



**NOTICE OF VACANCY ON
CENTRAL CONTRA COSTA SANITARY DISTRICT BOARD FOR DISTRICT 3**

In accordance with California Government Code Section 1780, it is hereby announced that a vacancy currently exists on the Central Contra Costa Sanitary District Board following the passing of Board Member David R. Williams. The Board of Directors is seeking interested persons in Central San's District 3 to submit applications for appointment to fill the position of Board Member for a term of office ending after the District's next regular general election in November, 2024.

Applications will be accepted until 5 p.m. on March 27, 2023 by the Secretary of the District, Central Contra Costa Sanitary District, 5019 Imhoff Place, Martinez, CA 94553 or by email (kyoung@centralsan.org)

To be considered for the position Candidates must be:

- 18 years old by day of appointment;
- A citizen of the United States;
- A registered voter;
- Eligible to take the oath of office;
- A resident of the Election Division 3 of the District <https://www.centralsan.org/elections>

Application forms are available on the District website at www.centralsan.org or by emailing the Secretary of the District (kyoung@centralsan.org).

The appointed individual must, upon appointment, complete and file an Economic Interest Statement as required by law.

The Board of Directors is the governing body of Central San and derives its authority from that portion of the Health and Safety Code known as the Sanitary District Act of 1923 (Sections 6400-6830). Central Contra Costa Sanitary District (Central San) was formed in 1946 under this Act and has provided wastewater services within its service boundaries since that time. More information is available on our services on our District website at www.centralsan.org



2023 DIVISION 3 DIRECTOR APPOINTMENT Process and Schedule

<p style="text-align: center;">March 9 Special Board of Directors Meeting 9:30 a.m.</p>	<p>Board decided to appoint new Director. The Board discussed the process, including: vacancy notice, application, interview schedule, and the schedule for appointing a successor.</p>
<p style="text-align: center;">March 10</p>	<ul style="list-style-type: none"> • Staff to post vacancy notices on the District’s website, headquarters, and social media outlets. Posting in local newspapers will occur as soon as possible after this date, based on print schedules. • Applications will be available through the Secretary of the District and on the District’s website, www.centernalsan.org
<p style="text-align: center;">March 27</p>	<p>All eligible applications received by the Secretary of the District by the 5:00 p.m. deadline, on this date, will be considered by the Board. Any applications received after this deadline will not be considered.</p>
<p style="text-align: center;">March 28</p>	<p>Staff provides the Board with all qualified applications and posts agenda packet</p>
<p style="text-align: center;">March 30 Special Board of Directors Meeting 2:30 p.m.</p>	<p>Depending on number of qualified applicants Board Members will:</p> <ul style="list-style-type: none"> • Narrow down top 3-5 candidates for interviews • If only 3-5 candidates apply, interviews will be held at this meeting.
<p style="text-align: center;">April 4 Special Board of Directors Meeting 1:30 p.m.</p>	<ul style="list-style-type: none"> • Potential Interviews of Candidates
<p style="text-align: center;">April 6 Board of Directors Meeting 2:30 p.m.</p>	<ul style="list-style-type: none"> • Potential Interviews of Candidates
<p style="text-align: center;">April 11 Special Board of Directors Meeting 9:30 a.m.</p>	<p>Director appointment if selection is not made at previous meetings</p>
<p style="text-align: center;">April 19 or 21</p>	<p>Deadline to notify County Elections Office of appointment. (15 days from appointment date.)</p>
<p style="text-align: center;">April 20 or May 4</p>	<p>First regular Board meeting with new Director.</p>



APPLICATION FOR POSITION AS BOARDMEMBER REPRESENTING DIVISION 3

PLEASE TYPE OR PRINT IN INK. Completed applications must be submitted to the Secretary of the District at 5019 Imhoff Place, Martinez, CA 94553 or via email, kyoung@centralsan.org by 5:00 p.m. on Monday, March 27, 2023. Applications submitted after the deadline will not be considered. Responses to all items are required for application to be considered complete.

Applicant Name:

Address:

Phone Number:

Email Address:

1. Are you a resident of Division 3*? Yes _____ No _____

*Verification can be obtained clicking the interactive map on the District website at <https://www.centralsan.org/elections> Or by calling the Secretary of the District at 925-229-7303.

2. Are you currently a registered voter? Yes _____ No _____

3. Have you ever been convicted of a felony? Yes _____ No _____

4. Attach resume and/or list your education, current employer and work experience: _____

5. Describe any other relevant current or past experience that would qualify you for this position, including the dates of service and the length of time of the experience, specifically:

a. Current or previous elected positions or experience with elected boards:

b. Volunteer services or community participation:

c. Other group memberships and affiliations:



6. Do you have a familial or financial relationship with an employee or Board Member at Central San? If Yes, please identify the nature of the relationship:

7. Do you have any financial relationships with the District such as grants, contracts, or other economic relationships? If Yes, please identify the nature of the relationship:

8. State your reason for interest in this position and explain why you would be the best candidate for this seat in 500 words or less. (You may use this form or attach a separate document for your response.)

9. Any additional information you would like to provide for consideration. (You may use this form or attach a separate document for your response.)

Thank you for your interest in the Central San

Signed:
