

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, NOVEMBER 6, 2023

1. CALL TO ORDER: The meeting was called to order at 6:04 PM by Chair Cusack. Present were Commissioners Airoidi, Choquette and Valentini.
Staff present included Administrative Services Manager (ASM) Goodman, and District Secretary (DS) Rivas.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENT ON NON-AGENDA ITEMS: None.
4. CONSENT CALENDAR: Minutes for October 2, 2023, were approved. (LC 1st, JV 2nd, 4/0-unanimous)
5. RECREATION: None.
- 6a BUDGET AND FINANCE: ASM Goodman presented transmittals. A credit card statement was not provided because the payment had not cleared in time for the meeting. Ms. Goodman announced that she is working on a budget schedule for the next fiscal year. The Board must approve the schedule and expects to meet with Recreation in January and suggested that the commissioners begin thinking about their budgetary needs. Chair Cusack pointed out the \$7400 EDMUD payment seemed very high. Ms. Goodman explained that the bill was high because the payment was for several bills. EDMUD changed their payment location to Los Angeles and payments were being sent to the wrong place. A new check was issued and mailed to the correct address and the previous checks were voided.

Commissioner Wilson asked why former employee Vaughn Gunkleman was being reimbursed. Ms. Goodman explained that our Quickbooks subscription was being charged to his credit card. The card has been deleted from the account. She also explained that we have multiple PG&E bills and each is noted with the associated location; i.e. pool, community center, etc.

The check-writing process: checks are presented to the Board President for review. Mr. Barassi compares each payment with the invoice before signing the check.
- 7a UPDATE ON PROPOSITION 68: Updated in the Department Manager section.
- 7b CONSIDER APPLICATION FOR RECREATION COMMISSION VACANCY: DS Rivas explained that a vacancy was created when Ms. Diana Martinez was appointed to the District Board. Ms. Valerie Quade was not present. The vacancy posting period is less than 30 days. Therefore, the item was carried to the next meeting. Chair Cusack and Mr. Airoidi expressed that they felt she was well qualified to serve.

8. REPORT OF DEPARTMENT MANAGER: Recreation Manager Wilson reported that the bids for the Proposition 68 project were approximately three times higher than the architect's estimate of \$436,000. Bids were \$1.33 million, \$1.13 million, and \$570,000 – the last bid added \$200,000. The first two rescinded their bids. The Board approved a resolution to reject all of the bids. The project is expected to go out for bid again in January.

Mr. Wilson announced that the Board appointed the District Secretary as the Interim General Manager and Guant Murdock remains as the District Engineer.

Chair Cusack asked Ms. Rivas if she got any sleep. DS Rivas shared that a glass of wine is sometimes necessary. She then shared a recent dream. Ms. Rivas was waiting at an elevator at work. She realized she had forgotten something and pondered on whether the item was important and relevant to her day. She had some flexibility with her time, so she opted to return home for the item. When she arrived home, she realized she had left much more than she thought. She expressed that the dream was likely how she was processing the new responsibilities.

9. REPORTS FROM COMMISSIONERS: None.

10. FUTURE AGENDA ITEMS: Add Valerie Quade for consideration for the Recreation Commission vacancy.

11. COMMISSIONER COMMENTS: Commissioner Choquette expressed her deep appreciation for the tremendous amount of work performed by staff, specifically Recreation Department Manager Ron Wilson.

12. ADJOURNMENT: The meeting was adjourned at 6:24 PM until December 4, 2023.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary