

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting AGENDA FOR WEDNESDAY, FEBRUARY 22, 2023

TIME: 7:00 PM
PLACE: 850 Pomona Avenue, Crockett**

****IN-PERSON OR BY TELECONFERENCE****

In accordance with Government Code section 54953(e) and the county Board of Public Health, Board members may participate in this meeting remotely. This meeting will be accessible to all members of the public in-person, or by Zoom.

Telephone: Listen to the meeting live by calling Zoom at +1 669 900 9128.
Enter the Meeting ID# 410 765 9435 followed by the pound (#) key.
More phone numbers can be found on *Zoom's* website at <https://zoom.us/u/kb4PW3DxF2>

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/4107659435> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 410 765 9435.

1. CALL TO ORDER - ROLL CALL
2. CLOSED SESSION:
 - a. CONFERENCE WITH LEGAL COUNSEL -ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Govt. Code, Section 54956.9, subdivision (d), sections (2), (3), and (4).
3. OPEN SESSION: Announcement of Actions taken during closed session.
4. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
5. 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.)*
6. PUBLIC FORUM/DISCUSSION *(Discussion of topic of public interest, No action will be taken at this time)*
7. PUBLIC HEARING: *(Public comments limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President)*

8. **MANAGERS' REPORTS:** *(These items are typically for exchange of information only. No action will be taken at this time.)* Recreation Department.
 - a. Maintenance Department.
 - b. Recreation Department
 - c. Port Costa Sanitary Department.
 - d. Crockett Sanitary Department.
 - e. Governmental matters.
 - f. Announcements and discussion.

9. **REPORTS FROM COMMISSIONERS AND COMMITTEES:**

(This item is typically for exchange of information only. No action will be taken at this time.)

 - a. Personnel Committee – Members Goodman, Spinner, Wais, Cusack, Wilson
 - b. Budget & Finance Committee - Members Mackenzie, Peterson
 - c. Police Liaison Committee -
 - d. Memorial Hall Committee –Peterson, Wilson
 - e. Ad Hoc Committees: Goodman, Barassi
 - f. Inter-agency meetings:

10. **CONSENT CALENDAR:** Consideration of a motion to approve the following items:

(Items are subject to removal from Consent Calendar by request of any Board Member or 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 CCSD Board meeting, January 25, 2023
 - b. Approve payment of District bills.
 - c. Receive Minutes of Commissions and Committees.
 - d. Consider Resolution 22/23-20 authorizing teleconferencing and hybrid meetings for the period of March 1, 2023 through March 30, 2023 in conformity with AB 361.

11. **ADMINISTRATIVE:**
 - a. Consider items removed from Consent Calendar.
 - b. Consider Resolution 22/23-19, appointment of Diana Martinez to Recreation Commission
 - c. Consider Resolution 22/23-21 adopting the Measure L Initiative Ordinance

12. **BUDGET AND FINANCE:**
 - a. Consider Monthly Summary Worksheets and Investment Reports and staff report on financial matters.

13. **REPORTS FROM BOARD MEMBERS:**

(These items are typically for exchange of information only. No action will be taken at this time.)

14. **FUTURE AGENDA ITEMS:**

Consider changes to District Code
Annual long-term strategy workshop.

15. **COMMENTS FROM BOARD MEMBERS:**

16. **ADJOURNMENT UNTIL MARCH 22, 2023**

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (*not to exceed three minutes at staff's cadence*), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 3:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. The public can speak up at that time or use the Zoom chat feature to indicate they want to make a public comment. If needed, a short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Use Zoom chat or email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all submitted comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

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.

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. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager 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 COMMUNITY SERVICES DISTRICT

MINUTES OF REGULAR MEETING, JANUARY 25, 2023

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by President Barassi. Present were Board Members Goodman, Peterson and Spinner, along with General Manager Murdock, Recreation Department Manager Wilson, Administrative Services Manager Gunkelman, Sanitary Dept. Manager Barnhill and Assistant Secretary Witschi. Also present was Sanitary Commissioner Wais. Director Mackenzie was absent.
2. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – REAL PROPERTY NEGOTIATIONS: Pursuant to Govt. Code, Section 54956.8.
3. OPEN SESSION: At 7:24 pm, the Board continued to meet in open session. There were no reportable action items to report according to Mr. Murdock.
 - 3.a. AD HOC COMMITTEE: A motion to approve an Ad Hoc Committee to commence negotiations with State Lands Commission regarding renewal of lease carried with 4 Ayes and 1 Absent (kp/jg).
4. AGENDA ORDER: There were no requests to hear agenda items out of order.
5. PUBLIC COMMENTS: None
6. PUBLIC HEARING: None
- 7.a. RECREATION DEPT. REPORT: Mr. Wilson reported the pool was replastered on January 24. He said the wading pool pump does not work and needs to be replaced.
- 7.b. MAINTENANCE DEPARTMENT: Director Peterson said that he visited with Memorial Hall's architect and gave him marked-up plans. He proposed for a public discussion and resolution regarding the Maintenance Parcel Tax.
- 7.c. PORT COSTA SANITARY DEPT.: The Board received the Minutes of December 7.
- 7.d. CROCKETT SANITARY DEPT.: The Board received the Minutes of October 19, 2022. Mr. Murdock reported there has been 26.5 inches of rain over the previous month. He said the EQ tank reached 13.5 ft. The Treatment Plant had a number of problems.
- 7.e. STAFF REPORT ON GOVERNMENTAL MATTERS: None
- 7.f. STAFF ANNOUNCEMENTS: None

8. CONSENT CALENDAR: The consent items were approved unanimously (ns/lb):
- a. Receive Minutes of Commissions and Committees.
 - b. Approve proposed budget schedule for 2023.
 - c. Approve Resolution No. 22/23-17 authorizing teleconferencing meetings for the period January 31, 2023 through March 2, 2023.

9.a. CONSENT ITEMS REMOVED: None

9.b. COMMITTEE APPOINTMENTS: The members of the Budget & Finance Committee are Directors Mackenzie and Spinner. The Personnel Committee members are: Tom Cusack, Nick Spinner, Mary Wais and Ron Wilson. The next Personnel Committee meeting is January 31 at 4:00 pm at the Community Center.

9.c. APPOINTMENT COMMISSIONER: A motion to appoint Scott Bartlebaugh to the Crockett Sanitary Commission for two years carried with 4 Ayes and 1 Absent (kp/ns).

9.d. CHANGE MEETING TIME: Director Peterson has expressed his opposition to changing the meeting time to 4:00 pm due to the fact that it will prevent the public from attending the meeting. A motion to change the Crockett Sanitary Commission monthly meeting time to 4:00 pm carried with 3 Ayes, 1 Nay and 1 Absent (ns/jg).

9.e. TOWN-WIDE EMERGENCY NOTIFICATION SYSTEM: Director Goodman said this is a hot topic around town. She said there needs to be an active participant to notify the town in case of an emergency. The Fire Department, CERT and CIA should all get involved.

10.a. FINANCIAL REPORT: None

10.b. DESIGNATE SIGNATURES FOR TREASURER'S OFFICE: Luigi Barassi, Jena Goodman, Gaunt Murdock, and Ron Wilson are the designated signatories for the County Treasurer and Auditors/Controllers office.

10.c. BUDGET FY 2022/23: According to Mr. Gunkelman, all departments besides Maintenance are on schedule. He claimed that all expenditures on the new office building had come to an end at this time. With the exception of Melton, every income for the Port Costa Sanitary Department has been received.

11.a. PERSONNEL COMMITTEE REPORT: None

11.b. BUDGET & FINANCE COMMITTEE REPORT: None

11.c. AD HOC COMMITTEE REPORTS: None

11.d. INTER-AGENCY MEETINGS: None

12. FUTURE AGENDA ITEMS:

13. BOARD COMMENTS: None

14. ADJOURNMENT: The meeting was adjourned at 9:04 PM until February 22, 2023.

Respectfully submitted,

Susan Witschi
February 9, 2023

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 12/21/22 Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
12/30/2022	PG&E	Nov-Dec elec & gas charges - Pool & Comm Ctr	1,174.49	9925
12/30/2022	CONTRA COSTA C...	ADP Payroll Processing. Oct-Dec 15th	797.56	9926
12/30/2022	STATE COMPENSA...	Workers Comp 219383	765.75	9927
Total FUND 3241 - RECREATION			<u>2,737.80</u>	
TOTAL			<u><u>2,737.80</u></u>	



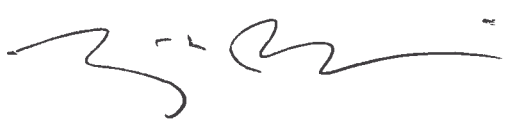
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CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: 12/21/22 Fund: 324100 Account : 0830 ✓

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
12/21/2022	CONTRA COSTA COUNTY ...	ADP Payroll Dec 1-15 - wire tra...	5,101.14	9921 ✓
12/21/2022	Adams Pool Solutions	Pool repair and replaster - Inv#5...	81,000.00	9922
12/21/2022	Streamline	Web services fees	48.49	9923
12/21/2022	Lincoln National Life Insuranc...	CCSVCD-BL-1564438 - Nov&D...	138.38	9924 ✓
Total FUND 3241 - RECREATION			86,288.01	
TOTAL			86,288.01	

Cash Balance 12/21/22
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AUDITOR - CONTROLLER
 2022 DEC 21 P 8:10

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: 2/9/23 Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
02/10/2023	DOLORES M. MORALES	Payroll - Jan 16-31	1,038.12	9960
02/10/2023	SUSAN G. WITSCHI	Payroll - Jan 16-31	2,816.31	9961
02/10/2023	DAMOND L. BAL	Payroll - Jan 16-31	286.57	9962
02/10/2023	RONALD D. WILSON	Payroll - January 2023	2,599.08	9963
Total FUND 3241 - RECREATION			6,740.08	
TOTAL			6,740.08	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 2/9/23 Fund: 342600 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3426 - CV SANITARY - O&M				
02/10/2023	GAUNT A. MURDOCK		5,631.61	6888
02/10/2023	JAMES G. BARNHILL		5,620.14	6889
02/10/2023	VAUGHN P. GUNKELMAN		5,020.14	6890
Total FUND 3426 - CV SANITARY - O&M			16,271.89	
TOTAL			16,271.89	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 2/3/23 Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
02/06/2023 ✓	First Foundation Bank ✓	Share of rent payments at 1 Rolph Park Dr. - Acct 6016...	2,197.01 ✓	9954 ✓
02/06/2023	Adams Pool Solutions	Pool repair and replaster - Inv#58938	28,298.70	9955
02/06/2023	CINTAS CORP	Qtrly sprinkler inspection - Inv 0F44789404	415.00	9956
02/06/2023	CONTRA COSTA HEALTH SE...	Health Permits for 2023/2024	3,095.00	9957
02/06/2023	EBMUD	Water charges MH park, CommCtr, Pool hydrant	1,441.67	9958
02/06/2023 ✓	PG&E ✓	Dec & Jan elec & gas charges - Pool & Comm Ctr	1,668.48 ✓	9959 ✓
Total FUND 3241 - RECREATION			37,115.86	
TOTAL			<u>37,115.86</u> ✓	

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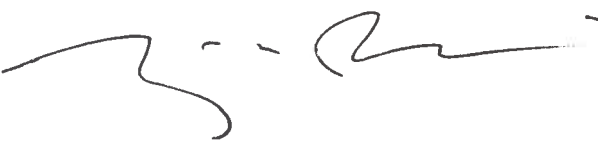
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CROCKETT COMMUNITY SERVICES DISTRICT
 Crockett Community Services District

Auditor's Date: 1/19/23 Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
01/19/2023	DOLORES M. MORALES	Replace Lost ADP checks from 11/4/22	1,051.76	9942
01/19/2023	Tom Cusack	Cameras for Xmas Party	51.84	9943
01/19/2023	EBMUD	Nov-Jan Water charges CommCtr, Pool	795.33	9944
01/19/2023	TERRACARE ASSOCIATES	Landscaping services - Jan. 2023	2,305.00	9945
01/19/2023	UNIVERSAL BUILDING SERV...	Event Svcs Cleaning on 12/29&12/31/22	432.00	9946
01/19/2023	Thryv	The real yellow pages advertising charges - Jan 2023 & prior balance	124.41	9947
01/19/2023	STATE COMPENSATION INS...	Jan Workers Comp 219383	765.75	9948
01/19/2023	LINCOLN FINANCIAL GROUP	Jan Premium - CCSVD-BL-1564438	136.38	9949
01/19/2023	DOLORES M. MORALES	Payroll Jan 1-15	971.61	9950
01/19/2023	SUSAN G. WITSCHI	Payroll Jan 1-15	2,509.02	9951
01/19/2023	DAMOND L. BAL	Payroll Jan 1-15	143.41	9952
Total FUND 3241 - RECREATION			9,288.51	
TOTAL			9,288.51	



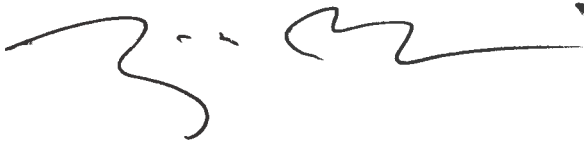
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CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

Auditor's Date: 1/9/23 Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
01/10/2023	RONALD D. WILSON	Payroll: Dec 1-31, 2022	2,599.07	9938
01/10/2023	DOLORES M. MORALES	Payroll: Dec 16-31, 2022	972.54	9939
01/10/2023	SUSAN G. WITSCHI	Payroll: Dec 16-31, 2022	2,576.74	9940
01/10/2023	DAMOND L. BAL	Payroll: Dec 16-31, 2022	139.91	9941
Total FUND 3241 - RECREATION			6,288.26	
TOTAL			6,288.26	



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CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 1/5/23 Fund: 324100 Account : 0830

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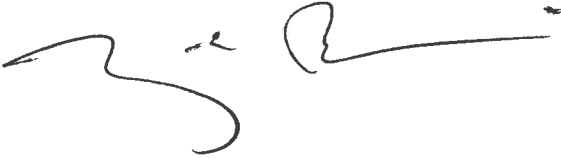
Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
01/05/2023	DAMOND L. BAL	ADP Payroll replacement - 12/1-12/15	251.83	9928
01/05/2023	DOLORES M. MORALES	ADP Payroll replacement - 12/1-12/15	1,278.89	9929
01/05/2023	Studio 144 Architects	Pool & park ADA progress payment - Doc review...	390.17	9930
01/05/2023	Edgeworth Integration LLC	Camera & Security equipment - Parts and labor. ...	1,214.59	9931
01/05/2023	Code Three Fire and Safety	Fire Extinguisher Services 12/14/22 - Inv#221614	200.00	9932
01/05/2023	TERMINIX	Quarterly Pest Control - Acct# 529892	163.00	9933
01/05/2023	TERRACARE ASSOCIATES	Landscaping services - Dec. 2022	2,305.00	9934
01/05/2023	UNIVERSAL BUILDING SERVICES	Janitorial Svcs Nov&Dec & event work	2,404.24	9935
01/05/2023	Gabriel Serrato	C/D Deposit refund - Event 10/15/2022	700.00	9936
01/05/2023	RONALD D. WILSON	Mileage reimbursement - December 2022	72.50	9937
Total FUND 3241 - RECREATION			<u>8,980.22</u>	
TOTAL			<u><u>8,980.22</u></u>	

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 2023 JAN - 5 11 A 7 23

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: 12/31/22 Fund: 342500 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3425 - PC SANITARY - O&M				
12/30/2022	L.R. PAULSELL CONSULTING	Emergency call out 12/8 - PCSD 22-12	2,337.50	1662
12/30/2022	Sierra Chemical Company	Treatment chemicals - Inv#144245	346.31	1663
12/30/2022	PG&E	Elec. charges - Nov-Dec - Acct# 27041...	387.04	1664
Total FUND 3425 - PC SANITARY - O&M			<u>3,070.85</u>	
TOTAL			<u><u>3,070.85</u></u>	



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 2022 DEC 30 P 5:29

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 12/21/22 Fund: 342500 Account : 0830 ✓

Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
✓ 12/21/2022	Streamline	Web member fees	40.21	1658 ✓
12/21/2022	L.R. PAULSELL CONSULTING	High pres cleaning 12/8-12/9 - PCSD 22-13	1,755.00	1659
12/21/2022	STATE WATER RESOURCES CON...	Annual Permit fees - WDID: 2SSO11607	3,453.00	1660
✓ 12/21/2022	STATE WATER RESOURCES CON...	Annual Permit fees - WDID: 2 071034001	5,011.00	1661 ✓
Total FUND 3425 - PC SANITARY - O&M			10,259.21	
TOTAL			<u>10,259.21</u>	

*Cash Balance OK
as of 12/21/22
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AUDITOR - CONTROLLER
 2022 DEC 21 P 8:10

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 2/3/23 Fund: 342500 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
02/06/2023 ✓	First Foundation Bank ✓	Share of rent payments at 1 Rolph Park Dr. - Acct 60162400	2,197.01	✓1667 ✓
02/06/2023	L.R. PAULSELL CONSULTING	High Pres Cleaning 1/19/23 - PCSD 23-1	1,680.00	1668
02/06/2023	PG&E	Elec. charges - Dec to Jan & Oct to Nov - Acct# 27041213...	802.00	1669
02/06/2023 ✓	Sierra Chemical Company ✓	Treatment chemicals - Inv#144543	685.22	✓1670 ✓
Total FUND 3425 - PC SANITARY - O&M			5,364.23	
TOTAL			5,364.23	✓

Cash Balance OK
2/3/2023



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2023 FEB -3 P 4: 43

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

Auditor's Date: 1/19/23 Fund: 342500 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
01/19/2023	Valley Operators, LLC	December Monthly Service Fee. Inv#2259	4,600.00	1665
01/19/2023	CONTRA COSTA WATER DISTRI...	Consumption data - Inv#AR4552	118.50	1666
Total FUND 3425 - PC SANITARY - O&M			4,718.50	
TOTAL			4,718.50	



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CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: 2/3/23 Fund: 324200 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3242 - MAINTENANCE				
✓ 02/06/2023	First Foundation Bank	Share of rent payments at 1 Rolph Park Dr. - Ac...	1,318.21	554 ✓
02/06/2023	KENT PETERSON	Expense reimbursement - Fuel for BH maint	27.00	555
Total FUND 3242 - MAINTENANCE			1,345.21	
TOTAL			1,345.21	

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CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 1/5/23 Fund: 324200 Account : 0830

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<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3242 - MAINTENANCE				
01/05/2023	EBMUD	District Office water charges - 10/20-12/22/2022	112.02	549
01/05/2023	Crockett Community Foundation	Walk of Honor fundraiser - Pass thru Grant	15,000.00	550
01/05/2023	Crockett Community Foundation	Repayment of difference of CCF grant for portable trimmer	59.81	551
01/05/2023	Crockett Public Services, Inc.	Reimbursement for portable trimmer purchase	790.19	552
Total FUND 3242 - MAINTENANCE			<u>15,962.02</u>	
TOTAL			<u><u>15,962.02</u></u>	



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 2023 JAN -5 A 7:26

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 12/30/22 Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
12/30/2022	PG&E	Gas and electric charges for CVSAN & 1 Rolph Park - ...	3,440.54	6867
12/30/2022	JAMES G. BARNHILL	Mileage reimbursement for 12/9/22	22.50	6868
12/30/2022	CONTRA COSTA COUNTY TRE...	ADP Payroll Processing. Oct-Dec	145.13	6869
12/30/2022	STATE COMPENSATION INSU...	Workers Comp 219383	765.75	6870
Total FUND 3426 - CV SANITARY - O&M			4,373.92	
TOTAL			4,373.92	

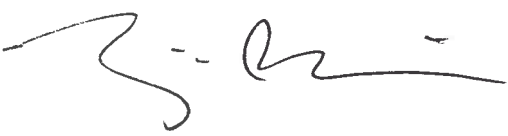


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CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: 12/21/22 Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
✓ 12/21/2022	STATE WATER RESOURCE...	SRF Loan Cont#01805-550-0. Project# 4675...	36,120.71	6859 ✓
12/21/2022	Streamline	Web member fees	111.30	6860
12/21/2022	Jackson & Son Plumbing	Locate & repair 2" water line to PS - Inv#11256	4,376.94	6861
12/21/2022	L.R. PAULSELL CONSULTING	High pres clean 12/9-12/14 & emergency call...	8,032.50	6862
12/21/2022	U.S. Postal Service (vendor)	PO Box fee - 12 months	160.00	6863
12/21/2022	STATE WATER RESOURCE...	Annual Permit fee - Index 507083 - WDID 2S...	3,453.00	6864
12/21/2022	WEST COUNTY WASTEWA...	Contract Svcs - Oct-Nov 2022. Inv#4241&4244	8,272.68	6865
12/21/2022	Lincoln National Life Insuranc...	CCSVCD-BL-1564438 - Nov&Dec 2022	96.30	6866 ✓
Total FUND 3426 - CV SANITARY - O&M *			60,623.43	
TOTAL			60,623.43 ✓	

*Cash Balance
 as of
 12/21/22
 JJ*



AUDITOR - CONTROLLED
 7077 DEC 21 P 8:10

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 2/9/23 Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
02/10/2023	GAUNT A. MURDOCK		5,631.61	6888
02/10/2023	JAMES G. BARNHILL		5,620.14	6889
02/10/2023	VAUGHN P. GUNKELMAN		5,020.14	6890
Total FUND 3426 - CV SANITARY - O&M			16,271.89	
TOTAL			16,271.89	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 2/3/23 Fund: 342600 ✓ Account : 0830 ✓

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
✓ 02/06/2023	First Foundation Bank	Share of rent payments at 1 Rolph Park Dr. - Acct 60162...	16,257.88	6881 ✓
02/06/2023	First Foundation Bank	CVSAN loan payment - Acct# 60243700	26,457.35	6882
02/06/2023	BAAQMD	Air permit - Invoice Number 4ND78	1,217.00	6883
02/06/2023	EBMUD	Water Charges at Pump station - 11/7 to 1/11/23 - Acct 5...	3,787.50	6884
02/06/2023	L.R. PAULSELL CONSULTING	High Pres Cleaning - 1/19 to 1/24/23 - CVSD 23-5	7,420.00	6885
02/06/2023	MEYERS NAVE	Legal fees for Oct-Dec 2022 - Inv# 200004, 200869, 201...	21,151.44	6886
02/06/2023	PG&E	Gas and electric charges for CVSAN & 1 Rolph Park - A...	4,380.21	6887
Total FUND 3426 - CV SANITARY - O&M			80,671.38	
TOTAL			80,671.38	

Carbalan
2/3/23
SK



AUDITOR-CONTROLLER
 2023 FEB - 3 P 4:43

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 1/19/23 Fund: 342600 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3426 - CV SANITARY - O&M				
01/19/2023	STATE COMPENSATION INSUR...	Jan Workers Comp 219383	765.75	6875
01/19/2023	LINCOLN FINANCIAL GROUP	Jan premium charges - CCSVD-BL-15...	96.30	6876
01/19/2023	GAUNT A. MURDOCK	Expenditure reimbursement	377.58	6877
01/19/2023	L.R. PAULSELL CONSULTING	Inv CVSD 23-1 to 23-4	43,017.70	6878
01/19/2023	VAUGHN P. GUNKELMAN	Expenditure reimbursement	630.19	6879
Total FUND 3426 - CV SANITARY - O&M			<u>44,887.52</u>	
TOTAL			<u>44,887.52</u>	



2023 JAN 19 A 8:31
 AUDITOR-CO-0110111

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: 1/9/23 Fund: 342600 Account: 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
01/10/2023	GAUNT A. MURDOCK	Payroll: Dec 1-31, 2022	5,230.06	6871
01/10/2023	JAMES G. BARNHILL	Payroll: Dec 1-31, 2022	5,791.66	6872
01/10/2023	VAUGHN P. GUNKELMAN	Payroll: Dec 1-31, 2022	4,772.60	6873
01/10/2023	MuniQuip, LLC	Grit Pump - Inv#106237	20,128.00	6874
Total FUND 3426 - CV SANITARY - O&M			35,922.32	
TOTAL			35,922.32	



2023 JAN - 9 P 3: 29
 AUDITOR-CONTROLLED

CROCKETT SANITARY COMMISSION

Special Meeting

MINUTES OF THE SPECIAL MEETING, WEDNESDAY, JANUARY 25, 2023

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 4:07 pm,

• Commissioners Present:

- Mark Manzione
- Darcy Trask
- Howard Adams
- Mary Wais

Staff Present:

- Gaunt Murdock
- James Barnhill

2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER No Requests

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: No Comments

4. CONSENT CALENDAR None

5. WASTEWATER:

Consider report on enforcement actions. None, but the subject was brought up that laterals may be the source of roots that caused failures of mains in 2 recent SSOs. It was agreed more research should be done.

Discussion on status of Smoke Testing program; Murdock reported that he was looking into previous smoke testing data, but that there was so far not much reason to think roof drains were emptying into laterals. More study of data needed.

6. ADMINISTRATIVE:

No board actions reported.

The Commission voted unanimously to recommend the appointment of Scott Bartlebaugh to Commission.

The Commission voted to recommend to the board their preference to move meetings to 4:00

7. BUDGET AND FINANCE: No report

8. REPORT OF DEPARTMENT MANAGER: (These items are typically for exchange of information only. No action will be taken at this time.)

9. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)

- a. Wastewater Committee – Members Manzione and Wais
Manzione requested a follow-up on odor problems. Wais stated the need to catch up on training including sexual harassment training.
- b. Budget & Finance Committee – Members Adams and Trask
- c. Recycled Water Ad Hoc Committee: Members Manzione and Trask
- d. Inter-agency meetings: none

10. ADJOURNMENT at 5:07 until FEBRUARY 15, 2023

RESOLUTION NO. 22/23-20

**A RESOLUTION OF THE CROCKETT COMMUNITY SERVICES DISTRICT
AUTHORIZING REMOTE TELECONFERENCING MEETINGS OF THE
LEGISLATIVE BODIES OF THE CROCKETT COMMUNITY SERVICES DISTRICT
FOR THE PERIOD OF MARCH 1, 2023 THROUGH MARCH 30, 2023 UNDER
GOVERNMENT CODE SECTION 54953(e) (AB 361)**

WHEREAS, the Crockett Community Services District ("District") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, the District is an independent special district and the meetings of its legislative bodies are open and public in compliance with the legal requirements of the Ralph M. Brown Act (Government Code§ 54950 - 54963); and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(6)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution Number 21/22-6 on October 27, .2021 finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with section 54953(6)(3); and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e) the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, such conditions persist **in** the District, specifically, under the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and Assembly Bill 361, which provides that under Government Code section 54953(e), a legislative body subject to the Brown Act may continue to meet using teleconference without complying with the non-emergency

10d

teleconferencing rules in Government Code section 54953(6)(3) if a state of emergency still exists and state or local officials have recommended measures to promote social distancing; and

WHEREAS, Contra Costa County has, on October 4 2022, issued health recommendations and guidelines for public safety, recommending teleconference meetings as the lowest risk of transmission for SARS- COV-2; and

WHEREAS, the Board of Directors does hereby find that a potential threat to public health and safety continues to exist, and is likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to re-ratify the proclamation of the state of emergency by the Governor of the State of California, and the guidelines set forth by Contra Costa County; and

WHEREAS, as a consequence of the emergency circumstances, the Board of Directors does hereby find that the legislative bodies of the Crockett Community Services District shall continue to conduct their meetings without compliance with section 54953(6)(3), as authorized by section 54953(e), and such legislative bodies shall comply with the requirements for the public to access the meetings as described in 54953(e)(2); and

WHEREAS, the District's regular meeting place has been established as the Crockett Community Center in Crockett by District Code Section 2.04.040, except as otherwise designated pursuant to District Resolution 1920-18; and

WHEREAS, it is the intent of the Board for it and its other legislative bodies to continue to hold meetings in order to receive information, provide direction, and make decisions on behalf of the District while still complying with social distancing requirements during the pandemic; and

WHEREAS, the District shall continue to hold all meetings subject to the Brown Act via teleconference or other electronic means, as posted on the District webpage, and as noticed on the bulletin boards located at the Crockett Community Center.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Crockett Community Services District, that:

1. The above referenced recitals are true and correct and material to the adoption of this Declaration.
2. The Board hereby proclaims that the safety of life and property cannot be assured in the District at this time.
3. The Board will continue to recommending meeting by teleconference as authorized by Assembly Bill 361, in accordance to the provisions of Government Code section 54953(e).
4. The Staff and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting regular meetings of the Board, and any and all other meetings of

the Crockett Community Services District's legislative bodies that are subject to the Brown Act.

5. This Resolution shall take effect immediately and shall remain in effect until March 2, 2023, or such time that the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Crockett Community Services District may continue to teleconference without compliance with section 54953(e)(3).

This Declaration is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the Crockett Community Services District, its departments, officers, employees, contractors, or any other person.

PASSED AND ADOPTED by the Board of Directors of the Crockett Community Services District on this 22th day of February 2023, by the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAINED:

Luigi Barassi, President

ATTEST:

Gaunt Murdock, General Manager



RESOLUTION

NO. 22/23-19

A RESOLUTION APPOINTING COMMISSIONER

WHEREAS, the District Board has by Resolution No. 06/07-02 created the Crockett Recreation Commission and made appointments thereto; and

WHEREAS, the District Board has by Resolution No. 06/07-10 determined that the term of office of a commissioner shall be 24 months.

NOW, THEREFORE, BE IT RESOLVED that Diana Martinez is hereby appointed to the Crockett Recreation Commission as Commissioner.

THE FOREGOING RESOLUTION was adopted at the District's Regular Meeting held in Crockett on February 22, 2023 by the following vote:

AYES:

NOES:

ABSENT:

Luigi Barassi, President

ATTEST:

Gaunt Murdock
General Manager

11b

**(PROPOSED) RESOLUTION
NO. 22/23-21**

WHEREAS, The voters residing within the boundaries of the Crockett Community Services District did vote to approve Measure L, thereby adopting the Measure L Initiative Ordinance ‘Enacting a Special Tax on Properties Located in the Crockett Zone of the District To Fund Maintenance of Public Outdoor Spaces and Amenities’, for town Maintenance and landscaping activities as set forth in ordinance(the “maintenance special tax”); and

WHEREAS, The maintenance special tax, an initiative brought forth by citizens of the District, was approved on November 8, 2022, by a majority of the voters residing the District boundaries; and

WHEREAS, Resolution 04-22 of the Local Area Agency Formation Commission provides that The Crockett Community Services District is authorized to continue to levy and collect general taxes, fees, charges, assessments and other revenues; and

WHEREAS, in approving the adoption of the maintenance special tax ordinance the voters did specifically authorize the district to collect this tax in the manner and for the purpose described in the abovementioned ordinance; and

WHEREAS, the ordinance mandates that it “will be approved if a majority of the voters voting on the measure vote in favor of it”;

NOW, THEREFORE, LET IT BE RESOLVED that the District Board of the Crockett Community Services District does hereby recognize the will of the voters and does adopt the Measure L Initiative Ordinance that was approved by a majority of the electorate of the District; and,

BE IT FURTHER RESOLVED, that the General Manager is instructed to prepare the special tax levy in accordance with the provisions of the Measure L Initiative Ordinance and to take all actions necessary to collect the tax each year in the amount levied by the Board in accordance with the ordinance; and

BE IT FURTHER RESOLVED, that the General Manager is to manage the funds collected by the maintenance special tax in such a way as best applies the funds for the uses described in the Measure L Initiative Ordinance; and

BE IT FURTHER RESOLVED, that the reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes; and

BE IT FURTHER RESOLVED, that the chief fiscal officer of the District shall file a report with the Board of Directors of the District no later than January 1 of each year pursuant to Government Code Section 50075.3; and

BE IT FURTHER RESOLVED, that any legal challenge to this resolution or to the maintenance special tax adopted by this resolution shall be brought as provided in Government Code section 50077.5.

THE FOREGOING RESOLUTION was adopted at the Regular Meeting of the District held on February 22, 2023 by the following vote and shall be effective immediately:

11c

**(PROPOSED) RESOLUTION
NO. 22/23-21**

AYES:

NOES:

ABSENT:

X

Luigi Barassi, President

ATTEST:

X

Gaunt Murdock
General Manager

CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525

850 Pomona Street

Telephone (510) 787-2992

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

website: www.town.crockett.ca.us

MONTHLY SUMMARY WORKSHEET

JK

PREPARED FOR BD. MTG:	2-22-23	LATEST FUND REPORT:	1-12-23
CCSD FUND 3240		CCSD FUND 3240	
CASH CARRIED FORWARD:		CASH CARRIED FORWARD:	
<u>REC DEPT:</u>	\$14,873.82	<u>CVSAN DEPT:</u>	\$246,226.17
ACTIVITY:		ACTIVITY:	
1% Dec. Cash Conv.	\$834.75	1% Dec. Cash Conv.	\$4,260.99
Sec. Coll. 12/22	\$37,653.83	Sec. Coll. 12/22	\$192,205.60
22/23 HOPTR 1st 50%	\$173.07	22/23 HOPTR 1st 50%	\$883.46
CASH BALANCE (Rec):	\$53,535.47	CASH BALANCE (CVSan):	\$443,576.22
ADV ON TAXES (Rec):	\$34,068.32	ADV ON TAXES (CVSan):	\$173,849.42
060 Adv beginning bal	\$72,019.46	060 Adv beginning bal	\$367,572.62
1% Dec. Cash Conv.	(\$834.75)	1% Dec. Cash Conv.	(\$4,260.99)
Sec. Coll. 12/22	(\$37,653.83)	Sec. Coll. 12/22	(\$192,205.60)
Prop tax corr. 22/23	\$84.25	Prop tax corr. 22/23	\$430.04
Ending Balance	\$33,615.13	Ending Balance	\$171,536.07
160 Supplmt begin bal	\$453.19	160 Supplmt begin bal	\$2,313.35
No Activity		No Activity	
Ending Balance	\$453.19	Ending Balance	\$2,313.35
FUND BALANCE (Rec):	\$87,603.79	FUND BALANCE (CVSan):	\$617,425.64

MAINT DEPT PROPERTY TAXES ALLOC:	
Cash Carried Forward:	(\$13,127.96)
1% Dec. Cash Conv.	\$98.69
Sec. Coll. 12/22	\$4,451.92
22/23 HOPTR 1st 50%	\$20.47
Cash Balance (Maint):	(\$8,556.88)
060 Adv Beginning Bal:	\$8,523.90
1% Dec. Cash Conv.	(\$98.69)
Sec. Coll. 12/22	(\$4,451.92)
Prop tax corr. 22/23	\$9.96
Ending Balance:	\$3,983.25
160 Supplmt begin bal:	\$53.58
No Activity	
Ending Balance	\$53.58

FUND BALANCE (Maint):	(\$4,520.05)
TOTAL CSD 3240 BALANCE:	\$700,509.38

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CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525

850 Pomona Street

Telephone (510) 787-2992

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

website: www.town.crockett.ca.us

MONTHLY SUMMARY WORKSHEET

JK

PREPARED FOR BD. MTG:	2-22-23	LATEST FUND REPORT:	2-13-23
CCSD FUND 3240		CCSD FUND 3240	
CASH CARRIED FORWARD:		CASH CARRIED FORWARD:	
<u>REC DEPT:</u>	\$53,535.47	<u>CVSAN DEPT:</u>	\$443,576.22
ACTIVITY:		ACTIVITY:	
PY Sec H/O prop tax	(\$1.56)	PY Sec H/O prop tax	(\$7.94)
Xfer to REC 3241	(\$70,163.00)	Xfer to CVSAN 3426	(\$300,985.00)
Adjustmnt to 3242	(\$6,771.00)	Adjustmnt to 3242	(\$38,369.00)
CASH BALANCE (Rec):	(\$23,400.09)	CASH BALANCE (CVSan):	\$104,214.28
ADV ON TAXES (Rec):	\$34,068.32	ADV ON TAXES (CVSan):	\$173,849.42
060 Adv beginning bal	\$33,615.13	060 Adv beginning bal	\$171,536.07
No Activity		No Activity	
Ending Balance	\$33,615.13	Ending Balance	\$171,536.07
160 Supplmt begin bal	\$453.19	160 Supplmt begin bal	\$2,313.35
No Activity		No Activity	
Ending Balance	\$453.19	Ending Balance	\$2,313.35
FUND BALANCE (Rec):	\$10,668.23	FUND BALANCE (CVSan):	\$278,063.70
		MAINT DEPT PROPERTY TAXES ALLOC:	
		Cash Carried Forward:	(\$8,556.88)
		PY Sec H/O prop tax	(\$0.18)
		Xfer to MAINT 3242	(\$45,140.00)
		Adjustmnt to 3242	\$45,140.00
		Cash Balance (Maint):	(\$8,557.06)
		060 Adv Beginning Bal:	\$3,983.25
		No Activity	
		Ending Balance:	\$3,983.25
		160 Supplmt begin bal:	\$53.58
		No Activity	
		Ending Balance	\$53.58
		FUND BALANCE (Maint):	(\$4,520.23)
		TOTAL CSD 3240 BALANCE:	\$284,211.70

Members of the Board: Luigi Barassi, Jena Goodman, John MacKenzie, Kent Peterson, Nick Spinner

CROCKETT MAINTENANCE 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

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BD. MTG: 2-22-23 LATEST FUND REPORT 1-12-23

OPERATING FUND 3242		BALANCES BY CLASS	
CASH CARRIED FORWARD:	\$9,234.28	MEMORIAL HALL	
ACTIVITY:		Walk Honor & P66	\$276,750.00
CHECKS and PAYMENTS		Arch. Phase1	(\$15,427.99)
Warrants (549-553)	(\$1,040.45)	Engnr. Phase1	(\$33,934.00)
&Warr#550 CCF WoH	(\$15,000.00)	Other CapX	(\$4,605.65)
DEPOSITS:		WofH P66 Balance	\$222,782.36
LAIIF x-fer to cash	\$15,000.00	Other MH O&M Bal	\$1,905.31
		BRIDGEHEAD	\$1,174.34
		PLAZA/FENCES/LIGHT	(\$876.68)
		DOGPARK COST CENTE	\$2,351.14
CASH BALANCE:	\$8,193.83	ACCRUED DEBT:	
INVESTED BEG. BAL:	\$224,616.39	PCADVISORY due MH	\$1,170.20
LAIIF withdrawal	(\$15,000.00)		
INVESTED END. BAL:	\$209,616.39		
FUND BALANCE:	\$217,810.22	TAXES held in 3240	(\$4,520.05)

CROCKETT MAINTENANCE DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BD. MTG: 2-22-23 LATEST FUND REPORT 2-13-23

OPERATING FUND 3242		BALANCES BY CLASS	
CASH CARRIED FORWARD:	\$8,193.83	MEMORIAL HALL	
ACTIVITY:		Walk Honor & P66	\$276,750.00
CHECKS and PAYMENTS		Arch. Phase1	(\$15,427.99)
Warrants (554-555)	(\$1,345.21)	Engnr. Phase1	(\$33,934.00)
LAIF 2ndQtr InvstSv	(\$4.00)	Other CapX	(\$4,605.65)
DEPOSITS:		WofH P66 Balance	\$222,782.36
Prop Tax Xfer 3240	\$45,140.00	Other MH O&M Bal	\$3,078.70
CCF Grant - Trimmer	\$850.00	BRIDGEHEAD	\$1,174.34
		PLAZA/FENCES/LIGHT	(\$876.68)
		DOGPARK COST CENTE	\$2,351.14
CASH BALANCE:	\$52,834.62	ACCRUED DEBT:	
INVESTED BEG. BAL:	\$209,616.39	PCADVISORY due MH	\$1,170.20
LAIF 2nd Qtr Intrst	\$1,173.39		
INVESTED END. BAL:	\$210,789.78		
FUND BALANCE:	\$263,624.40	TAXES held in 3240	(\$4,520.23)

CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

MONTHLY SUMMARY WORKSHEET

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

Fax (510) 787-3049

PREPARED FOR BOARD MTG: 2-22-23

LATEST FUND REPORT: 1-12-23

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

website: www.town.crockett.ca.us

OPERATING FUND 3241

CASH CARRIED FORWARD: \$ 211,304.93

ACTIVITY:

CHECKS AND PAYMENTS

Warrants (9921-9941) (\$104,294.29)

Wells Fargo Fees (\$145.53)

DEPOSITS AND CREDITS

Rec Tax Cash Conv. \$77,110.00

Comm Center Bookings,
Security & C/D &
Pool Deposits & \$25,457.92

Bathroom keys &
Tennis Court keys
C/D deposit refund (\$2,015.00)
Other returns / deposit (\$1,390.62)

CASH BALANCE: \$ 206,027.41

ADV ON TAXES : \$136,400.00
Sec. Coll. Cash conv. (\$77,110.00)

NET ADV ON TAXES: \$59,290.00

INVESTED BALANCE: \$179,810.28

No activity

NET INVESTED: \$179,810.28

\$50,222.82 c/d deposits

\$129,587.46 avail. funds

FUND BALANCE: \$ 445,127.69

*** Below held in cash account ***

C/D BEGINNING BALANCE: \$50,222.82

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

\$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

PETTY CASH BALANCE: \$60.00

TAXES held in 3240: \$53,535.47

CO.charges in 3240: \$ -

Due from PCSAN: \$2,123.06

CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

MONTHLY SUMMARY WORKSHEET

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

Fax (510) 787-3049

PREPARED FOR BOARD MTG: 2-22-23

LATEST FUND REPORT: 2-13-23

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

website: www.town.crockett.ca.us

OPERATING FUND 3241

CASH CARRIED FORWARD: \$ 206,027.41

ACTIVITY:

CHECKS AND PAYMENTS

Warrants (9942-9963) (\$58,569.41)

Wells Fargo Fees (\$175.95)

LAIF 2nd Qtr Invst Serv. (\$4.00)

DEPOSITS AND CREDITS

Prop. Tax Xfer from 32 \$70,163.00

Comm Center Bookings,
Security & C/D &
Pool Deposits & \$28,115.00

Bathroom keys &
Tennis Court keys

C/D deposit refund (\$415.00)

Other returns / deposi \$0.00

CASH BALANCE: \$ 245,141.05

ADV ON TAXES : \$59,290.00
Sec. Coll. Cash conv. \$0.00

NET ADV ON TAXES: \$59,290.00

INVESTED BALANCE: \$179,810.28

LAIF 2nd Qtr Interes \$939.32

NET INVESTED: \$180,749.60

\$50,222.82 c/d deposits

\$130,526.78 avail. funds

FUND BALANCE: \$485,180.65

*** Below held in cash account ***

C/D BEGINNING BALANCE: \$50,222.82

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

\$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

PETTY CASH BALANCE: \$60.00

TAXES held in 3240: (\$23,400.09)

CO.charges in 3240: \$ -

Due from PCSAN: \$2,123.06

PORT COSTA 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

VB

MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.: 2/22/23 LATEST FUND REPORT 1/12/23

OPERATING FUND 3425			
CASH CARRIED FORWARD:	\$170,406.45	ACCRUED DEBT:	
ACTIVITY:			
Warrants (1658-1664):	(\$13,330.06)	PYs due CVSan Dep	\$24,233.49
		Loan#2 due CVSan	\$165,426.19
		Loan#3 due CVSan	\$150,000.00
X-fer to CVSAN for Loans #2 & #3	(\$46,744.79)		
Cash Conv - SUC	\$157,846.36		
-----		-----	
CASH BALANCE:	\$268,177.96	ACCRUED DEBT:	\$339,659.68
ADV ON SUC BEG. BALANCE	\$296,932.72	DUE FROM REC DEPT	(\$2,123.06)
SUC Sec. Coll	(\$157,846.36)		
Ending Balance	\$139,086.36		\$ -
		TOTAL:	(\$2,123.06)
INVESTED BEGIN. BALANCE	\$40,626.32		
No Activity			
Ending Balance	\$40,626.32	Balance Owed	(\$2,123.06)
-----		-----	
FUND BALANCE:	\$447,890.64		

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MONTHLY SUMMARY WORKSHEET

OK

PREPARED FOR MTG.: 2/22/23

LATEST FUND REPORT

2/13/23

OPERATING FUND 3425

CASH CARRIED FORWARD: \$268,177.96
 ACTIVITY:
 Warrants (1665-1670): (\$10,082.73)
 Invst Svcs - 3rd Qtr (\$1.00)

ACCRUED DEBT:

PYs due CVSan Dep \$24,233.49
 Loan#2 due CVSan \$125,778.49
 Loan#3 due CVSan \$150,000.00

CASH BALANCE: \$258,094.23

ACCRUED DEBT: \$300,011.98

ADV ON SUC BEG. BALANCE \$139,086.36
 No Activity

DUE FROM REC DEPT (\$2,123.06)

Ending Balance \$139,086.36

\$ -

TOTAL: (\$2,123.06)

INVESTED BEGIN. BALANCE \$40,626.32
 2nd Qtr LAIF intrst \$212.22

Ending Balance \$40,838.54

Balance Owed (\$2,123.06)

FUND BALANCE: \$438,019.13

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

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MONTHLY SUMMARY WORKSHEET

VB

PREPARED FOR BOARD MTG: 2-22-23

LATEST FUND REPORT: 1-12-23

OPERATING FUND 3426

CONSTRUCTION FUND 3427

CASH CARRIED FORWARD: \$424,790.90
 ACTIVITY:
 Warrants (6859-6874) (\$100,919.67)
 SUC - Cash Conversion \$862,708.00
 Interfund Xfer. PCSAN \$46,744.79
 Paymnt Loans #2&3
 Prmt 23-01 \$60.00
 Returned ADP fee \$155.17

CASH CARRIED FORWARD: \$6,418.28
 No Activity
 CASH BALANCE: \$6,418.28
 INVESTED BEGIN BAL.: \$1,029,164.69
 No Activity

CASH BALANCE: \$1,233,539.19

INVESTED BALANCE: \$1,029,164.69

ADV ON TAXES: \$ 649,893.46
 060 Prop tax Beginning \$ 1,512,601.46
 Sec. Coll. SUC (\$862,708.00)
 Ending Balance \$ 649,893.46

FUND 3427 BALANCE: \$1,035,582.97

160 Adv Supp Prop tax \$ -
 No Activity
 Ending Balance \$ -

CAPITAL RESERVE FUND 3429

CASH CARRIED FORWARD: \$254.00

INVESTED BEG. BALANCE: \$2,801,064.48
 No Activity

No Activity

CASH BALANCE: \$254.00

Ending Balance: \$2,801,064.48

INVESTED BEGIN BAL.: \$71,982.84
 No Activity

FUND 3426 BALANCE: \$4,684,497.13

INVESTED BALANCE: \$71,982.84

TAXES held in 3240: \$443,576.22
 CO.charges in 3240: \$0.00

FUND 3429 BALANCE: \$72,236.84

ACCRUED DEBT OWED TO CVSAN:

CONTRACTOR BONDS ON FILE:

PCSAN DEPT. \$300,011.98

39 contractors \$39,500.00

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MONTHLY SUMMARY WORKSHEET

VB

PREPARED FOR BOARD MTG:	2-22-23	LATEST FUND REPORT:	2-13-23
-----		-----	
OPERATING FUND 3426		CONSTRUCTION FUND 3427	
-----		-----	
CASH CARRIED FORWARD:	\$1,233,539.19	CASH CARRIED FORWARD:	\$6,418.28
ACTIVITY:		2nd Qtr Invest Svcs	(\$38.00)
Warrants (6875-6890)	(\$149,391.55)		
Invstmnt Svcs Qtr 2	(\$49.00)		
Xcl outdated checks	\$140.00	CASH BALANCE:	\$6,380.28

Prop Tax Xfer 3240	\$300,985.00	INVESTED BEGIN BAL.:	\$1,029,164.69
		2nd Qtr LAIF intrst	\$5,362.99
Prmt 23-02	\$60.00		
EDD refund	\$1,736.44		
CPR & DMV reports ABS	\$25.00		
ADP Payroll refund	\$312.77		
CASH BALANCE:	\$1,387,357.85	INVESTED BALANCE:	\$1,034,527.68

ADV ON TAXES:	\$ 649,893.46	FUND 3427 BALANCE:	\$1,040,907.96

060 Prop tax Beginning	\$ 649,893.46		
No Activity			
Ending Balance	\$ 649,893.46		
160 Adv Supp Prop tax	\$ -		
No Activity			
Ending Balance	\$ -		
INVESTED BEG. BALANCE:	\$2,801,064.48		
LAIF interest 2nd Qtr	\$14,632.67		
Ending Balance:	\$2,815,697.15		
FUND 3426 BALANCE:	\$4,852,948.46		
TAXES held in 3240:	\$104,214.28		
CO.charges in 3240:	\$0.00		
ACCRUED DEBT OWED TO CVSAN:			
PCSAN DEPT.	\$300,011.98	CONTRACTOR BONDS ON FILE:	
		39 contractors	\$39,500.00