

# PORT COSTA SANITARY COMMISSION

Regular Business Meeting  
AGENDA FOR WEDNESDAY, OCTOBER 9, 2019

TIME: 7:00 PM  
PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

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*The Port Costa Sanitary Commission is an agent of the Crockett Community Services District.*

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:  
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING:
5. REPORT OF DISTRICT COUNSEL:
6. ADMINISTRATIVE:
  - a. Consider report on actions taken by the District Board.
  - b. Receive Self-Monitoring Reports for July and August 2019.
7. BUDGET AND FINANCE:
  - a. Consider monthly Summary Worksheet and staff report on other financial matters.
  - b. Consider delaying Port Costa loan payment to Crockett Sanitary Department of \$47,787 due October 15, 2019 and authorize use of funds for septic tank cleaning, adding to previously authorized \$43,000.
  - c. Authorize up to \$15,000 of septic tank rehabilitation reserves for internal demolition and construction of baffles and other internal structures.
  - d. Authorize execution of contract agreement with HydroScience in the amount of \$34,800 for engineering services related to septic tank condition assessment.
8. WASTEWATER:

Discuss septic tank cleaning proposal(s) form recommendation and authorize execution of contract with lowest responsible bidder.
9. REPORT OF DEPARTMENT MANAGER: (These items are typically for exchange of information only. No action will be taken at this time.)
  - a. Operations, maintenance and capital improvements.

- b. Governmental matters.
  - c. Announcements and discussion.
10. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
- a. Budget & Finance Committee – Members Mann and Surges
  - b. Inter-agency Meetings:
11. CONSENT CALENDAR: Consideration of a motion to approve the following items:
- a. Approve Minutes of September 11, 2019.
  - b. Receive Status Report on outstanding issues
12. FUTURE AGENDA ITEM:
13. COMMENTS FROM COMMISSIONERS:
14. ADJOURNMENT to November 6, 2019.

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us](http://www.town.crockett.ca.us) Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

*In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525.*