

# CROCKETT RECREATION COMMISSION

Regular Business Meeting  
AGENDA FOR MONDAY, NOVEMBER 7, 2022

TIME: 6:00 PM  
PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

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*The Crockett Recreation 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 Commission 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. CONSENT CALENDAR: Consideration of a motion to approve the following item:
  - a. Approve Minutes of September 12, 2022
5. RECREATION:
6. BUDGET AND FINANCE:  
  
Consider monthly Summary Worksheet and staff report on financial matters.
7. ADMINISTRATIVE:
  - a. Receive report on actions taken by the District Board.
  - b. Approve meeting schedule for 2023.
8. REPORT OF DEPARTMENT MANAGER: (This item is typically for exchange of information only. No action will be taken at this time.)
9. REPORTS FROM COMMISSIONERS: (This item is typically for exchange of information only. No action will be taken at this time.)
10. FUTURE AGENDA ITEMS:  
Annual report on use of Recreation Taxes (Dec.).  
Election of Officers for 2023 (Dec.).
11. COMMENTS FROM COMMISSIONERS:
12. ADJOURNMENT to December 5, 2022.

# CROCKETT RECREATION COMMISSION

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of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

Fax (510) 787-3049

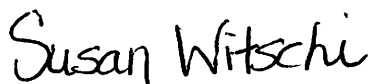
e-mail: recreation@town.crockett.ca.us

website: www.town.crockett.ca.us

## MINUTES OF REGULAR MEETING, SEPTEMBER 12, 2022

1. CALL TO ORDER: The meeting was called to order at 6:00 PM by Chairperson Cusack. Present were Commissioners Airoidi, Choquette and Valentini, along with Department Manager Wilson.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. CONSENT CALENDAR: The following consent item was approved unanimously (jv/ja):
  - a. Approve Minutes of July 11, 2022.
5. RECREATION: None
6. FINANCIAL REPORT: No financial report received.
7. DISTRICT BOARD ACTIONS: Mr. Wilson reported on the actions taken by the District Board in August. He said Vaughn Gunkelman resigned as the Administrative Services Manager.
8. REPORT OF DEPT. MANAGER: Mr. Wilson reported the signs have been put up restricting students during school hours to be at the park and it has worked out well. The Retaining Wall and Stairs project has been repaired and straightened. The Pool Replastering Project is set to begin this month as soon as the Health Department issues the permit. Mr. Wilson has contacted two architects for The Prop. 68 Park Grant Project. He said Studio 144 is going to do the Building edition and the Panoramic Design Group is doing the landscape. He said an ADA inspection of the facilities is required pre-construction. A surveyor has to be hired to take elevations and identify water and utilities before further design work can be done.
9. COMMISSIONERS: None
10. FUTURE AGENDA ITEMS:
11. COMMISSIONER COMMENTS: None
12. ADJOURNMENT: The meeting was adjourned at 6:40 PM until October 3, 2022.

Respectfully submitted,



Susan Witschi  
September 27, 2022

# CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

Fax (510) 787-3049

e-mail: recreation@town.crockett.ca.us

website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 9-28-22

LATEST FUND REPORT: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

OPERATING FUND 3241		
CASH CARRIED FORWARD:	\$ 364,343.30	INVESTED BALANCE: \$178,865.66
ACTIVITY:		No Activity
<u>CHECKS AND PAYMENTS</u>		NET INVESTED: \$178,865.66
Wells Fargo Fees	(\$179.46)	\$50,222.82 c/d deposits
Xfer to 3245: Chk recov	(\$39,428.77)	\$128,642.84 avail. funds
		FUND BALANCE: \$ 555,712.63
<u>DEPOSITS AND CREDITS</u>		*** Below held in cash account ***
Comm Center Bookings, Security & C/D & Pool Deposits & Bathroom keys & Tennis Court keys	\$46,391.90	C/D BEGINNING BALANCE: \$50,222.82
Close Tax Adv - Cash Cc	\$5,720.00	c/d deposit receipts \$0.00
		c/d deposit refunds \$0.00
		Trnsfr recovery \$0.00
		NET C/D ENDING BALANCE \$50,222.82
		CAP / RESTRICTED BAL: \$4,639.60
		Donations \$0.00
		NET CAPITAL REPL. BAL: \$4,639.60
		POLICE LIAISON BALANCE \$8,171.84
		Parking revenue \$0.00
		Payroll/Expenses \$0.00
		NET PLC ENDING BALANCE \$8,171.84
		XMAS LIGHT BEG BALANCE \$496.57
		No activity \$0.00
		XMAS LIGHT END BALANCE \$496.57
		CERT ACTIVITY: None \$0.00
		CERT Ending Balance: \$0.00
CASH BALANCE:	\$ 376,846.97	PETTY CASH BALANCE: \$60.00
ADV ON TAXES :	\$5,720.00	TAXES held in 3240: \$13,692.30
Close Tax Adv - Cash Cc	(\$5,720.00)	CO.charges in 3240: \$ -
NET ADV ON TAXES:	\$0.00	

## MEETING SCHEDULES/HOLIDAYS FOR 2023

<i>Commission</i>	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
PLC/Recreation	2	6	6	3	1	5	3	No Mtg	11	2	6	4
Port Costa	11	8	8	12	10	7	12	9	13	11	1**	6**
Crockett Sanitary	18	15	15	19	17	14	19	16	20	18	8**	13**
District Board	25	22	22	26	24	21	26	23	27	25	15**	20**
Memorial Hall												
<i>Holidays</i>												
New Year's	1*											
Martin Luther King	16											
Presidents' Day		20										
Memorial Day					29							
Independence Day							4					
Labor Day									4			
Veterans Day											10*	
Thanksgiving Day											23, 24	
Cesar Chavez Day			31									
Christmas Day												25

\* Observed  
 \*\* One Week Early  
 \*\*\* Tuesday

7.b.