

RESOLUTION NO. 2024-009

**A RESOLUTION OF THE CENTRAL CONTRA COSTA SANITARY DISTRICT
AUTHORIZING TRANSFER OF TREASURER AUTHORITY FROM CONTRA COSTA
COUNTY TO THE BOARD OF DIRECTORS OF THE CENTRAL CONTRA COSTA
SANITARY DISTRICT APPOINTING A DISTRICT TREASURER AND AUTHORIZING
THE DEPOSIT OF DISTRICT FUNDS WITH U.S. BANK**

WHEREAS, the Central Contra Costa Sanitary District (Central San) is a special district and a public entity established under the Sanitary District Act of 1923 and operating pursuant to California Health and Safety Code section 6400 et seq; and

WHEREAS, the Contra Costa County Treasurer currently maintains custody of all Central San funds; and

WHEREAS, Central San intends to withdraw its money from the County treasury and appoint a District Treasurer pursuant to Health and Safety Code section 6801; and

WHEREAS, Central San has a system to record its financial transactions under generally accepted accounting principles that is available upon request to reflect Central San's financial position as well provide sufficient records to be audited by an independent auditor; and

WHEREAS, Central San undergoes an annual financial statement audit as engaged by an independent auditor and the audit is conducted under generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States; and

WHEREAS, Central San has a system of internal controls over its various transaction cycles and business operations, including having developed procedures for drawing and signing checks, for preventing fraud and ensuring accountability, and ensuring that bond principal and salaries shall be paid when due; and

WHEREAS, it is the policy of Central San to pay claims and demands before they are approved by the Board of Directors if the Treasurer determines that the claims and demands conform to Central San's approved budget; and

WHEREAS, to establish an alternative depository for Central San funds, Health and Safety Code section 6801 requires Central San's Board of Directors to fix the amount of the surety bond for Central San's District Treasurer; and

WHEREAS, Central San's Board of Directors approved the establishment of a bank account with US Bank as a depository for Central San's funds; and

WHEREAS, it is the desire of Central San's Board to appoint a District Treasurer and establish an alternative depository to the County Treasurer, pursuant to Health and Safety Code section 6801.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CENTRAL CONTRA COSTA SANITARY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Central San's Board hereby appoints the Deputy General Manager - Administration as its District Treasurer who will serve in the place of the County Treasurer.

Section 3. Central San's Board wishes to withdraw its money from the County Treasury and hereby states its intention to withdraw its money from the County Treasury and have all revenues collected by the County on behalf of Central San sent to US Bank.

Section 4. Central San's Board hereby states that Central San will establish its own relationship with the Local Agency Investment Fund ("LAIF").

Section 5. Central San's Board and the County Board of Supervisors shall determine a mutually acceptable date for the withdrawal of the district's money from the County Treasury to take place but no later than 15 months from the date of this Resolution.

Section 6. Central San's Board hereby designates US Bank as the depository of Central San's money.

Section 7. Central San's District Treasurer and all Central San employees responsible for handling Central San's finances shall be covered in the amount set forth in Central San's Employee Dishonesty (Crime & Fidelity) Insurance Policy with National Union Fire Insurance Company of Pittsburgh, PA.

Section 8. Central San's District Treasurer shall make quarterly or more frequent written reports to Central San's Board, as the Central San Board shall determine, regarding the receipts and disbursements and balances in the accounts controlled by Central San's District Treasurer.

Section 9. Central San's Board shall determine the amount of a surety bond that will be deposited by the District Treasurer annually prior to October 1 of each year.

Section 10. Central San's management has developed a system of internal controls, policies, and procedures regarding Central San's system of accounting, the drawing of checks, the timing of payments such as bond principal, salaries, and other demands and claims.

Section 11. The Board Secretary shall certify the adoption of this Resolution.

PASSED AND ADOPTED this 16th day of May 2024, by the Board of Directors of the Central Contra Costa Sanitary District by the following vote.

AYES:	Members:	Hockett, Wedington, Pilecki, McGill, Lauritzen
NOES:	Members:	None
ABSENT:	Members:	None

Mariah N. Lauritzen
President of the Board of Directors
Central Contra Costa Sanitary District
County of Contra Costa, State of California

COUNTERSIGNED:

Katie Young, CPMC, CMC
Secretary of the District
Central Contra Costa Sanitary District
County of Contra Costa, State of California

Approved as to form:

J. Leah Castella, Esq.
Counsel for the District

I, Eileen Hansen, Deputy Secretary of the District of the Central Contra Costa Sanitary District, County of Contra Costa, State of California, do hereby certify that the foregoing is a full, true, and correct copy of **Resolution No. 2024-009** passed and adopted by said District Board on May 16, 2024.

Dated: May 22, 2024

Eileen Hansen
Deputy Secretary of the District