

CROCKETT SANITARY COMMISSION

AGENDA FOR WEDNESDAY, DECEMBER 11, 2024

(This meeting was moved one week earlier due to the Christmas Holiday.)

TIME: 4:00 PM – Regular Meeting

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

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. Approve Minutes of November 13, 2024
 - c. Receive warrant transmittals.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:
7. ADMINISTRATIVE:
 - a. Election of Officers.
 - b. Consider changing the frequency of meetings.
 - c. Consider Meeting and Holiday Schedule for 2025.
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.

10. FUTURE AGENDA ITEMS

- a. ADU policy for CVSAN.
- b. Payment of repairs at 1 Rolph Park Drive.
- c. Impact Fees for CVSAN.
- d. Discuss when to hire outside consultants for SUC Study and data verification.
- e. JTP Monthly Operations Report (MOR)

11. COMMENTS FROM COMMISSIONERS:

12. ADJOURNMENT: until January 15, 2025.

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 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 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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1025 - Fund 3426 - CVSan - O&M				
11/03/2024	CONTRA COSTA COUNTY TREASURER	Netchex payroll nbr 37, SPLIT	20,112.83	7277
Total 1025 - Fund 3426 - CVSan - O&M			20,112.83	
Total 1000 - County Operating Funds			20,112.83	
TOTAL			20,112.83	

for [Signature]
11/3/24

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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				
11/03/2024	CONTRA COSTA COUNTY TREASURER	Netchex payroll nbr 37, SPLIT	20,112.83	7277
11/06/2024	Campbell Business Solutions	Inv# 7776 IT support	253.23	7278
11/06/2024	CD & Power	Inv#s 01-1051563 & 01-104608	2,462.11	7279
11/06/2024	California Assoc. of Sanitation Agencies	Membership renewal, 50:50 split	1,405.00	7280
11/06/2024	CEAU	Final Payment for Alexander Park Project	57,455.45	7281
11/06/2024	DENALECT ALARM CO.	annual alarm charge, PO#06954	528.00	7282
11/06/2024	EBMUD	acct# 30369 8/22/24 - 10/22/24	1,273.06	7283
11/06/2024	Eurofins Calscience	Grit Sample Testing	253.00	7284
11/06/2024	Frisch Engineering, Inc.	MCCP, Inv# 12200 - 2402c & Inv# 12123 - 2402c	31,612.50	7285
11/06/2024	Let's Dig, Inc.	Rewire Pump 1 & CEAU/Alexander park project fixes	4,247.00	7286
11/06/2024	Maze & Associates	Aug 2024 svcs Inv# 53476, SPLIT	2,364.30	7287
11/06/2024	MuniQuip, LLC	Wemco pump, Inv#107167 & 107261	2,822.01	7288
11/06/2024	Natural System Utilities - CA Inc.	Contract Operator Svcs October 2024	2,570.00	7289
11/06/2024	L.R. PAULSELL CONSULTING	Inv#s 24-25, 24-24, 24-23, 24-22	15,440.45	7290
11/06/2024	Redwood Public Law	Inv#12256, SPLIT & Inv#12257	4,595.10	7291
11/06/2024	TELSTAR INSTRUMENTS, INC.	Crockett Pump Station, Inv#123676, MCCP Inv#124023	64,674.00	7292
11/06/2024	Villa's Landscape	July-Oct landscaping 1 RPD	1,200.00	7293
11/06/2024	V.W. Housen & Associates	Inv# 1426, 1529 & Inv# 1507 & 1580, SPLIT	3,649.50	7294
11/06/2024	UNION PACIFIC RAILROAD CO.	Roadway Rent, bill no. 336246990	3,068.46	7295
Total 1025 - Fund 3426 - CVSan - O&M			219,986.00	
Total 1000 - County Operating Funds			219,986.00	
TOTAL			219,986.00	

Jan Hodson
11/6/24

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				
11/18/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 38, SPLIT	1,427.84	7296
11/18/2024	U.S. BANK	Credit Card payment 9.22-10.22.24, SPLIT	<u>1,440.15</u>	7297
Total 1025 · Fund 3426 - CVSan - O&M			<u>2,867.99</u>	
Total 1000 · County Operating Funds			<u>2,867.99</u>	
TOTAL			<u><u>2,867.99</u></u>	

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11/19/24

MEETING SCHEDULES/HOLIDAYS FOR 2025

Commission	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
Recreation (6 pm) 1st Mon	6	3	3	7	5	2	7	None	8*	6	3	1
Port Costa Sanitation (6 PM) 1st Tue	7	4	4	8	6	3	8	None	2	7	4	2
Personnel (4 PM) 2nd Tue	14	11	11	8	13	10	8	12	9	14	4*	9
Police Liaison (7 PM) 2nd Tue	14	11	11	8	13	10	8	None	9	14	4*	9
Lighting & Landscaping (7 PM) 3rd Tue	21	18	18	15	20	17	15	19	16	21	18	16
Crockett Sanitary (4 PM) 3rd Wed	15	19	19	16	21	18	16	20	17	15	12*	10*
District Board (7 PM) 4th Wed	22	26	26	23	28	25	23	27	24	22	19*	17*
Holidays - Offices are closed.												
New Year's (Mon)	1											
Martin Luther King (Mon)	20											
Presidents' Day (Mon)		17										
Cesar Chavez Day (Mon)			31									
Memorial Day (Mon)					26							
Juneteenth (Wed)						19						
Independence Day (Fri)							4					
Labor Day (Mon)									1			
Veterans Day (Tue)											11	
Thanksgiving Day (Thu & Fri)											27,28	
Christmas Day (Thu)												25