



## Stege Sanitary District Board of Directors

7:00 P.M., District Board Room, 7500 Schmidt Lane, El Cerrito, CA 94530

### Special Meeting Agenda – May 14, 2026

Items on the agenda may be taken out of order.  
Public comment is limited to three 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](http://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](mailto: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 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.

Verbal Public Comment during the meeting is limited to in-person participants. 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 circumstances, 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.

STEGE SANITARY DISTRICT BOARD OF DIRECTORS MEETING  
DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA  
MAY 14, 2026 @7:00 P.M.  
www.stegesan.org • staff@stegesan.org

*President Beach may participate via teleconference from 5151 San Francisco Road NE, Albuquerque, NM, 87109.*

**1. Call to Order**

**2. Roll Call**

**3. 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

**4. Public Comments**

Members of the public are invited to address the Board concerning topics that are not on the agenda. Comments on agenda items will be heard when the item is up for consideration.

**5. Board Member Comments**

Board members may make brief announcements, report on activities, or request items for future agendas. No discussion or action will be taken on items not listed on the agenda.

Motion: **6. Approve Resolution to Amend the Contract with MRG for Financial Support Services**

Motion: **7. Approve President Beach to Serve as Labor Negotiator for Negotiations Related to General Manager Employment**

Info: **8. Future Agenda Items**

June 4, 2026:

- A. Monthly Operations Reports
- B. Treasurer's Report
- C. Ratification of Disbursements / Approval of Disbursements
- D. Budget Performance Update
- E. Draft Budget
- F. Employee Recognition
- G. Contract Amendment with RGS

June 18, 2026:

- A. Monthly Operations Reports

- B. Treasurer's Report
- C. Approval of Disbursements
- D. Final Budget

**CLOSED SESSION**

**9. Conference with Legal Counsel – Anticipated Litigation**

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

Number of Potential Cases: 1

Claim of Zoilita and Colm McKeon

**10. Public Employment/Public Employee Appointment**

Gov. Code § 54957

Title: General Manager

**11. Adjournment**

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Bobby Magee  
Interim General Manager  
STEGE SANITARY DISTRICT



# STEGE SANITARY DISTRICT

## STAFF REPORT

Board of Directors Special Meeting Date: 5/14/2026

**TO:** Honorable Board of Directors

**FROM:** Bobby Magee, Interim General Manager / District Treasurer

**SUBJECT:** Contract Amendment with Municipal Resource Group, LLC (MRG)

**RECOMMENDATION**

It is recommended that the Board of Directors:

Adopt a Resolution for Amendment #1 to the Contract with MRG.

**BACKGROUND AND DISCUSSION**

In February 2026 the District’s Administrative Supervisor position became vacant. Shortly thereafter it became evident that enhanced fiscal support would be needed in order to complete many of the day-to-day tasks assigned to this position, as many items had fallen significantly behind the normal schedule of events. On May 1, 2026 the District entered into a contract with MRG for Finance Consulting Services under the contracting authority delegated by the Board of Directors to the General Manager. The initial contract terms included a not-to-exceed amount of \$25,000. MRG proposed sending Jessie Catacutan to be the on-site finance support person, which was accepted by the District. Mr. Catacutan’s services differ from that of Rashid Jones, whose contract amendment for financial consulting services was approved by the Board on May 7, 2026. Mr. Jones has been assisting the District with current-year budget performance and modeling, FY 2026/27 budget development, developing State Controllers Office required reports, Payroll, CalPERS reporting, Treasury reports, and multiple finance special projects. Mr. Catacutan will be working primarily on-site in the District offices, focusing on general fund accounting, capital asset accounting, accounts payable, the FY 2025/26 Interim Audit, the FY 2025/26 Annual Audit, bank reconciliations and data validation, General Ledger reconciliation and support, cash receipts, P-card support and reconciliation, Purchasing support, Internal Controls / processes, debt, compliance, and general support with special projects. With the Administrative Supervisor position currently vacant, and the recruitment for this position not yet underway, the need for Mr. Catacutans’ specialized financial services will continue for the next several months.

**FISCAL IMPACT**

Adopting the resolution will increase the not-to-exceed amount with MRG to \$200,000 for on-call Finance services.

RESOLUTION NO. 2276-0526

RESOLUTION APPROVING AN AMENDMENT TO THE CONSULTING SERVICES AGREEMENT WITH MUNICIPAL RESOURCE GROUP, LLC (MRG) AND AUTHORIZING THE INTERIM GENERAL MANAGER TO EXECUTE THE AMENDMENT

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

- A. The Stege Sanitary District (District) and MRG entered into a Consulting Services Agreement on May 1, 2026 (Agreement).
- B. The District desires to amend the Agreement with MRG to increase the total compensation provided under the Agreement.
- C. The District has sufficiently budgeted funds for the proposed amendment to the Agreement.

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

- 1. The foregoing recitals are true and correct and are hereby incorporated by reference.
- 2. The Board of Directors declare that the Interim General Manager is authorized to execute an amendment to the Agreement to increase the not to exceed amount to \$200,000, between the Stege Sanitary District and MRG, in a form approved by the District Counsel.
- 3. The Interim General Manager is hereby authorized and directed, on behalf of the District, to make all approvals and take all actions necessary and appropriate to carry out and implement the terms of this Resolution.

\* \* \* \* \*

STATE OF CALIFORNIA  
COUNTY OF CONTRA COSTA

I HEREBY CERTIFY that the foregoing Resolution No. 2276-0526 was duly and regularly adopted by the Directors of the Stege Sanitary District, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_ 2026, by a \_\_ vote as follows:

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

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TESSA BEACH, President  
Stege Sanitary District  
Contra Costa County, California

ATTEST:

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BOBBY MAGEE, Interim Secretary  
Stege Sanitary District

**FIRST AMENDMENT TO  
CONSULTING SERVICES AGREEMENT BETWEEN  
STEGE SANITARY DISTRICT AND MUNICIPAL RESOURCE GROUP,  
LLC**

THIS first amendment to the agreement for consulting services (“First Amendment”) is made by and between Stege Sanitary District (“Stege”) and Municipal Resource Group, LLC (“Consultant”) (together sometimes referred to as the “Parties”) as of May 12, 2026 (the “Effective Date”).

WHEREAS, the Parties entered into an agreement for consultant services on May 1, 2026 (the “Agreement”); and

WHEREAS, Section 8.3 of the Agreement provides that the Agreement may be amended only by a writing signed by all Parties; and

WHEREAS, the Parties now desire to amend the Agreement to reflect changes in the total compensation.

Now, therefore, the Parties hereto mutually agree as follows:

**Section 1. RECITALS.** The recitals above are true and correct and hereby made a part of this First Amendment.

**Section 2. COMPENSATION.** The first sentence of Section 2, “Compensation”, shall be deleted and replaced with the following:

Stege hereby agrees to pay Consultant a total sum not to exceed \$200,000 as set forth herein, notwithstanding any contrary indications that may be contained in Consultant’s proposal, for services to be performed and reimbursable costs incurred, under this Agreement.

**Section 3. REMAINING SECTIONS UNCHANGED.** Except as modified and amended by this First Amendment, all other sections of the Agreement shall remain unchanged and in full force and effect.

The Parties have executed this First Amendment as of the Effective Date.

**STEGE**

**CONSULTANT**

\_\_\_\_\_  
Bobby Magee, Interim General Manager

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Mary Egan, CEO

**Approved as to form:**

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District Legal Counsel  
Kristopher J. Kokotaylo