

CROCKETT SANITARY COMMISSION

AGENDA FOR WEDNESDAY, JULY 15, 2026

TIME: 4:00 PM - REGULAR MEETING

LOCATION: Crockett Community Center, 850 Pomona St., Crockett

P.O. Box 578, Crockett, CA 94525 | www.town.crockett.ca.us | (510) 787-2992
districtsecretary@town.crockett.ca.us | Meetings are recorded for accuracy of minutes.

The Crockett Sanitary Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER - ROLL CALL
2. SEATING OF COMMISSIONER MILWARD
3. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
4. PUBLIC COMMENTS ON NON-AGENDA ITEMS
(The Commission is prohibited from discussing items not on this agenda. Matters that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
5. PUBLIC HEARINGS
(The Commission will hear the violation(s) and make a recommendation to the CCSD Board for a final determination. CCSD Board meetings are held on the following Wednesday at 7 PM.)
6. ADMINISTRATIVE:
 - a. Update on Prop 218 proceedings.
 - b. Discuss the Board-approved sewer use charge (SUC) increase and make a final recommended percentage increase.
7. BUDGET AND FINANCE:
 - a. Discuss and approve the proposed capital improvements appropriations of \$773,500.
 - b. Other financial matters of the District.
8. C&H / VEOLIA MONTHLY OPERATIONS REPORT (MOR):
9. REPORT OF DEPARTMENT MANAGER:
(These items are typically for the 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.
10. CONSENT CALENDAR: Consideration of a motion to approve the following items:
 - a. Approve Minutes for June 17.
 - b. Receive Actions Taken by the Board (June 24).
 - c. Receive warrant transmittals (June).
 - d. Receive Cash and LAIF Account Balances.
11. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:

12. REPORTS / COMMENTS FROM COMMISSIONERS:

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

- a. Wastewater Committee – Members Bartlebaugh and Manzione.
- b. Budget & Finance Ad Hoc – Members Bartlebaugh and Manzione.
- c. Commissioners
- d. Inter-agency and Trade meetings.

13. FUTURE AGENDA ITEMS

- a. CCTV repair study prepared by the Engineer of Record when available.
- b. Monthly C&H billing.
- c. Capacity/impact fees
- d. District's role and authority regarding the county's processes for new development.
- e. Cost-cutting measures.

14. ADJOURNMENT: until August 19, 2026.

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, don't hesitate to get in touch with the District Secretary at (510) 787-2992 or by email at districtsecretary@town.crockett.ca.us. Notification at least 48 hours before the meeting or when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Per California Government Code Section 54957.5, any writing or document that is a public record related to an open session agenda item, and is distributed less than 72 hours before a regular meeting will be made available for public inspection. The Board has designated the District's website, located at 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 Secretary 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

NOTICE OF PUBLIC HEARING

To: **Crockett** Customers of the Crockett Community Services District:
(Please forward this notice to the ratepayer and property owner)

APN:

LAND USE: SFR / APT

PROPOSED ADJUSTMENTS TO RATES FOR SEWER SERVICE

The Crockett Community Services District provides sewage collection, treatment, and disposal services to properties in Crockett. Property owners are charged annually for these services on their property tax bills.

NOTICE IS HEREBY GIVEN: that the Crockett Community Services District (“District”) will hold a Public Hearing on July 22, 2026, at 7:00 p.m. Crockett Community Center located at 850 Pomona Street, Crockett, CA, to consider the adoption of adjustments to Sewer Use Charges (SUC) applicable to the parcel for which you are shown as the record owner or customer of record.

As the record owner or customer of record of a parcel identified to be subject to the imposition of the proposed rate adjustments, you may submit a written protest against the proposed sewer rate adjustments. Only one written protest will be counted per parcel. Each protest must:

- (1) Be in writing;
- (2) State that you are opposed to the rate adjustments;
- (3) Provide the property’s assessor parcel number or street address; and
- (4) Include the original signature of the record owner or customer of record submitting the protest.

Protests submitted by e-mail, facsimile, or other electronic means will not be accepted. Oral comments at the public hearing will not qualify as formal protests unless accompanied by a written protest. Written protests may be hand-delivered to 850 Pomona Street or mailed to Crockett Community Services District, PO Box 578, Crockett, CA 94525. Protests must be **received** (regardless of mailing date) by the District prior to the close of the public hearing.

If, at the close of the public hearing, written protests against the proposed rate adjustments are not presented by a majority of the identified parcels upon which they are proposed to be imposed, the District Board may adopt the proposed adjustments to the sewer service rates.

Please note that under California Government Code section 53759, legal challenges must be filed within 120 days of the date on which the resolution adopting the proposed rates is adopted.

If you have any questions about this Notice, please contact the District at 510-.787.2992 or manager@town.crockett.ca.us.

PROPOSED RATE ADJUSTMENTS

The District works to ensure that residents and businesses receive safe and reliable sewer service, and that the District's sewer system is maintained to all required standards in order to protect our community's health and safety, as well as the environment. The District last increased rates on July 1, 2025. The proposed rate adjustments herein account for continued rising costs of operating and maintaining the sewer infrastructure and include the cost of critical capital projects.

The structure for the sewer rates is based on a previous comprehensive sewer rate study and follows a common industry practice with a fixed charge for single family and multifamily dwelling units and a two-part structure for non-residential and mixed-use accounts. The two-part structure is comprised of a fixed component and a consumption-based usage rate. The most recent financial plan study recommends the adoption of a one-time rate increase to meet the financial needs and obligations of the sewer utility. It is anticipated that the District will conduct a comprehensive rate study in 2027 in order to update the rate structure. The table below presents the proposed increases in rates to be effective for fiscal year 2026/27.

PRESENT ANNUAL SEWER USE CHARGE	USER CLASSIFICATION	PROPOSED ANNUAL SEWER USE CHARGE FOR FY 2026/27
\$1,217 per year per SFR*	Single Family Residence (SFR)	\$1,582 per year per SFR*
\$974 per year per APT*	Apartment (APT)	\$1,266 per year per APT*
\$974 plus \$12.79 per 100 cubic feet of water consumption in excess of 4,886 cubic feet per year	Non-residential Accounts	\$1,266 plus \$16.63 per 100 cubic feet of water consumption in excess of 4,886 cubic feet per year
\$974 plus \$12.79 per 100 cubic feet of water consumption in excess of 4,886 cubic feet per year	Mixed-use Accounts	\$1,266 plus \$16.63 per 100 cubic feet of water consumption in excess of 4,886 cubic feet per year (min. \$1,266.20 per APT) (min. \$1,582.10 per SFR)

* Based on the average discharge of sewage per unit of the user classification.

CROCKETT SANITARY COMMISSION (CVSAN)

An agent of the Crockett Community Services District.

P. O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

E-mail: districtsecretary@town.crockett.ca.us

Website: www.town.crockett.ca.us

FOR REVIEW

MINUTES OF REGULAR MEETING OF JUNE 17, 2026.

1. CALL TO ORDER - ROLL CALL: Chair Wais called the meeting at 4:02 PM. Present were Commissioners Bartlebaugh, Wais, and Alternate Milward. Absent: Commissioner Manzione (excused). Staff present included General Manager (GM) Goodman, Sanitary Department Manager (SDM) Barnhill, and District Secretary (DS) Rivas. Board Director Barassi and former Board Director Peterson were present.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Alternate Milward announced his intention to submit an application to serve as a regular commissioner.
4. PUBLIC HEARINGS: None.
5. CONSENT CALENDAR: Items 5e and f were pulled for discussion. Motion to approve 5a - d passed. (Milward 1st, Wais 2nd 3/0, 1 absent; Bartlebaugh abstained from 5a as he was not present at the May 20 meeting) Commissioner Bartlebaugh requested that the Consent Calendar be moved to after staff reports.
 - a. Approve Minutes for May 20.
 - b. Receive Actions Taken by the Board (May).
 - c. Receive warrant transmittals (May).
 - d. Receive Cash and LAIF Account Balances.
 - e. Receive list of direct bill billings.
 - f. Receive the financial plan presented by Hildebrand Consulting to support a Sewer Use Charge increase for Crockett for fiscal year 2026-27.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: Motion to receive 5e and f passed. (Milward 1st, Bartlebaugh 2nd 3/0, 1 absent)
 - 5e. RECEIVE LIST OF DIRECT BILL BILLINGS: Staff explained that one C&H amount represented a quarterly billing while another reflected the annual total billed amount. Staff clarified that a County Auditor payment represented repayment of a loan and had been inadvertently included with direct billings.

Discussion also included the collection of outstanding C&H billings, application of interest charges, and historical inconsistencies in billing records. Staff reported that several direct billings had not been regularly tracked before the current administrative efforts and that procedures have been established to improve documentation and collection practices.
 - 5f. RECEIVE FINANCIAL PLAN PRESENTED BY HILDABRAND CONSULTING SUPPORTING A SEWER USE CHARGE INCREASE FOR FY 2026/27: Commissioners reviewed the financial plan prepared by Hildabrand Consulting and presented at the May 27 Board meeting, and asked questions regarding capital improvement assumptions, reserve targets, debt financing alternatives, debt coverage ratios, inflation assumptions, sewer use charge methodology, and treatment plant cost allocations. Staff explained that the financial plan was developed primarily to support the proposed FY 2026/27 sewer use charge and that a more comprehensive rate and

financial study is planned for the upcoming fiscal year. Discussion included the estimated need for collection system rehabilitation, reserve restoration, funding alternatives, and the District's financial obligations related to CNH operations. The Commission also discussed the upcoming Proposition 218 public hearing process and methods available to ratepayers to submit protests. The sewer plant is referred to as the joint treatment plant: C&H operates the treatment plant, and the District is a minority shareholder. The District pays its pro rata share of the actual costs based on the water flow gap. The District charges C&H for their domestic sewage; the process is complex, and an operating cost formula is used to determine fees charged to C&H.

7. ADMINISTRATIVE:

a. UPDATE ON PROP 218 MAILINGS AND CALLS/FEEDBACK FROM THE PUBLIC:

Proposition 218 notices were mailed on schedule; several property owners have contacted the District to update mailing information. A log was created to track calls and in-person visits regarding the proposed sewer use charge increase. As of the meeting date, two formal written protests had been received. Most inquiries concerned the size of the proposed increase and whether it was related to infrastructure projects. Staff explained that the increase is primarily associated with disputed C&H liabilities and outstanding obligations. A California Public Records Act request related to the rate increase was also received and referred to legal counsel for review. No action was taken.

Due to time constraints associated with the Proposition 218 process, the newsletter was condensed and distributed without Commission review and focused on regulatory requirements.

8. BUDGET AND FINANCE:

a. REVIEW THE CVSAN QUARTERLY BUDGET REPORT FOR Q3 (JANUARY – APRIL): GM

Goodman presented the third-quarter budget report and explained that expenditures reflected a significant payment made to C&H during the fiscal year. Commissioners requested additional information in future reports, including annual budget totals, fund balances, projected year-end forecasts, and revenue information. No action was taken.

b. DISCUSS A FINAL REVIEW OF THE PROPOSED DISTRICT BUDGET FOR FY 2026/27:

GM Goodman reviewed the proposed FY 2026/27 budget, including updated narrative sections, anticipated liabilities, property tax allocations, projected revenues and expenditures, reserve considerations, and assumptions associated with the proposed sewer use charge increase.

Discussion included outstanding claims from C&H, projected capital improvement spending, reserve funding levels, construction fund balances, and the ability to adjust the budget if the Board adopts a sewer use charge increase different from that proposed.

Commissioners requested additional documentation regarding capital improvement projects and C&H-related costs. Staff indicated that supporting information would be provided as part of future budget and capital planning discussions. No action was taken.

c. OTHER FINANCIAL MATTERS OF THE DISTRICT: Staff provided updates regarding audit activities, financial reporting improvements, and ongoing development of financial management tools and procedures.

9. REPORT OF DEPARTMENT MANAGER:

a. OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS: SDM Barnhill reported on routine maintenance activities, collection system repairs, and capital improvement planning efforts.

Discussion included collection system rehabilitation strategies, use of targeted spot repairs versus full line replacement, evaluation of CCTV inspection data, and long-term infrastructure planning. The Water Board is holding a public hearing on the NPDS report on August 12; comments are due by July 10 at 5 pm. The report was prepared by Larry Walker. There are structural deficiencies at 1 Rolph Park Drive, including dry rot and other building deterioration. The GM met with the State Lands Commission regarding the C&H lease. Cogen funds were awarded to CCRCD where historically they are awarded to the Crockett Community Foundation. Staff continues their efforts to pursue grant funding opportunities and continue planning for major infrastructure needs.

- b. GOVERNMENTAL MATTERS: None.
- c. ANNOUNCEMENTS AND DISCUSSION: None.

10. REPORTS / COMMENTS FROM COMMISSIONERS: No reports.

- a. WASTEWATER COMMITTEE: None.
- b. BUDGET & FINANCE AD HOC: None.
- c. COMMISSIONERS: None.
- d. INTER-AGENCY AND TRADE MEETINGS: None.

11. FUTURE AGENDA ITEMS:

- a. CCTV repair study prepared by the Engineer of Record when available.
- b. Monthly C&H billing.
- c. Capacity/impact fees
- d. District's role and authority regarding the county's processes for new development.
- e. Cost-cutting measures.

12. ADJOURNMENT: The meeting was adjourned at 6:00 PM until July 15, 2026.

Respectfully submitted,
Sonia Rivas, MBA,
District Secretary

CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525 ♦ 850 Pomona Street

Telephone (510) 787-2992

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

website: www.town.crockett.ca.us

TO: Board, Commissioners, Committees, Staff, and Members of the Public

FROM: District Secretary

SUBJECT: **Actions Taken by the Board on June 24, 2026**

The following items are abbreviated summaries of administrative actions taken by the Board at the meeting of June 24. The detailed meeting minutes will be presented to the Board for approval on July 22, 2026.

Visit the June 24 agenda page online for a complete copy of the agenda and supporting documents. <https://www.town.crockett.ca.us/2026-06-24-board-meeting>

CLOSED SESSION

- a. Conference with Legal Counsel - significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of California Government Code Section 54956.9.6. **Closed Session was canceled.**

CONSENT CALENDAR: Approved. A complete list of consent items is on the agenda.

- f. Approve Resolution 25/26-11: Levying of Annual Maintenance Tax for FY 2026/27.
- g. Approve Resolution 25/26-12: Levying of Annual Recreation Special Tax for FY2026/27.
- h. Approve Resolution 25/26-13: COLA Increase for FY 2026/27 not to exceed 3.8%.
- i. Approve Resolution 25/26-14: Ordering Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order.
- j. Approve Resolution 25/26-15: Appoint Glen Millward to the CVSAN Commission.

Public Comments:

- A CVSAN Commissioner objected to the proposed sewer use rate increase, stating that the financial study presented at the May Board meeting was not in line with past studies and does not consider spending. The Prop 218 notice announces the maximum amount the District can increase fees, but the Board can vote for less.
- A resident provided an extensive history of water damage to her home and surrounding properties over the past 30 years and requested a meeting with agencies related to water.

ADMINISTRATION:

- 9a. Consider and approve additional decorative hanging baskets on District-owned decorative streetlights proposed by the Crockett Chamber of Commerce: **Approved.**
- 9b. Consider Crockett Improvement Association's request for input on the installation of a privacy fence on CCSD property, known as the upper terrace behind downtown Plaza, to provide both security and privacy: **Approved installation of a fence for security and privacy at the upper terrace of the Plaza by the CIA.**

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: Fund: 342600 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
06/03/2026	AT&T	Phone - #510-617-7171	76.44	7697
06/03/2026	CONTRA COSTA HEALTH SERVICES DEPT	Hazmat CUPA Operating Permit 2026/27 - Acct ID AR0060002	500.00	7698
06/03/2026	EBMUD	Water - #55397300001	98.92	7699
06/03/2026	Let's Dig, Inc.	May 2026 Monthly Landscape Maintenance - Invoice #13	344.00	7700
06/03/2026	L.R. PAULSELL CONSULTING	Sewer Maintenance May 12-19, 2026 - Invoice 26-14	13,027.50	7701
06/03/2026	Grundfos Americas Corporation	Connect Asset Monitor - Invoice 92711156	360.00	7702
06/03/2026	Hildebrand Consulting, LLC	Professional Services May 1-31, 2026 - Invoice 799	13,250.00	7703
06/03/2026	Natural System Utilities - CA Inc.	Response to Pump Failure - Invoice 1189539	1,766.21	7704
06/03/2026	PG&E	Gas & Electric -#6193854060-8	4,020.35	7705
06/03/2026	RedZone Robotics, Inc.	ICOM 8/1/25 - 7/31/26 - Invoice 18754	20,000.00	7706
06/03/2026	TERMINIX	Pest Control @ 1 Rolph Park - Invoice 47201834	144.00	7707
06/03/2026	Lincoln National Life Insurance Company	LTD & STD 6/1/26 - 6/30/26 - #CCSVCD-BL-1564438	84.21	7708
06/03/2026	Campbell Business Solutions	IT Services - Invoice #11219	120.00	7709
06/03/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #75 - Split	22,015.36	7710
06/02/2026	TELSTAR INSTRUMENTS, INC.	Billing for progress payment #14	23,110.66	7711
Total 1025 · Fund 3426 - CVSan - O&M			98,917.65	
Total 1000 · County Operating Funds			98,917.65	
TOTAL			98,917.65	

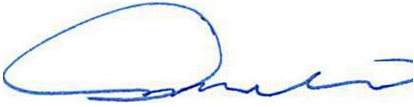

6/2/26

6.a & b.

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
06/17/2026	Bay Law Group LLP	Legal Services - Invoice 996	1,365.00	7712
06/17/2026	Natural System Utilities - CA Inc.	WWPO June Services - Invoice 1190373	2,686.55	7713
06/17/2026	James Barnhill	Reimbursement for Work Pants	214.58	7714
06/17/2026	CONTRA COSTA COUNTY TREASURER	Calpers - May 2026	5,847.31	7715
06/17/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #76 - Split	4,018.39	7716
06/17/2026	AT&T	acct# ...3551, telephone service 1 Rolph Park Drive	78.99	7717
Total 1025 · Fund 3426 - CVSan - O&M			14,210.82	
Total 1000 · County Operating Funds			14,210.82	
TOTAL			14,210.82	


6/17/26

Organization Contra Costa County
Ledger Actuals
Ledger Account/Summary **0010:CASH**
0530:WARRANTS PAYABLE
Run 7/2/2026 15:05

Accounting Worktag 3426 CROCKETT SANITARY DEPT
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	2,656,399.93	0.00	2,656,399.93
Total	0.00	2,656,399.93	0.00	2,656,399.93

Accounting Worktag 3427 CROCK-VALONA SAN CONSTRUCTION
Consolidation Data **No Change**

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	38,051.28	38,051.28	38,215.28	37,887.28
Total	38,051.28	38,051.28	38,215.28	37,887.28

Accounting Worktag 3429 CROCK-VALONA SAN CAP RESERVES
Consolidation Data **No Change**

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	226.00	226.00	238.00	214.00
Total	226.00	226.00	238.00	214.00

Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0210:INVESTMENTS
Accounting Worktag 342600 CROCKETT SANITARY DEPT
Book Operating Book
Company Currency USD
Translation Currency USD
Run 07/02/2026 03:09 PM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	3,092,147.05	3,219,213.76	5,828,147.05	483,213.76
Total	3,092,147.05	3,219,213.76	5,828,147.05	483,213.76