

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA
JULY 18, 2024 @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.*

Public Comment during the meeting is limited to in-person participants and those comments timely received at least 15 minutes before the starting time of the meeting. Members of the public will not have the ability to comment via Zoom unless the Board of Directors is required to provide that opportunity due to a Director participating pursuant to AB 2449. In such a circumstance, the Chair will make an announcement at the beginning of the meeting. Those interested in commenting (if required per AB 2449) should raise their virtual hands to notify the host during the relevant agenda item.

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.

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*Director Christian-Smith may participate via teleconference from 75 Woodland Ave.,
Camp Meeker, CA, 95419.*

I. Call To Order:

II. Roll Call:

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

III. Public Comment:

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

Hearing/
Ordinance
/Motion:

**PUBLIC HEARING – ORDINANCE NO. 2246-0724 ORDINANCE APPROVING
INCREASE IN DIRECTORS’ FEES**

(The Board will hold a hearing to increase Director’s fees from \$253.49 per meeting day to \$263.52 per meeting day and consider approval of Ordinance 2246-0724)

Hearing/
Resolution
/Motion:

**PUBLIC HEARING – RESOLUTION NO. 2247-0724 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 2024-2025 on the tax roll of Contra Costa County and consider approval of Resolution 2247-0724)

Motion:

IV. Approval of Minutes

A. Approval of June 20, 2024 Board Meeting Minutes

(The Board will be asked to review and approve the minutes)

B. Approval of June 26, 2024 Special Board Meeting Minutes

(The Board will be asked to review and approve the minutes)

Info/Motion:

V. Communications

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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

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

A. Attorney's Report

B. Committee Reports

C. Manager's Report

1. Monthly Maintenance Summary Report
2. Monthly Report of Sewer Replacements and Repairs
3. San Pablo Avenue Specific Plan Area Status Report
4. Reimbursement Report per Government Code 53065.5
5. Candidate Filing Period
6. Form 460/470 – Candidate Campaign Statement
7. Draft Newsletter
8. 2024 California Association of Sanitation Agencies (CASA) Conferences
 - July 31-August 2 – Annual Conference, Monterey, CA
9. 2024 California Special Districts Association (CSDA) Conference
 - September 9-12 – Annual Conference, Indian Wells, CA

Info/Motion: **VII. Business**

A. District Investment Policy

(The Board will review the District Investment Policy)

B. Resolution No. 2248-0724 Accepting Completion of Work and Filing Notice of Completion for the Standard Sewer Rehabilitation Project No. 23201

(The Board will consider approving the resolution)

C. Resolution No. 2249-0724 Amending the Stege Sanitary District Climate Change Impact Policy

(The Board will consider amending the Policy)

D. Cancellation of the August 8, 2024 Board Meeting

(The Board will consider cancellation of the upcoming Board Meeting)

E. Kids for the Bay – Watershed Action Program (WAP)

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JULY 18, 2024 @7:00 P.M.
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(The Board will consider continuing to fund program)

- F. Appoint an Ad-Hoc Committee of Board Members to Provide Direction to the Recruitment Services Consultant until Completion of the Recruitment

(The Board will consider approval of the ad-hoc committee)

- G. Discussion with Recruitment Services Consultant, CPS HR Consulting

(The Board will discuss professional recruiting services for the District Manager position)

VIII. Monthly Financial Statements

- A. Monthly Investment, Cash, Receivables Report

- B. Monthly Operating Statement

- C. Cash on Hand vs. Target Reserves Chart

- D. Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report

- E. Time Value Investments (TVI) Statement

(The Board will review the reports and statements)

Info/Motion: **IX. Approval of Checks**

- A. Checks for July 18, 2024- Fund No. 3418 & 3423

(The Board will be asked to approve the checks)

Info: **X. Future Agenda Items**

August 8, 2024

(none)

August 22, 2024

Quarterly (FY End) Financial Statements

Connection Charge Report per Gov. Code 66013

CASA Conference – Attendee Reports

CSDA Conference

CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation

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

Number of Potential Cases: 7

De Leon – Government Tort Claim filed: 8/21/2023

Ivry – Government Tort Claim filed: 9/5/2023

Wolter – Government Tort Claim filed: 2/25/2024

Brooks-Hutton and Peticolas – Government Tort Claim filed: 3/13/2024

Giddings – Government Tort Claim filed: 4/16/2024

Shalaby – Government Tort Claim filed: 6/26/2024

City of El Cerrito – Government Tort Claim filed: 7/8/2024

XI. Adjournment

(The next meeting of the Stege Sanitary District Board of Directors is scheduled to be held on August 8, 2024 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 \$253.49 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 \$263.52.

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 18, 2024
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: 7/1/2024



REX DELIZO
STEGE SANITARY DISTRICT
Secretary

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ORDINANCE NO. 2246-0724

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 2024 CPI-W
1986	\$100	109.4	\$316.88
2001	\$165	184.9	\$309.36
2004	\$190	194.7	\$338.30
2008	\$196	217.913	\$311.81
2012	\$200	236.626	\$293.01
2015	\$205	252.875	\$281.04
2017	\$215	268.896	\$277.19
2018	\$222.31	278.039	\$277.19
2020	\$223.88	290.304	\$267.35
2021	\$233.12	302.294	\$267.34
2022	\$244.78	322.021	\$263.52
2023	\$253.49	333.478	<u>\$263.52</u>
2024	TBD	346.671	

D. An increase in Director's fees from \$253.49 per meeting day to \$263.52 per meeting day is authorized as follows:

- Current Fee: \$253.49 per meeting day
- Current Fee Adopted: July 2023
- Current Fee Effective: October 2023
- 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: $1.05 \times \$253.49 = \underline{\$266.16}$

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 \$253.49 per meeting or day of service to \$263.52 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 sixty three dollars and fifty two cents (\$263.52) 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 18th day of July 2024 by a X-X vote as follows:

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

PAUL GILBERT-SNYDER, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

DRAFT

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 \$253.49 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 \$263.52.

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 18, 2024
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: 7/1/2024

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 2024-25

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 2024-2025, 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 2024-2025.

The annual sewer service charge payable by each residential customer for Fiscal Year 2024-2025 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 2024-2025 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 18, 2024

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: 7/1/2024



REX DELIZO
STEGE SANITARY DISTRICT
Secretary

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RESOLUTION NO. 2247-0724

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 2024-2025 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 18, 2024 shall stand, without material modification, as the report of sewer service charges for the fiscal year 2024-2025. 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 18th day of July 2024, by a X-X vote as follows:

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

PAUL GILBERT-SNYDER, President
 Stege Sanitary District
 Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
 Stege Sanitary District

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

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

II. Roll Call: Present: Beach*, Christian-Smith, Merrill, O’Keefe, Gilbert-Snyder
 Absent: None
 Others Present: Rex Delizo, District Manager
 Kristopher Kokotaylo, District Counsel
 *via video-conference

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

III. Public Comment: There was no public comment.

PUBLIC HEARING – ORDINANCE NO. 2239-0624 ADOPTING SEWER SERVICE CHARGE RATES FOR FISCAL YEARS 2024-25, 2025-26, 2026-27, 2027-28, 2028-29

Financial consultant Alison Lechowicz of Lechowicz & Tseng Municipal Consultants gave a presentation on the Sewer Rate Study, that recommends a proposed rate schedule. President Gilbert-Snyder opened the public hearing at 7:15 P.M. There were no residents in attendance to make any statements, ask questions, or give comments. The public hearing was closed at 7:16 P.M. The Manager announced that the District received written objections representing five (5) properties. The Board made final comments and began consideration of Ordinance No. 2239-0624 which would implement the proposed rate schedule after one fiscal year delay due to excess reserves.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

MOTION: By O’Keefe, seconded by Christian-Smith, to approve Ordinance No. 2239-0624 Adopting Sewer Service Charge Rates for Fiscal Years 2024-25, 2025-26, 2026-27, 2027-28, 2028-29

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

PUBLIC HEARING – ORDINANCE 2240-0624 AMENDING CHAPTER 7 OF THE STEGE SANITARY DISTRICT ORDINANCE CODE – CONNECTION CHARGE

Financial consultant Alison Lechowicz of Lechowicz & Tseng Municipal Consultants gave a presentation on the Connection Charge and San Pablo Avenue Specific Plan Area (SPASPA) Impact Fee Study, that recommends proposed changes. President Gilbert-Snyder opened the public hearing at 7:29 P.M. There were no residents in attendance to make any statements, ask questions, or give comments. The public hearing was closed at 7:30 P.M. The Board made final comments and began consideration of Ordinance No. 2240-0624.

MOTION: By Christian-Smith, seconded by O’Keefe, to approve Ordinance 2240-0624 Amending Chapter 7 of the Stege Sanitary District Ordinance Code – Connection Charge

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

IV. Approval of Minutes

A. Approval of May 16, 2024 Board Meeting Minutes

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

MOTION: By Merrill, seconded by O’Keefe, to approve the minutes of
 the May 16, 2024 Board Meeting

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

V. Communications

A. Oral/Written Communications

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

Christian-Smith reported East Bay Municipal Utility District (EBMUD) is proposing nearly \$1 billion in infrastructure upgrades to help safeguard the drinking water supply. Merrill reported that the El Cerrito Democratic Club’s latest newsletter included an article on the Stege Sanitary District.

2. KIDS for the BAY Watershed Action Program (WAP) Progress Report, Invoice, and Proposal

The Board received the report and proposal to fund the program for the next school year. The Board asked staff to request budget information before making a decision on the proposal.

3. CASA 2024 President's Memo/Designation of Representatives

The Board reviewed and discussed the items proposed by CASA.

MOTION: By Beach, seconded by Christian-Smith, to:

- a. Approve the slate of four nominees for the available seats on the CASA Board of Directors
- b. NOT approve the 2025 CASA Annual Membership Dues Resolution No. 24-214

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
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- c. Designate Gilbert-Snyder as the official CASA voting representative with O’Keefe and Delizo as the two alternates who are authorized to exercise the District’s CASA voting rights
- d. Approve consent to transmit official CASA communications electronically rather than regular mail

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

VI. Reports of Staff and Officers

A. Attorney’s Report

Kokotaylo reported on the California Supreme Court removal of the “Taxpayer Protection and Government Accountability Act” from California’s November 2024 ballot.

B. Committee Reports

The were no reports.

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 issues meeting the District’s annual requirements.

4. July 4th Fair Discussion

The Manager reported on the plans for the upcoming fair.

5. Draft Newsletter

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

The Manager reported on the latest draft of the newsletter which will be revised and brought back for review at a future Board meeting.

6. 2023 California Association of Sanitation Agencies (CASA) Conferences

The Manager reported on the upcoming CASA conference.

7. 2023 California Special Districts Association (CSDA) Conference

The Manager reported on the upcoming CSDA conference.

VII. Business

A. Review of Director's Meeting Compensation

The Board discussed changing the compensation that Directors receive for their attendance at District board meetings and approved an adjustment up to the same cost-of-living adjustment as employee salary ranges for the past year of 4.0% (April CPI-W).

MOTION: By Christian-Smith seconded by Merrill, to approve an increase to the Directors' compensation rate up to \$263.52 (+4.0%) and direct the Manager to prepare an Ordinance for consideration

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

NOES: None

ABSTAIN: None

ABSENT: None

B. District Working Capital and Reserve Fund Policy

The Board completed the annual review of the policy.

C. Resolution No. 2241-0624 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

This item was taken out of order later in the meeting (see below).

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JUNE 20, 2024
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

D. Resolution No. 2242-0624 Establishing Salary Ranges of Maintenance, Technical and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2024.

This item was taken out of order later in the meeting (see below).

E. Resolution No. 2243-0624 Approving and Adopting Annual Budget for Fiscal Year 2024-2025

The Board reviewed and approved the resolution adopting the budget for fiscal year 2024-2025.

MOTION: By O’Keefe, seconded by Merrill, to approve Resolution No. 2243-0624 Approving and Adopting the Annual Budget for Fiscal Year 2024-2025

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

F. Incentive Award Contribution (IAC) Achievements for FY 2023-2024

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

MOTION: By Merrill, seconded by Beach, to approve the Incentive Goals Achieved in FY 2023-2024 and award a total of \$10,566 to be distributed to the nine (9) eligible employees for achievement of goals that resulted in direct savings to the District

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

G. Incentive Award Contribution (IAC) Goals and Objectives for FY 2024-2025

The Board reviewed and approved the cost savings goals and objectives for next fiscal year 2024-2025.

MOTION: By Christian-Smith, seconded by Merrill, to approve the Employee Incentive Award Contribution (IAC) Goals and Objectives for FY 2024-2025.

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

H. Resolution No. 2244-0624 Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order

The Board reviewed and approved the resolution to consolidate its election with the general election to be held on November 5, 2024.

MOTION: By Christian-Smith, seconded by Merrill, to approve Resolution No. 2244-0624 Even-Year Board of Directors Election Consolidation of Elections; and Specifications of the Election Order

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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

A. Checks for June 20, 2024 - Fund No. 3418 & 3423

MOTION: By O'Keefe, seconded by Christian-Smith, to pay the bills,
 Check Nos. 1059 through 1093 in the amount of \$1,026,260.19

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

NOES: None

ABSTAIN: None

ABSENT: None

X. Future Agenda Items

July 18, 2024

July 4th Fair Debrief

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

Candidate Filing Period

CASA Conference

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

CSDA Conference

Form 470

July 4th Fair Debrief

Quarterly Financial Statements

San Pablo Avenue Specific Plan Area Impact Fee Status Report

CLOSED SESSION – Quarterly Claims Report

+*District Climate Action Policy*

+*Draft Newsletter*

August 8, 2024

(none)

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 Gilbert-Snyder

Unrepresented Employee: District Manager

The Board entered into closed session at 8:54 P.M. and returned to open session at 9:25 P.M. President Gilbert-Snyder announced that the Board had taken no other reportable actions.

Item VII.C was taken out of order at this time in the meeting.

VII. Business

- C. Resolution No. 2241-0624 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

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 MEETING OF JUNE 20, 2024
 TIME OF MEETING: 7:00 P.M.
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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 \$270,600 per year effective as of July 1, 2024.

MOTION: By O'Keefe, seconded by Merrill, to approve Resolution No. 2241-0624 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, as amended

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

Item VII.D was taken out of order at this time in the meeting.

VII. Business

D. Resolution No. 2242-0624 Establishing Salary Ranges of Maintenance, Technical and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2024.

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

MOTION: By Christian-Smith, seconded by Merrill, to approve Resolution No. 2242-0624 Establishing Salary Ranges of Maintenance, Technical, and Administrative Employees Employed by Stege Sanitary District Beginning July 1, 2024

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
MEETING OF JUNE 20, 2024
TIME OF MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

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

XI. Adjournment

The meeting was adjourned at 9:29 P.M. The next meeting of the District Board of Directors will be held on Thursday, July 18, 2024 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING OF JUNE 26, 2024
TIME OF SPECIAL MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

I. **Call To Order:** President Gilbert-Snyder called the meeting to order at 7:00 P.M.

II. **Roll Call:** Present: Beach*, Christian-Smith, Merrill, O’Keefe, Gilbert-Snyder

Absent: None

Others Present: Rex Delizo, District Manager

**via video-conference*

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

III. **Public Comment:** There was no public comment.

IV. **Business**

A. Resolution No. 2245-0624 Approving and Authorizing Consulting Services Agreement between the Stege Sanitary District and CPS HR Consulting for Recruitment Services

The Board considered the proposals and chose to move forward with CPS HR Consulting for the “full” recruitment services for the District Manager Position.

MOTION: By Merrill, seconded by Christian-Smith, to approve Resolution No. 2245-0624 Approving and Authorizing Consulting Services Agreement between the Stege Sanitary District and CPS HR Consulting for Recruitment Services

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

NOES: None

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING OF JUNE 26, 2024
TIME OF SPECIAL MEETING: 7:00 P.M.
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

ABSTAIN: None

ABSENT: None

B. Appoint an Ad-Hoc Committee of Board Members to Provide Direction to the Recruitment Services Consultant until Completion of the Recruitment

The Board decide an ad-hoc committee was not necessary at this time.

V. **Adjournment**

The meeting was adjourned at 7:57 P.M. The next regular meeting of the Stege Sanitary District Board of Directors is scheduled to be held on July 18, 2024 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California.

Rex Delizo
STEGE SANITARY DISTRICT
Secretary

STEGE SANITARY DISTRICT MONTHLY MAINTENANCE SUMMARY REPORT

June 2024

QUARTER 2

VEHICLE	DAYS	FOOTAGE (LF)
<i>UNIT 10 COMBO</i>	<i>11</i>	<i>61,142</i>
<i>UNIT 11 RODDER</i>	<i>0</i>	
<i>UNIT 15 CCTV</i>	<i>10</i>	<i>13,357</i>
<i>UNIT 16 COMBO</i>	<i>9</i>	<i>16,054</i>
TOTAL MONTH CLEANED		77,196
TOTAL MONTH CCTV'D		13,357

QUARTERLY SUB-TOTALS

YEAR	QUARTER	TOTAL CLEANED (LF)	PLANNED TO CLEAN (LF)	Q END NOT COMPLT'D (LF)	TOTAL CCTV'D (LF)	PLANNED TO CCTV (LF)	Q END NOT COMPLT'D (LF)
2024	2	241,082	188,935	0	58,662	64,948	33,962
2024	1	289,011	226,685	0	52,450	54,605	24,296
2023	4	228,862	184,938	0	48,625	50,930	23,849
2023	3	260,224	215,376	0	64,008	65,576	27,963
2023	2	245,563	202,070	0	52,033	60,081	38,937
2023	1	262,178	204,795	0	61,882	58,488	29,188

MONTHLY SERVICE CALLS

June-2024

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS
6/8/2024 Saturday 8:59 AM	265310 265309	8151 TERRACE DR. EL CERRITO, CA 94530 <i>Last Call: 3/11/2003</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				CUSTOMER HAD A BACK UP IN DOWNSTAIRS BATHROOM.
6/10/2024 Monday 3:54 AM	102117 102113	1631 MONTEREY ST. RICHMOND, CA 94804 <i>Last Call: 3/21/2023</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				PUMP POWER FAILURE.
6/10/2024 Monday 11:51 AM	186128 186127	2251 MIRA VISTA 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.
6/11/2024 Tuesday 9:37 AM	261304 261303	789 COLUSA AVE. EL CERRITO, CA 94530 <i>Last Call: 8/10/2017</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/11/2024 Tuesday 10:24 AM	261419 261409	735 SEA VIEW DR. EL CERRITO, CA 94530 <i>Last Call: 4/5/2024</i>	Main <input type="checkbox"/> Lateral <input checked="" type="checkbox"/> Other <input type="checkbox"/>	C				WE FOUND THIS TO BE THE CUSTOMER'S PROBLEM.
6/21/2024 Friday 12:28 PM	261304 261303	789 COLUSA AVE. EL CERRITO, CA 94530 <i>Last Call: 6/11/2024</i>	Main <input type="checkbox"/> Lateral <input type="checkbox"/> Other <input checked="" type="checkbox"/>	T				WE FOUND THE SLOW TOILET TO BE THE CUSTOMER'S PROBLEM.

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

MAINLINE:	0
LATERAL:	4
OTHER:	2
TOTAL SERVICE CALLS:	6
MAINLINE OVERFLOW:	0
MAINLINE SURCHARGE:	0

SANITARY SEWER OVERFLOWS (SSOs) LAST 12 MONTHS

July-2024

DATE	MH UP/DN	ADDRESS	PRBLM IN	TYPE	LOC	CAUSE	END	COMMENTS	CAT*	VOL	RCVR'D	NET
3/8/2024 Friday 10:53 AM	265304 265303	838 SEA VIEW DR. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,D,OF	MH	ML	SD	DEBRIS IN MAIN CAUSED SSO.	CAT 1	765 gallons	34 gallons	731 gallons
4/15/2024 Monday 9:50 AM	283101-1 283106	941 LIBERTY ST. EL CERRITO, CA 94530	Main <input checked="" type="checkbox"/> Lateral <input type="checkbox"/> Other <input type="checkbox"/>	B,D,OF, SD	BLDG	ML,B	BLDG	SSO CAUSED BY STORM DRAIN MATERIAL INSIDE DISTRICT MAIN.	CAT 3	171 gallons	0 gallons	171 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)

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)

TOTAL MAINLINE SSOs: 2
MAINLINE BREAK SSOs: 2
MAINLINE SURCHARGE SSOs: 0
CATEGORY 1 SSOs: 1
SSOs INTO BUILDINGS: 1

TOTAL SSO VOLUME (GALS): 936
TOTAL VOLUME RECOVERED (GALS): 34
TOTAL VOLUME UNRECOVERED (GALS): 902

*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 2024**

I SEWER REPLACEMENT - FY 2023-2024			
A.	BUDGET ALLOCATION		\$3,473,000
B.	PRIOR BUDGET EXPENDED (WITH RETENTION)		\$2,206,929
C.	SEWER REPLACEMENTS PAID THIS MONTH (NO RETENTION)	<u>COST</u>	
	APB ENGINEERING	\$968,019	
	SUBTOTAL FOR THIS MONTH		\$968,019
D.	TOTAL BUDGET EXPENDED (NO RETENTION)	88.24%	\$3,064,602
E.	TOTAL 5% RETENTION HELD		\$161,295
F.	BUDGET REMAINING	7.11%	\$247,104
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL REPLACEMENT FOOTAGE PAID TO DATE	17,201 (\$ 187.54 /LF)	
II SEWER REPAIRS - FY 2023-2024			
A.	BUDGET ALLOCATION		\$72,000
B.	PRIOR BUDGET EXPENDED		\$66,975
C.	SEWER REPAIRS PAID THIS MONTH	<u>REPAIR COST</u>	
	SUBTOTAL FOR THIS MONTH		\$0
	SUBTOTAL FOR LAST MONTH		\$66,975
D.	TOTAL BUDGET EXPENDED	93.02%	\$66,975
E.	TOTAL RETENTION HELD	0.00%	\$0
F.	BUDGET REMAINING	6.98%	\$5,025
G.	PERCENTAGE OF FISCAL YEAR REMAINING	0.00%	
H.	TOTAL NUMBER OF REPAIRS PAID TO DATE	12 (\$5,581 /REPAIR)	

**STEGE SANITARY DISTRICT
MONTHLY REPLACEMENT AND REPAIR SUMMARY
June 2024**

III SAN PABLO AVE SPECIFIC PLAN AREA (SPASPA) UPGRADE - FY 2023-2024

A. BUDGET ALLOCATION		\$0
B. PRIOR BUDGET EXPENDED (WITH RETENTION)		\$0
C. SPASPA UPGRADES PAID THIS MONTH (NO RETENTION)		
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	(\$ - /LF)	

STEGE SANITARY DISTRICT

Last Revised: 7/3/2024

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	Temp Senior Center	10940	SAN PABLO AVE.	\$ 2,840.58	Comm.
7/17/2018	Wang Brothers Invstmt.	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	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 TOWN CTR	6530	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	VILLAGE TOWN CTR	6530	SCHMIDT LN.	\$ 4,067.85	1
2/24/2023	VILLAGE TOWN CTR	6420	SCHMIDT LN.	\$ 8,135.70	2
2/24/2023	VILLAGE TOWN CTR	6415	SCHMIDT LN.	\$ 28,474.95	7
2/24/2023	VILLAGE 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.
9/15/2023	MARSHALLS	6000	EL CERRITO PLAZA	\$ 271.19	Comm.
2/28/2024	MAYFAIR MARKET	11600	SAN PABLO AVE.	\$ 8,673.28	Comm.
6/6/2024	MAYFAIR AFFORDABLE DEVT	11600	SAN PABLO AVE.	\$ 260,342.40	Comm.

\$ 1,357,549.46

SPASPA CONSTRUCTION SPENT \$ 842,889.00

BUDGET REMAINING \$ 514,660.46

PLAN CHECK PROPERTIES (WAITING PAYMENT)

Date	Property Owner	#	Street	Balance Due	Units
5/10/2024	SAWADEE THAI RESTAURANT	11670	SAN PABLO AVE.	\$ 13,288.31	Comm.
7/26/2023	THE CIVIC (BRIAN BANIQUED)	10290	SAN PABLO AVE.	\$ 229,155.55	54
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
				\$ 659,235.58	

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 2023/24**

<u>CHECK NUMBER</u>	<u>CHECK DATE</u> MM/DD/YY	<u>CHECK PAID TO</u>	<u>ACTIVITY DATE</u> MM/DD/YY	<u>REIMBURSEMENT FOR</u>	<u>TRANS- PORTATION</u>	<u>HOTEL</u>	<u>MEALS</u>	<u>REGISTRATION EXPENSES</u>	<u>REPORT AMOUNT</u>
28286	08/17/23	Dwight Merrill	08/09-11/22	CASA Conference	\$ 153.96	\$ 730.32	\$ -	\$ -	\$ 884.28
28404	10/19/23	Tessa Beach	08/08-11/22	CASA Conference	586.16	1,095.48	-	-	1,681.64
28545	02/01/24	Dwight Merrill	01/24-25/24	CASA Conference	346.68	516.86	-	-	863.54
					-	-	-	-	-
					-	-	-	-	-
					-	-	-	-	-
					-	-	-	-	-
					-	-	-	-	-
GRAND TOTAL					\$ 1,086.80	\$ 2,342.66	\$ -	\$ -	\$ 3,429.46

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.

November 5, 2024 Election – Candidate Filing

The upcoming November 5, 2024, General Election is a state and countywide election.

Key Dates

Candidate Nomination Period	July 15, 2024 – August 9, 2024
Runoff Candidate Ballot Designation Changes	July 30, 2024
Last day to place a measure on the ballot	August 9, 2024
Measure Letter Assignment	August 12, 2024
Randomized Alphabet Drawing	August 15, 2024
Deadline for Primary Arguments For/Against	August 21, 2024
Deadline for Rebuttal Arguments	August 26, 2024
Write-In Declaration of Candidacy	September 9, 2024 – October 22, 2024
Vote-By-Mail Packets Mailed Out	October 7, 2024
Registration Deadline	October 21, 2024
Election Day	November 5, 2024
Certification Deadline	December 5, 2024

Date falls on a weekend or holiday; it moves forward to the next business day.

The Form 460 is for use by all recipient committees, including:

Candidates, Officeholders and Their Controlled Committees

- A candidate or officeholder who has a controlled committee, or who has raised or spent or will raise or spend \$2,000 or more during a calendar year in connection with election to office or holding office. The Form 460 is also required if \$2,000 or more will be raised or spent during the calendar year at the behest of the officeholder or candidate.

Primarily Formed Ballot Measure Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year for the primary purpose of supporting or opposing the qualification, passage, or defeat of a single ballot measure or two or more measures being voted on in the same city, county, multi-county or state election.

Primarily Formed Candidate/Officeholder Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year to support or oppose a single candidate or officeholder, or two or more candidates or officeholders who are being voted upon in the same city, county, or multi-county election. This type of committee is not controlled by the candidate(s) or officeholder(s).

General Purpose Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year to support or oppose various candidates and measures (e.g., political parties, political action committees).

Non-controlled committees that do not receive contributions, loans, or miscellaneous receipts totaling \$100 or more from a single source during a calendar year may use Form 450 – Recipient Committee Campaign Statement – Short Form.

Note: Refer to the Statement of Organization, Form 410, for guidance to determine the type of committee.

Use the Form 460 to file any of the following:

- Preelection Statement
- Semi-annual Statement
- Quarterly Statement
- Special Odd-Year Report
- Termination Statement
- Amendment to a previously filed statement

Note: Mark the preelection statement box if a committee files a monthly report in connection with a LAFCO proposal.

See reverse for general guidance on where to file this form.

Contribution Limits: Candidates for elective state office are subject to state contribution limits. Contributions received by committees for the purpose of making contributions to candidates for elective state office are also subject to limits. A chart identifying the limits is located at www.fppc.ca.gov. In addition, local candidates may be subject to contribution limits imposed by local ordinance. Questions concerning local limits should be addressed to election officials in the local jurisdiction.

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 for your type of committee (available from your filing officer or the FPPC). Campaign filing deadlines, forms, and other informational materials are available on the FPPC website (www.fppc.ca.gov).

Instructions for Recipient Committee Campaign Statement

CALIFORNIA
FORM **460**

Where to File:

In general, state committees file with the Secretary of State and local committees file with the filing officer of the local jurisdiction.

State Committees:

State committees include state candidates and officeholders, all judicial candidates and judges, committees that support or oppose state candidates and ballot measures (e.g. PACs, political parties), committees that support or oppose candidates and ballot measure in more than one county and candidates and committees formed for CalPERS or CalSTRS elections.

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 this form must also be filed with a state candidate's county of domicile's filing officer, if the state candidate committee does not file Form 460 electronically with the Secretary of State.
- A copy of this form must also be filed with a local filing officer if the committee is controlled by a candidate for state elective office and the committee is formed for a local election.
- A copy of this form must also be filed with the relevant CalPERS or CalSTRS office if the committee is a candidate controlled or a primarily formed committee for a CalPERS or CalSTRS election. A candidate seeking a

CalPERS or CalSTRS election is not required to file a copy of the statement with the candidate's county of domicile.

Local Committees:

- Elected officers and candidates for local agencies that have jurisdiction in two or more counties and committees that support or oppose candidates or local measures being voted on in one of these jurisdictions, file an original and one copy with the election official for the county with the largest number of registered voters in the district and one copy with their county of domicile.
- Elected county officeholders and candidates for county offices, and committees that support or oppose candidates or ballot measures being voted on within a single county, file an original and one copy with the election official for that county.
- Elected city officeholders and candidates for city offices, and committees that support or oppose candidates and ballot measures in a single city, file an original and one copy with the city clerk.

Fast Facts:

Paper Copies: Most committees must file the original and one copy in paper format with the designated filing officer. Most state committees must also file an electronic version. Some local jurisdictions also require electronic submissions.

Electronic Filing: State committees must file electronic reports with the Secretary of State if the committee receives contributions or makes expenditures totaling \$25,000 or more.

General Purpose Committees: FPPC regulation 18227.5 sets out the procedures for determining whether a committee should file with the state, county or city elections office. In general, such committees file with the Secretary of State unless the committee makes more than 70% of its contributions and expenditures in connection with a city election or county election. The regulation sets out review timelines and exceptions. A committee cannot knowingly file in an incorrect jurisdiction with the intention of avoiding the appropriate legal disclosure to the public. Committees that change jurisdictions file in both jurisdictions until the end of the calendar year.

LAFCO Proposals: Committees primarily formed to support or oppose a LAFCO proposal file this form with the county elections office in the county that the proposal may be voted upon. Once a proposal is listed on a ballot, a committee will file as a multi-county, county or city committee.

Statement of Organization: A committee must make certain that its Statement of Organization, Form 410, is current and correct. This form includes information such as a candidate's year of election and the name of the committee's principal officers as well as other important information regarding the committee's formation. Information listed on a Form 460 must be the same as that disclosed on the Form 410.

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.



DRAFT THE ENDEAVOR

A PUBLICATION OF THE STEGE SANITARY DISTRICT OF CONTRA COSTA COUNTY

VOLUME XXX NUMBER 1

SERVING EL CERRITO, KENSINGTON, AND RICHMOND ANNEX

Summer 2024

BOARD OF DIRECTORS

Paul Gilbert-Snyder
President

Beatrice O'Keefe
Vice President

Tessa Beach
Director

Juliet Christian-Smith
Director

Dwight Merrill
Director

DISTRICT MANAGER/ ENGINEER

Rex Delizo, P.E.

MISSION STATEMENT

To protect public health and the environment for the communities we serve through planning and operation of a safe, efficient, and economical wastewater collection system.

INSIDE

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Draft Fiscal Year 2024-2025 Budget..... 2

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STEGER SANITARY DISTRICT Climate Change Impact Policy



Climate change will result in increased climate variability and intensity as well as groundwater and sea level rise within the District. These changes will impact District infrastructure, operations, and the community.

To address these changes, the District will:

- Monitor climate science and identify the potential District impacts;
- Plan for climate change by applying the best available science to improve resilience;
- Integrate climate science into planning, design, construction, operations, and maintenance activities;
- Reduce greenhouse gas (GHG) emissions;
- Support global, federal, state, and regional action that responds to the impacts of climate change;
- Support appropriate climate change legislation and regulations;
- Collaborate with other public agencies, utilities, regulators, and communities to develop sustainable climate change solutions;
- Educate communities and employees on the impacts of climate change;
- Consider environmental, social, and governance factors in the financial portfolio management of the District's investments;
- Consider the disproportionate impacts of climate change on marginalized neighborhoods and populations. **S**


Stege Sanitary District Performance Report for Calendar Year 2023

The Stege Sanitary District Performance Report shows how well the District is performing its mission "to protect public health and the environment for the communities we serve through planning and operation of a safe, efficient, and economical wastewater collection system." The report is prepared by the District Manager for use by the District's Board of Directors to help evaluate the value and effectiveness of the service being delivered to the customers of the District. Visit <https://www.stegesd.org/performance-report> to view and download the full document. **S**

No Sewer Rate Increase in 2024

On June 20, the Stege Sanitary District Board of Directors held a public hearing to consider raising service rates over the next five years. Sewer service rate increases are periodically necessary to provide funds to pay for the operation, maintenance, and administration of the District’s wastewater collection system, for capital improvements required to maintain adequate levels of customer service, for unforeseen emergencies, for lawful obligations and expenses, and to comply with applicable laws and regulations imposed by state and federal regulatory agencies.

After careful analysis, the Board concluded that a new service rate, proposed to take effect July 1, 2024, will be postponed to July 1, 2025.

Stege Sanitary District is committed to protecting the environment and public health of our community. 



Fiscal Year 2024-2025 Budget

REVENUE

Sewer Operation Fund

Non Operating Income:	
Interest	110,000
Miscellaneous	30,000
Operating Income:	
Permit & Inspection Fees	12,000
Sewer Service Charges	3,209,000
Contracted Services	33,000
Subtotal	3,394,000

Capital Fund

Non-Operating Income:	
Interest	16,000
Operating Income:	
Property Tax	585,500
Capital Service Charges	3,775,000
Connection Fees	100,000
San Pablo Ave. Impact Fee	100,000
Subtotal	4,576,500

TOTAL REVENUE 7,970,500

EXPENSES

Operating Expenses:

Maintenance/Engineering	2,412,208
Pump Stations	40,020
Contracted Repairs	74,000
General & Administration	1,162,825

Subtotal Operating Expenses 3,689,053

Capital Expenses

Capital Equipment	600,000
Debt Repayment -SRF Loan	43,900
Sewer Rehabilitation	5,188,810

Subtotal Capital Expenses 5,832,710

Other Expenses

Transfer from Capital Fund	-
Retiree Medical Fund	-

TOTAL EXPENSES 9,521,763

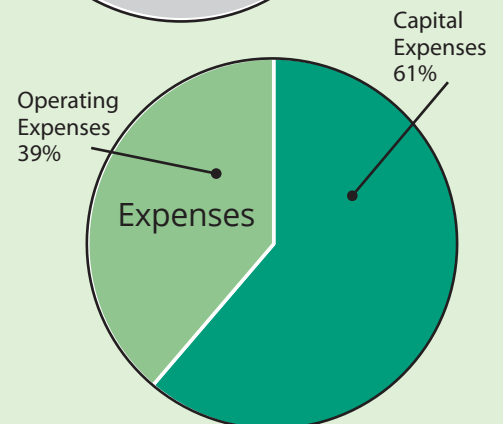
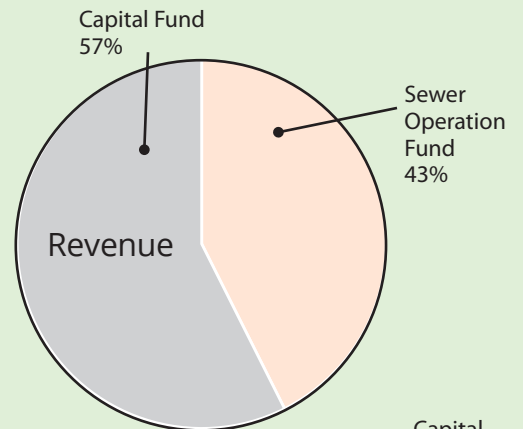
Transfer to/(from) Reserves

Revenue	7,970,500
Expenses	9,521,763

Subtotal (1,551,263)

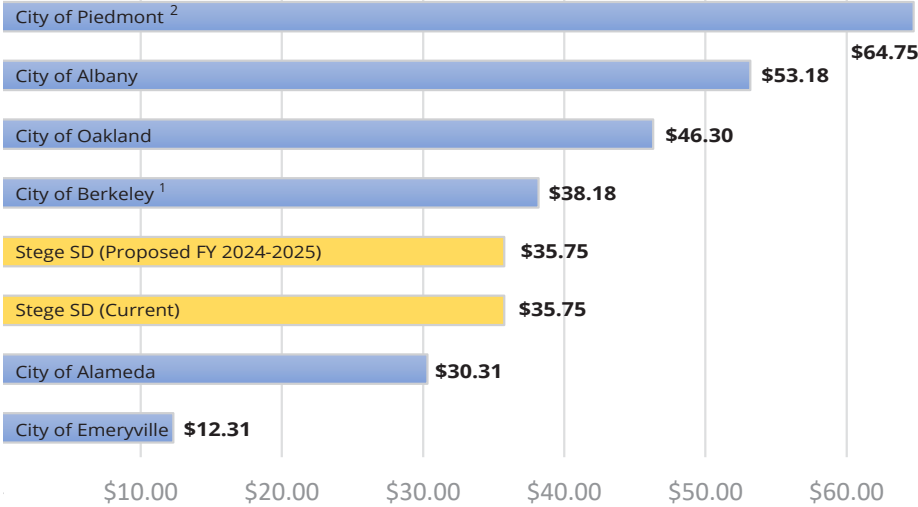
TRANSFER

TO/(FROM) RESERVES (1,551,263)



The District adheres to an investment policy for reserve funds that complies with state statutes and stipulates safety, liquidity, and yields as the order of investment objectives.

Monthly Residential Service Rate Comparison



1-Based on a parcel size of 5,000-9,999 sq. ft. 2-Based on 4,000 gallons/month of wastewater flow

Think Before You Flush



- NO** Baby & facial wipes
- NO** Tampons & applicators
- NO** Bandages & sticker backs
- NO** Cleaning wipes
- NO** Whitening strips & their wrappers
- NO** Maxi pads & their wrappers
- NO** Cotton swabs & makeup pads
- NO** Dental floss
- NO** Cigarette butts
- NO** Kitty litter & dog waste bags
- NO** Condoms & their wrappers
- NO** Hair
- NO** Unused or expired medicine

Helpful Reminders



BPD



A backflow prevention device (BPD) provides an emergency escape path should wastewater back up in your lateral. BPDs must be installed outside the home so overflow will occur outside, not inside your home.

If you are unsure if you already have a backflow prevention device on your lateral, or if you want to know if you need one, contact the District at (510) 524-4668 (Monday through Thursday: 8:00 am to 5:00 pm; Friday: 8:00 am to 4:00 pm) to make an appointment for a free inspection. **S**



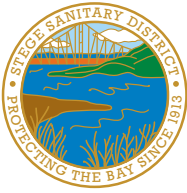
Keep FOG out of Drains

Fats, Oils, or Grease (FOG) that is washed down the drain can clog household

plumbing, sewer laterals, and sewer mains. Keep FOG out of your drains. **S**

Plumbing Contractors

Stege recommends getting at least three bids before starting work. For a list of plumbing contractors registered to work on private laterals in the District, go to www.stegesd.org. **S**



STEGE SANITARY DISTRICT
7500 Schmidt Lane
El Cerrito, CA 94530-0537 (510) 524-4667


DRAFT

PRSR STD
US POSTAGE
PAID
OAKLAND, CA
Permit No. 544

To Contact Us: (510) 524-4667 staff@stegasan.org www.stegasan.org @StegeSan



Sewer Problems? Call Us First!


Slow drains? Water or sewage backing up into your home? The problem might be a clog in your lateral—the private sewer line that runs from your home to the public sewer main—or the problem might be in the sewer main itself. **Call us before you call a plumber.** The District maintains a 24/7 emergency hotline that is always answered by a person, not a recording. The number is (510) 524-4667. If necessary, we will send out a crew to inspect and let you know if you need a plumber. The inspection is free and we try to respond within one hour of your call. 

Spotlight on Service

Board of Directors 2024 Election

Stege Sanitary District is an independent Special District of the State of California. It is a public agency administered by a duly-elected five member Board of Directors. Directors are elected at-large by District residents and serve four-year terms of office. In 2024, two positions on the Stege Sanitary District Board of Directors will be up for election. To learn more about the responsibilities and core beliefs of the

Board of Directors, go to <https://www.stegasan.org/board-of-directors-information-sheet>

Candidates must be US citizens, at least 18 years-of-age, and must reside within Stege Sanitary District. Procedures, deadlines and nomination papers may be obtained from the County Elections Office: Contra Costa County Election Division, 555 Escobar Street, Martinez, CA 94553 (925) 335-7800, www.cocovote.us 

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)

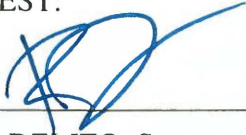
I HEREBY CERTIFY that the foregoing Resolution No. 2068-0716 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the 28th day of July 2016, by a 4-0 vote as follows:

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. 2248-0724, ACCEPTING COMPLETION OF WORK AND FILING
NOTICE OF COMPLETION FOR THE STANDARD SEWER REHABILITATION PROJECT
NO. 23201

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 #23201 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 #23201 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 (3rd of 5 years) under subsequent project #24201.

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. 2248-0724

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RESOLUTION NO. 2248-0724

RESOLUTION ACCEPTING COMPLETION OF WORK AND
FILING NOTICE OF COMPLETION FOR THE
STANDARD SEWER REHABILITATION PROJECT NO. 23201

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 2023 to perform the Standard Sewer Rehabilitation Project No. 23201.
- B. Work under Project No. 23201 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. 23201 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 18th day of July 2024, by a X-X vote as follows:

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

PAUL GILBERT-SNYDER, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

**RESOLUTION NO. 2249-0724 AMENDING THE STEGE SANITARY DISTRICT
CLIMATE CHANGE IMPACT POLICY**

ISSUE:

The Board will consider a resolution to amend the District Climate Change Impact Policy.

FISCAL IMPACT:

The fiscal impact to discuss and consider the policy is minimal. Future fiscal impacts of the policy are difficult to estimate.

STRATEGIC PLAN:

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

BACKGROUND:

At the Board meeting held on April 18, 2024, the Board approved Resolution 2238-0424 Adopting the Stege Sanitary District Climate Change Impact Policy.

At the Board meeting held on June 20, 2024, the Board asked staff to bring the Policy back for consideration.

The resolution to amend the Policy is ready for review and approval.

RECOMMENDATION:

Make amendments to the Policy and approve, as amended.

ALTERNATIVES:

1. Take no action.
2. Provide staff further direction.

ATTACHMENTS:

- RESOLUTION NO. 2249-0724

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RESOLUTION NO. 2249-0724

RESOLUTION AMENDING THE STEGE SANITARY DISTRICT
CLIMATE CHANGE IMPACT POLICY

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

- A. The District recognizes that climate change will result in increased climate variability and intensity as well as groundwater and sea level rise within the District service area.
- B. The District recognizes that these changes impact District infrastructure, operations, and the community.
- C. At the Board meeting held on April 18, 2024, the Board approved Resolution 2238-0424 Adopting the Stege Sanitary District Climate Change Impact Policy which considers the impacts of climate change in District policies, procedures, projects, and work practices by taking appropriate action to understand, mitigate, and adapt to the impacts through sustainable activities that manage long-term economic, environmental, and human resource benefits.
- D. After a recent review, the Board determined the need to make some revisions and updates to the Climate Change Impact Policy.

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

- 1. The Directors hereby amend the District’s Climate Change Impact Policy as set forth in Exhibit “A”.

* * * * *

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 thereof, held on the 18th day of July 2024 by a X-X vote as follows:

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

PAUL GILBERT-SNYDER, President
Stege Sanitary District
Contra Costa County, California

ATTEST:

REX DELIZO, Secretary
Stege Sanitary District

EXHIBIT "A"

STEGE SANITARY DISTRICT CLIMATE CHANGE IMPACT POLICY

~~APRIL-JULY~~ 2024

The Stege Sanitary District (District) recognizes that climate change will result in increased climate variability and intensity as well as groundwater and sea level rise within the District service area. Furthermore, the District recognizes that these changes impact District infrastructure, operations, and the community.

POLICY

To consider the impacts of climate change in District policies, procedures, projects, and work practices by taking appropriate action to understand, mitigate, and adapt to the impacts through sustainable activities that manage long-term economic, environmental, and human resource benefits, as follows:

- Monitor climate science and identify the potential impacts to the District
- Plan for climate change by applying the best available science to understand climate risks and implement adaptation and mitigation strategies to improve resilience
- Integrate climate science into planning, design, construction, operations, and maintenance activities
- Reduce greenhouse gas (GHG) emissions consistent with the District's Environmental Preferable Procurement Policy and other means, as appropriate
- Support global, federal, state, and regional action to respond to the impacts of climate change
- Support appropriate legislation and regulations to fund and mitigate climate change impacts and promote collaborative adaptation measures
- Collaborate with other public agencies, utilities, regulators, and communities to develop sustainable solutions in support of addressing climate change
- Educate communities and employees on the impacts of climate change
- Consider environmental, social, and governance factors in the financial portfolio management of the District's investments to address sustainability and evaluate climate change exposure
- Consider climate solutions that address disproportionate impacts in historically marginalized neighborhoods or populations

CANCELLATION OF THE AUGUST 8, 2024 REGULAR BOARD MEETING

ISSUE:

The Board will consider cancellation of the upcoming regular Board meeting on August 8, 2024 since there are no pressing agenda items to consider.

FISCAL IMPACT:

By cancelling the meeting, the District will save from paying the Directors' meeting compensation fee total of around \$1,000.

STRATEGIC PLAN:

GOAL 3: Ensure Financial Stability and Efficiency

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

BACKGROUND:

There are no pressing agenda items scheduled for the upcoming regular Board meeting on August 8, 2024. Unless new time sensitive issues come up that would necessitate a meeting, the meeting can be cancelled.

RECOMMENDATION:

Approve the cancellation of the August 8, 2024 Board Meeting and have staff post a Notice of Meeting Cancellation on the District website and bulletin board outside the District office.

ALTERNATIVES:

1. Take no action and continue with the scheduled Board meeting on August 8, 2024.

ATTACHMENTS:

Notice of Meeting Cancellation

STEGE SANITARY DISTRICT

NOTICE OF MEETING CANCELLATION

NOTICE IS HEREBY GIVEN as follows:

The regular board meeting of the Stege Sanitary District Board of Directors scheduled for August 8, 2024 has been cancelled.

The next meeting of the Stege Sanitary District Board of Directors will be held on August 22, 2024 at 7:00 P.M. at the District office, 7500 Schmidt Lane, El Cerrito, California.

Dated: July 18, 2024



Rex Delizo
STEGE SANITARY DISTRICT
Secretary

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 2024-25 School Year.

FISCAL IMPACT:

The updated proposal is for \$15,288.

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.

At the Board meeting held on June 20, 2024, the Board reviewed an initial proposal to fund the program for the next school year for \$12,000. The Board asked staff to request budget information from KIDS for the BAY before making a decision on the proposal.

KIDS for the BAY submitted a budget and updated their request to \$15,288 for continued support of the WAP for the upcoming school year and to 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 \$15,288 to fund the KIDS for the BAY WAP for the 2024-25 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 and Budget

KftB Watershed Action Program Budget, 2024 - 2025 School Year

Program Event & Other Costs	Number of Events	Event Cost	Subtotal Cost
Watershed Lesson (two hours)	4	\$800	\$3,200
Wastewater Lesson (two hours)	1	\$800	\$800
Environmental Action Project (three hours)	1	\$1,200	\$1,200
Creek or Bay Field Trip (three hours)	1	\$1,200	\$1,200
Field Trip Bus Transportation	1	\$1,200	\$1,200
<i>Subtotal Program Costs</i>			\$7,600
Overhead, KftB @ 15%			\$1,140
<i>Program Costs</i>			\$8,740
Fiscal Sponsor Fees to Earth Island Institute @10%			\$874
TOTAL Cost Per Class			\$9,614
WAP Cost for Two Classes			\$19,228
City of El Cerrito Contribution			\$4,000
Stege Sanitary District Contribution			\$15,228

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KIDS for the BAY

Watershed Action Program Proposal to Stege Sanitary District For the 2024 – 2025 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 fifteen years. We will be submitting our Final Report on the Watershed Action Program for the 2023 – 2024 School Year in July. We would like to request continued funding for the Watershed Action Program for the coming 2024 – 2025 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 an important 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 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 watershed lessons at the school site, both inside the classroom, and outside in the local watershed, with preparation and follow up activities for the teacher to complete with their students
- creek, bay and neighborhood trash cleanup projects
- 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.

Students will also learn about **plastic pollution**, which is especially harmful to aquatic life due to its durability, buoyancy, and ability to absorb toxins. Students will take action to **help reduce plastic pollution and microplastics at the source** by practicing the **Five Rs (Reduce, Reuse, Recycle, Rot and Refuse)**, and help to protect the watershed environment, aquatic life and human health.

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 schoolwide 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. Since 1992, KftB has provided empowering programs for **109,382 students** and more than **12,800 parents**. We have also provided curricula, resources and training to **4,363 teachers**. We are currently completing our 31st year of operation. 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.

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 more than 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: kidsforthebay.org.

STEGE SANITARY DISTRICT
Investment, Cash & Receivables Report

As of June 30, 2024

1:03:04 PM
07/15/2024

	<u>June 30, 2024</u>	<u>May 31, 2024</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	9,009,936	9,009,936	0	0	0	0
11014 · System Rehab- 3423	1,073,136	1,073,136	0	0	0	0
11017 · Five Star Money Market	1,000,000	1,000,000	0	0	0	0
11020 · TVI Investments	2,036,019	2,036,019	0	0	0	0
Total TVI & LAIF Investment Accts	<u>13,119,092</u>	<u>13,119,092</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Checking Accts						
100 · Mechanics Bank	190,392	190,392	0	200	-200	0
101a · Five Star Bank	-534,473	23,300	-557,773	0	-557,773	0
100 · County Cash Acct #3418	105,112	105,112	0 *	0 *	0	0
Total Checking Accts	<u>-238,968</u>	<u>318,805</u>	<u>-557,773</u>	<u>200</u>	<u>-557,973</u>	<u>0</u>
11021 · Petty Cash	250	250	0	0	0	0
Total Checking/Savings	<u>12,880,374</u>	<u>13,438,146</u>	<u>-557,773</u>	<u>200</u>	<u>-557,973</u>	<u>0</u>
301 · Ca Employer's Retiree Benefit Trust	304,696	304,696	0	0	0	0
Total CA Employer's Retiree Benefit Trust	<u>304,696</u>	<u>304,696</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Accounts Receivable						
11072 · Accounts Receivable/Notes Payable	642,213	221,129	421,084			
Total Accounts Receivable	<u>642,213</u>	<u>221,129</u>	<u>421,084</u>			

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

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

Rex Delizo, District Manager

Date

STEGE SANITARY DISTRICT

Operating Statement

07/15/2024

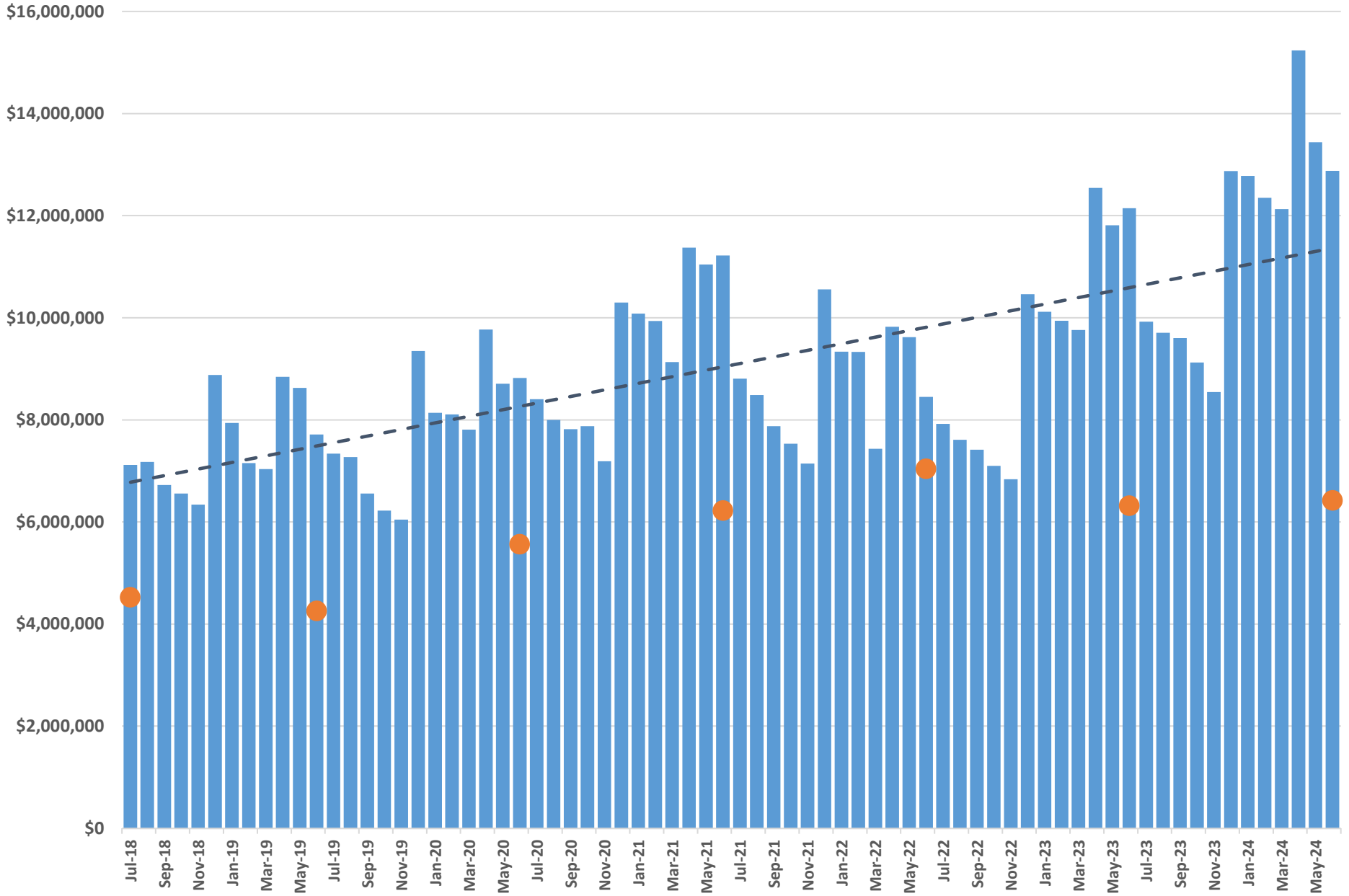
June 2024

100.00% of Fiscal year Completed

	July - June 2024	Annual Budget	% of Annual Budget
Income			
31 - OPERATING REVENUE			
31010 - Sewer Service Charges	3,760,622	3,443,000	109%
31020 - Permit & Insp. Fees	24,268	12,000	202%
31030 - Connection Fees	202,261	50,000	405%
31040 - San Pablo Impact Fee	269,016	50,000	538%
31080 - Contracted Services	491	33,000	1%
31010a - Capital Service Charges	3,760,622	4,290,000	88%
Total 31 - OPERATING REVENUE	8,017,281	7,878,000	102%
32 - NON-OPERATING REVENUE			
32050 - Interest - 3418	235,234	15,000	1568%
32052 - Interest - 3423	33,360	5,000	667%
32057 - TVI Interest	33,846	-	#DIV/0!
32080 - Property Taxes	676,104	500,000	135%
32085 - Insurance Dividend	-	-	0%
32090 - Miscellaneous	2,277	21,000	11%
Total 32 - NON-OPERATING REVENUE	980,820	541,000	181%
Transfer (to)/from Reserves	-	764,961	0%
Total Income	8,998,101	9,183,961	98%
Expense			
OPERATING EXPENSES			
Administration/General			
45-010 - Salaries & Wages	247,496	265,600	93%
45-020 - Employee Benefits	125,141	144,566	87%
45-029 - Retiree Health	12,406	13,600	91%
45-030 - Directors Expenses	19,107	45,478	42%
45-070 - Insurance	246,990	305,000	81%
Administration - Other	207,086	283,500	73%
Total Administration	858,226	1,057,744	81%
Maintenance/Engineering			
41-010 - Salaries & Wages	1,191,881	1,308,560	91%
41-020 - Employee Benefits	477,605	543,924	88%
41-029 - Retiree Health	12,236	13,356	92%
41-100 - Operating Supplies	10,888	40,000	27%
41-110 - Contractual Services	76,140	102,300	74%
41-207 - Contracted Repairs	66,975	72,000	93%
Maintenance- Other	186,080	332,777	56%
Total Maintenance/Engineering	2,021,806	2,372,897	85%
Pump Stations	44,703	40,020	112%
Total OPERATING EXPENSES	2,924,735	3,470,661	84%
CAPITAL			
41-650 - Debt Repayment (SRF Loans)	43,939	43,900	100%
Construction Projects	3,230,123	4,884,400	66%
Outlay(Maintenance/Engineering)	103,271	785,000	13%
Total CAPITAL	3,377,332	5,713,300	59%
Total Expense	6,302,067	9,183,961	69%
Net	2,696,034	0	

Monthly Cash on Hand vs. Target Balance

Cash On Hand Target Balance - - - Cash On Hand Trendline



Private Sewer Lateral (PSL) Replacement Loan Program Quarterly Report

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

<u>DATE</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>AMOUNT</u>	<u>YEARS</u>	<u>RATE</u>	<u>PAYMENT</u>	<u>FIRST</u>	<u>LAST</u>	<u>PAID IN FULL</u>	
2/15/2023	7003 POTRERO AVE.	EL CERRITO, CA 94530	\$8,900	10	0.0%	\$890.00	2023	2032	<input type="checkbox"/>	
2/20/2023	511 OAK ST.	EL CERRITO, CA 94530	\$10,000	10	0.0%	\$1,000.00	2023	2032	<input type="checkbox"/>	
3/22/2023	6114 HUNTINGTON AVE.	RICHMOND, CA 94804	\$7,500	10	0.0%	\$750.00	2023	2032	<input checked="" type="checkbox"/>	
3/27/2023	101 WINDSOR AVE.	KENSINGTON, CA 94707	\$5,500	10	0.0%	\$550.00	2023	2032	<input type="checkbox"/>	
5/24/2023	7109 B ST.	EL CERRITO, CA 94530	\$5,000	10	0.0%	\$500.00	2023	2032	<input type="checkbox"/>	
7/26/2023	754 POMONA AVE.	EL CERRITO, CA 94530	\$7,315	10	0.0%	\$731.53	2024	2033	<input type="checkbox"/>	
9/5/2023	1347 NAVELLIER ST.	EL CERRITO, CA 94530	\$8,700	10	0.0%	\$870.00	2024	2033	<input type="checkbox"/>	
9/12/2023	1734 MENDOCINO ST.	RICHMOND, CA 94804	\$6,800	10	0.0%	\$680.00	2024	2033	<input type="checkbox"/>	
9/27/2023	1438 EVERETT ST.	EL CERRITO, CA 94530	\$6,500	10	0.0%	\$650.00	2024	2033	<input type="checkbox"/>	
1/3/2024	1733 LEXINGTON AVE.	EL CERRITO, CA 94530	\$7,815	10	0.0%	\$781.50	2024	2033	<input checked="" type="checkbox"/>	
1/22/2024	233 CAMBRIDGE AVE.	KENSINGTON, CA 94707	\$3,860	10	0.0%	\$386.00	2024	2033	<input type="checkbox"/>	
3/20/2024	635 ALBEMARLE ST.	EL CERRITO, CA 94530	\$9,000	10	0.0%	\$900.00	2024	2033	<input type="checkbox"/>	
3/25/2024	255 COLUSA AVE.	KENSINGTON, CA 94707	\$6,300	10	0.0%	\$630.00	2024	2033	<input type="checkbox"/>	
6/13/2024	69 KINGSTON RD.	KENSINGTON, CA 94707	\$6,500	10	0.0%	\$650.00	2024	2033	<input type="checkbox"/>	
		23 IN EL CERRITO					Total Number of Loans:	38		
		10 IN KENSINGTON					Total Amount of Loans:	\$257,390		
		5 IN RICHMOND					Average Loan Amount:	\$6,773		
							Total Amount Paid Back:	\$26,830		
							Total Amount Outstanding:	\$230,560		

STEGE SANITARY DISTRICT
ATTN KARY RICHARDSON
7500 SCHMIDT LN
EL CERRITO CA 94530-2401

June 1, 2024 - June 30, 2024
Account Number: 5EQ-944865

Your Investment Representative:
AARON BONCK
(206) 365-3003

Portfolio at a Glance

	This Period
BEGINNING ACCOUNT VALUE	\$2,047,152.31
Dividends, Interest and Other Income	6,772.41
Net Change in Portfolio ¹	2,738.96
ENDING ACCOUNT VALUE	\$2,056,663.68
Estimated Annual Income	\$89,005.36

¹ Net Change in Portfolio is the difference between the ending account value and beginning account value after activity.

Asset Summary



Percent	Asset Type	Last Period	This Period
16%	Cash, Money Funds, and Bank Deposits	72,216.00	326,988.41
84%	Fixed Income	1,974,936.31	1,729,675.27
100%	Account Total (Pie Chart)	\$2,047,152.31	\$2,056,663.68

Please review your allocation periodically with your Investment Representative.

For Your Information

On June 22nd, we will be introducing a new investor website and mobile application for online access. To access the new website, go to concourse.netxinvestor.com and login using your existing User ID. You can download the new mobile app from the Apple App Store or Android Play Store by searching for "Concourse Investor" and downloading the app.

Client Service Information

Your Investment Representative: J2Y

AARON BONCK
9725 3RD AVE NE
SUITE 610
SEATTLE WA 98115

Contact Information

Business: (206) 365-3003
Fax: (206) 417-6000

Your Account Information

TAX LOT DEFAULT DISPOSITION METHOD

Default Method for Mutual Funds:	Average Cost (Using First In First Out)
Default Method for Stocks in a Dividend Reinvestment Plan:	Average Cost (Using First In First Out)
Default Method for all Other Securities:	First In First Out

BOND AMORTIZATION ELECTIONS

Amortize premium on taxable bonds based on Constant Yield Method:	Yes
Accrual market discount method for all other bond types:	Constant Yield Method
Include market discount in income annually:	No

ELECTRONIC DELIVERY

Your electronic delivery selections for account communications are listed below:

Enrolled	Not Enrolled
Statements and Reports	Tax Documents
Trade Confirmations	
Notifications	
Prospectus*	
Proxy/Shareholder Communications*	

E-mail notifications are delivered to the following e-mail address(es):

k###@stegesan.org
r###@stegesan.org

*r###@stegesan.org is on file for these documents

The above e-mail address is partially masked for your security. Please log in to your account to review the full e-mail address.

Please log in to your account or contact your Investment Representative to make any changes to your electronic delivery preferences.

Messages

Transition to Trade Date plus One (T1) Settlements

The U.S. will adopt a shortened settlement timeframe beginning with trade date May 28, 2024, for equities, corporate, municipal bonds and unit investment trusts. Moving from a T2 to a T1 settlement cycle will provide faster access to sale proceeds, but it also means that funds will be due on purchase transactions earlier.

Although a money market mutual fund (money fund) seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in a money fund. Shares of a money fund or the balance of a bank deposit product held in your brokerage account may be liquidated upon request with the proceeds credited to your brokerage account. Please see the money fund's prospectus or the bank deposit product's disclosure document or contact your advisor for additional information. Pursuant to SEC Rule 10b-10(b)(1) confirmations are not sent for purchases into money funds processed on the sweep platform. Pursuant to applicable regulation, account statements will be produced monthly or quarterly. Balances in Federal Deposit Insurance Corporation (FDIC)-insured bank deposit sweep products are not protected by Securities Investor Protection Corporation (SIPC). The Estimated Annual Income, Estimated Yield and Accrued Interest columns in your Portfolio Holdings section will not display values for variable rate securities. The optional

Messages (continued)

Estimated Annual Income and Accrued Interest fields in the Portfolio at a Glance section of your statement will not include values for these securities.

Go Paperless by Selecting eDelivery

Eliminate paper and save natural resources with digital adoption. Electronic delivery (eDelivery) is faster, convenient and more secure. We offer eDelivery for account statements, prospectus documents, proxy or shareholder communications, tax documents, trade confirmations and more.

To enroll, log in to your brokerage account and look for the one-click eDelivery pop-up or simply select 'Go Paperless' at the top of any page and follow the on-screen prompts to set-up your preferences. Enrollment can be activated as quickly as the day you register, and you will be notified when documents are available in an online, password-protected portal.

Contact your financial professional if you have any questions about any of our digital tools.

PERSHING LLC ANNUAL DISCLOSURE OF IMPORTANT INFORMATION

Pershing LLC (Pershing), as the custodian for your accounts, is required to disclose certain information to you on an annual basis. This document contains those disclosures.

MONEY FUND AND BANK DEPOSIT PROGRAM FEES AND REVENUE SHARING

Money fund and bank deposit sweep product processing fees and revenue sharing arrangements are a source of revenue for Pershing and, where applicable, a source of revenue for your firm. For the money funds supported on its sweep platform available to all clients, Pershing receives remuneration paid out of the total operating expenses of the fund, some of which include SEC Rule 12b-1 fees. If your firm selects a sweep product available to all clients that pays Pershing remuneration, in most cases a portion of the fees Pershing receives from money fund and bank deposit sweep product providers will be shared with your firm. In addition, Pershing receives fees for providing access to its platform from money funds and bank deposit sweep product providers. In most cases, these fees are paid based on assets in the products. In certain circumstances, Pershing shares these fees with your firm. Some firms have unique sweep products, where Pershing does not receive fees from the sweep product provider. When Pershing receives fees, a portion is applied against costs associated with providing services, including maintaining cash sweep systems, sub-accounting, dividend and interest calculations, posting, reconciliation, client statement preparation and distribution, tax statement preparation and distribution, marketing and distribution related support and other services. For a listing of money funds and bank deposit products that pay Pershing revenue-sharing and processing fees, refer to www.pershing.com/disclosures.

FEES RECEIVED BY AFFILIATES

The Dreyfus money funds supported as sweep options by Pershing, which may be offered to you by your firm, are managed by Dreyfus Cash Investment Strategies, a division of BNY Mellon Investment Adviser, Inc. (BNYMIA) and distributed through Dreyfus Cash Solutions, a division of BNY Mellon Securities Corporation (BNYMSC). BNYMSC and BNYMIA are affiliates of Pershing and BNYMSC receives compensation for delivering services to the Dreyfus money funds. The Dreyfus Insured Deposits products, are bank deposit sweep products that automatically deposit swept funds into FDIC member participating banks (Program Banks), where swept balances receive pass through FDIC insurance coverage through those Program Banks. The Dreyfus Insured Deposits products are supported by Pershing, and may be offered to you by your firm, operate through a private labelling arrangement with Dreyfus Cash Solutions. Pershing has appointed Dreyfus Cash Solutions to provide certain services with respect to the operation of the Dreyfus Insured Deposits products. The Bank of New York Mellon is a state-chartered bank and BNY Mellon, National Association (BNY Mellon, N.A.) is a national banking association, both of which may act as Program Banks by participating in the bank deposit sweep products that Pershing supports on its sweep platform. BNYMSC is a registered investment adviser and broker-dealer, and a subsidiary of BNYMIA. Pershing, Pershing Advisor Solutions, BNYMSC, BNYMIA, The Bank of New York Mellon and BNY Mellon, N.A. are BNY Mellon companies. BNY Mellon is the corporate brand for The Bank of New York Mellon Corporation. Pershing, Pershing Advisor Solutions and BNYMSC earn fees (which may or may not be account-based) based

on the amount of money in the Dreyfus Money Funds and Dreyfus Insured Deposits products. Depending on the specific terms of the products offered, Pershing and Pershing Advisor Solutions may earn a higher fee on balances in any of the bank deposit sweep products supported on the platform than in other sweep products, such as money funds. Based on the agreement between Pershing and your firm, Pershing, in its sole discretion, will share a portion of the fees it earns from the support of these sweep products with your firm, in which case your firm would earn fees on balances in these products, which may be higher than fees earned on other money market products. The Bank of New York Mellon and BNY Mellon, N.A. may participate in bank deposit sweep products that Pershing supports on its sweep platform. If they participate, the Bank of New York Mellon and BNY Mellon, N.A. will realize an economic benefit from balances received through the bank deposit sweep products on the Pershing platform. The Program Banks, including the Bank of New York Mellon and BNY Mellon, N.A., do not have a duty to offer the highest rates available or rates that are comparable to money funds or those offered by other depository institutions.

SPONSORSHIP FEES

Third-party product and service providers (e.g., mutual fund companies, annuity companies, ETF providers, money market fund companies, money managers, technology and business solution providers) offer marketing support in the form of sponsorship fee payments to Pershing (or third parties at Pershing's direction) in connection with educational conferences, events, seminars and workshops for broker-dealers or advisers. These payments can include the expenses of educational materials or other conference-related expenses.

ADDITIONAL INFORMATION

Further detailed information regarding a number of the above topics can be found on our website at www.pershing.com/disclosures

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PERSHING'S IMPARTIAL LOTTERY PROCESS: PARTIAL CALLS

Information about Pershing's impartial lottery process can be found at www.pershing.com/disclosures. A printed copy of this information is available by calling (888) 367-2563, option 3 then option 5.

When a security is subject to a partial redemption, Pershing has procedures to treat you fairly. When an issuer initiates a partial call of securities, the depository holding such securities (typically, the Depository Trust and Clearing Corporation, or DTCC) conducts an impartial, computerized lottery using an incremental random number technique to determine the allocation of called securities to participants for which it holds securities on deposit (including Pershing). Because DTCC's lottery is random and impartial, participants may or may not receive an allocation of securities selected for redemption

Pershing conducts a similar, computer-generated random lottery. The lottery determines the accounts that will be selected and the number of securities in the account that will be redeemed. Allocations are based on the number of trading units held in the account. The probability of any trading unit held by an account being selected as called in a partial call is proportional to the total number of trading units held through Pershing.

Once the lottery is complete, Pershing notifies your firm which accounts have received an allocation. Securities registered in the client's name, either in transit or held in custody, are excluded from the Pershing lottery process.

Pershing initiates the lottery process by identifying the accounts holding the called security, the total par value of the called securities held, and the trading unit of the security.

For example (unit of trade = \$25,000):

Client Account	Par Value	Number of Trading Units
ABC-123234	\$100,000	4

Messages (continued)

DEF-325465	\$75,000	3
EDR-567433	\$150,000	6
EGT-876574	\$50,000	2
EGT-888345	\$25,000	1
FRT-435234	\$25,000	1
FRT-658797	\$75,000	3

In brief, the allocation process involves the following steps:

- The number of trading units held in each account is identified.
- A sequential number is assigned to each trading unit (e.g., account EDR-567433 would be assigned six numbers).
- A random number is generated that will result in one of these trading units being the first unit in the selection process.
- Thereafter, the trading units participating in the allocation are based on an incremental random number technique until the number of trading units allocated to Pershing is exhausted.
- Additional Information
- The allocation of called securities is not made on a pro-rata basis. Therefore, it is possible that a client may receive a full or partial redemption of shares held. Conversely, it is also possible that a client may not have any securities selected for redemption.
- When a partial call is deemed favorable to the holders of the called security, Pershing will exclude certain accounts from the lottery. Excluded accounts will include Pershing's proprietary and employee accounts, as well as proprietary and employee accounts of your firm (if Pershing carries and clears those accounts). No allocation will be made to these proprietary and employee accounts until all other client positions at Pershing in such securities have been called. When a partial call is deemed unfavorable to holders of the called security, Pershing will not exclude any accounts from the lottery.
- If the partial call is made at a price above the current market price as captured in Pershing's price reporting system, Pershing will generally categorize the partial call as one that is favorable to the holders of such security. If the partial call is made at a price that is equal to or below the current market price of the security as captured in Pershing's price reporting system, Pershing will generally categorize that call as one that is unfavorable to holders of the security.
- Clients have the right to withdraw uncalled, fully paid securities from Pershing at any time prior to the cut-off date and time established by the issuer, transfer agent and/or depository with respect to the partial call. Clients also have the right to withdraw excess margin securities, provided that the client account is not subject to restriction under Regulation T or that such withdrawal will not cause an under-margined condition.
- Impartial lottery is conducted based on settled positions as of the close of business the day prior to the publication date.

OTHER SOURCES OF REVENUE TO PERSHING

As a custodian, Pershing receives compensation from third parties for the services it provides to support certain products, including but not limited to, mutual funds, 529 plans, money funds, bank deposit sweep products, annuities, alternative investments, and ETFs.

CREDIT INTEREST AND CHECK DISBURSEMENTS

Under certain conditions, Pershing earns revenue based on free credit balances in client accounts. A small number of firms share in a portion of that revenue. In situations where you request a check disbursement from your account, Pershing will continue to earn revenue based on the amount of the check from the date that it is disbursed until its final settlement and payment. Free credit balances in your account are for investment purposes. If you currently maintain free credit balances in your account solely for the purpose of receiving credit interest and have no intention of investing the funds in the future, contact your firm to discuss your investment options.

MUTUAL FUND FEES AND REVENUE SHARING

Pershing provides operational services to mutual fund companies and receives fees for those services. These fees are paid to Pershing for its work on behalf of the funds, such as dividend calculations and posting, accounting, reconciliation, client confirmation and statement preparation and mailing, and tax statement preparation and mailing.

Where applicable, Pershing facilitates payments of SEC Rule 12b-1 fees received from mutual funds and paid to you or your firm. In limited circumstances, pursuant to agreements with certain firms, Pershing retains a portion of those fees.

Pershing offers a mutual fund no-transaction-fee program called FundVest® and Offshore Flex (for non-US clients). Pershing receives fees from mutual funds that participate in FundVest and Offshore Flex. There are some firms that choose to participate in this program and have agreements with Pershing to share in the fees received by Pershing.

These fees are considered revenue sharing and are a source of revenue for Pershing and, where applicable, a source of revenue for your firm. These fees create an incentive for Pershing to support these products on its platform.

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TRADING ACTIVITY DISCLOSURES

CASH BALANCE / "FLOAT" DISCLOSURE

Pershing obtains a financial benefit attributable to the cash balances in any account (including Employee Retirement Income Security Act accounts that are held by Pershing). Pershing's financial benefit is in the form of either interest on such balances and/or reductions in expenses that Pershing would otherwise pay to such banks. These cash balances result from: (1) cash awaiting investment; or (2) cash pending distribution. With respect to cash awaiting investment (e.g., new contributions), Pershing obtains such financial benefit until the funds are automatically invested into a money market fund or bank deposit sweep product ("Sweep Product") or are used for other purposes, such as to purchase securities. If an account agreement provides for the automatic investment into a Sweep Product, such investment will take place on the day after the receipt of cash (and the financial benefit will be one day), unless timely instructions are received to manually purchase the Sweep Product on the same day that cash is received, which may be accommodated in certain cases. If the account agreement does not provide for automatic investment into a Sweep Product, no automatic investment will occur until the day after the appropriate instructions are added to your account by your firm. When Pershing receives a request for a distribution by check, the account is charged (debited) on the date the check is written. Pershing mails disbursement checks on the same day that they are written. Pershing may obtain the financial benefit described above from the date the check is written until the date the check is presented for payment, the timing of which is beyond Pershing's control. When a distribution is requested using an Automated Clearing House instruction, Pershing receives a one-day financial benefit in connection with the distribution. If the distribution is made using the Federal Reserve wire system, Pershing receives no financial benefit in connection with the distribution.

Messages (continued)

FOREIGN CURRENCY TRANSACTIONS

Pershing will execute foreign currency transactions as principal for your account. Pershing's compensation for such transactions is based on the difference between the prevailing Foreign Exchange Interbank market and the rate applied at the time of the trade. Each currency conversion rate applied by Pershing will not exceed the highest interbank conversion rate identified from customary banking sources on the conversion date or prior business day, increased by up to 1%, unless a particular rate is required by applicable law. Some firms increase or decrease the currency conversion rate you are charged by Pershing and such increase or decrease in the rate results in compensation to your firm. Conversion rates may differ from rates in effect on the date a dividend, interest payment or corporate action is credited or declared. Unless you instruct your firm otherwise, Pershing automatically converts foreign currency to or from U.S. dollars for dividends, interest and corporate actions.

STOP ORDER ELECTION/TRIGGER

Equity odd-lot sales count toward consolidated and participant exchange volumes, but do not update the last-sale, open, close, high, or low price. Since odd-lot executions are not last-sale eligible, they will not trigger non-directed stop, stop-limit or trailing-stop orders routed to Pershing for execution.

CONFIRMATION OF EXECUTIONS AND/OR CANCELLATIONS

Confirmations of executions and/or cancellation requests may be delayed, erroneous (e.g., due to computer system issues) or subject to further edits including cancellation by a market center. A customer is bound by the conditions of the actual order execution if consistent with the customer's order instructions. Further, requests to cancel an order are not guaranteed, and will only be cancelled if received and applied to the still unexecuted order at the relevant market center. Customers may not assume that any order has been executed or cancelled until the customer has received a transaction or cancellation confirmation from Pershing. Even in the event such execution or cancellation is reported to a customer, any reporting or posting errors, including errors in reporting or posting execution prices or cancellations, may be corrected to reflect what actually occurred in the marketplace. Note that during market hours, it is rarely possible to cancel a market order or a marketable limit order as such orders are subject to immediate execution.

Concourse Financial Group Securities, Inc. ("CFGS") is a municipal advisor registered with the U.S. Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). As such, CFGS is subject to the regulations and rules on municipal advisory activities established by the SEC and MSRB. For more information about the Municipal Securities Rulemaking Board please visit their website at www.msrb.org. Additionally, customers may access the MSRB Investor Brochure, which describes the protections that may be provided by the Municipal Securities Rulemaking Board rules and how to file a complaint with an appropriate regulatory authority, by accessing the following web page: <http://msrb.org/msrb1/pdfs/MSRB-Investor-Brochure.pdf>

Activity Summary (All amounts shown are in base currency)

	Credits This Period	Debits This Period	Net This Period	Credits Year-to-Date	Debits Year-to-Date	Net Year-to-Date
Securities						
Securities Bought	0.00	0.00	0.00	0.00	-1,240,000.00	-1,240,000.00
Total Securities	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,240,000.00	-\$1,240,000.00
Dividends and Interest	\$6,772.41	\$0.00	\$6,772.41	\$40,246.29	\$0.00	\$40,246.29

Activity Summary (continued)

	Credits This Period	Debits This Period	Net This Period	Credits Year-to-Date	Debits Year-to-Date	Net Year-to-Date
Distributions	\$248,000.00	\$0.00	\$248,000.00	\$248,000.00	\$0.00	\$248,000.00
Cash						
Deposits	0.00	0.00	0.00	999,000.00	0.00	999,000.00
Total Cash	\$0.00	\$0.00	\$0.00	\$999,000.00	\$0.00	\$999,000.00
Totals	\$254,772.41	\$0.00	\$254,772.41	\$1,287,246.29	-\$1,240,000.00	\$47,246.29

Transactions in Date Sequence

Process/ Settlement Date	Activity Type	Description	Quantity	Price	Accrued Interest	Amount	Currency
06/03/24	BOND INTEREST RECEIVED 12574EAD2	248000 CME FCU COLUMBUS OHIO SH CTF 5.600% 09/29/25 DTD 09/27/23 RD 05/31 PD 06/01/24				1,179.53	USD
06/03/24	BOND INTEREST RECEIVED 87868YAU7	249000 TECHNOLOGY CR UN SAN JOSE CALIF SH CTF 5.000% 02/10/25 DTD 02/09/24 RD 05/31 PD 06/01/24				1,057.40	USD
06/17/24	BOND INTEREST RECEIVED 577234CT2	249000 MAUCH CHUNK TR CO JIM THORPE PA CTF DEP 4.350% 05/15/26 DTD 02/15/24 RD 06/14 PD 06/15/24				919.94	USD
06/20/24	BOND INTEREST RECEIVED 09644EAL6	248000 BLUPEAK CR UN SAN DIEGO CALIF SH CTF 5.750% 09/19/24 DTD 09/19/23 RD 06/18 PD 06/19/24				1,211.12	USD
06/26/24	BOND INTEREST RECEIVED 369674CN4	249000 GENERAL ELEC CR UN CINCINATI OHIO SH CTF 4.500% 01/26/26 DTD 01/26/24 RD 06/25 PD 06/26/24				951.66	USD
06/28/24	MONEY MARKET FUND INCOME RECEIVED PER999775	DREYFUS GOVT CASH MT				304.83	USD
06/28/24	BOND INTEREST RECEIVED 474067CG8	248000 JEFFERSON FINL FCU METAIRIE LA SH CTF 5.450% 06/28/24 B/E DTD 06/28/23 RD 06/27 PD 06/28/24				1,147.93	USD
06/28/24	SECURITY REDEEMED 474067CG8	JEFFERSON FINL FCU METAIRIE LA SH CTF 5.450% 06/28/24 B/E DTD 06/28/23 ACCOUNT REDEMPTION	-248,000.0000			248,000.00	USD
Total Value of Transactions						\$0.00	\$254,772.41 USD

The price and quantity displayed may have been rounded.

Cash Not Yet Received

Security	Record Date	Payable Date	Quantity Held	Rate	Dividend Option	Amount of Payment
Interest						
CME FCU COLUMBUS OHIO SH CTF 5.600% 09/29/25	06/28/24	07/01/24	248,000.0000	4.602739	Cash	1,141.48
HUGHES FED CR UN TUCSON ARIZ SH CTF 4.600% 01/29/26	06/28/24	06/29/24	249,000.0000	3.906849	Cash	972.81
TECHNOLOGY CR UN SAN JOSE CALIF SH CTF 5.000% 02/10/25	06/28/24	07/01/24	249,000.0000	4.109589	Cash	1,023.29
Total Cash Not Yet Received						\$3,137.58

Assets shown here are not reflected in your account. This information has been received from sources we believe to be reliable. Pershing does not guarantee the accuracy of the information.

Income and Expense Summary

	Current Period		Year-to-Date	
	Taxable	Non Taxable	Taxable	Non Taxable
Dividend Income				
Money Market	304.83	0.00	3,448.86	0.00
Interest Income				
Bond Interest	6,467.58	0.00	36,797.43	0.00
Total Income	\$6,772.41	\$0.00	\$40,246.29	\$0.00

Money Market Fund Detail

Date	Activity Type	Description	Amount	Balance
Sweep Money Market Fund				
DREYFUS GOVT CASH MNGT INV SH Current Yield: 4.94% Activity Ending: 06/28/24				
06/01/24	Opening Balance		72,216.00	72,216.00
06/04/24	Deposit	MONEY FUND PURCHASE	2,236.93	74,452.93
06/18/24	Deposit	MONEY FUND PURCHASE	919.94	75,372.87
06/21/24	Deposit	MONEY FUND PURCHASE	1,211.12	76,583.99
06/27/24	Deposit	MONEY FUND PURCHASE	951.66	77,535.65
06/28/24	Deposit	INCOME REINVEST	304.83	77,840.48
06/28/24	Closing Balance			\$77,840.48

Money Market Fund Detail (continued)

Date	Activity Type	Description	Amount	Balance
Total All Money Market Funds				\$77,840.48

Portfolio Holdings

Description	Quantity	Opening Balance	Closing Balance	Accrued Income	Income This Year	30-Day Yield
CASH, MONEY FUNDS AND BANK DEPOSITS 16.00% of Portfolio						
Cash Balance		0.00	249,147.93			
Money Market						
DREYFUS GOVT CASH MNGT INV SH	77,840.4800	72,216.00	77,840.48	0.00	3,448.86	4.94%
Total Money Market		\$72,216.00	\$77,840.48	\$0.00	\$3,448.86	
TOTAL CASH, MONEY FUNDS AND BANK DEPOSITS		\$72,216.00	\$326,988.41	\$0.00	\$3,448.86	

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
FIXED INCOME 84.00% of Portfolio (In CUSIP Sequence)						
Certificates of Deposit						
BLUPEAK CR UN SAN DIEGO CALIF SH CTF 5.750% 09/19/24 DTD 09/19/23	248,000.0000	100.0260	248,064.48	429.75	14,260.00	5.74%
Security Identifier: 09644EAL6						
CME FCU COLUMBUS OHIO SH CTF 5.600% 09/29/25 DTD 09/27/23	248,000.0000	100.5850	249,450.80	1,103.43	13,888.00	5.56%
Security Identifier: 12574EAD2						
FLAGSTAR BK NATL ASSN HICKSVILLE NEW YORK CTF DEP 4.700% 07/17/25 DTD 01/17/24 ACT/365 1ST CPN DTE 07/17/24 CPN PMT SEMI ANNUAL ON JAN 17 AND JUL 17	244,000.0000	99.4820	242,736.08	5,184.16	11,468.00	4.72%
Security Identifier: 33847GCF7						
GENERAL ELEC CR UN CINCINATI OHIO SH CTF 4.500% 01/26/26 DTD 01/26/24	249,000.0000	99.2260	247,072.74	122.79	11,205.00	4.53%
Security Identifier: 369674CN4						
HUGHES FED CR UN TUCSON ARIZ SH CTF 4.600% 01/29/26 DTD 01/29/24	249,000.0000	99.3900	247,481.10	31.38	11,454.00	4.62%
Security Identifier: 444425AK8						
MAUCH CHUNK TR CO JIM THORPE PA CTF DEP 4.350% 05/15/26 DTD 02/15/24 ACT/365 1ST CPN DTE 03/15/24 CPN PMT MONTHLY ON 15	249,000.0000	98.9880	246,480.12	445.13	10,831.50	4.39%
Security Identifier: 577234CT2						
TECHNOLOGY CR UN SAN JOSE CALIF SH CTF 5.000% 02/10/25 DTD 02/09/24	249,000.0000	99.7550	248,389.95	989.18	12,450.00	5.01%
Security Identifier: 87868YAU7						
Total Certificates of Deposit	1,736,000.0000		\$1,729,675.27	\$8,305.82	\$85,556.50	

Portfolio Holdings (continued)

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
FIXED INCOME (continued)						
TOTAL FIXED INCOME	1,736,000.0000		\$1,729,675.27	\$8,305.82	\$85,556.50	
			Market Value	Accrued Interest	Estimated Annual Income	
Total Portfolio Holdings			\$2,056,663.68	\$8,305.82	\$89,005.36	

Portfolio Holdings Disclosures

Pricing

This section includes the net market value of the securities in your account on a settlement date basis, including short positions, at the close of the statement period. The market prices, unless otherwise noted, have been obtained from independent vendor services, which we believe to be reliable. In some cases the pricing vendor may provide prices quoted by a single broker or market maker. Market prices do not constitute a bid or an offer, and may differ from the actual sale price. Securities for which a price is not available are marked "N/A" and are omitted from the Total.

THE AS OF PRICE DATE ONLY APPEARS WHEN THE PRICE DATE DOES NOT EQUAL THE STATEMENT DATE.

Estimated Annual Figures

The estimated annual income (EAI) and estimated annual yield (EAY) figures are estimates and for informational purposes only. These figures are not considered to be a forecast or guarantee of future results. These figures are computed using information from providers believed to be reliable; however, no assurance can be made as to the accuracy. Since interest and dividend rates are subject to change at any time, and may be affected by current and future economic, political, and business conditions, they should not be relied on for making investment, trading, or tax decisions. These figures assume that the position quantities, interest and dividend rates, and prices remain constant. A capital gain or return of principal may be included in the figures for certain securities, thereby overstating them. Refer to www.pershing.com/disclosures for specific details as to formulas used to calculate the figures. Accrued interest represents interest earned but not yet received.

Reinvestment

The dollar amount of Mutual Fund distributions, Money Market Fund dividend income, Bank Deposit interest income, or dividends for other securities shown on your statement may have been reinvested. You will not receive confirmation of these reinvestments. Upon written request to your financial institution, information pertaining to these transactions, including the time of execution and the name of the person from whom your security was purchased, may be obtained. In dividend reinvestment transactions, Pershing acts as your agent and receives payment for order flow.

Option Disclosure

Information with respect to commissions and other charges incurred in connection with the execution of option transactions has been included in confirmations previously furnished to you. A summary of this information is available to you promptly upon your written request directed to your introducing firm. In order to assist your introducing firm in maintaining current background and financial information concerning your option accounts, please promptly advise them in writing of any material change in your investment objectives or financial situation. Expiring options which are valuable are exercised automatically pursuant to the exercise by exception procedure of the Options Clearing Corporation. Additional information regarding this procedure is available upon written request to your introducing firm.

Certificates of Deposit

Certificates of Deposit acquired through the Certificate of Deposit Account Registry Service ("CDARS") and held in your brokerage account are subject to Securities Investor Protection Corporation (SIPC) coverage. Please see additional information about SIPC under Important Information and Disclosures on this statement.

Please be advised that the secondary market for CDs is generally illiquid; the actual value of CDs may be different from their purchase price; and a significant loss of principal could result if your CDs are sold prior to maturity. In the event that the CDs listed above do not indicate a market valuation, an accurate market value could not be determined. In the event that a price is listed above for your CDs, Pershing has obtained a price from sources deemed to be reliable or has priced your CDs using a matrix formula. Prices are estimates and the actual value you may obtain for your CD may be different if you elect to sell your CD in the secondary market.

Foreign Currency Transactions

Pershing will execute foreign currency transactions as principal for your account. Pershing may automatically convert foreign currency to or from U.S. dollars for dividends and similar corporate action transactions unless you instruct your financial organization otherwise. Pershing's currency conversion rate will not exceed the highest interbank conversion rate identified from customary banking sources on the conversion date or the prior business day, increased by up to 1%, unless a particular rate is required by applicable law. Your financial organization may also increase the currency conversion rate. This conversion rate may differ from rates in effect on the date you executed a transaction, incurred a charge, or received a credit. Transactions converted by agents (such as depositories) will be billed at the rates such agents use.

Proxy Vote

Securities not fully paid for in your margin account may be lent by Pershing to itself or others in accordance with the terms outlined in the Margin Agreement. The right to vote your shares held on margin may be reduced by the amount of shares on loan. The Proxy Voting Instruction Form sent to you may reflect a smaller number of shares entitled to vote than the number of shares in your margin account.

Variable Rate Securities

Interest rate data for certain complex and/or variable rate securities is provided to Pershing by third-party data service providers pursuant to contractual arrangements. Although we seek to use reliable sources of information, the accuracy, reliability, timeliness, and completeness of interest rate data may vary sometimes, particularly for complex and/or variable rate securities and those with limited or no secondary market. As a result, we can offer no assurance as to the accuracy, reliability, timeliness, or completeness of interest rate data for such securities. Pershing may also occasionally make interest rate updates and adjustments based on its reasonable efforts to obtain accurate, reliable, timely, and/or complete interest rate data from other data sources, but we can similarly provide no assurance that those rates or adjustments will be accurate, reliable, timely, or complete.

When updated interest rate data is received from a third-party data service provider or adjusted by Pershing, the updated data will be reflected in various sources where interest rate data is used or viewed, including both paper and electronic communications and data sources. Prior use or communication of interest rate-related data will not be revised. Since variable interest rates may be subject to change at any time and are only as accurate as the data received from third-party data service providers or otherwise obtained by Pershing, interest rate data should not be relied on for making investment, trading, or tax decisions. All interest rate data and other information derived from and/or calculated using interest rates are not warranted as to accuracy, reliability, timeliness, or completeness and are subject to change without notice. Pershing disclaims any responsibility or liability to the fullest extent permitted by applicable law for any loss or damage arising from any reliance on or use of the interest rate data or other information derived from and/or calculated using interest rates in any way. You should request a current valuation for your securities from your financial adviser or broker prior to making a financial decision or placing an order or requesting a transaction in these securities.

Structured Products

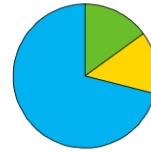
Structured products in this section are complex products and may be subject to special risks, which may include, but are not limited to: loss of initial investment; issuer credit risk; limited or no appreciation; risks associated with the underlying reference asset(s); no periodic payments; call prior to maturity (a redemption could affect the yield represented); early redemption fees or other applicable fees; price volatility resulting from issuer's and/or guarantor's credit quality; lower interest rates and/or yield compared to conventional debt with a comparable maturity; unique tax implications; concentration risk of owning the related security; limited or no secondary market; restrictions on transferability; conflicts of interest; and limits on participation in appreciation of underlying asset(s). To review a complete list of risks, please refer to the offering documents for the structured product. For more information about the risks specific to your structured products, you should contact your financial institution or advisor. Certain structured products are designed to make periodic distributions to you and any such structured product distributions you receive will be listed in the Transactions section of your statement. Structured product distributions may be listed there as "Bond Interest Received"; however, this description is not intended to reflect a determination as to either the asset classification of the product or the U.S. tax treatment of such distributions.

Fixed Income Analysis

Bond Quality

Bond Quality	Market Value	% of Bond Market Value
Not Rated	1,729,675.27	100%
Total	1,729,675.27	100%

Bond Maturity Schedule



Bond Maturity	Market Value	% of Bond Market Value
1 to 6 months	248,064.48	15%
7 to 12 months	248,389.95	14%
1 to 5 years	1,233,220.84	71%
Total	1,729,675.27	100%

Percentages of bond market values are rounded to the nearest whole percentage.

Bond quality ratings reflect Moody's or Standard and Poor's ratings. Bonds may be rated by other services. Bonds that are in default are not included. Please refer to your Portfolio Holdings section.

You are 100% invested in bonds with a bond quality of Not Rated.

Important Information and Disclosures

The Role of Pershing

- Pershing LLC, member FINRA, NYSE, carries your account as clearing broker pursuant to a clearing agreement with your financial institution. Pershing is not responsible or liable for any acts or omissions of your financial institution or its employees and it does not supervise them. Pershing provides no investment advice nor does it assess the suitability of any transaction or order. Pershing acts as the agent of your financial institution and you agree that you will not hold Pershing or any person controlling or under common control with it liable for any investment losses incurred by you.
- Pershing performs several key functions at the direction of your financial institution. It acts as custodian for funds and securities you may deposit with it directly or through your financial institution or that it receives as the result of securities transactions it processes.
- Your financial institution is responsible for adherence to the securities laws, regulations and rules which apply to it regarding its own operations and the supervision of your account, its sales representatives and other personnel. Your financial institution is also responsible for approving the opening of accounts and obtaining account documents; the acceptance and, in certain instances, execution of securities orders; the assessment of the suitability of those transactions, where applicable; the rendering of investment advice, if any, to you and in general, for the ongoing relationship that it has with you.
- Inquiries concerning the positions and balances in your account may be directed to the Pershing Customer Service Department at (201) 413-3333. All other inquiries regarding your account or activity should be directed to your financial institution. Your financial organization's contact information can be found on the first page of this statement.
- For a description of other functions performed by Pershing please consult the Disclosure Statement provided to you upon the opening of your account. This notice is not meant as a definitive enumeration of every possible circumstance, but as a general disclosure. If you have any questions regarding this notice or if you would like additional copies of the Disclosure Statement, please contact your financial institution.
- Pershing is a member of the Securities Investor Protection Corporation (SIPC®). Please note that SIPC does not protect against loss due to market fluctuation. In addition to SIPC protection, Pershing provides coverage in excess of SIPC limits. For more detailed information please visit: www.pershing.com/about/strength-and-stability.
- This statement will be deemed conclusive. You are advised to report any inaccuracy or discrepancy (including unauthorized trading) promptly, but no later than ten days after receipt of this statement, to your financial organization and Pershing. Please be advised that any oral communication should be re-confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.
- Your financial organization's contact information can be found on the first page of this statement. Pershing's contact information is as follows: Pershing LLC, Legal Department,

Important Information and Disclosures (continued)

The Role of Pershing (continued)

One Pershing Plaza, Jersey City, New Jersey 07399; (201) 413-3330. Errors and Omissions excepted.

Important Arbitration Disclosures

- All parties to this agreement are giving up the right to sue each other in court, including the right to a trial by jury, except as provided by the rules of the arbitration forum in which a claim is filed.
- Arbitration awards are generally final and binding; a party's ability to have a court reverse or modify an arbitration award is very limited.
- The ability of the parties to obtain documents, witness statements and other discovery is generally more limited in arbitration than in court proceedings.
- The arbitrators do not have to explain the reason(s) for their award, unless, in an eligible case, a joint request for an explained decision has been submitted by all parties to the panel at least 20 days prior to the first scheduled hearing date.
- The panel of arbitrators will typically include a minority of arbitrators who were or are affiliated with the securities industry.
- The rules of some arbitration forums may impose time limits for bringing a claim in arbitration. In some cases, a claim that is ineligible for arbitration may be brought in court.
- The rules of the arbitration forum in which the claim is filed, and any amendments thereto, shall be incorporated into this agreement.

Important Arbitration Agreement

Any controversy between you and Pershing LLC shall be submitted to arbitration before the Financial Industry Regulatory Authority. No person shall bring a putative or certified class action to arbitration, nor seek to enforce any predispute arbitration agreement against any person who has initiated in court a putative class action, who is a member of a putative class who has not opted out of the class with respect to any claims encompassed by the putative class action until; (I) the class certification is denied; (II) the class is decertified; or (III) the client is excluded from the class by the court. Such forbearance to enforce an agreement to arbitrate shall not constitute a waiver of any rights under this agreement except to the extent stated herein. The laws of the State of New York govern.

Pershing's contact information is as follows: Pershing LLC, Legal Department, One Pershing Plaza, Jersey City, New Jersey 07399; (201) 413-3330.

TERMS AND CONDITIONS

TRANSACTIONS

- ALL ORDERS AND TRANSACTIONS SHALL BE SOLELY FOR YOUR ACCOUNT AND RISK SHALL BE SUBJECT TO THE CONSTITUTION, RULES, REGULATIONS, CUSTOMS, USAGES, RULINGS AND INTERPRETATIONS OF THE EXCHANGE OR MARKET AND THE CLEARING FACILITY, IF ANY, WHERE THE TRANSACTIONS ARE EXECUTED AND/OR SETTLED, OR IF APPLICABLE, OF THE FINANCIAL INDUSTRY REGULATORY AUTHORITY AND TO ALL APPLICABLE LAWS AND REGULATIONS.
- TITLE TO SECURITIES SOLD TO YOU, WHERE PERSHING HAS ACTED AS PRINCIPAL, SHALL REMAIN WITH PERSHING UNTIL THE ENTIRE PURCHASE PRICE IS RECEIVED OR UNTIL THE SETTLEMENT DATE, WHICHEVER IS LATER.
- YOU MAY HAVE RECEIVED CONFIRMATIONS FOR TRANSACTIONS WHICH DO NOT APPEAR ON YOUR STATEMENT. IF SO, THE TRANSACTIONS WILL APPEAR ON YOUR NEXT PERIODIC STATEMENT. SUCH TRANSACTIONS MUST BE CONSIDERED BY YOU WHEN COMPUTING THE VALUE OF YOUR ACCOUNT. THIS IS ESPECIALLY TRUE IF YOU HAVE WRITTEN OPTIONS WHICH HAVE BEEN EXERCISED.

FREE CREDIT BALANCES: ANY FREE CREDIT BALANCE CARRIED FOR YOUR ACCOUNT REPRESENTS FUNDS PAYABLE UPON DEMAND WHICH, ALTHOUGH PROPERLY ACCOUNTED FOR ON PERSHING'S BOOKS OF RECORD, ARE NOT SEGREGATED AND MAY BE USED IN THE CONDUCT OF ITS BUSINESS.

DEBIT BALANCES: INTEREST CHARGED ON DEBIT BALANCES IN YOUR ACCOUNT APPEARS ON THE STATEMENT. THE RATE OF INTEREST AND PERIOD COVERED ARE INDICATED. THE RATE MAY CHANGE FROM TIME TO TIME DUE TO FLUCTUATIONS IN MONEY RATES OR OTHER REASONS. INTEREST IS COMPUTED AS DESCRIBED IN MATERIAL PREVIOUSLY FURNISHED TO YOU. PLEASE CONTACT YOUR FINANCIAL INSTITUTION IF YOU DESIRE ADDITIONAL COPIES.

MARGIN INFORMATION: IF YOU MAINTAIN A MARGIN ACCOUNT, THIS IS A COMBINED STATEMENT OF YOUR GENERAL ACCOUNT AND A SPECIAL MEMORANDUM ACCOUNT MAINTAINED FOR YOU UNDER REGULATION T OF THE BOARD OF GOVERNORS OF THE FEDERAL RESERVE SYSTEM. THE PERMANENT RECORD OF THE SEPARATE ACCOUNT AS REQUIRED BY REGULATION T IS AVAILABLE FOR YOUR INSPECTION UPON REQUEST.

TAX INFORMATION

- AFTER YEAR END, PERSHING IS REQUIRED TO PROVIDE TAX INFORMATION TO THE INTERNAL REVENUE SERVICE AND OTHER GOVERNMENTAL AUTHORITIES. AT THAT TIME PERSHING WILL PROVIDE THAT INFORMATION ON THE ANNUAL TAX INFORMATION STATEMENT TO YOU; USE THAT STATEMENT TO PREPARE YOUR TAX FILINGS. THE TAX STATEMENT ALSO INCLUDES OTHER USEFUL INFORMATION TO ASSIST IN ACCUMULATING THE DATA TO PREPARE YOUR TAX RETURNS.
- DIVIDENDS, INTEREST AND OTHER DISTRIBUTIONS SHOWN ON THIS STATEMENT WERE CLASSIFIED AS TAXABLE OR NONTAXABLE BASED ON CERTAIN INFORMATION KNOWN AS OF THE DISTRIBUTION DATE. THIS CLASSIFICATION IS SUBJECT TO CHANGE AND IS SOLELY INTENDED FOR USE AS GENERAL INFORMATION.
- PERSHING DOES NOT PROVIDE TAX, INVESTMENT OR LEGAL ADVISORY SERVICES AND NO ONE ASSOCIATED WITH PERSHING IS AUTHORIZED TO RENDER SUCH ADVICE. DO NOT RELY UPON ANY SUCH ADVICE. IF GIVEN, INVESTORS ARE ENCOURAGED TO CONSULT THEIR TAX ADVISORS TO DETERMINE THE APPROPRIATE TAX TREATMENT OF THEIR BUSINESS.

GENERAL INFORMATION

- WHENEVER YOU ARE INDEBTED TO PERSHING LLC ("PERSHING") FOR ANY AMOUNT, ALL SECURITIES HELD BY IT FOR YOU IN ANY ACCOUNT IN WHICH YOU HAVE ANY INTEREST SHALL SECURE ALL YOUR LIABILITIES TO PERSHING, AND PERSHING MAY IN ITS DISCRETION AT ANY TIME, WITHOUT TENDER, DEMAND OR NOTICE TO YOU, CLOSE OR REDUCE ANY OR ALL OF YOUR ACCOUNTS BY PUBLIC OR PRIVATE SALE OR PURCHASE OR BOTH OF ALL OR ANY SECURITIES CARRIED IN SUCH ACCOUNTS; ANY BALANCE REMAINING DUE PERSHING TO BE PROMPTLY PAID BY YOU.
- WHENEVER YOU ARE INDEBTED TO PERSHING FOR ANY AMOUNT, ALL SECURITIES CARRIED FOR YOUR ACCOUNT ARE OR MAY BE, WITHOUT FURTHER NOTICE TO YOU, LOANED OR PLEDGED BY PERSHING, EITHER SEPARATELY OR UNDER CIRCUMSTANCES WHICH WILL PERMIT THE COMMINGLING THEREOF,

WITH OTHER SECURITIES FOR ANY AMOUNT LESS THAN, EQUAL TO OR GREATER THAN YOUR LIABILITIES TO PERSHING, BUT NOT UNDER CIRCUMSTANCES FOR AN AMOUNT PROHIBITED BY LAW.

- PERSHING MAY TRADE FOR ITS OWN ACCOUNT AS A MARKET MAKER, SPECIALIST, ODD LOT DEALER, BLOCK POSITIONER, ARBITRAGEUR OR INVESTOR. CONSEQUENTLY, AT THE TIME OF ANY TRANSACTION YOU MAY MAKE, PERSHING MAY HAVE A POSITION IN SUCH SECURITIES, WHICH POSITION MAY BE PARTIALLY OR COMPLETELY HEDGED.
- IF AVERAGE PRICE TRANSACTION IS INDICATED ON THE FRONT OF THIS STATEMENT YOUR FINANCIAL INSTITUTION OR PERSHING MAY HAVE ACTED AS PRINCIPAL, AGENT OR BOTH. DETAILS AVAILABLE UPON REQUEST.
- A FINANCIAL STATEMENT OF PERSHING IS AVAILABLE FOR YOUR PERSONAL INSPECTION AT PERSHING'S OFFICES. A COPY OF IT WILL BE MAILED UPON YOUR WRITTEN REQUEST OR YOU CAN VIEW IT ONLINE AT WWW.PERSHING.COM.
- FOR BUSINESS CONTINUITY AND ADDITIONAL DISCLOSURES: WWW.PERSHING.COM/us/en/disclosures.html
- THIS STATEMENT SHOULD BE RETAINED FOR YOUR RECORDS.

PAYMENT FOR ORDER FLOW AND ORDER ROUTING POLICY DISCLOSURES (REGULATION NMS - RULE 607 (A) (1) - (2))

PERSHING SENDS EQUITY AND OPTION ORDERS TO EXCHANGES, OR BROKER-DEALERS AS MARKET MAKERS OR AUTOMATED TRADING SYSTEMS (ATSS). CERTAIN OF THESE VENUES PROVIDE PAYMENTS TO PERSHING OR CHARGE ACCESS FEES TO PERSHING DEPENDING UPON THE CHARACTERISTICS OF THE ORDER AND ANY SUBSEQUENT EXECUTION. THE DETAILS OF THESE PAYMENTS AND FEES ARE AVAILABLE UPON WRITTEN REQUEST. COMPENSATION IS GENERALLY IN THE FORM OF A PER SHARE OR PER OPTION CONTRACT CASH PAYMENT. IN ADDITION, PERSHING EXECUTES CERTAIN TRANSACTIONS IN EQUITY PREFERRED SECURITIES AND FRACTIONAL SHARES AS PRINCIPAL. PERSHING ALSO ROUTES CERTAIN EQUITY ORDERS TO ITS AFFILIATE, BNY MELLON CAPITAL MARKETS, LLC, FOR EXECUTION AS PRINCIPAL.

BEST EXECUTION: NOTWITHSTANDING THE PREVIOUS PARAGRAPH REGARDING PAYMENT FOR ORDER FLOW, PERSHING SELECTS CERTAIN MARKET CENTERS TO PROVIDE EXECUTION OF OVER-THE-COUNTER AND EXCHANGE-LISTED SECURITIES TRANSACTIONS WHICH AGREE TO ACCEPT ORDERS, TRANSMITTED ELECTRONICALLY UP TO A SPECIFIED SIZE, AND TO EXECUTE THEM AT OR BETTER THAN THE NATIONAL BEST BID OR OFFER (NBBO). IN CERTAIN SECURITIES THAT ARE NOT ELECTRONICALLY QUOTED, PERSHING DIRECTLY CONTACTS MARKET CENTERS TO OBTAIN AN EXECUTION. THE DESIGNATED MARKET CENTERS TO WHICH ORDERS ARE AUTOMATICALLY ROUTED ARE SELECTED BASED ON THE CONSISTENT HIGH QUALITY OF THEIR EXECUTIONS AND THEIR ABILITY TO PROVIDE OPPORTUNITIES FOR EXECUTIONS AT PRICES SUPERIOR TO THE NBBO. PERSHING ALSO REGULARLY REVIEWS REPORTS FOR QUALITY OF EXECUTION PURPOSES.

IF ANY OF THE ABOVE TERMS AND CONDITIONS ARE UNACCEPTABLE TO YOU, PLEASE NOTIFY PERSHING IMMEDIATELY IN WRITING BY CERTIFIED MAIL TO ONE PERSHING PLAZA, JERSEY CITY, NJ 07399, ATTN: LEGAL DEPT

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Account Number: 5EQ-944865
800940800CF30036-SD



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Corporation (BNY Mellon)
Pershing LLC, member FINRA, NYSE, SIPC

1:24 PM	STEGE SANITARY DISTRICT			
07/15/2024	Check Report			
Accrual Basis	July 18, 2024			
	Name	Memo	Amount	Num
Jul 18, 24				
	Alliant Insurance Services, Inc	Vehicle Insurance 7/1/24-7/1/25	-9,980.00	1094
	Bay Alarm Company	Garage Burglar Alarm 08/01-10/31/24	-340.35	1095
	Contra Costa CO. Auditor-Controller	LAFCO 2024-25	-2,955.46	1096
	County of Contra Costa	Data Processing Svcs May 2024	-14.50	1097
	CSRMA	Property Ins 07/2024-07/2025	-23,366.59	1098
	CSRMA c/o Driver Insurance Services	Workers Comp 07/2024-07/2025	-27,955.00	1099
	CWEA	Renewal Reyes #41881	-221.00	1100
	DATCO	Jul-Aug 2024	-161.25	1101
	Direct Line	Answering Service 6/01-30/24	-157.14	1102
	East Bay Sanitary Co., Inc.	Garbage Jul-Aug	-906.36	1103
	EBMUD 12374900001	Office/Shop	-177.91	1104
	EBMUD 57132800001	Office/Shop	-716.84	1105
	Exxonmobil	Gas	-292.33	1106
	Lechowicz & Tseng Municipal Consultants	Sewer Rate & Connection Charge Study	-1,365.00	1107
	MR Copy	Copier Supplies	-321.28	1108
	Nakano Landscape	Landscaping Jun 2024	-290.00	1109
	Peninsula Truck Repair, Inc.	Vaccon & Vactor Maintenance	-3,934.16	1110
	PG&E- #0103467151-9	Burlingame Pump Station	-140.57	1111
	PG&E- #0607499583-5	Canon Pump Station	-111.14	1112
	PG&E- #6675831511-4	Office/Shop	-1,453.68	1113
	Streamline	Website 7/1-8/1/24	-249.00	1114
	TelePacific Communications	Office Phones	-1,382.90	1115
	Universal Building Services	Janitorial Service Jun	-469.00	1116
	Vestis	Uniform Services	-197.72	1117
	WECO Industries, Inc.	Fill Hose & Oil Cap Valve	-725.60	1118
	Xerox Financial Services	Copier Lease Payment 5/03-7/02	-492.20	1119
Jul 18, 24			-78,376.98	

STEGE SANITARY DISTRICT 2024 BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JANUARY	FEBUARY	MARCH	APRIL	MAY	JUNE
1/1 & 1/15 HOLIDAY CASA Winter Conf. Jan 24-26, Palm Springs	2/19 HOLIDAY CASA Policy Forum Feb 26-27, Wash, DC			5/27 HOLIDAY	6/19 HOLIDAY
1/18/2024 – 7:00 P.M.	2/1/2024 – 7:00 P.M.	3/2/2024 – 9:00 A.M.	4/18/2024 – 7:00 P.M.	5/2/2024 – 7:00 P.M.	6/6/2024 – 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/CSDA Conf. • Quarterly Financial Statements • SPASPA Status Report • CLOSED SESSION – Quarterly Claims Rpt. – Manager Perf. Eval. 	<ul style="list-style-type: none"> • (none) 	<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"> • Draft Budget • Employee Benefit Package Review • Service Rate Discussion/Approval • July 4th Fair Discussion • Board Training Summ. • Quarterly Financial Statements • SPASPA Status Report • Appoint Labor Negot. • CLOSED SESSION – Quarterly Claims Rpt. – Conf. Labor Negot. 	<ul style="list-style-type: none"> • (none) 	<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/CSDA Conf.
	2/15/2024 – 7:00 P.M.	3/21/2024 – 7:00 P.M.		5/16/2024 – 7:00 P.M.	6/20/2024 – 7:00 P.M.
	<ul style="list-style-type: none"> • Board Governance Manual Approval • Actuarial Analysis of Retiree Health Benefits Report (even years) • Performance Report • District of Distinction (every 3 years) • Service Rate Discussion • Long Range Planning Workshop Agenda • Board Training Summ. • CASA/CSDA Conf. • CASA Conference Attendee Reports • 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"> • Resolution Ordering Board Election (even years) • Draft Budget • Board Training Summ. • July 4th Fair Discussion • Review of Comparable Agencies • Service Rate Discussion/Approval • 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/CSDA Conf. • CLOSED SESSION – Counsel Perf. Eval.

STEGE SANITARY DISTRICT

2024 BOARD OF DIRECTORS MEETING AGENDA CALENDAR

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
7/4 HOLIDAY 4 th of July Fair Booth CASA Annual Conf. Jul 31- Aug 2, Monterey		9/2 HOLIDAY CSDA Annual Conf. Sep 9-12, Indian Wells Board Training AB 1234 (even years) AB 1661 (odd years)		11/28-29 HOLIDAY	12/12 HOLIDAY LUNCHEON 12/25 HOLIDAY
7/18/2024 – 7:00 P.M.	8/8/2024 – 7:00 P.M.	9/5/2024 – 7:00 P.M.	10/3/2024 – 7:00 P.M.	11/7/2024 – 7:00 P.M.	12/12/2024 – 2:00 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) • CASA/CSDA Conf. • Form 470 • July 4th Fair Debrief • Quarterly Financial Statements • SPASPA Status Report • CLOSED SESSION – Quarterly Claims Rpt. 	<ul style="list-style-type: none"> • (none) 	<ul style="list-style-type: none"> • (none) 	<ul style="list-style-type: none"> • (none) 	<ul style="list-style-type: none"> • Proposed Meeting Calendar • Board Officer Succession Plan • CASA/CSDA Conf. 	<u>2PM MEETING TIME</u> <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/CSDA Conf. • Pension + OPEB UAL Reports • Nomination & Election of Officers
	8/22/2024 – 7:00 P.M.	9/19/2024 – 7:00 P.M.	10/17/2024 – 7:00 P.M.		