

MEMORIAL HALL ADVISORY COMMITTEE

Regular Business Meeting
AGENDA FOR THURSDAY, JANUARY 10, 2019

TIME: 4:30 PM
PLACE: 850 Pomona Street, Crockett

The Memorial Hall Advisory Committee is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Committee is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be calendared on a future agenda.)
3. DISCUSSION ITEMS:
 - a. Consider reports from individual Committee members.
 - b. Receive report from Project Manager.
 - c. Consider alternatives for Plinth Restoration in 2019.
 - d. Consider Mid-Year Budget report.
4. CONSENT CALENDAR: Consideration of a motion to approve the following items:
 - a. Approve Minutes of November 8, 2018.
 - b. Status report on outstanding issues.
 - c. Approve Financial report.
5. ADJOURNMENT to March 14 , 2019

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 Avenue, Crockett, California 94525.

MEMORIAL HALL ADVISORY COMMITTEE

PROJECT MANAGER'S REPORT

January 2019

CONSTRUCTION:

Our project to restore Crockett's Memorial Hall is emerging from a holding pattern as we discuss suggestions to bring down the cost of Phase 1 construction. We are exploring soil stabilization and have received one proposal for such work. We have engaged Holmes Structures and PRA Consulting for additional professional advice, and we have received from GeoStructural Engineering the design for a push pier proposal.

In the meantime, the committee should consider whatever small projects can be undertaken with volunteer labor. Recommended for discussion would be the upgrade of utility services to the building and irrigation for the site.

MANAGEMENT:

A Gantt chart of project actions remains on hold.

FINANCE:

Our attempt to qualify this project for a FEMA hazard mitigation grant was unsuccessful. It might help to seek additional funding with the intention of creating a "cooling center", for which emergency funds might be granted. Efforts to identify other grant programs that our project is eligible for continue. No grant programs applicable to our project have been posted on the Grants.gov website since our last meeting. A donation of \$1,000 was received at our ceremony commemorating the armistice ending World War I.

DESIGN:

Our geotechnical consultant is preparing comments on the soil stabilization proposal submitted by FSS, Inc. Upgrade of utilities will require consultant design services for electrical, gas and water utilities. No decision has been made to go forward on this.

PUBLICITY:

Our publicity has been lacking, with our last being a Signal article in July 2017. Mention has been made in Crockett Engaged newsletters, and we reviewed our progress at the armistice commemoration. However, no updates have been sent out to our email contacts since December 2014. Publicity is difficult without progress, and there are no current plans for our next publicity.

MAINTENANCE & IMPROVEMENTS:

Rainwater distribution pipes are waiting to be installed. Patching of broken windows is still incomplete. There is growing need for both with winter rains upon us.

ACQUISITIONS:

No recent acquisitions have been received.

NEXT MEETING: March 14 at 4:30 pm

Legionhall/ProjectMgrsReport_mo2019.doc

Alternatives for Plinth Restoration in 2019

A question has been raised whether the plinth might be restored without having undertaken all of the structural upgrades of Phase 1. Principally, can the micropiles be installed at a later date? The various factors relating to doing so are reviewed herein.

1. Interest in early restoration of the plinth is driven by visual concerns in the neighborhood and by the County requirement to do so. This would seem to drive up the costs of the overall project. Therefore, it is worth considering restoring less than the full perimeter of the plinth (Pomona side only) and utilizing lumber for a temporary plinth rather than concrete. In doing so we would preserve the ability to construct Phase 1 structural upgrades fully when money becomes available or when construction costs come down.
2. For a permanent plinth to be constructed early, parts of Phase 1 would have to occur first or else be prohibited later. The shotcrete external wall and grade beam would have to be moved to the interior, which we are determined to avoid, or be undertaken before plinth construction. The external shotcrete requires trenching 3 feet or so in width, which would completely undermine the new plinth. Even if poured-in-place concrete is substituted for shotcrete, it seems doubtful that the trench could be narrowed significantly. The grade beam would still require workers to enter the trench, as would the waterproofing and the drainage piping.
3. For the external shotcrete wall, it would be possible to delay the micropile construction to some later date, even long after construction of the plinth. Large circular holes could be drilled through the plinth to install the micropiles. Access trenches, perpendicular to the building, would be required at the eight corners in order to manually connect each pair of micropiles to the grade beam. Undermining the plinth could be prevented in this way.
4. The water service piping should penetrate the building above grade, and should therefore be installed prior to plinth construction, along with downspout repairs. Electrical service and gas service piping are already slated for a later phase. Design work for utility services should be undertaken early for best results.
5. Connection of a new stair drain to the existing building sewer could be undertaken even after the plinth construction.
6. Replacement of the rear stairway can also be undertaken at some later date, although the County might require it at the same time as plinth construction, in which case the new stair drain must also be installed then.
7. Similarly, replacement of the basement door could be undertaken at some later date if the County allows, but it should reasonably be integrated with the shotcrete wall.
8. The new sidewalk to the building entrance could reasonably be delayed to some later date, with County approval.
9. The delay of any portion of Phase 1 should reasonably be understood to increase overall construction costs. In the absence of adequate funding, however, it would be possible to remove the micropiles and some other tasks from Phase 1.
10. If soil stabilization is to be undertaken, it should occur prior to any permanent plinth construction.
11. The interior pilasters can be removed from Phase 1 and constructed at any later date.

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

TO: Memorial Hall Committee / Board of Directors

FROM: General Manager 

SUBJECT: Mid-Year Budget Report for General Fund 3424

DATE: January 2, 2019

The mid-year Maintenance Department Budget Report includes a combined 6-month budget profit and loss statement as well as breakdowns for the Memorial Hall, Bridgehead, and Plaza/Streetlight/Fence cost centers. The Maintenance Department Fund balance is \$168,093 as of December 31, 2018. The department is running a deficit and borrowing from the dedicated Walk of Honor reserve fund to pay other cost center bills while waiting for the delayed Return-to-Source grant funding to arrive.

MEMORIAL HALL

- Funding to perform the seismic retrofit of Memorial Hall did not materialize and there does not look to be an opportunity for substantial funding for the rest of this fiscal year (FY). The Walk of Honor event raised \$24,375 in 2018. The Walk of Honor Fund balance has been reduced to \$173,985 after engineering expenses of \$7,638 related to the seismic project were expended. The Return-To-Source Grant funding, which was to fund operating costs, has not yet been received. Additional capital engineering costs are anticipated from PRA and Holmes Structures in early 2019. A new account, Programs (#5160m), was added to track expenses related to fundraising and promotional activity at Memorial Hall such as the recent WWI commemoration event. The Memorial Hall cost center is over budget by \$965.

BRIDGEHEAD

- There have been no donations for bridgehead maintenance in FY 18/19. Donations and the RTS Co-gen pass-thru are the only source of revenue for this cost center. Expenses are over budget by \$996 with Dog Park related attorney and staff expenses being the primary reason for the budget deficit. It is anticipated donations close to \$1,000 will offset the current \$960 in accrued dog park expenses. Absent an increase in donations, it is expected the Bridgehead cost center will run out of funds before the end of the fiscal year.

PLAZA / FENCE / STREETLIGHTS

- Property insurance for the plaza was the largest expense for this cost center. There have been no operational expenses other than minimal payroll reimbursement. Staff has been involved with replacing the streetlamp at North West corner of Port and Pomona and costs associated with this replacement will be billed to LDI Trucking along with any costs incurred to replace the streetlamp. The Plaza/Fence/Streetlight cost center has a negative balance of \$988. Absent a revenue source, it is expected that the negative balance will continue to grow through the remainder of the fiscal year.

SUMMARY

It appears that operation and maintenance expenses will exceed the budgeted allocation before the end of this fiscal year, June 30, 2019. As such, additional funding will need to be identified or expenses reduced along with possible revision of the FY 17/18 budget. Staff suggests the Memorial Hall Committee and District's Budget & Finance Committee meet to discuss the current funding shortfalls and to begin drafting the FY 18/19 budget. Long term funding of the Maintenance Department continues to be a concern as volunteers and donations shrink.

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT Budget Report
 July through December 2018

	Jul - Dec 18	6month Budget	\$ Over Budget	Adopted Budget
Ordinary Income/Expense				
Income				
3242i · FUND 3424 MAINT.Income***				
4900 · OPERATING REVENUE				
4901 · Donations / Fundrasers (op)	722.87	4,050.00	-3,327.13	4,100.00
4902 · Donations (restricted)	1,200.00	1,000.00	200.00	1,000.00
Total 4900 · OPERATING REVENUE	1,922.87	5,050.00	-3,127.13	5,100.00
4950 · NON-OPERATING REVENUE				
4910 · Grants restricted RTS	0.00	6,000.00	-6,000.00	6,000.00
4960 · Investment Interest (non-op)	1,288.97	930.00	358.97	1,860.00
4980 · Cost Recovery	5.00	15.00	-10.00	15.00
4990 · Non-profit grants (operations)	0.00	250.00	-250.00	500.00
4991 · Non-profit grants (restricted)	0.00	450,000.00	-450,000.00	450,000.00
4992 · Walk of Honor fundraiser	24,375.00	26,000.00	-1,625.00	26,000.00
4998 · Other Non-Operating	20,000.00	21,000.00	-1,000.00	21,000.00
Total 4950 · NON-OPERATING REVENUE	45,668.97	504,195.00	-458,526.03	505,375.00
Total 3242i · FUND 3424 MAINT.Income***	47,591.84	509,245.00	-461,653.16	510,475.00
Total Income	47,591.84	509,245.00	-461,653.16	510,475.00
Gross Profit	47,591.84	509,245.00	-461,653.16	510,475.00
Expense				
3242 · FUND 3242 MAINTENANCE - Expense				
5100m · INSURANCE				
5101m · Property Ins. Maint.	426.54	374.00	52.54	374.00
5102m · Liability Ins. Maint	0.00	45.00	-45.00	201.00
Total 5100m · INSURANCE	426.54	419.00	7.54	575.00
5130m · MAINTENANCE				
5160m · PROGRAMS (Memorial Hall)	1,270.35			
5165m · OTHER OPERATING				
5165.1 · County Charges	5.00	3.00	2.00	7.00
5165.8m · Capital Replacement (O&M)	352.35	200.00	152.35	200.00
5165.9m · Recoverable Costs	0.00	30.00	-30.00	30.00
Total 5165m · OTHER OPERATING	357.35	233.00	124.35	237.00
5170m · OFFICE				
5170.1m · Postage	1.42	17.98	-16.56	33.00
5170.2m · Supplies	0.00	69.98	-69.98	125.00
Total 5170m · OFFICE	1.42	87.96	-86.54	158.00
5180m · PROFESSIONAL SERVICES				
.56m · Attorney (District)	754.38	150.00	604.38	250.00
5180m · PROFESSIONAL SERVICES - Other	0.00	20.00	-20.00	85.00
Total 5180m · PROFESSIONAL SERVICES	754.38	170.00	584.38	335.00
5260m · UTILITIES				
5260.2 · Water	144.38	148.22	-3.84	296.00
5260.3 · Electricity	0.00	98.02	-98.02	196.00
Total 5260m · UTILITIES	144.38	246.24	-101.86	492.00

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT Budget Report
 July through December 2018

	Jul - Dec 18	6month Budget	\$ Over Budget	Adopted Budget
5290m · NON-OPERATING EXPENSES	19,375.00	21,000.00	-1,625.00	21,000.00
Total 3242 · FUND 3242 MAINTENANCE - Expense	24,195.09	24,156.22	38.87	26,797.00
6560 · PAYROLL EXPENSES ***				
5112m · MAINT GEN. MGR. - Wage/Benefits				
12.1m · Payroll - McDonald	2,167.97	1,034.54	1,133.43	2,095.76
12.2m · Benefit - McDonald	271.49	129.98	141.51	263.24
Total 5112m · MAINT GEN. MGR. - Wage/Benefits	2,439.46	1,164.52	1,274.94	2,359.00
5112o · MAINT. OTHER STAFF				
12.1o · Payroll - Other staff	62.69	6.00	56.69	12.00
12.2o · Benefits - Other staff	7.71	1.00	6.71	2.00
Total 5112o · MAINT. OTHER STAFF	70.40	7.00	63.40	14.00
6560 · PAYROLL EXPENSES *** - Other	0.00	10.00	-10.00	20.00
Total 6560 · PAYROLL EXPENSES ***	2,509.86	1,181.52	1,328.34	2,393.00
Total Expense	26,704.95	25,337.74	1,367.21	29,190.00
Net Ordinary Income	20,886.89	483,907.26	-463,020.37	481,285.00
Net Income	20,886.89	483,907.26	-463,020.37	481,285.00

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT Mem Hall Budget Report
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3242i · FUND 3424 MAINT.Income***				
4900 · OPERATING REVENUE				
4901 · Donations / Fundrasers (op)	722.87	4,000.00	-3,277.13	18.07%
4902 · Donations (restricted)	1,200.00	1,000.00	200.00	120.0%
Total 4900 · OPERATING REVENUE	1,922.87	5,000.00	-3,077.13	38.46%
4950 · NON-OPERATING REVENUE				
4910 · Grants restricted RTS	0.00	5,018.00	-5,018.00	0.0%
4960 · Investment Interest (non-op)	1,288.97	930.00	358.97	138.6%
4980 · Cost Recovery	5.00	15.00	-10.00	33.33%
4991 · Non-profit grants (restricted)	0.00	450,000.00	-450,000.00	0.0%
4992 · Walk of Honor fundraiser	24,375.00	26,000.00	-1,625.00	93.75%
4998 · Other Non-Operating	20,000.00	21,000.00	-1,000.00	95.24%
Total 4950 · NON-OPERATING REVENUE	45,668.97	502,963.00	-457,294.03	9.08%
Total 3242i · FUND 3424 MAINT.Income***	47,591.84	507,963.00	-460,371.16	9.37%
Total Income	47,591.84	507,963.00	-460,371.16	9.37%
Gross Profit	47,591.84	507,963.00	-460,371.16	9.37%
Expense				
3242 · FUND 3242 MAINTENANCE - Expense				
5100m · INSURANCE				
5101m · Property Ins. Maint.	1.33	2.00	-0.67	66.5%
Total 5100m · INSURANCE	1.33	2.00	-0.67	66.5%
5130m · MAINTENANCE	1,858.09	1,950.00	-91.91	95.29%
5160m · PROGRAMS	1,270.35			
5165m · OTHER OPERATING				
5165.1 · County Charges	5.00	3.00	2.00	166.67%
5165.8m · Capital Replacement (O&M)	352.35	200.00	152.35	176.18%
5165.9m · Recoverable Costs	0.00	30.00	-30.00	0.0%
Total 5165m · OTHER OPERATING	357.35	233.00	124.35	153.37%
5170m · OFFICE				
5170.1m · Postage	1.42	12.98	-11.56	10.94%
5170.2m · Supplies	0.00	59.98	-59.98	0.0%
Total 5170m · OFFICE	1.42	72.96	-71.54	1.95%
5180m · PROFESSIONAL SERVICES				
.56m · Attorney (District)	594.00	150.00	444.00	396.0%
Total 5180m · PROFESSIONAL SERVICES	594.00	150.00	444.00	396.0%
5260m · UTILITIES				
5260.2 · Water	144.38	148.22	-3.84	97.41%
5260.3 · Electricity	0.00	98.02	-98.02	0.0%
Total 5260m · UTILITIES	144.38	246.24	-101.86	58.63%
5290m · NON-OPERATING EXPENSES	19,375.00	21,000.00	-1,625.00	92.26%
Total 3242 · FUND 3242 MAINTENANCE - Expense	23,601.92	23,654.20	-52.28	99.78%
6560 · PAYROLL EXPENSES ***				

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT Mem Hall Budget Report
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
5112m · MAINT GEN. MGR. - Wage/Benefits				
12.1m · Payroll - McDonald	1,490.24	634.50	855.74	234.87%
12.2m · Benefit - McDonald	184.57	80.02	104.55	230.66%
Total 5112m · MAINT GEN. MGR. - Wage/Benefits	1,674.81	714.52	960.29	234.4%
5112o · MAINT. OTHER STAFF				
12.1o · Payroll - Other staff	56.83	6.00	50.83	947.17%
12.2o · Benefits - Other staff	6.99	1.00	5.99	699.0%
Total 5112o · MAINT. OTHER STAFF	63.82	7.00	56.82	911.71%
Total 6560 · PAYROLL EXPENSES ***	1,738.63	721.52	1,017.11	240.97%
Total Expense	25,340.55	24,375.72	964.83	103.96%
Net Ordinary Income	22,251.29	483,587.28	-461,335.99	4.6%
Net Income	22,251.29	483,587.28	-461,335.99	4.6%

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT Bridgehead Budget Report
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3242i · FUND 3424 MAINT.Income***				
4950 · NON-OPERATING REVENUE				
4910 · Grants restricted RTS	0.00	520.00	-520.00	0.0%
4990 · Non-profit grants (operations)	0.00	250.00	-250.00	0.0%
Total 4950 · NON-OPERATING REVENUE	0.00	770.00	-770.00	0.0%
Total 3242i · FUND 3424 MAINT.Income***	0.00	770.00	-770.00	0.0%
Total Income	0.00	770.00	-770.00	0.0%
Gross Profit	0.00	770.00	-770.00	0.0%
Expense				
3242 · FUND 3242 MAINTENANCE - Expense				
5100m · INSURANCE				
5102m · Liability Ins. Maint	0.00	45.00	-45.00	0.0%
Total 5100m · INSURANCE	0.00	45.00	-45.00	0.0%
5130m · MAINTENANCE	7.58	50.02	-42.44	15.15%
5180m · PROFESSIONAL SERVICES				
.56m · Attorney (District)	160.38			
Total 5180m · PROFESSIONAL SERVICES	160.38			
Total 3242 · FUND 3242 MAINTENANCE - Expense	167.96	95.02	72.94	176.76%
6560 · PAYROLL EXPENSES ***				
5112m · MAINT GEN. MGR. - Wage/Benefits				
12.1m · Payroll - McDonald	487.78	350.02	137.76	139.36%
12.2m · Benefit - McDonald	60.78	39.98	20.80	152.03%
Total 5112m · MAINT GEN. MGR. - Wage/Benefits	548.56	390.00	158.56	140.66%
5112o · MAINT. OTHER STAFF				
12.1o · Payroll - Other staff	4.24	0.00	4.24	100.0%
12.2o · Benefits - Other staff	0.53	0.00	0.53	100.0%
Total 5112o · MAINT. OTHER STAFF	4.77	0.00	4.77	100.0%
6560 · PAYROLL EXPENSES *** - Other	0.00	10.00	-10.00	0.0%
Total 6560 · PAYROLL EXPENSES ***	553.33	400.00	153.33	138.33%
Total Expense	721.29	495.02	226.27	145.71%
Net Ordinary Income	-721.29	274.98	-996.27	-262.31%
Net Income	-721.29	274.98	-996.27	-262.31%

CROCKETT COMMUNITY SERVICES DISTRICT
MAINT PlazaStreet Budget Report
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3242i · FUND 3424 MAINT.Income***				
4900 · OPERATING REVENUE				
4901 · Donations / Fundrasers (op)	0.00	50.00	-50.00	0.0%
Total 4900 · OPERATING REVENUE	0.00	50.00	-50.00	0.0%
4950 · NON-OPERATING REVENUE				
4910 · Grants restricted RTS	0.00	462.00	-462.00	0.0%
Total 4950 · NON-OPERATING REVENUE	0.00	462.00	-462.00	0.0%
Total 3242i · FUND 3424 MAINT.Income***	0.00	512.00	-512.00	0.0%
Total Income	0.00	512.00	-512.00	0.0%
Gross Profit	0.00	512.00	-512.00	0.0%
Expense				
3242 · FUND 3242 MAINTENANCE - Expense				
5100m · INSURANCE				
5101m · Property Ins. Maint.	425.21	372.00	53.21	114.3%
Total 5100m · INSURANCE	425.21	372.00	53.21	114.3%
5170m · OFFICE				
5170.1m · Postage	0.00	5.00	-5.00	0.0%
5170.2m · Supplies	0.00	10.00	-10.00	0.0%
Total 5170m · OFFICE	0.00	15.00	-15.00	0.0%
5180m · PROFESSIONAL SERVICES	0.00	20.00	-20.00	0.0%
Total 3242 · FUND 3242 MAINTENANCE - Expense	425.21	407.00	18.21	104.47%
6560 · PAYROLL EXPENSES ***				
5112m · MAINT GEN. MGR. - Wage/Benefits				
12.1m · Payroll - McDonald	189.95	50.02	139.93	379.75%
12.2m · Benefit - McDonald	26.14	9.98	16.16	261.92%
Total 5112m · MAINT GEN. MGR. - Wage/Benefits	216.09	60.00	156.09	360.15%
5112o · MAINT. OTHER STAFF				
12.1o · Payroll - Other staff	1.62	0.00	1.62	100.0%
12.2o · Benefits - Other staff	0.19	0.00	0.19	100.0%
Total 5112o · MAINT. OTHER STAFF	1.81	0.00	1.81	100.0%
Total 6560 · PAYROLL EXPENSES ***	217.90	60.00	157.90	363.17%
Total Expense	643.11	467.00	176.11	137.71%
Net Ordinary Income	-643.11	45.00	-688.11	-1,429.13%
Net Income	-643.11	45.00	-688.11	-1,429.13%

MAINT. DEPT. STATUS REPORT

JANUARY

<u>DATE</u>	<u>TASK</u>	<u>STATUS</u>	<u>NEXT STEP</u>
Ongoing	Plaza maint. thru CIA	on schedule	continue per MOU
Ongoing	Streetlight maint. thru CPS	Replacement pole ordered	Install replacement pole at Port and Pomona
Ongoing	Veterans Memorial Hall Seismic Retrofit	Soil stabilization being investigated	Find additional funding
Ongoing	Veterans Memorial Fundraising		
Ongoing	Hillside Maintenance	Hillside cleared of grasses	Perform dead tree removal or possible Cal FIRE contract for hillside clearing
Ongoing	Bridgehead maintenance	Limited maintenance	Identify resources for volunteer cleanup
9/18	M-11 GeoTechnical Engineering Alternative Push Pier Design for Memorial Hall	Received drawings and calculations	Determine if alternate seismic work is feasible
7/17	M-9 Dog park at Bridgehead	Waiting on Caltrans lease	Draft MOU or sub-lease with Dog Park group
6/10	M-8 Barrier at storm drain	BACKLOGGED	
1/09	M-5 Hazmat signs	in progress	
8/07	M-3 Caltrans property - Bridgehead	permit rec'd 3/12	Waiting on Caltrans for new encroachment permit
1/07	M-2 Roof access prevention	BACKLOGGED	

c:\mydocs\admin>StatusReport.xls

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:	12/19/18	LATEST FUND REPORT:	12/12/18
OPERATING FUND 3242		BALANCES BY CLASS	
CASH CARRIED FORWARD:	\$18,499.97	MEMORIAL HALL	
ACTIVITY:		Walk Honor & P66	\$221,500.00
CHECKS and PAYMENTS		Archt. Phasel	(\$15,427.99)
Warrants (400-406)	(\$2,750.77)	Engnr. Phasel	(\$27,481.50)
Payroll recovery	(226.28)	Other CapX	(\$4,605.65)
DEPOSITS		WofH P66 Balance	\$173,984.86
Walk of Honor P66	\$20,000.00	Other MH O&M Bal.	(\$3,862.25)
CCF WofH w/matching	\$24,375.00	BRIDGEHEAD	(\$622.73)
Donations	\$1,008.27	PLAZA/FENCES/LIGHTS	(\$987.41)
CASH BALANCE:	\$60,906.19	ACCRUED DEBT:	
INVESTED BEG. BALANCE:	\$107,606.28	PY due REC Dept.	\$8,000.00
No activity	\$0.00	DOG PARK due BRGHD	\$959.98
INVESTED END. BALANCE:*	\$107,606.28	PCADVISORY due MH	\$1,170.20
FUND BALANCE:	\$168,512.47	c:\mydocs\maint\bud&fin\wrksht	

12/13/18

Reconciliation Detail

FUND 3242 - MAINTENANCE, Period Ending 12/12/2018

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							126,106.25
Cleared Transactions							
Checks and Payments - 9 Items							
Transfer	12/05/2018			Payroll recovery Novemb...	X	-214.57	-214.57
Transfer	12/05/2018			Payroll Recovery Novem...	X	-11.71	-226.28
Check	12/06/2018	400	Holmes Structures	Review structural drawing...	X	-857.50	-1,083.78
Check	12/06/2018	401	The PRA Group, Inc.	Review proposed pipe pil...	X	-780.00	-1,863.78
Check	12/06/2018	402	Crockett Public Serv...	Ladder to access rood an...	X	-352.35	-2,216.13
Check	12/06/2018	406	TERRACARE ASS...	Landscaping services	X	-300.00	-2,516.13
Check	12/06/2018	403	Park Florist	Wreath for WWI Event at...	X	-251.28	-2,767.41
Check	12/06/2018	405	MEYERS NAVE	Attorney dog park contra...	X	-160.38	-2,927.79
Check	12/06/2018	404	EBMUD	Water for MH	X	-49.26	-2,977.05
Total Checks and Payments						-2,977.05	-2,977.05
Deposits and Credits - 2 items							
Deposit	11/14/2018			Walk of Honor / Donation	X	25,375.00	25,375.00
Deposit	11/30/2018			Walk of Honor & Donation	X	20,008.27	45,383.27
Total Deposits and Credits						45,383.27	45,383.27
Total Cleared Transactions						42,406.22	42,406.22
Cleared Balance						42,406.22	168,512.47
Register Balance as of 12/12/2018						42,406.22	168,512.47
Ending Balance						42,406.22	168,512.47

4.c.