. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/1/2023 Thursday 2:54 PM	281401 281018	937 AVIS 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.
6/1/2023 Thursday 3:22 PM	202129 202128	3120 PIERCE ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	LC, O				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/2/2023 Friday 6:20 AM	101202 102340	1445 MARIPOSA ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/2/2023 Friday 2:00 PM	203107 203105	5706 SAN JOSE AVE. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	O				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/3/2023 Saturday 10:00 AM	271410 271409	15 ARLINGTON CT. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/5/2023 Monday 11:01 AM	234408 234405	841 COVENTRY RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THE SINKHOLE TO BE THE CUSTOMER'S PROBLEM.
6/9/2023 Friday 10:42 AM	292108 292107	1102 RICHMOND ST. 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.
6/12/2023 Monday 2:44 PM	272322 272321	220 CAMBRIDGE AVE. KENSINGTON, CA 94707 <i>Last Call: 4/17/2017</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/13/2023 Tuesday 12:30 AM	251026 251025	7835 EUREKA AVE. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	O				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/13/2023 Tuesday 11:20 AM	101007 101006	1936 CARLSON BLVD. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/13/2023 Tuesday 1:20 PM	186240 186211	2309 TAMALPAIS AVE. 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.
6/16/2023 Friday 9:55 AM	234024 234023	711 COVENTRY RD. KENSINGTON, CA 94707	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/16/2023 Friday 10:08 AM	142306 142305	1228 EVERETT ST. 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.
6/20/2023 Tuesday 9:33 PM	251606 251603	35 FRANCISCAN WAY KENSINGTON, CA 94707 <i>Last Call: 11/30/2019</i>	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D				WE HAVE LOW LEVEL SURCHARGE ALARM.
6/21/2023 Wednesday 11:35 AM	162031 162030	1405 SCOTT ST. EL CERRITO, CA 94530 <i>Last Call: 11/10/2020</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/22/2023 Thursday 10:15 AM	202116 202116	2815 SAN MATEO ST. RICHMOND, CA 94804	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C, OF				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/22/2023 Thursday 6:00 PM	211107 211004	5709 SAN DIEGO ST. EL CERRITO, CA 94530	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
6/23/2023	265204	815 GALVIN DR.	Main <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
Friday	265203	EL CERRITO, CA 94530	Lateral <input checked="" type="checkbox"/>					
1:47 PM			Other <input type="checkbox"/>					
6/24/2023	251634	27 JESSEN CT.	Main <input type="checkbox"/>	T				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
Saturday	251633	KENSINGTON, CA 94707	Lateral <input type="checkbox"/>					
11:53 AM			Other <input checked="" type="checkbox"/>					
6/24/2023	271019	12 SUNSET DR.	Main <input type="checkbox"/>	U				LOW LEVEL SURCHARGE ALARM.
Saturday	271018	KENSINGTON, CA 94707	Lateral <input checked="" type="checkbox"/>					
12:45 PM		<i>Last Call: 11/26/2007</i>	Other <input type="checkbox"/>					
6/27/2023	211107	5709 SAN DIEGO ST.	Main <input type="checkbox"/>	LC				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
Tuesday	2110004	EL CERRITO, CA 94530	Lateral <input checked="" type="checkbox"/>					
12:40 PM		<i>Last Call: 6/22/2023</i>	Other <input type="checkbox"/>					
6/27/2023	231317	612 COVENTRY RD.	Main <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
Tuesday	231316	KENSINGTON, CA 94707	Lateral <input checked="" type="checkbox"/>					
1:44 PM		<i>Last Call: 1/16/1995</i>	Other <input type="checkbox"/>					

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 Drn (SD)
Yard (Y)
Other (O)

MAINLINE:	1
LATERAL:	17
OTHER:	5
TOTAL SERVICE CALLS:	23
MAINLINE OVERFLOW:	0
MAINLINE SURCHARGE:	0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

July-2023

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
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	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
5/1/2023 Monday 2:28 PM	186304 186004	2126 JUNCTION AVE. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B	ML, O	ML	Y	SSO WAS CAUSED BY SLIPLINE MORTAR NOT SEALED AT CONNECTION.	CAT 4	5 gallons	5 gallons	0 gallons
5/5/2023 Friday 8:07 AM	102203 102003	1438 CARLSON BLVD. RICHMOND, CA 94804	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	D,OF,R, W	MH	B	ST, SD	DEBRIS, ROCKS, AND ROOTS CAUSED SSO.	CAT 3	78 gallons	78 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: 2
 MAINLINE SURCHARGE SSOs: 0
 CATEGORY 1 SSOs: 1
 SSOs INTO BUILDINGS: 0

TOTAL SSO VOLUME (GALS): 10,912
 TOTAL VOLUME RECOVERED (GALS): 132
 TOTAL VOLUME UNRECOVERED (GALS): 10,780

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
------	----------	---------	----------	------	-----	-------	-----	----------	------	-----	--------	-----

*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
June 2023

I SEWER REPLACEMENT - FY 2022-2023			
A.	BUDGET ALLOCATION		\$3,259,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$546,092
C.	SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)		
SUBTOTAL FOR THIS MONTH			\$0
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	15.92%	\$518,787
E.	TOTAL 5% RETENTION HELD		\$27,305
F.	BUDGET REMAINING	83.24%	\$2,712,908
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	3,095	(\$ 176.44 /LF)

II SEWER REPAIRS - FY 2022-2023			
A.	BUDGET ALLOCATION		\$70,000
B.	PRIOR BUDGET EXPENDED		\$66,475
C.	SEWER REPAIRS PAID THIS MONTH	<u>REPAIR COST</u>	
	APB Engineering 1325 Brewster & 6626 Gatto	\$8,050	
SUBTOTAL FOR THIS MONTH			\$8,050
SUBTOTAL FOR LAST MONTH			\$66,475
D.	TOTAL BUDGET EXPENDED	106.46%	\$74,525
E.	TOTAL RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	-6.46%	-\$4,525
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	12	(\$6,210 /REPAIR)

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
June 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)		
1		
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	0.00%	
H. TOTAL SPASPA UPGRADE FOOTAGE PAID TO DATE	<input style="width: 50px; height: 15px;" type="text"/>	(\$ - /LF)

STEGE SANITARY DISTRICT

Last Revised: 7/6/2023

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 addn.
2/14/2018	Safeway Shop (Tom)	11450	SAN PABLO AVE.	\$ 1,089.45	Toilet addn.
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
6/7/2023	IKE'S LOVE AND SANDWICHES	350	EL CERRITO PLAZA	\$ 2,440.71	Comm.

\$ 1,088,262.59

SPASPA CONSTRUCTION SPENT \$ 842,889.00

BUDGET REMAINING \$ 245,373.59

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
12/7/2017	Angelo Obertello (El Cerrito Chamber of Comm)	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
				\$ 416,791.72	

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.

**STEGE SANITARY DISTRICT
 REPORT ON EMPLOYEE REIMBURSEMENTS AS REQUIRED BY CA GOVT CODE 53065.5
 FY 2022/23**

<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>CHECK PAID TO</u>	<u>ACTIVITY DATE</u>	<u>REIMBURSEMENT FOR</u>	<u>TRANS- PORTATION</u>	<u>HOTEL</u>	<u>MEALS</u>	<u>REGISTRATION EXPENSES</u>	<u>REPORT AMOUNT</u>
27783	08/18/22	Dwight Merrill	08/10-12/22	CASA Conference	\$ 212.94	\$ 352.23	\$ -	\$ -	\$ 565.17
28039	02/02/23	Dwight Merrill	01/25-27/23	CASA Conference	132.09	-	-	-	132.09
GRAND TOTAL					\$ 345.03	\$ 352.23	\$ -	\$ -	\$ 697.26

California Government Code Section 53065.5

Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

Officeholder and Candidate Campaign Statement — Short Form - AND - Form 470 Supplement

CALIFORNIA
FORM

470

Who Uses Form 470:

Form 470 is for use by officeholders and candidates who:

- do not have a controlled committee;
- do not anticipate receiving contributions totaling \$2,000 or more during the calendar year; and
- do not anticipate spending \$2,000 or more during the calendar year.

Officeholders and candidates who have a controlled committee or who have raised or spent \$2,000, file the Recipient Committee Statement – Form 460.

Exceptions:

The following individuals seeking or holding office are not required to file campaign disclosure statements (Form 470 or Form 460):

- candidates for county central committee offices that do not raise or spend \$2,000 or more in a calendar year;
- officeholders whose salaries are less than \$200 per month and judicial candidates who have not made or received contributions or made expenditures during non-election years; and
- judges who do not receive contributions and who make personal expenditures of less than \$1,000 or more in non-election years.

Period Covered:

The period covered is always the calendar year (January 1 through December 31).

\$2,000 Threshold:

To determine if \$2,000 has been raised or spent, or will be raised or spent, the candidate's personal funds for the filing fee or statement of qualifications are excluded.

A campaign bank account must be established if the candidate receives contributions from other persons.

When to File:

Ensure campaign deadlines are met. Go to www.fppc.ca.gov for campaign disclosure filing schedules.

If the Form 470 is filed in connection with an election, or on or before the filing deadline for the first campaign statement required for the calendar year, no additional campaign statements need to be filed for that calendar year as long as total contributions received remain less than \$2,000 and total expenditures made remain less than \$2,000. In most cases, July 31 is the filing deadline for the first campaign statement required to be filed by officeholders and candidates not being voted upon.

The Form 470 is filed in connection with an election if it is filed with the declaration of candidacy, or as a first preelection statement in connection with an election, covering the year of the election. If, after filing Form 470, receipts or expenditures reach \$2,000 or more, see the attached Form 470 Supplement for important reporting requirements.

Where to File:

State Elections:

State officeholders, state candidates, candidates and members of CalPERS and CalSTRS, judges and judicial candidates must file the original and one copy with:

Secretary of State
Political Reform Division
1500 11th Street, Room 495
Sacramento, CA 95814
Phone (916) 653-6224
Fax (916) 653-5045
www.sos.ca.gov

Additional Copies:

A copy of the Form 470 must also be filed with the candidate's county of domicile's filing officer. CalPERS and CalSTRS board candidates must file a copy of the Form 470 with the relevant CalPERS or CalSTRS office and not the candidate's county of domicile.

Local Elections:

- Elected officers and candidates for local multi-county agencies file an original and one copy with the elections official for the county with the largest number of registered voters in the district and one copy with the candidate's county of domicile.
- Elected county officeholders and candidates for county offices file an original and one copy with the elections official for that county.
- Elected city officeholders and candidates for city offices file an original and one copy with the city clerk.

Note: A local agency may impose additional requirements.

Amendments: If you are filing an amendment to a previously filed statement, give a brief explanation of the amendment. Be sure to enter the calendar year covered by the statement you are amending and the date of election, if applicable.

This form was prepared by the Fair Political Practices Commission (FPPC). For detailed information on campaign reporting requirements and the Information Practices Act of 1977, see the FPPC Campaign Disclosure Manual.

Instructions for Completing Form 470 Supplement

Form 470 Supplement:

If an officeholder or candidate files the Form 470 for an election year and later receives contributions (including monetary and non-monetary contributions, loans, and the candidate's personal funds) totaling \$2,000 or more or makes expenditures totaling \$2,000 or more during the same calendar year, the officeholder or candidate must send a written notice within 48 hours. Use the attached Form 470 Supplement or follow the instructions below for preparing the notice.

When to File:

The notice must be sent within 48 hours of receiving contributions totaling \$2,000 or more or making expenditures of \$2,000 or more.

Method of Delivery:

The notice must be sent by guaranteed overnight delivery service, personal delivery, fax, or email. Regular mail may not be used.

Where to File:

- Secretary of State's Office;
- local filing officer with whom the officeholder/candidate is required to file the originals of his/her campaign statements; and
- each candidate seeking the same office.

Contact your filing officer for candidate addresses.

Officeholder/Candidate Information:

Enter the officeholder/candidate's full name, residential or business address and daytime telephone number.

Office Sought:

- Enter the title of the office sought;
- the district number, if any; and
- the date of the election.

Date Contributions/Expenditures Were Made or Received:

Enter the date monetary or non-monetary contributions totaling \$2,000 or more (including the candidate's personal funds) were received or the date expenditures of \$2,000 or more were made.

Amendments: If you are filing an amendment to a previously filed statement, give a brief explanation of the amendment.

Note: Once an officeholder or candidate reaches the \$2,000 threshold in receipts or expenditures, in addition to filing the Form 470 Supplement, other forms are required. See FPPC Campaign Disclosure Manual 1 for state candidates or Manual 2 for local candidates.

**Officeholder and Candidate
Campaign Statement –
Short Form**

		Date Stamp	CALIFORNIA FORM 470
Date of election if applicable: (Month, Day, Year)	Amendment (Explain Below)		For Official Use Only

1. Statement Covers Calendar Year 20 _____ .

2. Officeholder or Candidate Information

3. Office Sought or Held

NAME OF OFFICEHOLDER OR CANDIDATE _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

AREA CODE/DAYTIME PHONE NUMBER _____ OPTIONAL: FAX / E-MAIL ADDRESS _____

OFFICE SOUGHT OR HELD _____

JURISDICTION (LOCATION) _____

DISTRICT NUMBER (IF APPLICABLE) _____

4. Committee Information

List all committees of which you have knowledge that are primarily formed to receive contributions or to make expenditures on behalf of your candidacy.

COMMITTEE NAME AND I.D. NUMBER	COMMITTEE ADDRESS	NAME OF TREASURER

5. Verification

I declare under penalty of perjury that to the best of my knowledge I anticipate that I will receive less than \$2,000 and that I will spend less than \$2,000 during the calendar year and that I have used all reasonable diligence in preparing this statement. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____ DATE

By _____ SIGNATURE OF OFFICEHOLDER OR CANDIDATE

**Officeholder and Candidate
Campaign Statement
Form 470 Supplement**

Amendment (Explain Below) <hr/> <hr/>	Date Stamp	CALIFORNIA FORM	470 SUPPLEMENT
	For Official Use Only		

SEE INSTRUCTIONS ON REVERSE

This form is written notification that the officeholder/candidate listed below has received contributions totaling \$2,000 or more or has made expenditures of \$2,000 or more during the calendar year.

1. Officeholder or Candidate Information

NAME OF OFFICEHOLDER OR CANDIDATE _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

AREA CODE/DAYTIME PHONE NUMBER _____ OPTIONAL: FAX / E-MAIL ADDRESS _____

2. Office Sought

OFFICE SOUGHT _____ DISTRICT NUMBER (IF APPLICABLE) _____

DATE OF ELECTION (MONTH, DAY, YEAR) _____

3. Date Contributions Totaling \$2,000 or More Were Received or Date Expenditures of \$2,000 or More Were Made

(MONTH, DAY, YEAR)

**California Association of Sanitation Agencies (CASA)
2023 Annual Conference
August 9 -11, 2023
San Diego, CA**

**Manchester Grand Hyatt
Hotel Reservations**

	<u>Arrival Date</u>	<u>Departure Date</u>	<u>CSRMA</u>
Tessa Beach	8/8/2023	8/11/2023	Yes
Juliet Christian-Smith	8/9/2023	8/11/2023	No
Paul Gilbert-Snyder	Not Attending		
Dwight Merrill	8/9/2023	8/11/2023	No
Beatrice O'Keefe	Not Attending		

DISTRICT INVESTMENT POLICY

ISSUE:

Public agencies are required to review their investment policy annually.

FISCAL IMPACT:

The fiscal impact to review the policy during a regular Board meeting is minimal.

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

WORK PLAN ITEM "i": Annually review the District's Investment Policy by July of each year

BACKGROUND:

The District investment policy is a typical policy of this type that identifies safety, liquidity and yield as the goals of investments.

RECOMMENDATION:

No changes are recommended to the policy.

ALTERNATIVES:

1. Provide staff direction.

ATTACHMENTS:

Resolution No. 2068-0716 - District Investment Policy

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RESOLUTION NO. 2068-0716

RESOLUTION REVISING RESOLUTION NO. 1928-0508,
ESTABLISHING THE INVESTMENT POLICY OF THE
STEGE SANITARY DISTRICT

The Directors of the Stege Sanitary 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. A primary duty and responsibility of the Directors of the Stege Sanitary District is to protect, preserve and maintain intact the cash and investments of the District.

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

1. The investment policy of the Directors of the Stege Sanitary District shall be, in order of priority, to invest idle funds of the District with the basic objectives of investment safety, liquidity and yield. Investment yield shall be a consideration only after the basic requirements of safety and liquidity have been met. Consideration will also be given to the effects of the investment on the natural environment and quality of life.
2. The basic objectives of the District's investment program shall be defined as:
 - a. Investment safety – The preservation of invested capital shall be a primary concern. Risk due to interest rate fluctuations shall also be controlled by limiting the term of all fixed yield investments to not greater than two years.
 - b. Liquidity – The District's investment program shall maintain sufficient liquidity to meet cash flow needs of the District.
 - c. Yield – The District's investment shall return the maximum yield consistent with meeting the first two objectives.

3. Investing in the State Local Agency Investment Fund (LAIF) constitutes one acceptable investment strategy to meet the above basic objectives of the District's investment program.
4. The District may invest up to twenty percent (20%) of its funds in broad-index mutual funds to obtain higher yield.
5. The District Manager is hereby authorized to invest and deposit for safekeeping, as far as possible, all money belonging to, or in the custody of the District, pursuant to Section 53635 et seq. of the Government Code of the State of California, and shall submit a monthly report of investments to the Board of Directors.
6. Investments or securities so purchased with idle funds shall be kept in safe keeping in a depository in accordance with the provisions of Section 53608 of the Government Code of the State of California while they are the property of the District.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

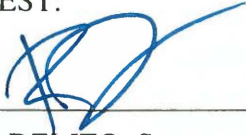
I HEREBY CERTIFY that the foregoing Resolution No. 2068-0716 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 28th day of July 2016, by a 4-0 vote as follows:

AYES:	BOARD MEMBERS:	Gilbert-Snyder, James, Merrill, Miller
NOES:	BOARD MEMBERS:	None
ABSENT:	BOARD MEMBERS:	O'Keefe
ABSTAIN:	BOARD MEMBERS:	None



ALAN MILLER, President
Stege Sanitary District
Contra Costa County, California

ATTEST:



REX DELIZO, Secretary
Stege Sanitary District

**RESOLUTION NO. 2231-0723, ACCEPTING COMPLETION OF WORK AND FILING
NOTICE OF COMPLETION FOR THE STANDARD SEWER REHABILITATION
PROJECT NO. 22201**

ISSUE:

Notices of completion for construction projects must be filed with the County Recorder to initiate the formal process for subcontractors and suppliers to file liens on general contractors.

FISCAL IMPACT:

The cost of filing a notice of completion is about \$20 (if imposed by the County) and staff time for preparation.

STRATEGIC PLAN:

GOAL 2: Maintain and Improve Infrastructure

WORK PLAN ITEM “b”: Update and implement sewer system master plan to prioritize sewer replacement, funding, and maintain a sewer system life cycle of 60+ years.

BACKGROUND:

The District is required to file notices of completion on its public works projects before the 5% retention, which was withheld as security for satisfactory fulfillment of work, may be released. Project #22201 is now complete, and the notice should be filed with the County Recorder’s office. Once the notice of completion is filed, the 5% retention for project #22201 shall be released no earlier than 60 days after.

Staff intends to extend the agreement with the current contractor, APB General Engineering, for another fiscal year (2nd of 5 years) under subsequent project #23201.

RECOMMENDATION:

Approve the Resolution.

ALTERNATIVES:

1. Postpone filing the notice of completion to a later date.
2. Take no action and provide staff further direction.

ATTACHMENTS:

Resolution No. 2231-0723

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RESOLUTION NO. 2231-0723

RESOLUTION ACCEPTING COMPLETION OF WORK AND
FILING NOTICE OF COMPLETION FOR THE
STANDARD SEWER REHABILITATION PROJECT NO. 22201

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

- A. The District engaged APB General Engineering on the 1st day of July 2022 to perform the Standard Sewer Rehabilitation Project No. 22201.
- B. Work under Project No. 22201 is fully completed as provided in the contract and the contract's plans and specifications.

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

The Directors accept the work of the Standard Sewer Rehabilitation Project No. 22201 as complete and order the filing of the Notice of Completion with the Contra Costa County Recorder's office.

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 July 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

BOARD / DISTRICT COUNSEL COMMUNICATIONS

ISSUE:

The Board will consider establishing a policy on appropriate contact between individual Board members and District Counsel outside of Board meetings.

FISCAL IMPACT:

The fiscal impact to consider a policy during a regular Board meeting is minimal. The District would save attorney fees by not contacting District Counsel outside of Board meetings.

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

BACKGROUND:

At the March 4, 2023 Long-Range Planning (LRP) Workshop, the Board asked to add an item to a future Board meeting to consider establishing a policy on when it's appropriate for individual Board members to contact District Counsel directly outside of Board meetings.

RECOMMENDATION:

Discuss and instruct staff accordingly.

ALTERNATIVES:

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

ATTACHMENTS:

- None.

KIDS FOR THE BAY - WATERSHED ACTION PROGRAM (WAP)

ISSUE:

The Board will consider supporting the KIDS for the BAY Watershed Action Program (WAP) for the 2023-24 School Year.

FISCAL IMPACT:

The proposal is for \$12,000.

STRATEGIC PLAN:

GOAL 5: Maintain and Improve Community Outreach and Communication

WORK PLAN ITEM “g”: Work cooperatively with other agencies within and around our service area

WORK PLAN ITEM “i”: Maintain governance and transparency practices that qualify for the Special District Leadership Foundation District of Distinction Accreditation and the District Transparency Certificate of Excellence

BACKGROUND:

With the ongoing partnership of the Stege Sanitary District, KIDS for the BAY has successfully provided the WAP to schools in the Stege Sanitary District area since 2009. KIDS for the BAY is requesting continued support for the WAP for the upcoming school year at the \$12,000 level to continue the partnership and continue to deliver the program within the District.

The KftB WAP also fulfills one of the Outreach/Best Practices Requirements of the Special District Leadership Foundation (SDLF) District Transparency Certificate of Excellence. The WAP is considered a Special Community Engagement Project that promotes community engagement within our District.

RECOMMENDATION:

Approve \$12,000 to fund the KIDS for the BAY WAP for the 2023-24 School Year.

ALTERNATIVES:

1. Approve funding at a different amount.
2. Reject funding the program.
3. Take no action and provide staff further direction.

ATTACHMENTS:

Kids for the Bay - Watershed Action Program Proposal

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KIDS for the BAY

Watershed Action Program Proposal to Stege Sanitary District For the 2023 – 2024 School Year

Introduction

KIDS for the BAY (KftB) has successfully provided the Watershed Action Program to schools in the Stege Sanitary District (SSD) area for the past fourteen years. We will be submitting our Final Report on the Watershed Action Program for the 2022 – 2023 School Year in July. We would like to request continued funding for the Watershed Action Program for the coming 2023 – 2024 school year at the \$12,000 level, to continue our partnership with SSD and to deliver this program in your area of service.

A description of the Watershed Action Program and organizational information on KIDS for the BAY are included in this proposal.

The Watershed Action Program

Working with KftB, schools adopt their local watershed and use the watershed as a stimulating educational resource and as a focus for environmental action. In the Watershed Action Program (WAP) students:

- learn how their school neighborhood connects with their local creeks, the San Francisco Bay estuary and the Pacific Ocean
- study watershed ecology, environmental health and environmental justice issues
- learn about point and nonpoint sources of pollution that pollute the watershed including sanitary sewer system pollution and how to prevent back-ups
- plan pollution reduction projects, including personal actions to reduce pollution, presentations to families and peers and school campus trash cleanup projects
- implement restoration projects to grow and plant trees, wildflowers and native grasses along local creeks
- complete neighborhood, creek and bay habitat trash cleanup projects.

The WAP is a comprehensive, in-depth education program. It includes:

- five two-hour classroom lessons at the school site with preparation and follow up activities for the teacher to complete with their students
- a creek or bay and neighborhood trash cleanup project
- a watershed field trip to a local creek or bay habitat
- an Environmental Action Project, which the students plan, develop and implement, with instruction and guidance from KftB and their classroom teacher.

Next Generation Science Standards

The KIDS for the BAY Watershed Action Program supports Next Generation Science Standards and includes a useful guide for teachers to help them identify the standards integrated into each activity.

Watershed Lessons

For each lesson the KftB Educator teaches all the activities and models them for the teacher with their students. Each lesson includes hands-on activities in the classroom and outside in the local watershed. Students engage with visual aids, multimedia resources, group work, problem solving and critical

thinking. They learn about the unique ecosystem of the San Francisco Bay estuary watershed, its biology, chemistry and ecology and how it connects with their neighborhoods through local urban creeks, the storm drain system and the sanitary sewer system. Students study sources of pollution to their local watershed and learn how pollution entering the storm drain system and the sanitary sewer system affect the entire ecosystem. Students experiment with creating mini watershed models to learn how water flows in watershed systems. They also create three-dimensional models of the San Francisco Bay estuary and experiment with mixing freshwater and saltwater to create brackish water in the bay. Adding red dye to simulate pollution teaches students how trash, oil and other pollutants can spread throughout the bay-ocean ecosystem, and inspires students to reduce pollution at the source.

Reducing Sanitary Sewer System Pollution

KftB students learn about the importance of **preventing sanitary sewer system back-ups**, the problems caused by pollution entering the bay through the sanitary sewer system and how to reduce this pollution. They learn about **the importance of keeping Fats, Oils, and Greases (FOG) out of the sanitary sewer system**. Students brainstorm different types of foods that contain FOG, learn how FOG can collect in pipes and cause sanitary sewer system back-ups and overflows, and learn how to dispose of FOG safely to prevent these back-ups and overflows. Students learn how the sanitary sewer system and the storm drain system are normally separate systems, but when an overflow occurs, sewage water can enter the storm drain system and cause serious pollution problems.

Students also **learn about the problems with “flushable” wipes**, which are not actually flushable, and cause clogging and back-up problems when flushed down the toilet. Instead these wipes should be disposed of in the garbage.

KftB students learn that disposing of **prescription medicine, household chemicals and automotive fluids into the sanitary sewer system can introduce harmful chemicals to the bay**. They learn that these items should not be disposed of down the drain but should be taken to local disposal sites.

KftB students:

- take home free gift food scrapers and educate their families to use scrapers to remove FOG from pots and pans after cooking and dispose of FOG in the garbage can
- complete take-home interviews and make pledges with family members to change their behaviors at home to reduce sanitary sewer system pollution.

Creek, Bay and Neighborhood Trash Cleanup Projects

After learning how everything in a watershed is connected, students are motivated to clean up their own neighborhood, creek and bay habitats, because they see how a piece of garbage can travel through the watershed system to harm an aquatic animal living many miles away. Students organize trash cleanup projects and recruit their families and fellow school students to participate.

Creek and Bay Field Trips

The field trips give students and teachers a direct, hands-on experience in a natural watershed habitat. In addition to learning the science of the habitat, students make real connections with nature and develop further reasons to protect and care for their watershed. The KftB Educator meets the class at the field trip site and leads activities with students and models them for the teacher. Sample field trip descriptions:

Creek Field Trip – Students study the creek habitat and the fascinating aquatic invertebrates that make the creek their home. They are excited to find damselfly nymphs,

water striders, mayfly nymphs, caddis fly larvae and many more interesting invertebrates. Students study the adaptations of these organisms and complete a survey to determine if their creek site is healthy by assessing the quantity of a variety of aquatic invertebrate indicators. Students study locally native creek-side plants, including ferns, willows, buckeye trees and more and complete observational drawings of the plants. They investigate the velocity of the creek and test the water quality to further assess the health of the creek habitat. Tests include pH and oxygen levels, salinity, temperature and other indicators of creek health.

Bay Field Trip – Students study the animal and plant life in the rocky shore habitat and learn about the adaptations that help them survive in this special environment. Crabs, barnacles, clams, mussels, marine pill bugs and sea lettuce are some of the organisms the students find in their investigations. Students closely observe a shoreline crab’s anatomy and answer questions about its adaptations and behaviors before carefully returning it to the exact rock under which it was discovered. Students collect plankton in bay water samples, including larval fish, juvenile crabs, barnacles, diatoms, and many more species. They identify zooplankton and phytoplankton using field microscopes. Students also learn how the San Francisco Bay is an important site in the Pacific Flyway for migratory birds. They observe a variety of birds, including egrets and cormorants, and use binoculars and field guides to identify the birds and classify their feeding habits.

Students use field journals to identify plants, animals and landmarks and record their observations. The field journals are prepared with specific information and activities for each field trip site. The students are proud of their journals and excited to have a scientific record of their experience to take back to school with them and share with their families. All field trip sites are on public land and accessible by public transport. Students often bring their families back to their field trip site to share what they have learned. The field trips take students into the outdoors and give them a direct, hands-on experience in a natural habitat that builds on the prior classroom learning experiences.

Local Watershed Action Projects

Students have the opportunity to develop their leadership skills by completing an Environmental Action Project in their local watershed environment. Students select their own project, as a class, and take action to:

- adopt, clean up and restore local urban creeks by removing trash and invasive plants and by planting trees and wildflowers, in collaboration with local agencies
- complete daily water usage logs and implement water conservation projects
- teach family members and peer students how to safely prepare and cook fish from the San Francisco Bay to reduce the intake of toxins
- lead school wide assemblies and video presentation events to teach how to protect and care for the watershed environment
- Organize school wide zero-waste events to practice using the Five Rs (Reduce, Reuse, Recycle, Rot and Refuse) to reduce trash and waste.

Teacher Training Model

KftB provides the unique opportunity for teachers to learn alongside their students in a comprehensive Teacher Training Model, which includes:

- professional level academic credit for teachers through our partnership with California State University East Bay

- modeling of classroom lessons, field trips and Environmental Action Projects
- a curriculum guide
- an equipment kit
- a year of follow-up support to help teachers to teach programs themselves with each new class of students (Blue Watershed Classrooms program)
- a Schoolwide Impact Approach which ensures that a grade level team of teachers, the school principal, students and parents are engaged in the WAP.

Blue Watershed Classrooms

Our Blue Watershed Classrooms teacher follow-up program (BWC) provides support for KftB partner teachers who continue to develop watershed-friendly, low-waste classrooms with their students and families. A KftB Educator meets with each teacher to provide a program orientation and an equipment kit. Teachers are provided with the tools to lead easy-to-follow lessons on watershed health, and school campus trash cleanup projects with their students, to commit to low-waste events with students and families and to set up effective waste-management systems in their classrooms. Teachers and students may also lead schoolwide educational events and trash cleanup field trips. All teacher participants receive a certificate and recognition on the KftB website. They are also entered into a drawing to win a KftB Classroom Workshop or Spring Field Trip for their class. In the 2022-2023 school year, 20 partner teachers and 426 students participated in the BWC. The BWC program is available in an online format that makes it very user-friendly for teachers!

Organization Description

KIDS for the BAY provides vital environmental science education, primarily to under-resourced elementary school communities in Alameda and Contra Costa Counties. KftB programs turn the local environment into a living laboratory for hands-on science education and environmental stewardship. KftB students learn that everyone has the right to live in a clean and healthy environment. Students are empowered to become environmentalists and take action in their communities. Teachers are provided with the tools and skills needed to turn the local environment into a key educational resource and to develop a watershed-friendly, zero-waste classroom with their students. Programs support Next Generation Science Standards. KftB is a project of Earth Island Institute, our fiscal sponsor.

Mission Statement

KIDS for the BAY collaborates with teachers to inspire environmental consciousness in children and cultivate a love of learning. We are committed to equal access to environmental science education and to restoring a healthy environment for all communities. Since 1992, KftB has provided empowering programs for **104,789 students** and more than **12,000 parents**. We have also provided curricula, resources and training to **4,190 teachers**. We are currently in our 31st year of operation.

The goal of KftB is equal access to environmental education for all children. KftB teaching strategies include: English Language Learner support, support for students with special educational needs, and addressing environmental health and justice issues that affect the communities we partner with. KftB provides internal professional development for our staff to develop culturally literate, environmental education leaders from diverse backgrounds. Staff training in Diversity, Equity and Inclusion, Teaching Environmental Justice, Culturally Responsive Classroom Management and Teaching English Language Learners is provided annually. Our website list of Past Staff includes many women and 75% people of color. During our 30-year history, KftB has helped to develop a new generation of leaders in environmental education. Please visit our website to read our Diversity Policy and our Theory of Change: www.kidsforthebay.org.

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report

As of June 30, 2023

12:45:44 PM
07/17/2023

	<u>June 30, 2023</u>	<u>May 31, 2023</u>	<u>\$ Change</u>	<u>Deposits</u>	<u>Checks</u>	<u>Transfers</u>
ASSETS						
Current Assets						
Checking/Savings						
TVI & LAIF Investment Accts						
11012 - Sewer Operations- 3418	9,990,002	10,040,002	-50,000	0	0	-50,000
11014 - System Rehab- 3423	1,031,752	1,031,752	0	0	0	0
11020 - TVI Investments	500,000	0	500,000	0	0	0
Total TVI & LAIF Investment Accts	11,521,753	11,071,753	450,000	0	0	-50,000
Checking Accts						
100 - Mechanics Bank	625,510	741,089	-115,579	637,774	-803,353	50,000
100 - County Cash Acct #3418	-2,772,652	-2,772,652	0 *	0 *	0	0
Total Checking Accts	-2,147,142	-2,031,563	-115,579	637,774	-803,353	50,000
11021 - Petty Cash	250	250	0	0	0	0
Total Checking/Savings	9,374,861	9,040,440	334,421	637,774	-803,353	0
301 - Ca Employer's Retiree Benefit Trust	266,933	266,933	0	0	0	0
Total CA Employer's Retiree Benefit Trust	266,933	266,933	0	0	0	0
Accounts Receivable						
11072 - Accounts Receivable	77,092	77,092	0			
Total Accounts Receivable	77,092	77,092	0			

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

07/17/2023

June 2023

100.00% of Fiscal year Completed

	<u>July-June 2023</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	3,376,148	3,209,000	105%
31020 - Permit & Insp. Fees	9,530	12,000	79%
31030 - Connection Fees	273,958	50,000	548%
31040 - San Pablo Impact Fee	75,692	50,000	151%
31080 - Contracted Services	-	33,000	0%
31010a - Capital Service Charges	3,376,148	3,775,000	89%
Total 31 - OPERATING REVENUE	<u>7,111,477</u>	<u>7,129,000</u>	<u>100%</u>
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	108,538	15,000	724%
32052 - Interest - 3423	15,969	5,000	319%
32080 - Property Taxes	660,347	500,000	132%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	22,108	21,000	105%
Total 32 - NON-OPERATING REVENUE	<u>806,962</u>	<u>541,000</u>	<u>149%</u>
Transfer (to)/from Reserves	-	(109,643)	0%
Total Income	<u>7,918,439</u>	<u>7,560,357</u>	<u>105%</u>
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	254,376	255,300	100%
45-020 - Employee Benefits	136,663	141,506	97%
45-029 - Retiree Health	11,348	13,600	83%
45-030 - Directors Expenses	24,293	41,007	59%
45-070 - Insurance	257,016	250,400	103%
Administration - Other	188,664	291,000	65%
Total Administration	<u>872,360</u>	<u>992,813</u>	<u>88%</u>
Maintenance/Engineering			
41-010 - Salaries & Wages	1,276,406	1,260,660	101%
41-020 - Employee Benefits	412,048	521,701	79%
41-029 - Retiree Health	11,019	15,556	71%
41-100 - Operating Supplies	21,414	40,000	54%
41-110 - Contractual Services	84,250	101,300	83%
41-207 - Contracted Repairs	65,325	70,000	93%
Maintenance- Other	218,246	286,257	76%
Total Maintenance/Engineering	<u>2,088,707</u>	<u>2,295,474</u>	<u>91%</u>
Pump Stations	43,675	40,020	109%
Total OPERATING EXPENSES	<u>3,004,743</u>	<u>3,328,307</u>	<u>90%</u>
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	43,939	43,900	100%
Construction Projects	2,339,832	3,833,150	61%
Outlay(Maintenance/Engineering)	330,693	355,000	93%
Total CAPITAL	<u>2,714,463</u>	<u>4,232,050</u>	<u>64%</u>
Total Expense	<u>5,719,206</u>	<u>7,560,357</u>	<u>76%</u>
Net	<u>2,199,233</u>	<u>0</u>	



MALIA M. COHEN

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

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

As of 07/14/2023, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2023.

Earnings Ratio		.00009193930822782
Interest Rate		3.36%
Dollar Day Total	\$	992,636,710.33
Quarter End Principal Balance	\$	11,021,753.30
Quarterly Interest Earned	\$	91,262.33

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
3/22/2023	6114 HUNTINGTON AVE.	RICHMOND, CA 94804	\$7,000	10	0.0%	\$700.00	2023	2032

DATE	ADDRESS	CITY	AMOUNT	YEARS	RATE	PAYMENT	FIRST	LAST
		16 IN EL CERRITO						
		6 IN KENSINGTON						
		4 IN RICHMOND						
							Total Number of Loans:	<u>26</u>
							Total Amount of Loans:	<u>\$173,600</u>
							Average Loan Amount:	<u>\$6,677</u>

NOTE:

The Check Report

**is not yet available and
will be provided for review
at the board meeting.**

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) 	<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.	<ul style="list-style-type: none"> • Quarterly (FY End) Financial Statements • Conn. Charge Report per Gov. Code 66013 • CASA/CSDA Conf. 	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. 		