

CROCKETT SANITARY COMMISSION

Regular Business Meeting AGENDA FOR WEDNESDAY, NOVEMBER 13, 2019

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

The Crockett 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: None
5. CONSENT CALENDAR: Consideration of a motion to approve the following item:
(Items are subject to removal from Consent Calendar by request of any Board Member on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of October 16, 2019.
6. REPORT OF CONSULTING ENGINEER:
7. WASTEWATER:
 - a. Consider report on enforcement actions.
 - b. Approve agreement with L.R. Paulsell Consulting to clean and televise 12,009 linear feet of sewers for \$21,616.
8. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on financial matters.
9. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Approve meeting calendar for 2020.
 - c. Appoint officers for 2020, to take effect January 1, 2020.
10. 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.
11. REPORTS FROM COMMISSIONERS: *(These items are typically for exchange of information only. No action will be taken at this time.)*
- a. Wastewater Committee – Members Bartlebaugh and Manzione
 - b. Budget & Finance Committee – Members Wolhuis and Adams
 - c. Ad Hoc Committees:
 - d. Inter-agency meetings:
12. FUTURE AGENDA ITEMS:
- Comment on draft of Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
 - Consider recommended enforcement actions.
 - Recommend award of additional construction contract(s).
 - Recommend payment for sewer project(s).
13. COMMENTS FROM COMMISSIONERS:
14. CONSIDER CANCELLATION OF DECEMBER 11, 2019 MEETING AND ADJOURNMENT to January 15, 2020.

You will find the Minutes of this meeting posted on our website at 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.

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, OCTOBER 16, 2019

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Wais. Present were Commissioners Bartlebaugh, Manzione and Wolhuis, along with General Manager McDonald, Assistant Dept. Manager Barnhill and Asst. Secretary Witschi. Also present was Director Barassi. Commissioner Adams was absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
- 4.a. PUBLIC HEARING – 601 WINSLOW: Mr. McDonald reported the owners requested an extension due to financial hardship, to allow more time to address the broken clay sewer under the sidewalk and in the street. A motion to approve a six-month extension on enforcement and allow staff to offer an Access & Repair Agreement if needed for the owner to complete sewer repair carried unanimously (jw/mm).
- 4.b. PUBLIC HEARING – 1890 VISTA DEL RIO: Mr. McDonald reported the owners have been in contact with staff. The owner is having trouble with video inspection contractors showing up. A motion to record the Notice of Violation with the County Recorder's Office, if staff has not received video inspection by October 31, and schedule a second hearing carried unanimously (mm/sb).
5. REPORT OF DISTRICT COUNSEL: No report.
6. CONSENT CALENDAR: Item 6.d was removed from the consent calendar. The consent items 6.a to 6.c. were approved unanimously (jw/mm):
 - a. Approve Minutes of June 19, 2019.
 - b. Receive Status Report on outstanding issues.
 - c. ASR Group NPDES Permit 5-day Notification – Copper Exceedance July 2019.
- 6.d. STATE LANDS COMMISSION LETTER: Mr. McDonald informed the Commission that State Lands Commission (SLC) will be holding their next meeting in Martinez and the issue of the Crockett waterfront is on the agenda. The Commission received the letter from Supervisor Glover to State Lands Commission re: 501 Port Street.
7. REPORT OF CONSULTING ENGINEER: No report.
- 8.a. ENFORCEMENT ACTIONS: The Commission received the report on recent enforcement actions. Mr. McDonald reported the Dead Fish restaurant was contacted regarding grease trap and Fats/Oil/Grease (FOG) buildup in downstream public sewer. West County Wastewater District hydro-jetted the line and staff will now be able to monitor for FOG buildup before pursuing enforcement.

8.b. CELLULAR ALARM NOTIFICATION PROPOSAL: Mr. McDonald reported this item proposed for the Loring Pump Station is not in the budget. He said when power is lost there is no way for the alarm to be transmitted. This is a five-year data plan for \$6,570 which would provide protection from unknown overflows at the Loring Pump Station. He said Port Costa is currently using cellular alarms and is working well for them. A motion to approve Grundfos Loring Pump Station cellular alarm notification proposal for \$6,570.86, which includes 5-year cellular data plan carried unanimously (jw/mm).

8.c. GRUNDFOS PUMP MONITORING: Mr. McDonald presented a proposal from Grundfos to provide a condition monitoring solution to predict potential failures to the pumps at the main Crockett Pump Station before they happen. Commissioner Bartlebaugh asked a few questions. Mr. McDonald said the current monitoring method is by visual inspection once a week by West County Wastewater District (WCWD), usually on Mondays. He said that there have been times that the pumps have failed without warning, most recently the Pump 1 coupler between the motor and pump failed and was not identified as a problem till WCWD visited. The failure rate of influent pumps requiring repair or rebuild is about every 4-5 years at a cost of approximately \$8K for rebuild and \$13k for replacement. He said the value of the monitoring solution would lower the risk of failure during wet-weather events and electrical costs should be lower as problems can be identified early before they begin straining the pumps. With recent staff turnover at WCWD tools and software that will help identify problems before they become a bigger problem will help department staff manage risk at the pump station. Mr. McDonald said that the Motor Control Center (MCC) upgrade with integrated Flygt monitoring is being proposed for installation in the summer of 2020 does not include pump monitoring. Mr. McDonald said the cost of the monitoring program was not budgeted and would fall under Operations & Maintenance as a subscription service. A motion to approve Grundfos continuous pump monitoring solution for primary Crockett Pump Station and enter into subscription service agreement for \$750 per month, \$9,000 annual carried unanimously (sb/mm).

9.a. FINANCIAL REPORT: The monthly statements of Department finances and reports through September 12 were examined by the Commission. He said he met with the auditor and has spent four days providing material for the FY 18/19 audit. The Monthly Summary Worksheet for report date ending October 12 will be presented next month along with the report on sewer use charge revenue that has been placed in the Advance of Taxes account.

9.b. CAPITAL SEWER PROJECTS: Mr. McDonald presented a list of budgeted sewer defects for repair scheduled for FY 2019/20. He said this is an annual requirement and is requesting authorization so he can begin planning capital projects. Commissioner Manzione asked if the replacement sewer rate meets the target of 2% set by the Wastewater Committee. Mr. McDonald said the proposed projects exceed the 2% target. He said that he may have to reallocate funds to as yet unidentified projects but he is very comfortable that the total costs for FY 2019/20 will be below the budgeted allocation. A motion to approve authorization of capital sewer collection system projects for FY 2019/20, total of \$807,030, as previously budgeted carried unanimously (mw/mm).

10.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in September. He said the Board adopted Ordinances 19-2 thru 19-7 superseding and amending prior ordinances. He said the Board directed staff to move forward in possible Hosselkus Chapel acquisition, the building will be appraised tomorrow and staff should have the appraisal in two to three weeks.

10.b. STATUS REPORT ON SEWER PROJECTS: Mr. McDonald presented a status report on the Atherton-Cooke Sewer Project C-1002 and the Pomona Street Sewer Replacement Project C-1004. He said that the District is fortunate that the bids received for C-1002 were lower than the engineers estimate. The Pomona Project C-1004 has been postponed but there is the possibility that the replacement of the sewer, by open-trench method in the sidewalk of Pomona, can be contracted with the winning bidder of the Atherton-Cooke Project C-1002 through negotiation if he is willing to honor the bid prices per liner foot etc. Funding still needs to be identified or reallocated from other projects to complete the Pomona Project C-1004.

10.c. AWARD OF CONTRACT FOR PROJECT C-1002: Mr. McDonald reported Ecast Engineering was the apparent lowest bidder for the Atherton-Cooke Sewer Replacement project that went to formal bid on September 10, 2019. A motion to recommend award of contract for Atherton-Cooke Sewer Project to Ecast Engineering, Inc. for both the principal contract amount of \$134,727 for work on Atherton Avenue and \$139,361 for work on Cooke Avenue using horizontal direction boring carried unanimously (jw/sb).

11.a. STAFF REPORT ON OPERATIONS: Mr. McDonald presented the Manager's Report for items of significance that occurred between June 11 and September 11. Commissioner Wais asked if the CCTV project is for 2019 or 2020. Mr. McDonald said it is for FY 19/20 and it is expected to occur by the end of December. Mr. McDonald reported Port Costa is still struggling with their septic tank and may need to delay their loan installment payment of \$36K as they face a funding shortage. The Crockett Sanitary Department Monthly Maintenance Summary for August, ASR-C&H Operations & Maintenance Reports, and West County Wastewater District Monthly Reports were provided.

11.b. STAFF REPORT ON GOVERNMENTAL MATTERS: Mr. McDonald reported California Senate Bill, SB-13, on Accessory Dwelling Units (ADU) passed and was signed by the Governor. Staff is planning to develop an Ordinance to update its capacity charge program in January based on the requirements of the new ADU law.

11.c. STAFF ANNOUNCEMENTS: Mr. McDonald said that both he and Mr. Barnhill will be attending the 2019 Sewer and Stormwater Summit on October 17.

12.a. WASTEWATER COMMITTEE REPORT: None

12.b. BUDGET & FINANCE COMMITTEE REPORT: None

12.c. AD HOC COMMITTEES REPORT: None

12.d. INTER-AGENCY MEETINGS: None

13. FUTURE AGENDA ITEMS:

- Appoint new Crockett Sanitary Department officers (Dec)
- Comment on draft of Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
- Consider recommended enforcement actions.
- Recommend award of additional construction contract(s).
- Recommend payment for sewer project(s).

14. COMMISSIONER COMMENTS: None

15. ADJOURNMENT: The meeting was adjourned at 7:58 PM until November 13, 2019.

Respectfully submitted,

Susan Witschi

Susan Witschi
October 23, 2019

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

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TO: Crockett Sanitary Commission

FROM: General Manager 

SUBJECT: Status Report on Recent Enforcement Actions

DATE: November 4, 2019

Staff continues enforcement of violations related to Ordinance No. 07-1 requiring inspection of the building sewer at time of any property sale and certification of its good condition.

Continued enforcement, some requiring legal advice and other with various complex situations, has been postponed due to limited staff resources. Violations of Ordinances No. 18-1 and No. 05-1 that threaten public health continue to be handled as priority enforcement.

The following properties are no longer in violation:

1. 1890 VISTA DEL RIO – Certificate issued after review of CCTV inspection.
2. 154 DUPERU DRIVE – Certificate issued after permit for repair. Entered into Access & Repair Agreement with District.

There are approximately 35 properties in various stages of enforcement that need individual attention. Staff is planning to free up time so that the backlog can be addressed but does not anticipate this to occur until early 2020.

AGREEMENT

THIS AGREEMENT, made this 29 day of October, 2019, by and between CROCKETT COMMUNITY SERVICES DISTRICT, P. O. BOX 578, Crockett, California, 94525, hereinafter called the "District" and L.R. Paulsell Consulting, a sole proprietorship/corporation, PO Box 517, Crockett, California, 94525, hereinafter called the "Contractor".

WITNESSETH:

WHEREAS, the District has identified the need to clean and evaluate approximately 12,732 linear feet of sewer piping in various locations in Crockett and has provided personal site inspections as requested to the Contractor and defined the proposed work to be done.

WHEREAS, the Contractor confirms that he has carefully examined the location of the proposed work, and he has offered to provide all the labor, materials, necessary tools and equipment, apparatus, and other means of execution and to do all of the following work in the manner and time herein set forth for the completion of:

QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1. 12,009	LF	Clean and televise 4" through 12" diameter gravity sewer, complete in place, per linear foot @	\$ <u>1.80</u>	\$ <u>21,616.20</u>
2.	EA	Reverse set-ups, complete in place, each @	\$ <u>230</u>	

The total amount of this bid is Twenty One Thousand Six Hundred Sixteen Dollars Even (\$ 21,616.20).

The Contractor understands that the estimate of cleaning and televising items hereinbefore set forth is approximate only, being given for the comparison of bids, and the District does not expressly or by implication agree that the actual amount of work will correspond therewith but reserves the right to increase the extent of any item of the work or to omit items of the work as may be deemed necessary or expedient by the General Manager and/or as required by funding limitations.

NOW THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the Contractor hereby agrees to complete the work described in this Agreement at the price and on the terms and conditions herein contained, and the District agrees to pay the Contractor the contract price provided herein at the unit prices shown above for the fulfillment of the work described in this Agreement and the performance of the covenants set forth herein.

The further terms, conditions and covenants of the contract are set forth in the following which are made a part hereof:

A. The gravity sewers to be cleaned and inspected under this Agreement are identified in EXHIBIT B attached hereto and made apart hereof.

B. The Contractor shall provide sufficient skilled workmen and a supervisor who shall be present at all times during execution of the work and who shall be thoroughly familiar with the type of work involved and the materials and techniques specified.

C. Within ten (10) calendar days of the date of Notice of Award of Contract, the Contractor shall deliver to the District a signed Agreement together with (a) the insurance certificates executed as required; and (b) a work schedule for cleaning and televising.

D. The Contractor shall notify the District no less than one week in advance of the start date so that the General Manager can notify property owners and can witness the work being done.

E. The success of an inspection program is dependent on the ability to view the internal condition of the sewer line. Immediately prior to TV inspection the Contractor shall clean each sewer line, to include the removal of foreign materials from the pipe walls to obtain a clear picture of the internal condition of the line. It is understood that normal cleaning is defined as 2 pass high pressure cleaning. The General Manager must authorize any excess or heavy duty cleaning beyond the normal standard pipeline cleaning if separate billing is to be approved.

F. All sludge, dirt, sand, rocks, grease, roots and other solid or semisolid material resulting from the cleaning operation shall be removed at the downstream manhole of the section being clean. These materials may be disposed of at the District's pump station in Crockett if desired by the Contractor.

G. After cleaning, the sewer segments shall be video inspected and recorded by means of closed-circuit color television. Each sewer segment is identified by its upstream manhole code. The inspection shall be done one sewer segment at a time, from structure to structure. The contractor shall utilize TV inspection equipment properly sized for each pipe diameter to allow a clear, in-focus picture for a minimum of six linear feet of the entire inside periphery of the sewer pipe. The camera shall be moved through the line at a moderate rate, either by its own tractor power or by pulling with power winch or hydro equipment, at a steady speed no greater than 30 feet per minute. Manual methods such as a rope pull or a push camera will be used only when mechanical methods have been unsuccessful. If, during the inspection operation, the camera will not pass through the entire sewer segment, the Contractor shall set up his equipment so that the inspection can be performed from the opposite structure, a "reverse set-up".

H. Continuously displayed on the video monitor as part of the video presentation shall be a continuous forward read-out of the camera distance from the center of the manhole behind. The condition of the inverts at both ends of each run shall be shown. The camera shall pause at all pipe defects, sags, service connections, significant offsets and root intrusions, and infiltration points to allow a good look at these conditions. For pipelines 8" in diameter or larger the camera head shall be rotated as needed to provide information on whether each service connection is live or plugged.

I. Video recordings shall be provided to the District on DVD's or External USB in National Association of Sewer Service Companies ("NASSCO") certified Pipeline Assessment and Certification Program ("PACP") format, version 4.2 or higher, acceptable to the District. One such software is Pipeline Observation System Management ("POSUM"). Each video recording must be accompanied by a television inspection report. The report shall contain a separate data sheet for each sewer segment that identifies the section being televised, the flow and camera directions, and indicates the measured distance to each observed pipe defect, sag, service connection, significant offset and root intrusion, infiltration point, buried structure or other unusual condition, along with the clock position of each service connection. All recordings shall be the property of the District upon delivery.

J. Once work has begun, the Contractor shall diligently and continuously pursue the work to its successful completion.

K. Traffic control measures shall follow the requirements of the Contra Costa County Public Works Department.

L. To gain access to easements across private property, the Contractor shall notify the General Manager no less than two working days in advance, and the General Manager shall assist the Contractor with access.

M. The Contractor shall submit to the District each video recording as soon as it is full, accompanied by the required television inspection report for each run recorded on the DVD or External Device.

N. The General Manager shall decide all questions that may arise as to the quality or acceptability of materials furnished and work performed and as to the manner of performance and rate of progress of the work; all questions that may arise as to the interpretation of this Agreement; all questions as to the acceptable fulfillment of this Agreement on the part of the Contractor; and all questions as to compensation. The General Manager shall have authority to reject work that does not conform to this Agreement. His decision shall be final, and he shall have authority to enforce and make effective such decisions and orders as the Contractor fails to carry out promptly.

O. Payment shall be made for the completed work at the unit price bid, which price and payment shall constitute full compensation for furnishing all labor, materials, tools, equipment and incidentals necessary to complete the project. Payment shall be based on the length of pipe actually recorded on DVD for each sewer segment and shall not exceed the distance from center of manhole to center of manhole measured in a straight line above ground, as verified and approved by the General Manager. When the Contractor is prevented from completing a run due to an obstruction blocking the camera, the Contractor may attempt to televise that segment from the opposite direction. Payment for this item of work will be at the unit price for each "reverse set-up" required and approved by the General Manager.

P. Once each month the Contractor shall prepare an invoice for review and approval by the General Manager. The invoice shall detail only the work and pipeline footage contained on recordings already delivered to the District. Each invoice shall be paid within 30 days of the General Manager's approval, after deducting sums for unacceptable or incomplete work. No

payment shall be made when, in the judgment of the General Manager, the work is not progressing in accordance with the contract conditions.

Q. The Contractor shall possess a contractor's license at the time the contract is entered into. Attached hereto and incorporated herein as part of this agreement is the Contractor License Certification.

R. The Contractor agrees to comply with the General Conditions of this agreement, as set forth in EXHIBIT A, attached hereto and incorporated herein as part of this agreement. The District shall not be held liable for property damage resulting from Contractor's work.

S. Contractor agrees to complete all work and deliver all recordings to the District on or before December 30, 2019.

Executed this 29 day of October, 2019, at Crockett, California.


_____, Contractor

CROCKETT SANITARY DEPARTMENT:

Mary Wais, Sanitary Commission Chair

Attest:

Dale McDonald, General Manager

CONTRACTOR LICENSE CERTIFICATION

Pursuant to the Business and Professions Code of the State of California, Section 7030:

"Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractor's State License Board, 9821 Business Park Drive, Sacramento, California, Mailing Address: P.O. Box 26000, Sacramento, California 95826."

The undersigned Contractor certifies that it is now licensed in accordance with the provisions of the Contractor's License Law of the State of California, and the number of said license is

849053, and the classification of said license is

A, and the said license expires

10/31/2020.

L.R. Paulsell Consulting
Company Name

PO Box 517

Crockett, CA 94525
Business Address

By:

L.R. Paulsell

Authorized Signature

Lloyd R. Paulsell

Type or Print Name

Owner

Title

Dated:

10/29/19

Corporate Seal
(If Contractor is a Corporation)

State of Incorporation:

EXHIBIT B

SEWER PROJECT #19-TV

UPSTREAM to DOWNSTREAM	Notes	Size	Length	Easement
C-14-01 to C-00-14	New HDPE Check for Post CCTV	8	100	
C-14-02 to C-14-01		8	178	
C-14-04 to C-14-03		8	166	
C-14-05 to C-14-04		8	33	
C-14-06 to C-14-05		8	201	
E-00-01 to S-00-09		8	274	
E-01-03 to E-01-02		6	155	596 Pomona
E-01-13 to E-01-10		6	119	
E-01-16 to E-01-14		6/8	123	
E-03-11 to E-03-10A	E-03-11 to E-03-14 E-03-14 to E-03-10A	6	144	
E-03-13 to E-03-12A		4	73	
E-04-06 to E-04-05		6	224	101 Alexander
E-04-10 to E-04-08		6	208	
E-04-14 to E-04-13		6	84	555 Edwards
E-04-15 to E-04-14		6	95	505 Edwards
E-09-02 to E-09-01		6	37	
E-09-07 to E-09-06		6	72	
M-00-05 to M-00-04		6	168	
N-00-02 to N-00-01		8	337	
N-00-09 to N-00-08		8	136	
N-00-10 to N-00-09		8	158	
N-00-14 to N-00-13		10	287	C&H Cogen lot
N-00-17 to N-00-16		12	233	
N-00-18 to N-00-17		12	68	
N-00-27 to N-00-26		8	85	
N-00-30 to N-00-27		8	65	
N-00-32 to N-00-30		8	120	
N-00-36 to N-00-35		6	97	
N-00-37 to N-00-36		6	76	
N-00-38 to N-00-37		6	186	
N-00-39 to N-00-38		6	141	
N-01-02 to N-01-01		8	158	
N-01-05 to N-01-02		8	252	
N-01-08 to N-01-07		6	44	1 1/2 Crolona hgt
N-01-09 to N-01-06		6	83	
N-01-11 to N-01-09		6	97	
N-01-11A to N-01-11		6	113	
N-03-12 to N-03-11		6	180	
N-03-15 to N-03-14		8	100	
N-03-16 to N-03-15		8	87	
N-03-21 to N-03-20		8	108	
N-05-02 to N-05-01		8	128	

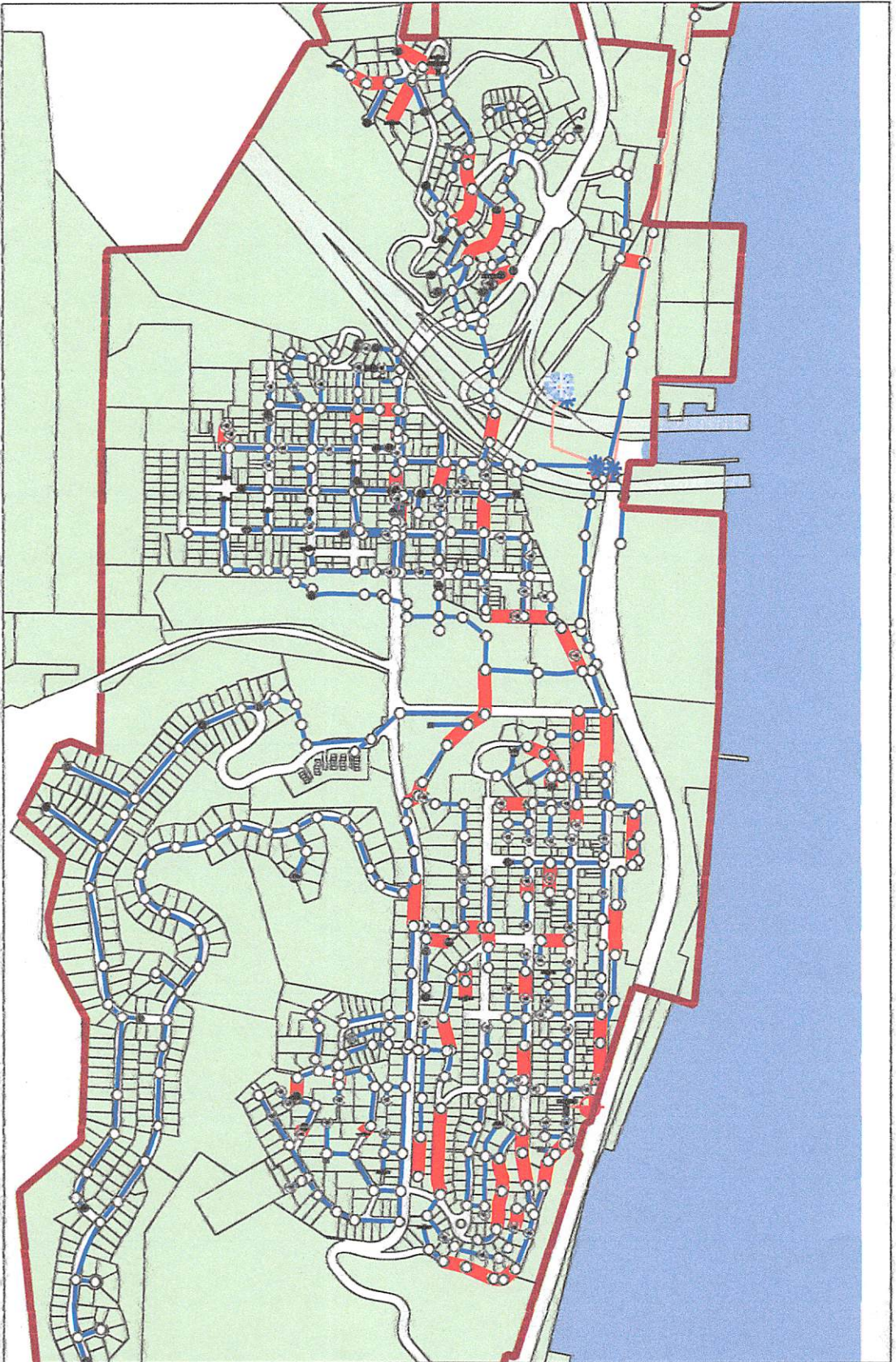
UPSTREAM to DOWNSTREAM

	Notes	Size	Length	Easement
N-05-08 to N-05-07		8	22	
N-05-09 to N-05-08		8	170	
N-16-01 to N-00-16		8	159	
N-19-10 to N-19-06		8	62	
N-19-14 to N-19-10		8	199	
N-19-17 to N-19-16		8	151	
N-33-02A to N-33-02		6	125	313 Alhambra
N-33-10 to N-33-09		6	527	
N-33-12 to N-33-11		8	200	
N-33-13 to N-33-12		8	138	
N-33-14 to N-33-13		8	52	
N-33-16 to N-33-15		6	207	
N-33-17 to N-33-16		6	227	
S-00-01 to C-00-18		10	264	
S-00-02 to S-00-01		12	145	
S-00-03 to S-00-02		12	179	
S-00-05 to S-00-04		12	84	
S-00-06 to S-00-05		12	71	
S-05-01 to S-00-05		8	32	
V-00-20 to V-00-19		12	173	
V-10-03 to V-00-10A		8	182	
V-12-05 to V-12-04		12	57	
V-12-07 to V-12-06		8	121	
V-12-12 to V-12-08		8	126	
V-12-23 to V-12-22		6	126	
V-14-04 to V-14-02		8	240	
V-21-01 to V-21-01A		8	47	
V-21-02 to V-21-01		6	29	
V-21-06 to V-21-05		4	104	
W-00-02 to W-00-01		8	194	
W-00-09 to W-00-07		6	348	
W-00-11 (MH) to W-00-10 (MH)	Check for Recent CCTV	6	211	
W-00-12 (MH) to W-00-11 (MH)		6	69	
W-00-15 to W-00-14		6	121	
W-00-16 to W-00-15		5/6	218	
W-00-19 to W-00-18		6	250	
W-00-22 to W-00-20		6	142	
W-00-23 to W-00-22		6	114	
W-04-04 to W-04-03C		4	79	
W-04-05 to W-04-04		4	86	
W-10-02A to W-00-10		6	165	

Total Line Segments = 83

Total Footage Requested:

12009



RedZone
ROBOPICS

CCTV 2019 - Crockett Overview Map

10/14/2019



CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 10-23-19

LATEST FUND REPORT: 10-11-19

OPERATING FUND 3426

CONSTRUCTION FUND 3427

CASH CARRIED FORWARD: \$85,875.77

CASH CARRIED FORWARD \$40,111.31

ACTIVITY:

Warrants (5953-5975) (\$113,286.58)
Payroll recovery to REC (\$430.71)

ACTIVITY:

No activity \$0.00

Trns from Investments \$100,000.00
Permits \$60.00
Payroll recovery \$4,004.44
JSUSD Repair Reimbursed \$6,900.00

CASH BALANCE: \$40,111.31

INVESTED BEGIN BAL.: \$879,317.76

No activity \$0.00

CASH BALANCE: \$83,122.92

INVESTED BALANCE: \$879,317.76

FUND 3427 BALANCE: \$919,429.07

ADV ON TAXES:

060 Prop tax Beginning \$0.00
No activity \$1,276,226.00
Access Repair Pmnt \$6,124.30
Ending Balance \$1,282,350.30
160 Adv Supp Prop tax \$0.00
No activity \$0.00
Ending Balance \$0.00

CAPITAL RESERVE FUND 3429

CASH CARRIED FORWARD \$271.00

ACTIVITY:

No activity \$0.00

INVESTED BEG. BALANCE: \$2,859,082.42
Trns to cash (\$100,000.00)

CASH BALANCE: \$271.00

INVESTED BEGIN BAL.: \$69,619.71

No activity \$0.00

Ending Balance: \$2,759,082.42

INVESTED BALANCE: \$69,619.71

FUND 3426 BALANCE: \$4,124,555.64

FUND 3429 BALANCE: \$69,890.71

TAXES held in 3240: \$336,519.82

CO.charges in 3240: \$0.00

ACCURED DEBT OWED TO CVAN:

CONTRACTOR BONDS ON FILE:

PCSAN DEPT. \$302,196.85
MAINT DEPT. \$0.00

27 contractors \$26,500.00

Commissioners: Howard Adams, Scott Bartlebaugh, Mark Manzone, Mary Wais, Jon Wolthuis

S.a.

11:00 AM

10/14/19

CROCKETT COMMUNITY SERVICES DISTRICT

Reconciliation Detail

FUND 3426 - CV SANITARY - O&M, Period Ending 10/11/2019

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							
Cleared Transactions							2,944,958 19
Checks and Payments - 25 Items							
Check	09/18/2019	5956	C&H SUGAR CO.	Share of JTP op costs August ...	X	-52,088.00	-52,088.00
Check	09/18/2019	5959	L.R. PAULSELL CONSULTING	CSO Cleaning and engineering...	X	-8,555.00	-60,643.00
Check	09/18/2019	5957	CUNHA ENGINEERING	Survey and Plans Pomona Proj...	X	-3,600.00	-64,243.00
Check	09/18/2019	5955	APB GENERAL ENGINEERING	Emergency sewer repair on 7/1...	X	-1,934.40	-66,177.40
Liability Check	09/18/2019	5953	STATE COMPENSATION INSU...	Workers Comp premium	X	-554.92	-66,732.32
Check	09/18/2019	5960	USBank	Misc office and gas for truck	X	-272.78	-67,005.10
Check	09/18/2019	5958	EBMUD	Water	X	-197.47	-67,202.57
Check	09/18/2019	5954	LINCOLN FINANCIAL GROUP	LTD Insurance CCSVD-BL-156...	X	-120.12	-67,322.69
Transfer	09/19/2019			Payroll recovery Sep 1-15 CVS...	X	-430.71	-67,753.40
Check	10/07/2019	5974	RedZone Robotics, Inc.	ICOM Subscription	X	-11,179.20	-78,932.60
Check	10/07/2019	5971	STATE WATER RESOURCES ...	Contract No. 00822-550-0, A/R...	X	-7,666.49	-86,599.09
Paycheck	10/07/2019	5962	JAMES G. BARNHILL	Payroll Sept 2019	X	-4,411.89	-91,010.78
Paycheck	10/07/2019	5961	DALE A. McDONALD	Payroll Sept 2019	X	-4,245.07	-95,255.85
Liability Check	10/07/2019	5965	CalPERS Public Employees Retir...	CalPERS Retirement and 457 ...	X	-4,034.89	-99,290.74
Check	10/07/2019	5973	WEST COUNTY WASTEWATE...	Contract Services PS - August	X	-3,525.44	-102,816.18
Check	10/07/2019	5970	PG&E	Electricity	X	-2,641.02	-105,457.20
Check	10/07/2019	5975	Smith & Associates, Inc.	Appraisal fee retainer	X	-2,400.00	-107,857.20
Check	10/07/2019	5966	MEYERS NAVE	General Legal Advice	X	-1,532.14	-109,389.34
Liability Check	10/07/2019	5963	UNITED STATES TREASURY (L...	Fed Tax Payroll Liability	X	-1,508.38	-110,897.72
Check	10/07/2019	5972	V.W. Housen & Associates	Atherton/Cooke Project and M...	X	-1,362.75	-112,260.47
Check	10/07/2019	5969	L.R. PAULSELL CONSULTING	Atherton/Cooke Sewer Project ...	X	-520.00	-112,780.47
Liability Check	10/07/2019	5964	EMPLOYMENT DEVELOPMENT...	State EDD Tax Payroll Liability	X	-443.96	-113,224.43
Transfer	10/07/2019			Payroll recovery CVSAN to RE...	X	-340.23	-113,564.66
Check	10/07/2019	5967	Regional Government Services	Health Benefits research	X	-312.28	-113,876.94
Check	10/07/2019	5968	AT&T	Phone / Internet / Alarm	X	-180.58	-114,057.52
Total Checks and Payments							-114,057.52
Deposits and Credits - 6 Items							
Deposit	09/13/2019			Permit 19-22	X	60.00	60.00
Deposit	09/20/2019			Cost Recovery - Repairs	X	6,900.00	6,960.00
Transfer	10/07/2019			Payroll recovery MAINT to CV...	X	37.17	6,997.17
Transfer	10/07/2019			Payroll recovery REC to CVSA...	X	1,877.01	8,874.18
Transfer	10/07/2019			Payroll recovery PCSAN to CV...	X	2,430.49	11,304.67
Deposit	10/08/2019			SUC Assmt and Access Repair...	X	1,282,350.30	1,293,654.97
Total Deposits and Credits							1,293,654.97
Total Cleared Transactions							1,179,597.45
Cleared Balance							1,179,597.45
Register Balance as of 10/11/2019							4,124,555.64
Ending Balance							4,124,555.64

MEETING SCHEDULES/HOLIDAYS FOR 2020

<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	6	3	2	6	4	1	6	3	14	5	2	7
Port Costa	8	12	11	8	13	10	8	12	9	14	4**	2**
Crockett Sanitary	15	19	18	15	20	17	15	19	16	21	TBD	9**
District Board	22	26	25	22	27	24	22	26	23	28	18**	16**
Memorial Hall												
<i>Holidays</i>												
New Year's	1											
Presidents' Day		17										
Memorial Day					25							
Independence Day							3*					
Labor Day									7			
Veterans Day											11	
Thanksgiving Day											26, 27	
Christmas Day												25

* Observed
** One Week Early

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

Fax (510) 787-2459

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

website: www.town.crockett.ca.us

TO: Crockett Sanitary Commissioners / Board of Directors

FROM: General Manager 

SUBJECT: Crockett Sanitary Department Managers Report

DATE: November 4, 2019

The Crockett Sanitary Department Managers Report highlights items of interest that occurred between October 15, 2019 and November 4, 2019.

Operation and Maintenance

- There was one Category 1 Sanitary Sewer Overflows (SSO) reported in October, manhole E-08-02 overflowed onto Bishop and into adjacent storm drain on October 27.
- PG&E Public Safety Power Shutdown (PSPS) from October 26 to October 28. Pump stations performed without issue on backup generator power. Refinery, Co-gen, and Joint-Treatment-Plant disconnected from PG&E, powered from steam generation during PG&E outage. Staff monitored diesel levels and Loring Pump station, manually pumped down Loring wet-well every 3-4 hours during power outage.
- CD & Power completed annual generator service and load bank testing at pump station.
- Grinder motor replaced by West County Wastewater District.
- New bleed line installed from water pump motor by WCWD to prevent air-gap from occurring, should lessen water/air pressure alarms at pump station.

Capital Improvements / Projects

- Emergency repair on sewer W-12-04 to W-12-01 near 1963 Carquinez completed. Repair expanded to approx. 10' of 4" HDPE from manhole to spot past retaining wall.
- Atherton/Cooke Project C-1002 contract awarded and submittals received.

Administrative/Financial:

- Direct billed properties that receive sewer service but were not billed on tax roll.
- 2019 Sewer and Stormwater Summit; McDonald completed Compliance, Engineering, and Management track and Barnhill completed Operations and Maintenance track.
- General Manager McDonald spent approximately 41% of his time towards Crockett Sanitary Department operations and 7% on Capital Projects in October. The rest of his time was spent on District business 41%, Recreation and PLC 4%, Maintenance 2%, and Port Costa 5%. He worked a total of 213 hours in October.

Monthly Maintenance Summary

Crockett Sanitary Department

Summary of Activity for October - 2019

	Oct 19	Yearly Total 2019
Daily Operations		
Working Days:	23	218
Hydro-Flushing Days of Operation:	3	47
Rodding Days of Operation:	1	12
Condition Assessment Days of Operation:	0	2
Emergency CCTV Days of Operation:	1	1
SSO Summary		
SSOs Sewer Mains:	0	2
SSOs Private Laterals:	0	0
SSO Reached Surface Waters:	0	0
Call Summary		
Incidents (calls and false alarms):	12	61
Incoming Calls:	12	61
Sewer Service Call Outs:	5	26
Cleaning Summary		
Length of Pipe Rodded:	657	12,631
Length of Hydro-Flush Cleaning:	4,445	50,798
Other Cleaning (Length):	0	0
Total Length of Cleaning:	5,102	63,429
CCTV Summary		
Condition Assessment Work Orders Completed:	0	3
Condition Assessment Footage Televised:	0	351
Emergency CCTV Work Orders Completed:	1	1
Emergency CCTV Footage Televised:	64	64
Repair Summary		
Refurbish Manhole Repairs Completed:	0	1
Repair Pipeline Repairs Completed:	0	1