

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting

AGENDA FOR WEDNESDAY, November 15, 2023

TIME: 7:00 PM – Regular Meeting

PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING:
(Public comments are limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from the Consent Calendar by request of any Board Member on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of CCSD Special Board meeting on October 20, 2023.
 - b. Approve Minutes of CCSD Special Board special meeting on October 23, 2023.
 - c. Approve Minutes of CCSD Board meeting on October 25, 2023
 - d. Approve Minutes of CCSD Special Board special meeting on October 30, 2023.
 - e. Approve payment of District bills.
 - f. Receive Minutes of Commissions and Committees.
 - g. Consider annual appreciation holiday party for staff, Board members, commissioners, and committee members.
6. ADMINISTRATIVE:
 - a. Consider consent items removed from the Consent Calendar.
 - b. Approve meeting and holiday schedule for calendar year 2024.
 - c. Consider Resolution 23/24-11, reappointment of Commissioners.
 - d. Approve Resolution 23/24-12, approve updated fence sign language.
 - e. Approve Resolution 23/24-13, Access and Repair Agreement for 47 Canyon Lake, Port Costa.
 - f. Approve Resolution 23/24-14, Access and Repair Agreement for 200 Clark, Crockett.
 - g. Approve Resolution 23/24-15, Access and Repair Agreement for 560 Alhambra, Crockett.

7. BUDGET AND FINANCE:
 - a. Discuss financial matters related to the District.

8. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:
(These items are typically for the exchange of information only. No action will be taken at this time.)
 - a. Recreation Department
 - b. District Secretary
 - c. Maintenance Department
 - d. Port Costa Sanitary Department
 - e. Crockett Sanitary Department
 - f. Lighting & Landscape Commission
 - g. Governmental matters
 - h. Announcements and discussion

9. REPORTS FROM BOARD MEMBERS AND COMMITTEES:
(These items are typically for the exchange of information only. No action will be taken at this time.)
 - a. Personnel Committee: Members Cusack (chair), Barassi, Spinner, Wais, and Wilson
 - b. Budget & Finance Committee: Members Mackenzie and Spinner
 - c. Police Liaison Committee: Members Currington (chair), Wais and Richey
 - d. CVSAN Wastewater Committee: Member Manzione (chair), Bartlebaugh
 - e. Memorial Hall Advisory Committee: Members Wilson (chair) and Peterson
 - f. Ad Hoc committees -
 - g. Inter-agency meetings

10. FUTURE AGENDA ITEMS/BOARD COMMENTS

11. ADJOURNMENT until December 20, 2023. Due to the holidays, this meeting is scheduled for the third Wednesday of November.

HOW TO SUBMIT PUBLIC COMMENTS:

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us/meetings

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 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 related 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 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

For Review

P.O. Box 578 - Crockett, CA 94525
850 Pomona Street
Telephone (510) 787-2992
Fax (510) 787-2459
e-mail: manager@town.crockett.ca.us
website: www.town.crockett.ca.us

MINUTES OF BOARD SPECIAL MEETING: OCTOBER 20, 2023

1. CALL TO ORDER - ROLL CALL: The meeting was called to order at 6:08 pm by President Barassi. Present were Board Members Peterson, Spinner and Mackenzie.
2. PUBLIC COMMENTS: None
4. CLOSED SESSION: The Board began the closed session at 6:09 pm.
 - a. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957
5. OPEN SESSION: The Board returned to open session at 7:45 pm.
 - a. Announcement of actions taken during closed session. No decision was made. A special meeting was scheduled for Monday, October 23, 2023.
6. ADJOURNMENT. Meeting was adjourned at 7:46 until October 23, 2023.

Respectfully submitted,
Sonia Rivas

5.a

CROCKETT COMMUNITY SERVICES DISTRICT

For Review

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MINUTES OF BOARD SPECIAL MEETING: OCTOBER 23, 2023

1. CALL TO ORDER - ROLL CALL: The meeting was called to order at 7:00 pm by President Barassi. Present were Board Members Peterson, Spinner, and Mackenzie. CVSAN Commissioner Wais was present. Staff present were Administrative Services Manager Goodman, Recreation Manager Wilson, and District Secretary Rivas.
2. PUBLIC COMMENTS: None
3. OPEN SESSION: Three applicants were in attendance to be considered for one Board vacancy. 1) Valerie Quade is a 10-year resident, local realtor, and business owner. She is a member of the Carquinez Women's Club, and a member of CERT and she helped update the policy for the Crockett public pool. Ms. Quade submitted a separate letter sharing her trials and tribulations which have helped her become resilient and resourceful. She is committed to the community and wants to be more involved. 2) Diana Martinez is a 14-year resident, is retired from the State, and is currently a recreation commissioner. She feels that her background as an administrator for the State will help her make a difference in the community. Her experience includes regulatory compliance, human resources, quality control, root-cause analysis, extensive policy development, and more. Ms. Martinez's interest in community involvement was sparked during last year's stink episode. She observed that communication regarding the incident was extremely limited and non-informative. As an owner of a 125-year-old home, she applauded her positive experience with staff regarding two sewer-laterals repairs. 3) Randy Valdez is a 7-year resident and business owner of Lucia's (sandwich shop) on 2nd Street. He currently owns two businesses and is opening a new business at the former Wanda's site. Mr. Valdez's family is originally from Hayward. They visited Crockett during a trip to the East Bay and his wife fell in love with the town. She requested that Crockett be where they should live should they move to the area. The stars were aligned and soon after their visit, a home became almost immediate. Mr. Valdez brings years of business acumen. He is very involved in his daughter's extracurricular activities in Crockett. The Valdez family is very vested in the community and wishes to be more involved.

Director Mackenzie nominated Valerie Quade and seconded by Director Peterson. President Barassi nominated Diana Martinez and was seconded by Director Spinner resulting in a tie. Director Mackenzie pulled his nomination and voted in favor of Ms. Martinez. Diana Martinez was appointed to fill the District Board vacancy. LB 1st, NP 2nd. 3/1 (Peterson).

The District Secretary was tasked with posting a new vacancy for the Recreation Commission.

6. ADJOURNMENT. Meeting was adjourned at 7:37 until October 25, 2023.

Respectfully submitted,
Sonia Rivas, MBA

5.b

CCSD OCTOBER TRANSMITTALS

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 324100 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3241 - RECREATION				
10/10/2023	Internal Revenue Service	68-0114159, March 31, 2023, form 941	469.42	14721
Total FUND 3241 - RECREATION			469.42	
TOTAL			469.42	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
10/05/2023	Campbell Business Solutions	IT Support INV#5803	44.00	14697
10/05/2023	DOLORES M. MORALES	Milage Expense September 2023	22.27	14698
10/05/2023	G&J Seiberlich & Co LLP	Accountant Fees September 2023 INV#8504	289.80	14699
10/05/2023	VAUGHN P. GUNKELMAN	Intuit/Cloud Hosting Reimbursement INV#8921	1,184.40	14700
10/05/2023	Department of the Treasury	68-0114159, Dec 31, 2020 (CVL PEN)	630.00	14701
10/05/2023	Javier Solis	Pool Chairs and Tables INV#0481	350.00	14702
10/05/2023	KEL-AIRE HEATING & AIR CONDITIONING	HVAC Servicing INV#1899	320.00	14703
10/05/2023	Laura Marmolejo	Rental Deposit Refund Sept 9,2023	700.00	14704
10/05/2023	LESLIE'S POOL SUPPLIES	Pool Chemicals INV#3059	492.56	14705
10/05/2023	Lincoln National Life Insurance Company	Life Ins INV#8134	69.19	14706
10/05/2023	RONALD D. WILSON	Mileage Expense Reimbursement Sept 2023	89.74	14707
10/05/2023	Morgan's Outdoor Living, Inc.	Repair Latch for Pool Gate INV#9728	95.00	14708
10/05/2023	TERRACARE ASSOCIATES	Repaired broken mainline between valves 1 & 2	150.00	14709
10/05/2023	UNIVERSAL BUILDING SERVICES	Janitorial Service June 2023 INV#5743	846.00	14710
10/05/2023	UNIVERSAL BUILDING SERVICES	CORRECTED BILLING APRIL 2023 INV#3920	30.00	14711
10/05/2023	UNIVERSAL BUILDING SERVICES	EVENT CLEANING 7/9/2023 INV#6106	144.00	14712
10/05/2023	UNIVERSAL BUILDING SERVICES	TAKE DOWN 7/10/23 INV#6107	144.00	14713
10/05/2023	UNIVERSAL BUILDING SERVICES	JANITORIAL SVC AND TAKE DOWN/SET UP 7/2/23 INV#6108	432.00	14714
10/05/2023	UNIVERSAL BUILDING SERVICES	WINDOW WASHING 7/14/23 INV#6109	222.00	14715
10/05/2023	UNIVERSAL BUILDING SERVICES	JANITORIAL SVC JUNE 2023 INV#6510	1,128.00	14716
10/05/2023	UNIVERSAL BUILDING SERVICES	TAKE DOWN 9/11/23 INV#7985	144.00	14717
10/05/2023	UNIVERSAL BUILDING SERVICES	EVENT CLEANUP 9/3/2023 INV#7986	144.00	14718
10/05/2023	UNIVERSAL BUILDING SERVICES	JANITORIAL SVC TAKE DOWN/SET UP 9/10/23 INV#7987	432.00	14719
10/05/2023	UNIVERSAL BUILDING SERVICES	SEPTEMBER MONTHLY JANITORIAL SVC INV#8328	1,222.00	14720
Total FUND 3241 - RECREATION			9,324.96	
TOTAL			9,324.96	

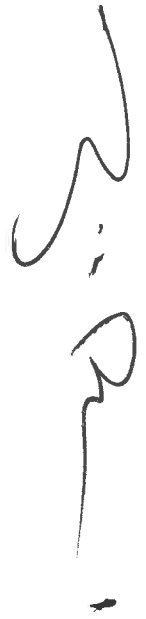
Juan Lopez 10/6/23

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: _____ Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
10/17/2023	EBMUD	Acct# 30385600001 850 Pomona	7,432.37	14722
10/17/2023	CINTAS FIRE 636525	Sprinkler Inspection INV#4887	535.00	14723
10/17/2023	CINTAS FIRE 636525	Kitchen Inspection and Parts INV#4610	504.24	14724
10/17/2023	LESLIE'S POOL SUPPLIES	Chemicals and Strainer Basket, INV# 5377	207.85	14725
10/17/2023	OLIVERO PLUMBING CO.	Valve Repair Proposal, INV#6780	375.00	14726
10/17/2023	PG&E	Gas and Electricity for Pool, Acct #2501517473-0	335.92	14727
10/17/2023	TERRACARE ASSOCIATES	Irrigation repairs INV#5585	460.00	14728
10/17/2023	County Treasurer	Netchex Payroll Wire SPLIT (total \$6,637.38)	5,617.68	14729

Total FUND 3241 - RECREATION

TOTAL 15,468.06



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: _____ Fund: 324100 Account : 0830


Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION 10/04/2023	CONTRA COSTA COUNTY TREASURER	Payroll for Second Pay Period September 2023	14,407.51	3241147696
Total FUND 3241 - RECREATION			14,407.51	
TOTAL			14,407.51	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342500 Account : 0830

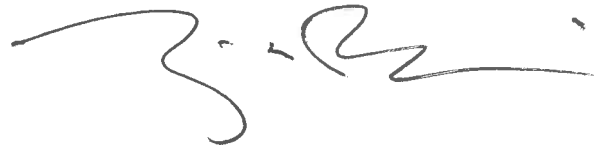
Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
10/04/2023	CONTRA COSTA COUNTY TREASURER	NetChex second payroll September 2023	1,796.90	3425001756
Total FUND 3425 - PC SANITARY - O&M			1,796.90	
TOTAL			1,796.90	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ 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				
10/10/2023	Internal Revenue Service	68-0114159, March 31, 2023, form 941	104.32	1766
Total FUND 3425 - PC SANITARY - O&M			104.32	
TOTAL			104.32	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342500 Account : 0830

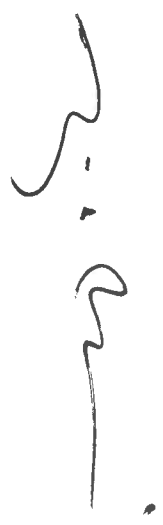
Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
10/05/2023	Campbell Business Solutions	IT SUPPORT INV#5803	7.67	1757
10/05/2023	VAUGHN P. GUNKELMAN	INTUIT/CLOUD SUBSCRIPTION JUN-AUG INV#8921	119.44	1758
10/06/2023	G&J Seiberlich & Co LLP	ACCOUNTING SVC INV#8504	64.40	1759
10/06/2023	Internal Revenue Service	68-0114159, DEC 31, 2020 (CVL PEN)	140.00	1760
10/06/2023	Lincoln National Life Insurance Company	INSURANCE INV#8134	2.41	1761
10/06/2023	L.R. PAULSELL CONSULTING	CCTV & CLEANING INV#23-10	4,960.00	1762
10/06/2023	PG&E	UTILITIES ACCT#2704121327-6	20.26	1763
10/06/2023	Sierra Chemical Company	NaClO 9/7/23 INV#7903	482.85	1764
10/06/2023	Valley Operators, LLC	REMAINDER OF INV#2520	720.00	1765
Total FUND 3425 - PC SANITARY - O&M			6,517.03	
TOTAL			6,517.03	

Jera Hood 10/6/23

**CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District**

Auditor's Date: _____ Fund: 342500 Account: 0830

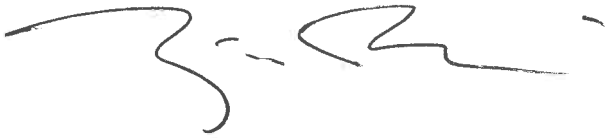
Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
10/17/2023	L.R. PAULSELL CONSULTING	PC Scheduled hp cleaning INV#23-11	1,120.00	1767
10/17/2023	Valley Operators, LLC	Monthly Service INV#2547	4,600.00	1768
10/17/2023	County Treasurer	Netchex Payroll Wire SPLIT (total \$6,637.38)	185.40	1769
Total FUND 3425 - PC SANITARY - O&M			5,905.40	
TOTAL			5,905.40	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342600 Account : 0830

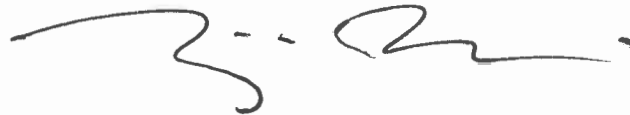
<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
FUND 3426 - CV SANITARY - O&M				
10/10/2023	Internal Revenue Service	68-0114159, March 31, 2023, form 941	469.43	7044
Total FUND 3426 - CV SANITARY - O&M			469.43	
TOTAL			469.43	



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>
FUND 3426 - CV SANITARY - O&M				
10/04/2023	CONTRA COSTA COUNTY TREASURER	NetChex Second Payroll September 2023	20,031.79	3426007030
Total FUND 3426 - CV SANITARY - O&M			20,031.79	
TOTAL			20,031.79	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
10/06/2023	Campbell Business Solutions	IT SVC INV#5803	68.33	7031
10/06/2023	Frisch Engineering, Inc.	ENGINEERING SVCS AUG 23 INV#2204a	3,235.40	7032
10/06/2023	G&J Seiberlich & Co LLP	ACCOUNTING SVCS INV#8504	289.80	7033
10/06/2023	VAUGHN P. GUNKELMAN	INTUIT/CLOUD SVCS INV#8921	532.98	7034
10/06/2023	Internal Revenue Service	68-0114159, DEC 31,2020 (CVL PEN)	630.00	7035
10/06/2023	Lincoln National Life Insurance Company	INSURANCE INV#8134	45.74	7036
10/06/2023	L.R. PAULSELL CONSULTING	CLEANING @45.5 HRS INV#23-24	12,740.00	7037
10/06/2023	MEYERS NAVE	LAWYER SVC INV#9159	1,247.40	7038
10/06/2023	PG&E	UTILITIES ACCT# 2704121327-6	871.15	7039
10/06/2023	WEST COUNTY WASTEWATER DIST...	AUGUST BILLING INV#4363	8,508.67	7040
10/06/2023	All Bay Sewer	OUTSTANDING BALANCE INV#295	150.00	7041
10/06/2023	Nathan Maise	530 ALHAMBRA REIMBURSEMENT	6,775.00	7042
10/06/2023	Soxna Dice	Landscaping and Native Plants for 1 Rolph PD	512.66	7043
Total FUND 3426 - CV SANITARY - O&M			35,607.13	
TOTAL			35,607.13	

Gene Paul
10/6/23

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M				
10/17/2023	CD & Power	Generator work INV#0075	2,075.00	7045
10/17/2023	L.R. PAULSELL CONSULTING	Crockett Sewer Maintenance INV#23-26	9,240.00	7046
10/17/2023	L.R. PAULSELL CONSULTING	CV CCTV inspection INV#23-25	1,400.00	7047
10/17/2023	County Treasurer	Netchex Payroll Wire SPLIT (total \$6,637.38)	834.30	7048
Total FUND 3426 - CV SANITARY - O&M			13,549.30	
TOTAL			13,549.30	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
10/24/2023	USBank	Acct # 4866 9145 5553 8450 (Reissue) SPLIT	22,983.47	14730
10/24/2023	USBank	Acct # 4866 9145 5553 8450 (Sept and Oct Payment) SPLIT	9,660.04	14731
Total FUND 3241 - RECREATION			32,643.51	
TOTAL			32,643.51	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342500 Account: 0830

Date	Name	Memo	Credit	Num
FUND 3425 - PC SANITARY - O&M				
10/24/2023	USBank	Acct # 4866 9145 5553 8450 (Sept and Oct Payment) SPLIT	4,050.16	1770
Total FUND 3425 - PC SANITARY - O&M			4,050.16	
TOTAL			<u>4,050.16</u>	



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
FUND 3426 - CV SANITARY - O&M 10/24/2023	USBank	Acct # 4866 9145 5553 8450 (Sept and Oct Payment) Split	10,163.89	7049
Total FUND 3426 - CV SANITARY - O&M			10,163.89	
TOTAL			10,163.89	



RESOLUTION

NO. 23/24-11

A RESOLUTION RE-APPOINTING COMMISSIONERS

WHEREAS, the District Board has by Resolution No. 07/08-05 created the Port Costa Sanitary Commission and made appointments thereto; and

WHEREAS, the District Board has by Resolution No. 06/07-02 created the Crockett Sanitary 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 Tom Cusack, Anne Scheer and Joe Surges are re-appointed to the Port Costa Sanitary Commission as Commissioners for two years.

BE IT FURTHER RESOLVED that D'Arcy Trask is re-appointed to the Crockett Sanitary Commission as Commissioner for two years.

THE FOREGOING RESOLUTION was adopted at the District's Regular Meeting held on November 15, 2023 by the following vote:

AYES:

NOES:

ABSENT:

Luigi Barassi, President

ATTEST:

Sonia Rivas
District Secretary

RESOLUTION
NO. 23/24-12

**A RESOLUTION ADOPTING ALTERNATE
VERBIAGE FOR BANNER POSTING
GUIDELINES OF ORDINANCE NO. 09-4**

WHEREAS, the District Board has adopted Ordinance No. 09-4 regulating the use of parks and recreation facilities, as recommended by the Recreation Commission; and

WHEREAS, chapter 7.12.010 of Ordinance no 09-4 outlines the Prohibited acts and posting guidelines; and

WHEREAS, the Crockett Recreation Commission has developed new verbiage for Merchandizing, advertising and signs Ordinance No. 09-4; and

WHEREAS, the Crockett Recreation Commission has recommended adoption of that new verbiage, to be effective immediately.

NOW, THEREFORE, BE IT RESOLVED that the attached alternate verbiage is hereby approved and adopted, effective November 15, 2023.

* * * * *

THE FOREGOING RESOLUTION was adopted at the District's Regular Meeting held on November 15, 2023 by the following vote:

AYES:

NOES:

ABSENT:

Luigi Barassi, President

ATTEST:

Sonia Rivas
Interim General Manager

Chapter 7.2 Prohibited acts

Section 7.12.010 Merchandising, advertising and signs—Prohibited acts.

Unless expressly authorized by the General Manager, no person, while in any park shall:

~~A. Sell, vend, peddle, expose, offer for sale, teach, offer to instruct, sponsor a program, or service for a fee, except any permitted community organization of Crockett or Port Costa, permitted vendor, regularly licensed concessionaire or independent contractor acting by and under the authority and regulation of the General Manager;~~

A. Announce, advertise or call the public attention in any way to any article or service for sale or hire; or

B. Paste, glue, tack or otherwise post any sign, placard, advertisement, or inscription whatever; nor shall any person erect or cause to be erected any sign whatever in any park. An exception is made with respect to signs advertising the events of Crockett and Port Costa community organizations, which shall be allowed under the following guidelines:

1. Signs must be professionally made; soft banners only;
2. Signs may not be posted more than 4 weeks before the event;
3. Signs must be removed within 24 hours after the event;
4. Signs may be posted only on the fence at the corner of Rolph & Pomona;
5. Signs must be attached only by ties that will not harm the fence paint;
6. Political campaign signs are not allowed;
7. Any sign not meeting the requirements of this section will be removed.

C. Will allow Crockett and Port Costa community-based organizations to post banners advertizing community events under the following guidelines:

1. Signs for recurring events may not be posted for more than two weeks before the event. Signs for annual or semi-annual events may be posted no more than four weeks before the event.
2. Signs must be removed 24 hours after event.

Resolution No. 23/24-13

A RESOLUTION ORDERING COLLECTION OF SPECIFIC CHARGES ON THE TAX ROLL

WHEREAS, the Crockett Community Services District has entered into an Access and Repair Agreement on April 9, 2019 with the property owner of 47 Canyon Lake Drive, Port Costa, APN 368-146-007 to correct the defective lateral on the property; and

WHEREAS, a contractor replaced the entire sewer lateral correcting the deficiencies of the building sewer on September 20, 2023; and

WHEREAS, the owner agreed to be responsible for all costs incurred by the District to repair or replace the property lateral; and

WHEREAS, the District paid the contractor \$3200 on September 21, 2023; and

WHEREAS, the Local Agency Investment Fund (LAIF) interest rate on June 30, 2023 was 3.15%; and

WHEREAS, the District is allowed to place an installment amount on the tax roll representing one-third of the full amount due, plus an interest amount equivalent to 1.5% more than the interest the District receives on its LAIF accounts for the quarter ending June 30, on each of the next three annual property tax rolls beginning with fiscal year 2024-2025; and

NOW, THEREFORE, BE IT RESOLVED that the General Manager is hereby instructed that the first installment amount of \$1270.40 associated with this Access and Repair Agreement be assessed against this property (APN 368-146-007) as a surcharge on sewer service charges and collected on the 2024/2025 tax roll.

THE FOREGOING RESOLUTION was adopted at the District's Regular Meeting held on November 15, 2023 by the following vote:

AYES:

NOES:

ABSENT:

Luigi Barrassi, Board President

Sonia Rivas, District Secretary

ACCESS AND REPAIR AGREEMENT

47 Canyon Lake Drive, Port Costa
368-146-007

This Agreement ("**Agreement**") is entered into effective as of _____ ("**Effective Date**") by and between Crockett Community Services District, a public corporation, ("**the District**"), and the undersigned owner ("**the Owner**"). The District and the Owner are collectively referred to herein as the "**Parties**."

WHEREAS, many laterals within the District's jurisdiction have reached an age such that they are beginning to fail, or have already failed; and

WHEREAS, faulty laterals are believed to be responsible for significant inflow and infiltration into the District's sewers, which in turn can cause sanitary sewer overflows (SSOs); and,

WHEREAS, in addition, faulty laterals can permit raw sewage to seep into the ground; and

WHEREAS, the State Water Resources Control Board requires laterals to be addressed as part of an overall sewer system management plan to reduce SSOs; and

WHEREAS, the Owner owns real property ("the property") served by the wastewater collection system of the District; and

WHEREAS, the Owner wishes to have his or her lateral sewer which is located on the property repaired and properly connected to the District's trunk main sewer at the Owner's expense; and

WHEREAS, the Owner would like to take advantage of the District's ability to immediately pay for the cost of the Owner's lateral repair or replacement and collect the amount due from the Owner over time; and

WHEREAS, the District will allow the Owner to have the cost of the repair or replacement of its lateral collected on the tax roll over some reasonable period, with interest.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The Owner and District agree that the lateral sewer serving the lower living quarters needs to be replaced or repaired.
2. The Owner agrees to be responsible for all costs incurred by the District for its involvement in the repair or replacement of the lateral.
3. If the Owner has not paid its contractor the total amount due within 30 days of the date of the contractor's invoice, the District agrees to pay the invoiced amount in full (\$3200) and to collect the invoiced amount from the Owner as described below.

4. The District will place an installment amount on the tax roll representing one-third of the full amount due, plus an interest amount equivalent to 1.5% more than the interest the District receives on its LAIF accounts for the quarter ending June 30, on each of the next three annual property tax rolls beginning with fiscal year 2023-2024.
5. In exchange for benefiting from this program, the Owner agrees to pay the full amount due to the District and waives any right to protest the amounts placed on the tax roll by the District.
6. After installation and completion of testing under permit, the District will require the contractor to restore the property to a condition at least as good as the condition that existed before the contractor entered the property.
7. At all times the Owner will have ownership of the lateral sewer and will maintain it at the Owner's expense and without expense or liability to the District.

Dated: _____, 2023

CROCKETT COMMUNITY SERVICES DISTRICT

By: _____
Sonia Rivas, General Manager

Thomas Cusak, Owner

47 Canyon Lake Drive, Port Costa CA 94569
Property Address

CCC 1130 General Ledger by Fund

Period: FY 2023-24 - 04 Oct
 Time Period: Current Period
 Fund: 324000 CROCKETT COMMUNITY SVCS
 324100 CROCKETT RECREATION DEPT
 324200 CROCKETT CSD-MAINT DEPT
 342600 CROCKETT SANITARY DEPT

Fund	Beginning Balance	Debits	Credits	Ending Balance
Fund	0.00	517,084.09	517,084.09	0.00
324000 CROCKETT COMMUNITY SVCS	0.00	15,806.28	15,806.28	0.00
324100 CROCKETT RECREATION DEPT	0.00	227,662.15	227,662.15	0.00
324200 CROCKETT CSD-MAINT DEPT	0.00	4,710.00	4,710.00	0.00
342600 CROCKETT SANITARY DEPT	0.00	268,905.66	268,905.66	0.00

CCC 1130 General Ledger by Fund

Period: FY 2023-24 - 04 Oct
Time Period: Current Period
Fund: 342500 PORT COSTA SANITARY DEPT

Fund	Beginning Balance	Debits	Credits	Ending Balance
Fund	0.00	53,574.37	53,574.37	0.00
342500 PORT COSTA SANITARY DEPT	0.00	53,574.37	53,574.37	0.00

California State Treasurer *Fiona Ma, CPA*



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

November 01, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CROCKETT COMMUNITY SERVICES DISTRICT

TREASURER-TAX COLLECTOR
625 COURT STREET, ROOM 102
MARTINEZ, CA 94553

[Tran Type Definitions](#)

Account Number: XXXXXXXXXX

October 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/13/2023	10/12/2023	QRD	1739791	N/A	SYSTEM	42,922.45

Account Summary

Total Deposit:	42,922.45	Beginning Balance:	4,641,260.33
Total Withdrawal:	0.00	Ending Balance:	4,684,182.78