

# CROCKETT SANITARY COMMISSION

AGENDA FOR WEDNESDAY, NOVEMBER 13, 2024

*(This meeting was moved earlier in the month due to the Thanksgiving Holiday.)*

TIME: **4:00 PM – Regular Meeting**

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

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

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
*(The Committee 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. PRELIMINARY REVIEW OF PUBLIC HEARINGS: None  
*(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.)*
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
  - a. Approve Minutes of October 16, 2024.
  - b. Receive warrant transmittals.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:
7. ADMINISTRATIVE:
  - a. Receive report on actions taken by the District Board.
  - b. Discuss and recommend Valerie Quate to the Crockett Sanitary Commission (CVSAN) to become effective December 11.
  - c. Discuss when to hire outside consultants for SUC Study and data verification.
8. REPORTS OF DEPARTMENT MANAGERS:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*
  - a. Update on District administration.
  - b. Update on financial matters.
  - c. Operations, maintenance, and capital improvements.
  - d. Governmental matters.
  - e. Announcements and discussion.
9. REPORTS 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 Committee – Members Trask and Bartlebaugh.
- c. Inter-agency and Trade meetings.
  - Weekly JUA meetings (CSD/C&H/SLC)

10. FUTURE AGENDA ITEMS

- a. Chair & Vice Chair election.
- b. Update on wine wastewater opportunity.
- c. Impact Fees for CVSAN.
- d. Form an Ad Hoc to select an SUC consultant and planning: study structure and consider a 5-year equalized rate increase plan
- e. Hire a firm to check data on single-family residences, apartment quantities, commercial dischargers, and mixtures.
- f. JTP Monthly Operations Rpt ( MOR)

11. COMMENTS FROM COMMISSIONERS:

12. ADJOURNMENT: until December 11, 2024. The December meeting has been moved earlier due to the Christmas holiday.

Visit our [website](#) for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

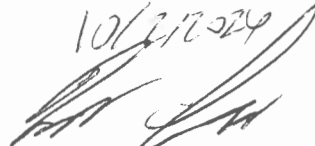
In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, don't hesitate to get in touch with the District Secretary at (510) 787-2992 or by email at [districtsecretary@town.crockett.ca.us](mailto: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 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](http://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**  
**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>
<b>1000 - County Operating Funds</b>				
<b>1025 - Fund 3426 - CVSan - O&amp;M</b>				
10/01/2024	BAY AREA NEWS GROUP	Advertising for Alexander Park Project	287.12	7256
10/01/2024	Campbell Business Solutions	IT support, SPLIT with all depts	1,324.97	7257
10/02/2024	EBMUD	500 Port St, Water Svc 7/10-9/9/24, acct# 55397300001	122.44	7258
10/02/2024	Let's Dig, Inc.	weed abatement at pump station	711.00	7259
10/02/2024	Pan-Pacific Supply Company	inv#s 29616688, 29616651, 29616512, 29616160	29,798.05	7260
10/02/2024	PG&E	electricity acct#2704121387-6	1,010.45	7261
10/02/2024	PG&E	electricity acct#6193854060-8	6,180.59	7262
10/02/2024	L.R. PAULSELL CONSULTING	Misc Sewer Svc, Inv#s 24-18, 24-19, 24-20, 24-20. 24-21	27,810.00	7263
10/02/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 35, Split	17,230.72	7264
Total 1025 - Fund 3426 - CVSan - O&M			<u>84,475.34</u>	
Total 1000 - County Operating Funds			84,475.34	
<b>TOTAL</b>			<u><u>84,475.34</u></u>	

10/27/2024  


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

Auditor's Date: \_\_\_\_\_ Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
<b>1000 · County Operating Funds</b>				
<b>1025 · Fund 3426 - CVSan - O&amp;M</b>				
10/17/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 36, SPLIT	1,398.29	7265
10/17/2024	CONTRA COSTA COUNTY TREASURER	CalPERS arrears, SR & JG SPLIT	<u>10,212.44</u>	7266
Total 1025 · Fund 3426 - CVSan - O&M			<u>11,610.73</u>	
Total 1000 · County Operating Funds			<u>11,610.73</u>	
<b>TOTAL</b>			<u><b>11,610.73</b></u>	

*Jana Goodwin*  
10/17/24

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Date	Name	Memo	Credit	Num
<b>1000 - County Operating Funds</b>				
<b>1025 - Fund 3426 - CVSan - O&amp;M</b>				
<del>10/17/2024</del>	<del>CONTRA COSTA COUNTY TREASURER</del>	<del>Netchex Payroll nbr 36, SPLIT</del>	<del>1,398.29</del>	<del>7265</del>
<del>10/17/2024</del>	<del>CONTRA COSTA COUNTY TREASURER</del>	<del>CalPERS arrears, SR &amp; JG SPLIT</del>	<del>10,212.44</del>	<del>7266</del>
10/17/2024	SDRMA	Medical Benefits for employees, SPLIT	7,245.31	7267
10/18/2024	CD & Power	Inv# 01-104572, generator rental; Inv# 01-105153, generator rental Monthly fee	5,931.09	7269
10/18/2024	Frisch Engineering, Inc.	MCCP construction management, INV#12265-2402c	562.50	7270
10/18/2024	Grundfos CBS Inc.	Crockett Pump Station parts, 5/31/24	1,230.00	7271
10/18/2024	Maze & Associates	Inv#53476 & 53549, Accounting SPLIT	2,461.95	7272
10/18/2024	Pan-Pacific Supply Company	INV#29616808, Pressure Valves	225.77	7273
10/18/2024	TELSTAR INSTRUMENTS, INC.	MCCP Inv# 123699 & CVSAN Pumpstation PLC failure, Inv#123676	93,505.78	7274
10/18/2024	UNDERGROUND SERVICE ALERT	Inv# 1389102024, membership fee 2024	301.91	7275

Total 1025 - Fund 3426 - CVSan - O&M

123,075.04

Total 1000 - County Operating Funds

123,075.04

**TOTAL**

123,075.04

*111,764.31*

*[Signature]*  
10/17/2024

**CROCKETT COMMUNITY SERVICES DISTRICT**  
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Auditor's Date: \_\_\_\_\_ Fund: 342600 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
<b>1000 · County Operating Funds</b>				
<b>1025 · Fund 3426 - CVSan - O&amp;M</b>				
10/29/2024	CONTRA COSTA COUNTY TREASURER	CalPERS Sept 2024 SPLIT	<u>5,050.18</u>	7276
Total 1025 · Fund 3426 - CVSan - O&M			<u>5,050.18</u>	
Total 1000 · County Operating Funds			<u>5,050.18</u>	
<b>TOTAL</b>			<u><u>5,050.18</u></u>	

*Don Hood*  
10/29/24