

## AGENDA FOR WEDNESDAY, JANUARY 22, 2025

TIME: 6:30 PM - Closed Session  
TIME: 7:00 PM – Regular Business Meeting  
PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

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1. CALL TO ORDER - ROLL CALL
2. INSTALLATION OF OFFICERS
3. CLOSED SESSION
  - a. CONFERENCE WITH LABOR NEGOTIATORS
    - Agency-designated representative for Interim General Manager: Nicholas Spinner, Board Vice President.
  - b. PUBLIC EMPLOYMENT
    - Public Employment: Interim General Manager. Pursuant to Government Code Section 54957.6.
4. RECONVENE TO REGULAR SESSION
5. REPORT ON CLOSED SESSION
6. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
7. PUBLIC COMMENTS ON NON-AGENDA ITEMS (*The Board is prohibited from discussing items not on this agenda. Matters not on the agenda may be referred to staff for action or calendared on a future agenda.*)
8. PUBLIC HEARING: None.  
(*Public comments are limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.*)
9. 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 or by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.*)
  - a. Approve the minutes of the CCSD Board meeting on December 18, 2024.
  - b. Receive minutes of commissions and committees.
  - c. Approve payment of District Bills.
  - d. Approve Resolution 24/25-11 to appoint a new commissioner and alternate to the Crockett Sanitary Commission.
10. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR.
11. ADMINISTRATIVE:
  - a. Ratify contract for General Manager.
  - b. Ratify contract for Recreation Manager.
  - c. Ratify contract for Sanitary Department Manager.
  - d. Discuss and approve Action Plans for 2025.

- e. Update on insurance renewals for 2025.
  - f. Approve Resolution 24/25-12 to act as fiscal sponsor for the Crockett Police Liaison Committee for their funding application to the Crockett Community Foundation for license plate readers (LPRs).
12. BUDGET AND FINANCE:
- a. Approve the proposed budget schedule for 2025.
  - b. Approve change order for Master Control Center Project in excess of \$50,000.
  - c. Discuss financial matters related to the District and Update on the District's financial reconciliation.
13. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS: *(These items are typically for the exchange of information only. No action will be taken at this time.)*
- a. General Manager
  - b. District Secretary
  - c. Recreation Manager
  - d. Crockett and Port Costa Sanitary Department Manager
  - e. Maintenance Department/Lighting & Landscape Commission
  - f. Governmental matters
  - g. Announcements and discussion
14. 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: Cusack (chair), Martinez, Spinner, Wais, Wesselmann
  - b. Budget & Finance Committee: Mackenzie and Barassi
  - c. Police Liaison Committee: Pennisi (chair), Ritchey (vice-chair), and Wais
  - d. CVSAN Wastewater Committee: Members Bartlebaugh and Manzione (chair)
  - e. Memorial Hall Advisory Committee: Members Goodman (chair)
  - f. Inter-agency meetings.
15. COMMITTEE ASSIGNMENTS FOR 2025
16. FUTURE AGENDA ITEMS/BOARD COMMENTS
- Records and Retention Policy.
17. ADJOURNMENT: until February 26, 2025.

**HOW TO SUBMIT PUBLIC COMMENTS:**

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us/meetings](http://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](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 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.*

# **Minutes from Commissions and Committees**

For CCSD Meeting on January 18, 2024

## **RECREATION COMMISSION**

- December 2, 2024

## **CROCKETT POLICE LIAISON COMMITTEE**

- September 10, 2024
- October 8, 2024
- November 12, 2024

## **CROCKETT SANITATION**

- October 16, 2024
- November 13, 2024

# CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

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## MINUTES OF REGULAR RECREATION MEETING ON DECEMBER 2, 2024

1. CALL TO ORDER: Chair Cusack called the meeting to order at 6:07 pm. Commissioners Airoidi, Cusack, Leuba, and Valentini were present. Commissioner Choquette was absent (excused).  
  
Staff in attendance included District Secretary (DS) Rivas, Interim General Manager (IGM) Goodman, and Events Supervisor (ES) Morales.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENT ON NON-AGENDA ITEMS: Commissioner Quade has changed her last name to her maiden name Leuba.
4. CONSENT CALENDAR: The minutes for November 4, 2024, were approved as presented. (Valentini 1<sup>st</sup>, Airoidi 2<sup>nd</sup>, 4/0, 1 absent).
5. BUDGET AND FINANCE: As reported by the IGM
  - a. RECREATION TRANSMITTALS: IGM Goodman explained payroll, checks and balances process for invoices, and cost splitting for Commissioner Leuba.
  - b. UPDATE ON DISTRICT FINANCES: The IGM is working on a six-month budget. Ms. Goodman provided an overview of the tree lot event. Home Depot provided a very small discount for the trees. The trees were sold at just above cost.
6. ADMINISTRATIVE:
  - a. ELECTION OF OFFICERS: Commissioner Choquette was not in attendance, but she had previously notified the DS that she would serve as vice-chair if appointed. A motion was made that Commissioner Cusack remain as Chair and Commissioner Choquette be appointed as Vice-Chair. Approved. Leuba 1<sup>st</sup>, Airoidi, 2<sup>nd</sup>, 4/0, 1 absent)
  - b. DISCUSS PICKLEBALL AS A RECREATION SERVICE: DS Rivas introduced Darlene Rios Drapkin, a US Pickleball Ambassador. She founded the East Bay Pickleball Association non-profit and has raised funds to install courts mostly throughout Richmond. Pickleball is the love child of tennis and ping pong, but it utilizes a court the size of a badminton court. The sport has become so exponentially popular because it uses a very, very light paddle that is much gentler on the body. Pickleball is played on a court the quarter the size of a tennis court (less running around). Tennis requires a lot of stamina, while pickleball is a strategy game and requires more of the brain. Up to four pickleball courts fit on a tennis court. The courts can be temporary or permanent. Pickleball can also be played indoors. As a revenue source, Albany and El Cerrito reserve courts at \$10 per hour. Games can be as short as 10 minutes, whereas tennis games can last longer than an hour. Crockett currently only charges a one-time key fee of \$25.  
  
Location, noise, and maintenance concerns were discussed. Ms. Rios Drapkin suggested that the District host a community day or weekend to play on temporary courts to gauge community interest and offered to assist with such an event. She suggested that the Commissioners visit the

Craneway in Richmond for free nights to get a better understanding of the sport. Ms. Goodman suggested that Staff could apply for a grant from the Crockett Community Foundation for temporary pickleball courts before committing to permanent courts. Commissioner Airoidi suggested considering the Crockett schools for Pickleball court locations.

- c. CONSIDER MEETING AND HOLIDAY SCHEDULE FOR 2024: The schedule was reviewed. No changes were made.
  - d. RECEIVE REPORT ON ANNUAL RECREATION USE TAX FOR FY 23/24: Each parcel in Crockett and Port Costa is levied \$110 annually for recreational uses. The Recreation Department received \$136,400 in taxes for 2024. One hundred percent of the levied taxes were applied toward the pool, park, tennis courts, and bocce ball courts. The rate has not changed since 2012. Staff has previously recommended increasing the rate as it has not adjusted for inflation, cost of goods, cost of materials, and minimum wage increases. DS Rivas reminded the commissioners that a rate hike will require a measure ballot in 2026 and will require time to create a campaign for community support. The new recreation manager will be expected to expand recreation services through revenue-generating programming
  - e. ACTIONS TAKEN BY THE DISTRICT BOARD: DS Rivas reported that the Board did not take any action. Dale McDonald has resigned from the Crockett Sanitary Commission. Both Mr. McDonald and former general manager, Gaunt Murdock were elected to the Board. Their tenure will begin at the December meeting.
7. REPORT OF DEPARTMENT MANAGER: IGM Goodman reported that ARM was unable to attend because she was attending a CAP meeting – a volunteer seat formally held by the former recreation manager. The tree lot sold \$3,000 in sales. The tree-lighting event was very well attended, and the community center was packed.

The men's restroom and office floors were repainted. A heater is being replaced (\$700). There are several inquiries regarding the New Year Polar Plunge event. This event is contingent on fixing the filter and sand issue. The Memorial Hall structure falls under Recreation but has not received much attention. As chair, she has been speaking with people informally regarding the building and has received a bit of interest from volunteers in helping with repairs. The structure has historical significance. Although the ultimate use for the space is undetermined, repairs have been deemed important. Two hundred thousand dollars have been allocated toward its repair. She explained that the Walk of Honor funds are being held in the LAIF (Local Agency Investment Fund) account and accruing interest.

Six applications for the recreation manager have been received; three live in town. She will assess the applications focusing on experience with supervision, recreation, and experience managing minors. The GM hires staff, the Board may approve or adjust the GM's salary recommendation. The salary ranges significantly but based on industry ranges.

8. REPORTS/COMMENTS FROM COMMISSIONERS: None.
9. FUTURE AGENDA ITEMS:
  - Recreation Use Tax for FY 25/26.
  - Aquatics report (January).
10. ADJOURNMENT: The meeting was adjourned at 7:20 PM until January 6, 2025.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

# CROCKETT POLICE LIAISON COMMITTEE

of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, SEPTEMBER 10, 2024.

1. CALL TO ORDER: Chair Pennisi called the meeting to order at 7:02 PM. Committee members Pennisi, Ritchey, and Wais were present. Staff including Interim General Manager (IGM) Goodman, District Secretary (DS) Rivas, and Events Supervisor (ES) Morales were present. Board Director Mackenzie was also present.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Ms. Gorden is a Crockett resident who lives across from the Dead Fish. She requested that Sheriff Livingston, the California Highway Patrol, and the fire department attend the next meeting to discuss traffic impediments, specifically sideshows. She shared the terrifying experience of being stuck in the middle of a sideshow with no way out. Another member of the public reported that some municipalities create laws that make it illegal to be a spectator. A roundabout was discussed but they must accommodate fire trucks and 18-wheel delivery trucks. Truckee, Petaluma, and Emeryville were discussed as examples of cities with roundabouts with heavy large truck traffic. Chair Pennisi reported that the PLC meeting is not the proper forum for a roundabout discussion. DS Rivas suggested that the community present these issues before the Board of Supervisors. Ms. Garbis explained that generally things get done through small volunteer groups who get together and work through issues, then bring the item back to the larger group for discussion.
- 4a. LAW ENFORCEMENT ISSUES AND REPORTS - REPORT FROM DEPUTY: Reported by Resident Deputy Castillo. He is on duty Monday through Thursday from noon to 10 pm. He can be reached via email at [bcast002@so.cccounty.us](mailto:bcast002@so.cccounty.us)

Select Crimes (homicides, attempted homicides, assault with a deadly weapon, robbery, burglary, stolen vehicles, vandalism): There were no incidents for July.

Select Crimes for August.

1. Three recovered stolen vehicles. Deputy Castillo recovered these himself; two from from Cummings Skyway and the 80 highway, and on Duperu. One person is in custody.
2. One auto burglary.
3. Calls for August: 283 calls for service, 19 generated reports.
  - a. Two abandoned vehicle tows. One was suspicious circumstances, the other for a death. For anyone who dies in County jurisdiction a death report is required by the Sheriff's office.
  - b. A couple of mental health reports, drunk in public, and others.

There was an extensive discussion on the homeless encampments along the hillside area from the Dead Fish up to the lookout point. Deputy Castillo followed up with a previous request to investigate homeless encampments at Vista Point. With the assistance of a drone and helicopter, they found only one encampment with two individuals. He is attempting to obtain a no-trespassing letter from the property owner, but the property is in a land trust, making it challenging to reach the owner. Director MacKenzie reported that there were several tents further down the side of the hillside where a fire had broken out earlier. The property from the freeway exit towards the refinery is comprised of multiple

independent owners of the hillside including the railroad, Caltrans, and the Phillips 66 refinery. IGM Goodman reported on the repairs made to the equalization tank by railroad tracks due to vandalism. Ms. Gordon referred to the new law regarding removing homeless encampments and questioned why the Sheriff could not just remove them. Deputy Castillo reported that each public safety agency has to review how to enforce the law at their individual agency level. Director MacKenzie reported that the railroad has an open agreement with all public safety agencies to enforce trespassing rules on their properties.

Deputy Castillo reported that traffic violations including DUIs (Driving Under the Influence) are handled by the California Highway Patrol (CHP). These statistics are reported by the CHP, not the Sheriff's office.

Ms. Wais presented a short history of previous attempts to build a roundabout that were met with one obstacle after another. She empathized but reminded everyone that this is not an isolated issue, sideshows are unpredictable, and the area lacks the resources to stop them or even prevent them. She recommended that attending a Board of Supervisors meeting may be more effective.

4.b REPORT FROM CHP ON TRAFFIC ISSUES: CHP was not in attendance.

4.c NEIGHBORHOOD WATCH: it was reported that the Hills is the only active neighborhood watch group. Most neighborhood discussions are had and shared on Facebook.

5a. ACTIONS TAKEN BY THE DISTRICT BOARD: DS Rivas reported that ASM Goodmand was appointed as Interim General Manager.

5b. UPDATE ON LICENSE PLATE READERS (LPRS): Chair Pennisi presented an update on fundraising efforts. Phillips 66 (P66) has committed \$15k contingent on encumbering three years of subscription services for maintenance. C&H will be contributing funds, but the amount is not known. Mr. Pennisi is considering applying for CCF grant funds. Ms. Wais reported that the CCF has placed a moratorium on grants until further notice.

6. REPORTS FROM COMMITTEE MEMBERS: The deputy hours were inadvertently missed on the agenda. A discussion was had regarding changing the Deputy hours to later in the week to Wednesday through Sunday, noon to 10 pm. Deputy Castillo is open to changing his hours, but it is a decision for supervisors because any changes impact other shifts as well. Deputy Castillo only covers Crockett. The town has 24/7 sheriff coverage, but it can be one person who can and will respond to calls from Crockett to Martinez. The deputy reported that most crimes may happen on weekends, but crime can be affected by the weather, time of the year, and other factors. Data should be evaluated over some time.

DS Rivas reported that a new resident of Crockett who lives on Pomona Street experienced a break-in to their storage shed early morning on a Sunday while there were lights in the house. Other neighbors have experienced car break-ins as well. They called the Sheriff who responded quickly.

7a CONSENT CALENDAR: Minutes for July 9 were approved as corrected. (Wais 1<sup>st</sup>, Pennisi 2<sup>nd</sup>, 3/0)

8. FUTURE AGENDA ITEMS:

- Sideshows – CHP, County Public Works, Caltrans, Fire Department, Sheriff, and any other related public safety agency
- P1-District Funds.
- Request County Public Works to discuss a roundabout at Pomona and Merchant.
- Request a change of service hours for the Resident Deputy.
- Crime data trends.

9. ADJOURNMENT: The meeting was adjourned at 7:40 PM until October 8, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

# CROCKETT POLICE LIAISON COMMITTEE

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of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING, OCTOBER 8, 2024.

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chair Pennisi. Committee members Pennisi and Ritchey were present. Member Wais was absent (excused).  
  
Staff personnel District Secretary (DS) Rivas was present.  
  
CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
2. PUBLIC COMMENTS ON NON-AGENDA ITEMS: A member of the public brought attention to speeding along several streets, especially Pomona. He would like to have a digital speeding sign set up to help deter speeding. ES Morales announced that the Crockett Community Foundation's grant deadline was extended to the end of October.
- 3a LAW ENFORCEMENT ISSUES AND REPORTS - REPORT FROM DEPUTY: The Resident Deputy was not in attendance.
- 3b REPORT FROM CHP ON TRAFFIC ISSUES: CHP was not in attendance.
- 3c NEIGHBORHOOD WATCH: Ms. Morales reported that a woman in a ski mask was caught on video. This kind of incident should be reported to the Sheriff's office.
- 4a ACTIONS TAKEN BY THE BOARD: DS Rivas reported that the minutes for the commissions and Board will no longer be anonymous. It is important for publicly elected officials and appointed commissioners to be noted for their comments. An exception was made for the PLC due to the nature and purpose of the public gathering. DS Rivas explained the challenges of reporting in a small town where everyone knows each other.
- 4b RECEIVE UPDATE ON LPRS: Chair Pennisi reported the receipt of \$5,000 from C&H for the cameras. Phillips 66 has committed funds with the condition that PLC can solicit at least three years of maintenance costs. He will be applying for the Crockett Community Foundation grant in October.
5. REPORTS FROM COMMITTEE MEMBERS: There was a short discussion on sideshows. DS Rivas reported that a reporter contacted Crockett for comments for a blurb on the evening news but is uncertain if they were able to speak to anyone. In a previous TV news blurb, sideshows occur everywhere even in well-funded cities. Capturing participants is difficult and often the vehicles used are stolen.
- 6a CONSENT CALENDAR: September 10, 2024, Minutes were carried to the next meeting.
7. FUTURE AGENDA ITEMS:



- Sideshows – CHP, County Public Works
- Deputy Hours
- Radar trailer for traffic control

8. ADJOURNMENT: The meeting was adjourned at 7:19 PM until November 12, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

# CROCKETT POLICE LIAISON COMMITTEE

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## MINUTES OF REGULAR MEETING, NOVEMBER 12, 2024

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chair Pennisi. Committee members Pennisi, Ritchey, and Wais were present.

Staff personnel, District Secretary (DS) Rivas and Event Supervisor (ES) Morales were present.

CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS: A resident of Port Costa requested the criteria for parking enforcement in Port Costa in light of a recent sweep of citations by numerous sheriff personnel. Resident Deputy Castillo reported that the various complaints regarding parking initiated a directive from the lieutenant to do a parking enforcement sweep. For equitable purposes, all vehicles were tagged. Deputies followed up later to address the vehicles that had not moved with citations. A car cannot stay parked in the same space for more than 72 hours and officers will look for explores tags and spider webs (indicators that a vehicle has not moved). Motorhomes have separate criteria. He is unsure if this was a one-time effort, or if enforcement will continue. Another public member reported that some vehicles parked in driveways block the sidewalks. A Port Costa resident said that the enforcement felt like harassment. Ms. Wais suggested that the Port Costa residents contact the lieutenant directly.

3. LAW ENFORCEMENT ISSUES AND REPORTS

3a REPORT FROM DEPUTY: Resident Deputy Castillo reported there were 19 reports for October; four arrests, one special circumstances, one outside assist, one death without cause, 3 were arrests with one being a special circumstance. A couple of domestic battery, a car chase, one residential burglary, possession of stolen property, and a few vandalism. A person was apprehended at the school. There was a total of 247 calls for service.

There has been a reduction in crime trends. There was one residential burglary in October. A total of seven residential burglaries have been seen since May. The deputy stressed the importance of sharing camera footage when it is available.

3.b REPORT FROM CHP ON TRAFFIC ISSUES: CHP was not in attendance.

3.c NEIGHBORHOOD WATCH: A member of the public reported a person riding his bicycle along Perdue and Pomona that had stopped at a vacant home. The person reported the suspicious behavior. The Deputy reported that a person can request a house check for vacant properties, or a property owner can give written permission to enforce trespassing incidents including specific people by calling the Sheriff's Dispatch number.

4. ADMINISTRATIVE:

4a. ACTIONS TAKEN BY THE BOARD: Reported by DS Rivas. Elena Gomez was appointed to the Lighting and Landscape Commission. The Joint Use Agreement was extended again until the end of January. The District will be hiring an attorney for the odor event in 2022. The Recreation Manager position has been posted ahead of schedule. A town hall to inform the community of District activity

and answer questions was discussed and will be coordinated by the IGM. The volunteer holiday dinner will not be held this year due to the state of the District. The IGM has proposed a potluck in January but no definite was discussed. The potluck will serve as an opportunity for the commissioners, the Board members, and the committee members to meet each other and talk about each other's specific divisions.

4.b RECEIVE UPDATE ON LPRS: Chair Pennisi reported that he finalized the Crocket Community Foundation grant application but it was too late for the Board to review and approve to serve as the fiscal sponsor. DS Rivas will work with the chair to get it on the Board agenda in time for the next funding round in March of 2025. Ms. Wais added that more funds should be made available by then due to the Community Benefits Grant. A meeting is scheduled for the next evening at 6:30 at the community center.

5. REPORTS FROM COMMITTEE MEMBERS: Ms. Wais inquired if the vacancy has been advertised. DS Rivas reported that the homepage has the vacancy listed.
6. CONSENT CALENDAR: September 10 and October 8, 2024, minutes were carried to the next meeting.
7. FUTURE AGENDA ITEMS:
  - LPR Grant Application
8. ADJOURNMENT: The meeting was adjourned at 7:28 PM until December 10, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

# CROCKETT SANITARY COMMISSION (CVSAN)

of the Crockett Community Services District

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## MINUTES OF REGULAR MEETING OF OCTOBER 16, 2024.

1. CALL TO ORDER: Commissioner Wais called the meeting to order at 4:03 PM. Commissioners Trask, Quade, and Wais were present. Chair Manzione, Vice-Chair Bartlebaugh, and Commissioner McDonald were absent (excused). Staff present: District Secretary (DS) Rivas, Interim General Manager (IGM) Goodman, and Sanitary Department Manager (SDM) Barnhill.
2. REQUEST TO TAKE AGENDA ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
4. PRELIMINARY REVIEW OF PUBLIC HEARINGS: None.
5. CONSENT CALENDAR: Consent Calendar was approved. (Quade 1<sup>st</sup>, Trask 2<sup>nd</sup>, 3/0, 3 absent).
  - a. Approve minutes of September 18, 2024.
  - b. Receive warrant transmittals. – IGM Goodman.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: None.
- 7a. REPORT ON ACTIONS TAKEN BY THE DISTRICT BOARD: DS Rivas reported that the structure of the minutes has changed various times over the last year. Most recently, the minutes have not reflected the names of speakers. Director Barassi stated members of the Board are elected officials; commissioners are appointed, and both serve the public. For transparency and accountability, minutes should note speaker names. The Board requested that minutes include the speaker's names where appropriate. Members of the public can request that their names not be recorded. An exception was made for the Police Liaison Commission.
- 7b. DISCUSS AND RECOMMEND CHANGE TO SEWER LATERAL AT 730 KENDALL: Reported by SDM Barnhill. The property 730 Kendall is within the District's boundaries, utilizes a septic tank, and recently changed ownership. The county requires the property to be connected to Crockett's sewer collection system. The sewer lateral for this property would be between 800-900 linear fee. The District Code requires properties to tie into the District's line and the septic tanks are to be demolished and removed. The District's consulting engineer recommends abiding by the District Code's requirement.

The property has prepared a proposal with drawings to keep the septic tank as is and add a pump into the clarified end of the septic tank. Their septic tank should capture all solids meaning clarified water will be pumped down the force main into the sewer system rather than pumping everything as a slurry into the system, which is the usual method in Crockett.

SDM Barnhill recommends an exception (variance) of the District Code's requirement to connect to the District lines for 730 Kendall; the location is challenging and would require an abnormal expense to install an 800-900 footlong lateral, and the property owner would be responsible for its own septic

tank cleanup, maintenance and repairs of their tank(s), pump(s), and lateral up to and including the connection at the public main. The commissioners discussed and supported Staff's recommendation, and the proposed alternative makes sense for the property conditions.

7c. UPDATE ON JOINT USE AGREEMENT (JUA) NEGOTIATIONS: As reported by IGM Goodman. The JUA has been extended again to late January, in time for the State Land's Commission February meeting. The latest JUA meeting went well and focused on the clarification of the District's cost allocation requests. C&H is to review further. The teams are working on the District's version of the agreement. A State Lands Commission (SLC) meeting is scheduled for the coming Friday, October 18 that includes the District and American Sugar Refinery (ASR). The wastewater committee continues its contribution on technicalities including cost allocations. Board President Spinner, Director Barassi, IGM Goodman, and the District's attorney are spearheading the negotiations directly with ASR. The co-tenancy lease for the joint treatment plant expired in July and is part of these negotiations.

7d. UPDATE ON C&H BILLING: No update.

7e. UPDATE ON REPAIR PLAN FOR 1 ROLPH PARK DRIVE: The IGM is receiving quotes for the roof repair. Director MacKenzie has volunteered to help with installing new entry doors. The District will cover the cost of materials.

7f. DISCUSS THE PROCESS FOR FILLING IN THE PENDING VACANCY ON CVSAN COMMISSION: Chair Manzione had asked how pending vacancies are addressed and whether the commission can simply bump the current alternate into the full seat once it becomes vacant. DS Rivas reported that only the Board can appoint the seat. CVSAN will need to recommend Ms. Quade for the CVSAN seat to the Board. Ms. Quade had previously confirmed that she is interested in the full seat.

7g. CONSIDER AN ALTERNATE ACRONYM FOR CVSAN: Chair Manzione requested that the Commissioners consider modifying the Crockett Sanitary acronym since the name Valona was officially removed several years ago. The acronym was changed because a member of the Board wished to keep the Valona reference. A few acronym options were provided for consideration. After a short discussion, it was determined that changing the acronym could cause some confusion with historical documents. A motion was made and passed to keep the acronym CVSAN as it stands. Approved. (Trask 1<sup>st</sup>, Quade 2<sup>nd</sup>, 3/0, 3 absent).

7h. DISCUSS AB1234 ETHICS TRAINING: DS Rivas reported that the Brown Act requires that anyone who serves on a board or commission that is paid or receives a stipend is required to take ethics and sexual harassment training every two years. Neither the Board nor commissioners receive payment of stipend. The Board passed Resolution 09/10-29 that requires all board members and commissioners to take these training courses even though these are voluntary roles, but do not need to repeat the course as required by the Brown Act. DS Rivas announced that the CSDA website has a free Ethics course the following week and the commissioners may want to take advantage of the live class. Otherwise, the site offers on-demand classes.

8a. DEPARTMENT MANAGER REPORT - DISTRICT ADMINISTRATION: As reported by IGM Goodman. Staff has created a project tracker for the multiple projects currently in the works. Commissioner Trask suggested the Microsoft Project for tracking. SDM Barnhill explained that the District has a system binder that tracks completed projects, but the binder has not been maintained. The project tracker will allow staff to resume updating the system binder. The IGM continues to work with CEAU to close the Alexander Park project, but the process has been slow. Repairs have not been satisfactory or have not been completed.

Staff attended the 2024 Sewer Summit. Ms. Goodman shared the magnitude of regulatory requirements and gave kudos to SDM Barnhill for his ability to keep the District in compliance on his

own. Other organizations have dedicated and multiple staff to manage regulatory compliance. The summit was an eye-opener as she realized the magnitude of tasks, maintenance, and repairs for the sanitary department. During Mr. McDonald's tenure as general manager, these tasks were shared between him and Mr. Barnhill. Mr. Barnhill has dealt with regulatory tasks with little assistance. She is reassessing workloads and redistributing non-sanitary tasks to other employees to free up time to assist Mr. Barnhill. Multiple crises are on the horizon and with staff shortages, requests from commissioners will take longer to implement and report on. SDM Barnhill reiterated that having knowledge of issues and not making timely repairs of system failures is considered negligence issues subject to fines and possible jail time. With staff shortages, he cannot tend to repairs in a timely basis when he is pulled away to address issues such as 730 Kendall which derails staff from focusing on regulatory issues.

There has not been any movement in hiring a general manager. Recreation has several things going on that need full attention and the IGM can no longer manage her role as ASM, IGM, and overseeing Recreation. The District does not have the luxury of waiting for a new general manager to be hired, hence the accelerated hiring of a permanent recreation manager.

Mr. Barnhill explained that the State Water Board deals with our collection and spills. All permits are Federal EPA and enforced by the California Resources Board (Cal EPA).

The MCC (Motor Control Center) remains in phase 1. This is a million-dollar project with one year in. Mr. Barnhill went into detail on the MCC project for Ms. Quade. Frisch is the engineering company that serves as the project manager.

A quote has been received for the 2024 CCTV project; \$43,000 for 18,000 linear feet. Mr. Barnhill explained in detail how the CCTV program works and why it is time-consuming. Contracting out for review is costly. Staff is behind on the CCTV schedule and estimated around 2017 that there is approximately \$20 million worth of repairs to be done. This equates to roughly \$300-\$400 per foot. The District is behind schedule on CCTV recordings. This project will bring the District CCTV schedule to completion.

Ms. Wais reported that a member of the public had suggested requesting funds from the Rodeo Renewable Fund for Crockett sewer repair work. Commissioner D'Arcy asked if Mr. McDonald would consider applying for the general manager position. IGM Goodman reported that Mr. McDonald has been advising her already.

The IGM noted staff shortages and increased workload demands on current limited staff on several occasions. The new operating contractor, Natural Systems Utilities (NSU), has engineering capabilities, installation, and operating capabilities. They have offered to take collections, system calls, and emergency calls if needed. Mr. Barnhill would like to test this service before considering hiring a full-time employee with benefits.

- 8b. DEPARTMENT MANAGER REPORT - FINANCIAL MATTERS: The IGM and SDM are developing a list of services where consultants could be considered to offset some workloads. She is looking into professional liability insurance. She signed a contract with an environmental attorney for the odor event in 2022. No formal claim has been filed against the District. The department's finances will be under close watch as the District will be spending a significant amount of money on repairs, financial reconciliation, and unexpected costs such as the odor claim.

The Local Agency Investment Fund (LAIF) balance is \$4,633,404.81. The cash account balance is \$847630.47. Maze & Associates continues to work on account reconciliation which will take longer than expected and will go into 2025. The District attorney has been asked to formally request the 2022 audit from the auditor which is needed for the reconciliation and to prepare for the 2023 audit.

- 8c. DEPARTMENT MANAGER REPORT - OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS:  
The SDM reported that we are still waiting for components for the grit system cyclone Effluent pump 1 is still not working. An electrician will be needed to complete the repair. The grip pump has been repaired. New pressure gages were installed throughout which allows one to see how they are working. NSU has been given access to exercise valves and they have been provided with the wet weather checklist.
- 8d. DEPARTMENT MANAGER REPORT - GOVERNMENTAL MATTERS: None.
- 8e. ANNOUNCEMENTS AND DISCUSSION: None.
- 9a WASTEWATER COMMITTEE: None.
- 9b BUDGET & FINANCE COMMITTEE: None.
- 9c INTER-AGENCY MEETINGS: None.
10. FUTURE AGENDA ITEMS:
- a. Presentation on alternative methods of human waste disposal.
  - b. Capacity/connection fees for sanitary.
  - c. Form an Ad Hoc to select an SUC consultant and planning: study structure and consider a 5-year equalized rate increase plan
  - d. Hire a firm to check data on single-family residences, apartment quantities, commercial dischargers, and mixtures.
  - e. JTP Monthly Operations Report (MOR)
11. COMMISSIONER COMMENTS: Chair.
12. ADJOURNMENT: The meeting was adjourned at 5:20 PM until November 13, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

# CROCKETT SANITARY COMMISSION (CVSAN)

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

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e-mail: [districtsecretary@town.crockett.ca.us](mailto:districtsecretary@town.crockett.ca.us)

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## MINUTES OF REGULAR MEETING OF NOVEMBER 13, 2024.

1. CALL TO ORDER: The meeting was opened at 4:07 PM by Vice-Chair Bartlebaugh. Commissioners Bartlebaugh, Manzione, McDonald, and Wais were present. Chair Manzione arrived at 4:10. Commissioner Trask was absent (excused). Staff present: District Secretary (DS) Rivas, Interim General Manager (IGM) Goodman, and Sanitary Department Manager (SDM) Barnhill.
2. REQUEST TO TAKE AGENDA ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
4. PRELIMINARY REVIEW OF PUBLIC HEARINGS: None.
5. CONSENT CALENDAR: Item 5a was carried to the next meeting. Item 5b of the Consent Calendar was approved.
  - a. APPROVE MINUTES OF SEPTEMBER 18, 2024: There was a short discussion regarding 730 Kendall. Chair Manzione requested that the agenda packet be available two weeks before a meeting. DS Rivas replied that two weeks prior is very unlikely. The goal is to post a complete package by the Friday before the meeting.
  - b. RECEIVE WARRANT TRANSMITTALS: Vice-Chair, Bartlebaugh, inquired about the generator rental and charges for Pump Station. IGM Goodman explained that during the annual wet weather preparedness, the diesel generator would not fire during testing. Repairs are taking longer than anticipated. A rental is in place until the generator is repaired, costing roughly \$4,000 monthly. The Telstar payment combines two payments: for the MCC (Master Control Center) and the repair of the Pump Station. The warrant transmittals were received. (McDonald 1<sup>st</sup>, Manzione 2<sup>nd</sup>, 4/0, 1 absent).

Mr. Bartlebaugh passed the meeting to Chair Manzione.

6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: None.
- 7a REPORT ON ACTIONS TAKEN BY THE DISTRICT BOARD: Reported by DS Rivas. Elena Gomez was appointed to the Lighting and Landscape Commission. The Joint Use Agreement (JUA) was extended again until the end of January. The Board approved a proposed alternative to the District Code's sewer connection requirement for 730 Kendall. The Board approved hiring legal counsel to represent the District for the 2022 odor event not to exceed \$50,000. The IGM will lead the effort to host a town hall meeting to answer many unanswered or incorrect information the community is asking or hearing about. The District has changed directions from an MOU to an Adopt-A-Highway to continue the maintenance of the area around the bridgehead. Caltrans has sold some portions of the original maintenance boundaries so the District will need to consider a second agreement with the County for the remaining areas surrounding the bridgehead. A contract with L. R. Paulsell Consulting was approved to continue CCTV services for Port Costa.

IGM Goodman reported that a date for the Town Hall has not been set. The volunteer appreciation dinner



was discussed at the Board meeting with both pros and cons. The dinner will not take place. She expanded the hiring of the environmental agreement. C&H has argued that since the District is a percentage owner of the plant, it should absorb some of the fines imposed by the Water Board and Air Quality Board (BAAQMD - Bay Area Air Quality Management District). Attorneys are currently in discussions. The Commissioners extended any assistance of technical and material knowledge to the Board regarding the odor event if needed.

7b. DISCUSS AND RECOMMEND VALERIE QUADE TO THE CROCKETT SANITARY COMMISSION (CVSAN): Reported by DS Rivas. Commissioner McDonald was uncontested for a Board seat and will create a vacancy. CVSAN can recommend Alternate Quade (Leuba) to the full seat, but the District Code requires that a notice of vacancy be posted for a minimum of 30 days to allow the public to apply. Mr. McDonald offered to officially resign at the end of the meeting, A motion was made to recommend to the Board that they accept Dale McDonald's resignation from CVSAN and that a notice of vacancy be posted. (Bartlebaugh 1<sup>st</sup>, Wais 2<sup>nd</sup>, 3/0, 1 abstain, 1 absent)

7c. DISCUSS WHEN TO HIRE OUTSIDE CONSULTANTS FOR SUC STUDY AND DATA VERIFICATION: DS Rivas reported that the item was placed on the agenda to begin the conversation. The Sewer Use Charge begins in March and the District is short on staff. Commissioner McDonald recommended holding off until the financial reconciliation is complete, and a 10-year capital improvement plan will be needed for a complete rate study. Holding off will allow Staff to consider the cost in the next budget cycle.

The former District engineer identified inconsistencies in the property type data during the last SUC calculation. The Commission discussed hiring a consultant to audit the existing data. Commissioner McDonald suggested that the discrepancy is likely due to new ADUs (additional dwelling units) that did not exist 15 – 20 years ago. An audit is expensive and labor-intensive requiring going door to door and would likely result in minimal impacts on the SUC charges. He recommended that this be a low-priority task.

IGM Goodman reminded the commissioners that they had discussed creating an ad hoc to research these items and present findings for the next steps to Staff when appropriate.

8a. DEPARTMENT MANAGER REPORT - DISTRICT ADMINISTRATION: Reported by IGM Goodman. The recreation manager position has been posted with the 30-day posting period expiring on December 5<sup>th</sup>. Three applications have been received and expect there may be more submissions. Ms. Witschi continues to split her time between recreation and sanitation.

8b. DEPARTMENT MANAGER REPORT - FINANCIAL MATTERS: The IGM reported the financial reconciliation being done by Maze & Associates is a very unprecedented kind of project. In addition to the data entry, they are responding to the audit findings, but also need the next year's audit to fill in financial gaps. The project is taking much longer than anticipated and is challenging to keep on a timeline. The 2022 audit is completed but has not been submitted to the District. The 2023 audit is needed for the reconciliation and to submit to agencies that the District report to, but it has yet to get started. She is evaluating the need to change auditors. The 2023 audit will serve as the summary report for the information Maze & Associates is doing. The role of Maze & Associates is to support the District. Commissioner McDonald suggested that the IGM ask the consultants to develop standard operating procedures (SOP). A request was made for a financial status update; current spending compared to the budget. Three numbers to be considered are current revenue, expenses, and comparison to the approved budget. Staff was asked about the cost of flags that were displayed during Veterans' Day. IGM Goodman reported that the two flags were approximately \$23 each, they were installed on existing lit flagpoles and the raising of the flags was done voluntarily by staff.

There was a cost allocation meeting between the District and C&H in October. The only communication from C&H since that call was a request to sign an extension for the JUA negotiations to January 2025. The

State Lands Commission has canceled the Friday negotiation meetings. Chair Manzione stated that the negotiation team consists of the Wastewater Committee, the general manager, the District engineer, and up to two members of the Board. Vice-Chair Bartlebaugh stated that two Board members have taken over as the leads in the negotiations.

8c. DEPARTMENT MANAGER REPORT - OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS:

SDM Barnhill reported on the various failures and repairs of the generator discussed previously. He discussed the challenges of running fuel. He discussed the advantages of mounting a permanent 55-gallon tank in the back of the truck. The generator repair is in progress, the day tank will be removed from service since it was deemed to be unneeded by the diesel mechanic.

The State has mandated that all diesel fuel contain a percentage of biodiesel which seems to be causing problems on generators. Commissioner Wais recommended that Staff request funds from the P66 Renewable Energy Fund to help cover the costs of the biodiesel impacts on the generators. The rental generator in place is inefficient due to the built-in emissions systems whereas the District's generator is very efficient.

Mr. Barnhill provided an update on the pump station repairs that are being done by NSU. The channel grinder control panel is now working but the grinder barrel might be warped, causing it to rub against itself on occasion. NSU will be changing the oil for the air compressors. He is looking into a rebuild kit.

A few emergency repairs were identified through CCTV on Kendall, each costing \$7,500. The entire line needs to be trenched and reinstalled, but the costs are extensive, and the District does not have the capacity to address it at the moment. He will reassess the line after the repairs. There was a spill at Fifth Street and Pomona. Emergency repairs are scheduled. The line serves one property. He will discuss the viability of abandoning the line and returning it to the property. Commissioner McDonald suggested that the exact criteria to abandon a line be reviewed and that Staff should discuss this action and associated maintenance with the property owner.

There has not been any significant change with the MCC project. Telstar will be installing a temporary control board. All invoices are paid and up to date.

Staff shared their frustration with the amount of disruption caused during the frequent power outages.

8d. DEPARTMENT MANAGER REPORT - GOVERNMENTAL MATTERS: DS Rivas reported that Guant Murdock won the two-year seat on the Board. Diana Martinez resigned in October. Dale McDonald will replace Kent Peterson. Luigi Barassi was reelected.

8e. ANNOUNCEMENTS AND DISCUSSION: None.

9a WASTEWATER COMMITTEE: None.

9b BUDGET & FINANCE COMMITTEE: None.

9c INTER-AGENCY AND TRADE MEETINGS: the Weekly JUA Meetings item was removed.

10 FUTURE AGENDA ITEMS:

- a. Chair & Vice Chair election. To be on the next agenda.
- b. ADU policy for CVSAN
- 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. Scope project to check data on single-family residences, apartment quantities, commercial dischargers, and mixtures.
- f. JTP Monthly Operations Report ( MOR)
- g. Management of repairs at 1 Rolph Park Drive.

11. COMMISSIONER COMMENTS: Chair Manzione would like to know if the Board plans to move forward with an ad hoc for repairs at 1 Rolph Park Drive. If not, CVSAN will want to review the sanitary department's use of the building. IGM Goodman reported that she is focusing on the roof repair and installation of the front doors. Board Director MacKenzie is donating his labor to install the new doors. Materials will be paid for by the District.

Commissioner Wais wished everyone a happy Thanksgiving.

12. ADJOURNMENT: The meeting was adjourned at 5:55 PM until December 11, 2024.

Respectfully submitted,  
Sonia Rivas, MBA  
District Secretary

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>
1000 · County Operating Funds				
1010 · Fund 3241 - Recreation				
12/03/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #39, SPLIT	12,779.43	15112
Total 1010 · Fund 3241 - Recreation			12,779.43	
Total 1000 · County Operating Funds			12,779.43	
<b>TOTAL</b>			<b>12,779.43</b>	

*for [signature]*  
12/3/24

**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>
<b>1000 · County Operating Funds</b>				
<b>1010 · Fund 3241 - Recreation</b>				
12/12/2024	Campbell Business Solutions	Community Center & Pool Replacement Camera Systems - Inv. #8261 & #8262	7,831.49	15113
12/12/2024	LESLIE'S POOL SUPPLIES	Pool Supplies - #Inv. WPR9083427-0001	382.91	15114
12/12/2024	Let's Dig, Inc.	November Monthly Landscape Maintenance - Inv. #07	2,961.00	15115
12/12/2024	Lincoln National Life Insurance Company	November LTD & STD Insurance - A/N CCSVCD-BL-1564438	117.34	15116
12/12/2024	Alisa Maria	Reimbursement for Lunch Meeting	33.82	15117
12/12/2024	Morgan's Outdoor Living, Inc.	Repair 3 Sections of Fence Damaged by Car - Inv. #10194	987.00	15118
12/12/2024	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Annual Membership Dues Jan-Dec 2025	755.74	15119
12/12/2024	U.S. BANK	Aug, Sep, Oct (interest only), Nov 2024 Credit Card Charges, master acct# 8450	7,666.01	15120
Total 1010 · Fund 3241 - Recreation			<u>20,735.31</u>	
Total 1000 · County Operating Funds			<u>20,735.31</u>	
<b>TOTAL</b>			<u><u>20,735.31</u></u>	

*Jan Hood*  
 12/11/24

**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>
<b>1000 · County Operating Funds</b>				
<b>1010 · Fund 3241 - Recreation</b>				
12/17/2024		DP904761		
12/17/2024	PG&E	Gas & Electric - #2501517473-0	781.19	15121
12/17/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 40, SPLIT	8,433.94	15122
12/20/2024	Clean Hood Pros	Kitchen Hood Cleaning - Inv. #140333	395.00	15123
12/20/2024	Crockett Christian Fellowship	Cleaning & Damage Deposit Refund	700.00	15124
12/20/2024	Susan Witschi	Mileage Reimbursement - November 2024	24.12	15125
12/20/2024	Jennifer Pinney	Cleaning & Damage Deposit Refund	478.00	15126
12/20/2024	DOLORES M. MORALES	Mileage Reimbursement	23.45	15127
12/20/2024	DOLORES M. MORALES	CO2 Tanks & Electrical Covers	69.72	15128
12/20/2024	PRECISION SECURITY SOLUTIONS	Security Guards - Inv. #24-SE12-934	1,219.05	15129
12/20/2024	The Real Yellow Pages	Advertising - Bill #610062017796	136.27	15130
12/20/2024	EBMUD	Water - #30385600001	4,167.84	15131
12/20/2024	UNIVERSAL BUILDING SERVICES	November Janitorial Services - Inv. #531077	1,271.00	15132
12/20/2024	Delmi Figueroa	Cleaning & Damage Deposit Refund	700.00	15133
12/20/2024	Alisa Maria	Reimbursement for Xmas Trees	4,853.54	15134
12/20/2024	Maze & Associates	October & November Accounting Services - Inv. #53611 & 53697	2,861.77	15135
12/20/2024	Sierra Chemical Company	Chemicals - Inv. #154296 & 154310	2,352.70	15136
12/20/2024	UNIVERSAL BUILDING SERVICES	Janitorial Service on 11/24/24 - Inv. #531510	144.00	15137
12/20/2024	Viviana Lopez	Cleaning & Damage Refund for October 12, 2024	275.00	15138
Total 1010 · Fund 3241 - Recreation			<u>28,886.59</u>	
Total 1000 · County Operating Funds			<u>28,886.59</u>	
<b>TOTAL</b>			<b>28,886.59</b>	

*[Handwritten Signature]*  
12/18/2024

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

Date	Name	Memo	Credit	Num
<b>1000 - County Operating Funds</b>				
<b>1010 - Fund 3241 - Recreation</b>				
12/23/2024	CONTRA COSTA COUNTY TREASURER	CalPERS payment for Nov 2024, SPLIT	2,360.28	15139
12/23/2024	kayla Lorensen	Missed Payroll check, Dec 15th payroll run	122.34	15140
12/23/2024	ZOE H. LABINSKI	Netchex missed payment 1st 2 weeks of Dec 2024	171.43	15141
Total 1010 - Fund 3241 - Recreation			<u>2,654.05</u>	
Total 1000 - County Operating Funds			<u>2,654.05</u>	
<b>TOTAL</b>			<u><u>2,654.05</u></u>	

*Jan Hood*  
12/23/24

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

Auditor's Date: \_\_\_\_\_ Fund: 324200 Account : 0830

Date	Name	Memo	Credit	Num
<b>1000 - County Operating Funds</b>				
<b>1015 - Fund 3242 - Maintenance</b>				
12/03/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #39, SPLIT	675.65	649
Total 1015 - Fund 3242 - Maintenance			<u>675.65</u>	
Total 1000 - County Operating Funds			<u>675.65</u>	
<b>TOTAL</b>			<u><u>675.65</u></u>	

*Jan Hood*  
12/3/24



CROCKETT COMMUNITY SERVICES DISTRICT  
Crockett Community Services District

Auditor's Date: \_\_\_\_\_ Fund: 324200 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
<b>1000 - County Operating Funds</b>				
<b>1015 - Fund 3242 - Maintenance</b>				
12/12/2024	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Annual Memership Dues Jan-Dec 2025	251.91	650
Total 1015 - Fund 3242 - Maintenance			251.91	
Total 1000 - County Operating Funds			251.91	
<b>TOTAL</b>			<b>251.91</b>	

*Jan Hoop*  
12/11/24

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

Auditor's Date: \_\_\_\_\_ Fund: 324200 Account : 0830

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>	<u>Num</u>
<b>1000 - County Operating Funds</b>				
<b>1015 - Fund 3242 - Maintenance</b>				
12/17/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 40, SPLIT	609.08	651
12/20/2024	DOLORES M. MORALES	Reimbursement - Broom, Shears, Dust Pan	83.95	652
Total 1015 - Fund 3242 - Maintenance			<u>693.03</u>	
Total 1000 - County Operating Funds			<u>693.03</u>	
<b>TOTAL</b>			<u><b>693.03</b></u>	

*[Handwritten Signature]*  
12/18/2024

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>
<b>1000 · County Operating Funds</b>				
<b>1020 · Fund 3425 - PCSan - O&amp;M</b>				
12/03/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #39, SPLIT	1,637.65	1939
Total 1020 · Fund 3425 - PCSan - O&M			1,637.65	
Total 1000 · County Operating Funds			1,637.65	
<b>TOTAL</b>			<u>1,637.65</u>	

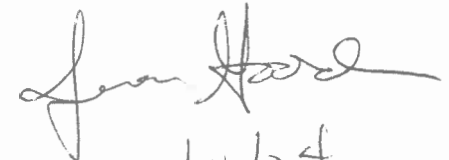
*Jan Hood*  
12/3/24

**CROCKETT COMMUNITY SERVICES DISTRICT**

**Crockett Community Services District**

Auditor's Date: \_\_\_\_\_ Fund: 342500 Account : 0830

Date	Name	Memo	Credit	Num
<b>1000 - County Operating Funds</b>				
<b>1020 - Fund 3425 - PCSan - O&amp;M</b>				
12/12/2024	L.R. PAULSELL CONSULTING	Emergency Sewer Callout, Sewer Cleaning on Nov. 21	1,220.00	1940
12/12/2024	SWRCB FEES	CS Annual Permit Fee - Inv. WD-0278892	3,945.00	1941
12/12/2024	SWRCB FEES	WWTP Annual Permit Fee - Inv. #WD-0279270	5,555.00	1942
12/12/2024	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Annual Membership Dues Jan-Dec 2025	1,511.48	1943
12/12/2024	U.S. BANK	Aug, Sep, Oct (interest only), Nov 2024 Credit Card Charges, master acct# 8450	7,829.12	1944
Total 1020 - Fund 3425 - PCSan - O&M			<u>20,060.60</u>	
Total 1000 - County Operating Funds			<u>20,060.60</u>	
<b>TOTAL</b>			<u><u>20,060.60</u></u>	

  
 12/11/24

**CROCKETT COMMUNITY SERVICES DISTRICT**  
**Crockett Community Services District**  
Auditor's Date: \_\_\_\_\_ Fund: 342500 Account : 0830

Date	Name	Memo	Credit	Num
<b>1000 · County Operating Funds</b>				
<b>1020 · Fund 3425 - PCSan - O&amp;M</b>				
12/17/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 40, SPLIT	192.79	1945
12/20/2024	Maze & Associates	October & November Accounting Services - Inv. #53611 & 53697	635.96	1946
12/20/2024	Sierra Chemical Company	Multichlor, Sodium Hypochlorite 330 gl - Inv. #154309	858.17	1947
Total 1020 · Fund 3425 - PCSan - O&M			<u>1,686.92</u>	
Total 1000 · County Operating Funds			<u>1,686.92</u>	
<b>TOTAL</b>			<u><b>1,686.92</b></u>	

*[Handwritten Signature]*  
12/18/2024

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>				
12/03/2024	CONTRA COSTA COUNTY T...	Netchex Payroll #39, SPLIT	<u>17,081.05</u>	7311
Total 1025 · Fund 3426 - CVSan - O&M			<u>17,081.05</u>	
Total 1000 · County Operating Funds			<u>17,081.05</u>	
<b>TOTAL</b>			<u><u>17,081.05</u></u>	

*funded*  
*12/3/24*

**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>				
12/12/2024	Bay Law Group LLP	Joint Treatment Plant Enforcement Matters - Inv #689	3,990.00	7312
12/12/2024	DENALECT ALARM CO.	Invoice #R13298	528.00	7313
12/12/2024	L.R. PAULSELL CONSULTING	Video Inspection #24-TV, Sewer Maint Nov. 21-27, Sewer Main Repairs on 5th Ave.	42,444.84	7314
12/12/2024	U.S. POSTAL SERVICE	POBox Fee for 2025	180.00	7315
12/12/2024	SWRCB FEES	Joint C&H-CVSD Biological CS - Inv. #WD-0278998	3,945.00	7316
12/12/2024	Nicholas Spinner	Reimbursement for Notary Services for Union Pacific Agreement	15.00	7317
12/12/2024	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Annual Membership Dues Jan-Dec 2025	2,519.12	7318
12/12/2024	U.S. BANK	Aug, Sep, Oct (interest only), Nov 2024 Credit Card Charges, master acct# 8450	8,266.86	7319
Total 1025 - Fund 3426 - CVSan - O&M			<u>61,888.82</u>	
Total 1000 - County Operating Funds			<u>61,888.82</u>	
<b>TOTAL</b>			<u><u>61,888.82</u></u>	

*[Handwritten Signature]*  
12/11/24

**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>				
12/18/2024	Lincoln National Life Insurance Company	Reverse of GJE -- For CHK 7123 voided on 12/18/2024		R
12/18/2024	CONTRA COSTA COUNTY TREASURER	Reverse of GJE -- For CHK 7119 voided on 12/18/2024		R
12/17/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nbr 40, SPLIT	1,356.93	7320
12/20/2024	Maze & Associates	October & November Accounting Services - Inv. #53611 & 53697	2,861.77	7321
Total 1025 · Fund 3426 - CVSan - O&M			<u>4,218.70</u>	
Total 1000 · County Operating Funds			<u>4,218.70</u>	
<b>TOTAL</b>			<u><u>4,218.70</u></u>	

  
  
12/18/2024



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>				
12/23/2024	CONTRA COSTA COUNTY TREASURER	CalPERS payment for Nov 2024, SPLIT	4,914.81	7322
Total 1025 · Fund 3426 - CVSan - O&M			4,914.81	
Total 1000 · County Operating Funds			4,914.81	
<b>TOTAL</b>			<b>4,914.81</b>	

*Jan Hood*  
12/23/24

**RESOLUTION**

**NO. 23/24-11**

**A RESOLUTION APPOINTING A COMMISSIONER AND ALTERNATE  
TO THE CROCKETT SANITARY COMMISSION**

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 determined by Resolution No. 06/07-10 that the term of office of a commissioner shall be 24 months.

WHEREAS, a vacancy was created when Commission Dale McDonald resigned after being elected to the Board and created a vacancy; and

WHEREAS, the District Code requires vacancies to be posted a minimum of 30 days, and three applications were received but one withdrew, and

WHEREAS, Valerie Leuba has served as an alternate on the Crockett Sanitary Commission since December 2023 and Glen Millward is interested in serving as an alternate, and

NOW, THEREFORE, BE IT RESOLVED that Valerie Leuba is hereby appointed to the Crockett Sanitary Commission as Commissioner and Glen Millward be appointed as Alternate to serve when appointed Commissioner(s) are absent, effective immediately.

THE FOREGOING RESOLUTION was adopted at the District's Regular Meeting held in Crockett on January 22, 2025, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Dale McDonald, President

**ATTEST:**

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Sonia Rivas, MBA  
District Secretary

# Crockett Community Services District

## ACTION PLAN 2025

GUIDING DOCUMENT FOR STAFF

*To Be Adopted at the District Board Meeting on  
January 29, 2025.*

# Crockett Recreation Department

## ACTION PLAN 2025

### TOP PRIORITY ACTIONS

- |  |        |
|--|--------|
| 1. Apply for Grant to Resurface Tennis Courts  | SPRING |
| 2. Update Rules signage in Alexander Park and Pool                                     | SUMMER |
| 3. Close out or Report on CCF Projects<br><i>(CCF - Crockett Community Foundation)</i> | SUMMER |
| 4. Update and Upgrade Pool Equipment   | SUMMER |
| 5. Recreation Website  | FALL   |
| 6. Media Upgrade for Community Center<br><i>(CCF Grant for Media room)</i>             | WINTER |

# Crockett Sanitary Department ACTION PLAN 2025

## TOP PRIORITY ACTIONS

- |     |  |         |
|-----|--|---------|
| 1.  | Capital Sewer Collection System Replacements   | ONGOING |
| 2.  | MCC Panel Upgrade at Pump Station<br><i>(MCC – Master Control Center)</i>                                    | (TBD)   |
| 3.  | Update Operations Manual and Project Tracker   | ONGOING |
| 4.  | Safety Training for Injury & Illness Prevention  | SPRING  |
| 5.  | Update Emergency Binder and Response Plans   | SPRING  |
| 6.  | Original Pump 5 Reconditioning (Storage or Use)  | SPRING  |
| 7.  | Joint Use Agreement Renegotiation<br><i>(Agreement with C&amp;H expires July 31, 2024)</i>                   | Q3 & 4  |
| 8.  | Pump Station Fixity<br><i>(Pump 5 replacement, Diesel Generator Repair, Compressors rebuild and service)</i> | Q3 & 4  |
| 9.  | FOG Program & Commercial Kitchen<br><i>(FOG - Fat, Oil, Grease)</i>  | SUMMER  |
| 10. | Plan CMMS Upgrade<br><i>(ICOMM Replacement or Upgrade)</i>   | SUMMER  |
| 11. | Marina Line Assessment for Permanent Replacement   | FALL    |

# Port Costa Sanitary Department ACTION PLAN 2025

## TOP PRIORITY ACTIONS

- |     |   |         |
|-----|---|---------|
| 1.  | Remove Branches from Power Lines Serving the WWTP<br><i>(WWTP - Wastewater Treatment Plant)</i> | ONGOING |
| 2.  | CCTV Collection System<br><i>(Plan is being developed)</i>                                      | ONGOING |
| 3.  | Remove Shrubs and Trees from WWTP   | ONGOING |
| 4.  | Emergency Generator<br><i>(Annual Service/Fuel Treatment)</i>                                   | ANNUAL  |
| 5.  | Inspection of Filter Bed #1 Gunite  | (TBD)   |
| 6.  | Grant Funding   | ONGOING |
| 7.  | The Field Semester  | ONGOING |
| 8.  | Effluent Pump Condition & Replacement   | ONGOING |
| 9.  | Main Sewer Realignment<br><i>(Assessment and Planning)</i>                                      | ONGOING |
| 10. | Septic Site Clean-up and Upgrade  | FALL    |

# Maintenance Department ACTION PLAN 2025

## TOP PRIORITY ACTIONS

- |   |         |
|---|---------|
| 1. Veterans Memorial  | ONGOING |
| 2. Dog Park at Bridgehead   | ONGOING |
| 3. District Office Repairs and Maintenance<br><i>(Cleaning, Doors, Roof, Floor, Remediation, ADA)</i> | ONGOING |
| 4. Inventory Assessment<br><i>(Light pole parts, trashcans, etc.)</i>                                 | ONGOING |
| 6. Garage Renovation<br><i>(Clean and create workspace, storage, parts &amp; tool Library)</i>        | SUMMER  |
| 7. Resurface Parking Lot 1 Rolph Park Dr.<br><i>(Get Quote, add to FY25/26 Budget)</i>                | FALL    |
| 8. Finish Main 2 open areas on 1 <sup>st</sup> Floor  | FALL    |

# Lighting and Landscape Department ACTION PLAN 2025

## TOP PRIORITY ACTIONS

- |  |         |
|--|---------|
| 1. Website/Communications                                    | ONGOING |
| 2. Maintenance Plan  | ONGOING |
| 3. Trash Service and Republic Service Contract Renegotiation | SUMMER  |
| 4. Plaza Signage & Maintenance                               | FALL    |



# CCSD District Wide ACTION PLAN 2025

## TOP PRIORITY ACTIONS

- |     |  |         |
|-----|--|---------|
| 1.  | Financial Reconciliation and Continuing Audits<br><i>(FY 23, 24, 25)</i>   | ONGOING |
| 2.  | Grants   | ONGOING |
| 3.  | Procurement and Diversification of Contractors<br><i>(Develop a process for various contractors for as needed tasks)</i>       | ONGOING |
| 4.  | Ordinance on Capacity Charge and Accessory Dwelling Units, Amends Title 5 and 6 of District Code<br><i>(Pertaining to SUC)</i> | SPRING  |
| 5.  | Community Newsletter   | SPRING  |
| 6.  | Cost Allocation FY 24/25   | SUMMER  |
| 7.  | Assess and Plan for Departmental Operations Manuals  | WINTER  |
| 8.  | Tech Upgrades & Review electronic documentation system   | WINTER  |
| 9.  | Long-Range Financial Planning  | FUTURE  |
| 10. | Plan for Climate Change Impact w/Public Engagement<br><i>(Strategic Planning - Leverage Regional and State Resources)</i>      | FUTURE  |

**From:** Steve Davidson <Steve.Davidson@alliant.com>  
**Sent:** Tuesday, December 31, 2024 8:35 AM  
**To:** Sonia Rivas; Admin@town.crockett.ca.us  
**Cc:** Myron D Leavell; Marilyn Schley  
**Subject:** Crockett Community Services District Sanitary District - CSRMA/PIP Renewal Documents & Invoice Transmittal  
**Attachments:** 24-25 1PKG Crockett Community Services District - WaterPlus Binder eff. 12.31.2024 SL.pdf; Crockett Community SD\_Alliant CA Disclosure\_2024-2025.pdf; Crockett CSD\_APR-AAIC\_Renewal Auto ID Cards\_2024.pdf; Crockett CSD\_APR-AAIC\_Blank Auto ID Cards\_2024.pdf; Crockett Community SD\_ CSRMA - PIP - 24-25 - Alliant Accident Report Form.pdf; Crockett PIP Invoice 2024 12 31 #7439.pdf  
**Importance:** High  
**Flag Status:** Flagged

**RE: Primary Insurance Program Renewal**  
**PRINCETON EXCESS & SURPLUS LINES INSURANCE COMPANY**  
**AMERICAN ALTERNATIVE INSURANCE COMPANY**  
**AMERICAN FAMILY HOME INSURANCE COMPANY**  
**Policy Period: 12/31/2024 – 12/31/2025**  
**Package Policy No: T9A3CP0000247-00**  
**T9A2CA0000250-00**  
**T9AAFF0000247-00**

Good Morning -

Crockett Community Services District's General Liability (Including liability coverage for Non-owned & Hired Autos), Public Entity Errors & Omissions (Management Liability), Business Automobile and Excess Liability insurance coverage through the CSRMA Primary Insurance Program will be renewing with Princeton Excess & Surplus Lines Insurance Company, American Alternative Insurance Company and American Family Home Insurance Company, effective December 31, 2024. Details are included on the enclosed binder from Allied Public Risk.

Please note that the increase in the district's renewal premium is due to the current state of the market and any exposure changes that may have occurred within the district (i.e. Increase in payroll, additional vehicles, and employee changes). The 25% increase in budget, Public Official Management Liability exposure with Employment Practices and Employee Benefits Liability increased and Waiver of Subrogation for the State of California as respects to the Dog park contributed to the district's premium increase.

Enclosed is invoice number 7439 in the amount of \$85,449.52, representing the renewal cost.

Please remit payment to:  
**CSRMA**  
**c/o Alliant Insurance Services, Inc.**  
**560 Mission Street, 6<sup>th</sup> Floor**  
**San Francisco, CA 94105**

*Please let us know if you would like to make payment via ACH and we can assist you in getting your agency set up.*

Please review the enclosed carrier binder evidencing coverage, policy number and limits of insurance. We will review the carrier policy documents for accuracy upon receipt and will forward to you when complete.

The district's copy(ies) of renewed Certificates of Insurance for current Additional Insureds and/or Loss Payees will be sent under a separate cover. The originals will be forwarded directly to the holder. The Automobile Proof of Insurance Cards are included along with blank cards for use during the policy term for any additional vehicles that the district may acquire.

We look forward to working with you during the upcoming year. If you have any questions, please do not hesitate to contact Seth Cole at (415) 403-1419, or myself at the number below.

Thank you and best regards,  
Steve

**Steve Davidson**  
Account Representative  
CA License No. 4038885  
**Public Entity**

**D:** 415.855.8563  
**O:** 415.403.1400

  
**Alliant.com**

Alliant Insurance Services, Inc.  
CA License No. 0C36861

This email and its attachments are for the exclusive use of the intended recipients, and may contain proprietary information and trade secrets of Alliant Insurance Services, Inc. and its subsidiaries. This email may also contain information that is confidential, or otherwise protected from disclosure by contract or law. Any unauthorized use, disclosure, or distribution of this email and its attachments is prohibited. If you are not the intended recipient, let us know by reply email and then destroy all electronic and physical copies of this message and attachments. Nothing in this email or its attachments is intended to be legal, financial, or tax advice, and recipients are advised to consult with their appropriate advisors regarding any legal, financial, or tax implications.



December 24, 2024

Jena Goodman  
~~Ms. Sonia Rivas~~  
District Manager  
Crockett Community Services District  
P. O. Box 578  
Crockett, CA 94525

Line of Coverage: CSRMA/PIP Commercial Package Policy

Effective Date: December 31, 2024

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions and a policy of disclosure as to the insurance carriers with which Alliant does business.

The commission Alliant will receive from the carrier as a result of this placement will be no greater than 8.5% of the premium. Alliant will also receive a broker fee on this placement.

Alliant Underwriting Services will also receive additional compensation from the carrier for providing Underwriting Services no greater than 0%. A fee of \$0 has been included on your invoice for Loss Control, Engineering, Appraisal and/or HR services provided by Alliant Business Services.

Alliant Underwriting Services and Alliant Business Services are internal operating groups of Alliant Insurance Services, Inc.

Alliant has no ownership interest in any of the carriers or any other intermediaries (if any) that were a part of this placement.

Upon written request, Alliant will further disclose all quotes and indications sought and received by Alliant in connection with your insurance placement, and the terms, including any Alliant interest in or contractual agreement with any of the prospective insurers, of all compensation to be received by Alliant. Request should be mailed to:

Alliant Insurance Services, Inc.  
701 B. Street, 6th Floor  
San Diego, California 92101-8156  
Attention: General Counsel



**California Sanitation Risk Management Authority**

560 Mission St., 6th Floor  
San Francisco, CA 94105

**BILL TO**

Crockett Community Services  
District  
850 Pomona Street  
Crockett, CA 94525

**INVOICE 7439**

**DATE** 12/31/2024 **TERMS** Due on receipt

**DUE DATE** 12/31/2024

**PROGRAM**

PIP

**TERM**

12/31/2024 - 12/31/2025

ACTIVITY	QTY	RATE	AMOUNT
<b>PIP INS PREM.</b> PIP Insurance Premium	1	76,350.92	76,350.92
<b>PIP JPA CHG.</b> PIP JPA Charge	1	5,309.26	5,309.26
<b>PIP PDF</b> PIP Program Director's FEE	1	3,789.34	3,789.34

**TOTAL DUE**

**\$85,449.52**

Please remit payment with invoice copy to:

CSRMA  
c/o Alliant Insurance Services, Inc.  
560 Mission Street, 6th Floor  
San Francisco, CA 94105



## INSURANCE BINDER

**ISSUING CARRIER:**

Package: Princeton Excess & Surplus Lines Insurance Company  
 Auto: American Alternative Insurance Corporation  
 Excess: American Family Home Insurance Company

**NAMED INSURED:**  
 Crockett Community Services District

**EFFECTIVE DATE:**  
 12/31/2024

**Program Manager:**  
 Allied Public Risk, LLC  
 4507 North Front Street, Suite 200  
 Harrisburg, PA 17110  
 Agency License# 733176

**Retail Broker:**  
 Apex Insurance Services

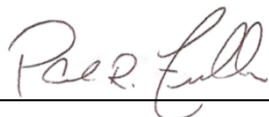
COVERAGE	Y/N	POLICY NUMBER	PREMIUM
Property	No	T9A3CP0000247-00	\$ Excluded
Inland Marine	No	T9A3CP0000247-00	\$ Excluded
Commercial Crime	No	T9A3CP0000247-00	\$ Excluded
Commercial General Liability	Yes	T9A3CP0000247-00	\$ 48,158.00
Public Officials & Management Liability	Yes	T9A3CP0000247-00	\$ 6,904.00
Business Auto	Yes	T9A2CA0000250-00	\$ 2,459.00
Commercial Excess Liability	Yes	T9A5FF0000247-00	\$ 15,111.00

<b>Total Annual Premium</b> <i>(excludes state-imposed taxes, surcharges, and fees)</i>	<b>\$ 72,632.00</b>
<b>Terrorism Premium</b>	<b>\$ 1,710.00</b>
<b>State Imposed Taxes, Surcharges, and Fees</b>	<b>\$ 0.00</b>
<b>State Surplus Lines Taxes &amp; Fees</b>	<b>\$ 1,758.92</b>
<b>Fully Earned Risk Management Service Fee</b>	<b>\$ 250.00</b>
<b>TOTAL AMOUNT DUE</b>	<b>\$ 76,350.92</b>
<b>PAYMENT PLAN SELECTED</b>	<b>Annual</b>

**NOTES:**  
 Refer to quotation for coverage detail.

CA Surplus Lines Tax: \$1,659.36  
 Stamping Fee: \$99.56

Issue Date: 12/26/2024

Authorized Signature: 

**Paul R. Fuller, CPCU**  
**Allied Public Risk, LLC**  
**National Producer # 17536322**

NOTICE: This binder is a temporary insurance contract subject to the conditions shown on the second page of this form. It is an overview of the terms offered in your policy and may contain unintentional inaccuracies. The binder is valid for 60 days from the effective date of the policy. Please refer to your quotation for a detailed summary of limits, deductibles, and coverages.



## CONDITIONS

This Company binds the kind(s) of insurance stipulated on page one. The Insurance is subject to the terms, conditions and limitations of the policy(ies) in current use by the Company.

This binder may be cancelled by the Insured by surrender of this binder or by written notice to the Company stating when cancellation will be effective. This binder may be cancelled by the Company by notice to the Insured in accordance with the policy conditions. This binder is cancelled when replaced by a policy. If this binder is not replaced by a policy, the Company is entitled to charge a premium for the binder according to the Rules and Rates in use by the Company.

### **Applicable in California**

When this form is used to provide insurance in the amount of one million dollars (\$1,000,000) or more, the title of the form is changed from "Insurance Binder" to "Cover Note".

### **Applicable in Colorado**

With respect to binders issued to renters of residential premises, home owners, condo unit owners and mobile homeowners, the insurer has thirty (30) business days, commencing from the effective date of coverage, to evaluate the issuance of the insurance policy.

### **Applicable in Delaware**

The mortgagee or Obligee of any mortgage or other instrument given for the purpose of creating a lien on real property shall accept as evidence of insurance a written binder issued by an authorized insurer or its agent if the binder includes or is accompanied by: the name and address of the borrower; the name and address of the lender as loss payee; a description of the insured real property; a provision that the binder may not be canceled within the term of the binder unless the lender and the insured borrower receive written notice of the cancellation at least ten (10) days prior to the cancellation; except in the case of a renewal of a policy subsequent to the closing of the loan, a paid receipt of the full amount of the applicable premium, and the amount of insurance coverage.

Chapter 21 Title 25 Paragraph 2119

### **Applicable in Florida**

Except for Auto Insurance coverage, no notice of cancellation or nonrenewal of a binder is required unless the duration of the binder exceeds 60 days. For auto insurance, the insurer must give 5 days prior notice, unless the binder is replaced by a policy or another binder in the same company.

### **Applicable in Maryland**

The insurer has 45 business days, commencing from the effective date of coverage to confirm eligibility for coverage under the insurance policy.

### **Applicable in Michigan**

The policy may be cancelled at any time at the request of the insured.

### **Applicable in Nevada**

Any person who refuses to accept a binder which provides coverage of less than \$1,000,000.00 when proof is required: (A) Shall be fined not more than \$500.00, and (B) is liable to the party presenting the binder as proof of insurance for actual damages sustained therefrom.

NOTICE: This binder is a temporary insurance contract subject to the conditions shown on the second page of this form. It is an overview of the terms offered in your policy and may contain unintentional inaccuracies. The binder is valid for 60 days from the effective date of the policy. Please refer to your quotation for a detailed summary of limits, deductibles, and coverages.

## **IMPORTANT NOTICE:**

- 1. The insurance policy that you have purchased is being issued by an insurer that is not licensed by the State of California. These companies are called “nonadmitted” or “surplus line” insurers.**
- 2. The insurer is not subject to the financial solvency regulation and enforcement that apply to California licensed insurers.**
- 3. The insurer does not participate in any of the insurance guarantee funds created by California law. Therefore, these funds will not pay your claims or protect your assets if the insurer becomes insolvent and is unable to make payments as promised.**
- 4. The insurer should be licensed either as a foreign insurer in another state in the United States or as a non-United States (alien) insurer. You should ask questions of your insurance agent, broker, or “surplus line” broker or contact the California Department of Insurance at the toll-free number 1-800-927-4357 or internet website [www.insurance.ca.gov](http://www.insurance.ca.gov). Ask whether or not the insurer is licensed as a foreign or non-United States (alien) insurer and for additional information about the insurer. You may also visit the NAIC’s internet website at [www.naic.org](http://www.naic.org). The NAIC—the National Association of Insurance Commissioners—is the regulatory support organization created and governed by the chief insurance regulators in the United States.**
- 5. Foreign insurers should be licensed by a state in the United States and you may contact that state’s department of insurance to obtain more information about that insurer. You can find a link to each state from this NAIC internet website: [https://naic.org/state\\_web\\_map.htm](https://naic.org/state_web_map.htm).**
- 6. For non-United States (alien) insurers, the insurer should be licensed by a country outside of the United States and should be on**



**the NAIC's International Insurers Department (IID) listing of approved nonadmitted non-United States insurers. Ask your agent, broker, or "surplus line" broker to obtain more information about that insurer.**

**7. California maintains a "List of Approved Surplus Line Insurers (LASLI)." Ask your agent or broker if the insurer is on that list, or view that list at the internet website of the California Department of Insurance: [www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm](http://www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm).**

**8. If you, as the applicant, required that the insurance policy you have purchased be effective immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated and any broker's fee charged for this insurance will be returned to you.**

**RESOLUTION**

**NO. 24/25-12**

**RESOLUTION TO ACT AS FISCAL SPONSOR FOR  
THE CROCKETT POLICE LIAISON COMMITTEE**

WHEREAS, Crockett Community Services District “District” has been pleased to accept requests to act as fiscal sponsor for Crockett Community Foundation “CCF” grant applicants who are not tax-exempt charities; and

WHEREAS fiscal sponsorship entails receiving charitable grants from CCF, managing and dispersing that money responsibly, and ensuring that all requirements of grant agreements are met by the grant applicant, including all required grant reports and final accounting for grant projects to the satisfaction of CCF; and

WHEREAS, the District Board has by Resolution No. 18/19-16 required that CCF grant applicants that wish the District to act as a fiscal sponsor make a presentation to the District Board, as an agenda item, for considered endorsement by District Resolution; and

WHEREAS, the Crockett Police Liaison Committee “CPLC” has acquired donations from Phillips 66 “P66” and C&H for the purchase of license plate readers as a vehicle for increasing security measures in the community, and

WHEREAS P66’s donation is contingent on the committee’s ability to secure funds to maintain the monthly monitoring service for a minimum of three years, and

WHEREAS, the CPL is not a tax-exempt entity, has prepared an application for grant funds for the next round of funding in March from the CCF to pay the monthly monitoring services for three years, and has asked the District to act as its local government sponsor to qualify to receive grant funds as its fiscal sponsor.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Crockett Community Services District hereby elects to act as a fiscal sponsor for CPLC to pay for three years of LPR monitoring services in Crockett.

PASSED AND ADOPTED by the Board of Directors of the Crockett Community Services District at the Regular Meeting held on January 22, 2025, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Dale McDonald, President

**ATTEST:**

---

Sonia Rivas, MBA  
District Secretary

Michael A Pennisi  
mikepennisi@gmail.com

October 29, 2024

Crockett Community Foundation  
444 Loring Ave  
Crockett, CA 94525

Dear Crockett Community Foundation Board,

I am writing to submit a grant proposal for funding to install Flock Safety Automated License Plate Recognition (ALPR) systems in Crockett, CA. Our community has seen a rising need for enhanced public safety measures, and we believe that implementing this technology will significantly contribute to crime reduction and overall community well-being.

Crockett, with its unique blend of residential areas and local businesses, faces challenges related to both traffic safety and crime prevention. Recent data indicates an increase in vehicle-related incidents and a rise in property crimes. By investing in Flock Safety's ALPR systems, we can create a proactive approach to enhance our community's safety.

The Flock Safety ALPR system offers several advantages:

1. **Real-Time Monitoring:** The systems provide real-time alerts for law enforcement, allowing for rapid response to incidents and the potential recovery of stolen vehicles.
2. **Data-Driven Insights:** The technology will help us analyze traffic patterns and identify areas of concern, enabling targeted interventions that can reduce crime rates.
3. **Community Collaboration:** The installation of these systems fosters a partnership between law enforcement and the community, promoting transparency and trust.

Our proposed project includes the installation of 7 ALPR cameras at strategic locations throughout Crockett. We anticipate that these installations will not only deter criminal activity but also enhance the sense of security among residents and visitors.

We are currently seeking funding for 3 years of operating costs. The total cost for this duration is quoted at \$72,916.88, and we are seeking a grant of \$52,916.88 to bridge the gap between our fundraising balance and project cost. We are committed to securing additional funding through community fundraising initiatives and local business sponsorships to ensure the program's future sustainability.

In addition to the immediate benefits to public safety, this initiative aligns with our long-term vision of creating a safer, more connected community. We are excited about the prospect of

partnering with your organization to make this project a reality and to improve the quality of life for all residents in Crockett.

Thank you for considering our proposal. I would be happy to discuss our plans in further detail and answer any questions you may have. I look forward to the opportunity to work together to enhance the safety of our community.

Sincerely,

*Michael Pennisi*

Michael A Pennisi  
Police Liaison Committee – Chair  
Crockett Community Services District

~~Nick Spinner~~  
CCSD Board President  
Crockett Community Services District

*We (I) certify that the information contained in this proposal is to the best of our (my) knowledge true and accurate and that the proposal is submitted with the Board of Director's full knowledge and endorsement.*

## Grant Application Checklist

THIS GRANT APPLICATION MUST INCLUDE THE FOLLOWING DOCUMENTS:  
(If any item is unavailable, include a statement of explanation)

- 1. Cover letter signed by the Board officer authorized to sign for the organization. The cover letter must contain the following statement:  
*We (I) certify that the information contained in this proposal is to the best of our (my) knowledge true and accurate and that the proposal is submitted with the Board of Director's full knowledge and endorsement.*
  
- 2. This Checklist showing the documents attached, in this order.
  
- N/A 3. Internal Revenue Service determination letter confirming the organization's tax-exempt status.  
\*CCSD is a government agency, but not considered tax-exempt
  
- 4. Grant Application Form.
  
- 5. Detailed Project Budget.
  
- 6. Detailed Project Plans, including timeline.
  
- 7. Minimum two bids on work performed by independent contractors or consultants on projects over \$2,000.
  
- 8. List of the Board of Directors or Officers of all organizations which are party to the application.
  
- 9. Organization's Annual Budget.
  
- 10. Complete Financial Statement (audited if available) for the most recent fiscal year and a copy of the most recent IRS Form 990.

**CROCKETT COMMUNITY FOUNDATION**  
**P.O. BOX 155**  
**CROCKETT, CA 94525**

**PHONE 510-787-9708**  
**FAX 510-787-1346**

### **Grant Application Form**

Please return this completed form with your proposal. You may re-create this form on your computer, but please limit responses to the space allotted. You will be given an appointment to make verbal presentation.

**Date:** October 29, 2024

**Applicant Organization Name:** Crockett Community Services District - Police Liaison Committee (PLC)

**Address:** 850 Pomona Street Crockett, California 94525 **Phone:** (925) 451-5079

**Contact Person/Title** Michael Pennisi - PLC Chair **E-mail:** mikepennisi@gmail.com

**Organization EIN#** \_\_\_\_\_

**I would like my event advertised on the CCF website/calendar** Yes  No

**Fiscal Sponsor (if applicable) Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Relationship of Applicant to Fiscal Sponsor:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Amount Requested:** \$52,916.88

**Accountant or individual responsible for project**

**Total Project Cost:** \$72,916.88

**Finances and recordkeeping:** \_\_\_\_\_

#### **Brief Project or Program Description:**

The proposed project involves the installation of Automated License Plate Recognition (ALPR) cameras throughout key locations in Crockett, CA. The primary objective is to enhance public safety, improve traffic management, and support law enforcement efforts in the area. A questionnaire was sent to all Crockett residents in 2022, and the results were reviewed by the PLC and CCSD board and regarded as positive feedback in support of the system.

#### **Intended starting date for project or program expenditures. Intended completion date for expenditures. Describe the sequence of activities needed to accomplish the program objectives.**

The project will start immediately upon securing funding for the installation and first 3 years of operation costs. All installation activities will be completed by Flock Safety in approximately 8 weeks after payment. Upon completion, the Contra Costa County Sherriffs office will be given permission to access the data as a means to obtain actionable evidence.

#### **Describe the intended beneficiaries of the project. Who will be better off and how, when the project is completed?**

The primary beneficiaries are all residents and businesses located in Crockett, CA. Generally when a crime is reported it is very difficult to obtain credible leads, and this technology will make it easier for the Sheriff's Office to solve crimes. Outcomes which have been demonstrated in neighboring communities (Benicia, Rodeo, Hercules, Richmond etc.) include vehicle recovery, illegal firearm/narcotics confiscation, recovery of stolen goods, arrests of homicide suspects and more. In our community, we also expect to identify and fine people who illegally dump along the roadside and participate in sideshows.

**Crockett Community Foundation**  
**Grant Application Form**

**Tell us about your organization. What qualifications and experience does the applicant possess? Document past program accomplishments and show evidence of community support. How does this project relate to your organization's purposes and goals?**

The Crockett Community Services District (CCSD) is a local government agency, responsible for providing services to our residents. The CCSD oversees services such as, Water Supply, Wastewater Management, Parks and Recreation and public safety. We aim to enhance the quality of life for residents by ensuring reliable services and promoting community engagement.

I (the applicant) have been on the Police Liaison Committee for just over a year and this is my first experience in local government. My profession is Sr Mechanical Engineer and Project Manager, where I have been the primary resource responsible for several successful product launches in both the Automotive and Semiconductor Industries for over 10 years.

This project perfectly aligns with our objective of promoting safety in our community.

**Summarize the specific intended outcomes of the project.**

The primary outcome is to promote safety in our community by enabling law enforcement to solve more cases with credible leads. As we continue to act on the leads, we expect the cameras to act as a crime deterrent.

**How will you measure or demonstrate that these outcomes have been achieved?**

The data will be collected by the Contra Costa County Sheriff's Department and reported at our monthly Police Liaison Committee meeting. We will be able to determine the effectiveness of the system and justify renewing the service for future years. As an example, Benicia was able to prove a total fiscal recovery of \$189,260 within 8 months of implementation. We will be able to measure the number of arrests, dollars of goods recovered, numbers of guns seized, etc.

**If this will be an ongoing project, how will you support or maintain it in the future? At what point in time will it be self-sustaining? If this is a returning project, how successful has the project been thus far?**

Although the Police Liaison Committee receives a percentage of the fines collected from citations, it is unlikely that this income stream will be sufficient to sustain the subscription. If the system proves effective, we will seek grants and donations from local businesses to keep the cameras in operation.

**Crockett Community Foundation**  
**Grant Application Form**

**PROJECT FUNDS**

**Matching Funds**

Source & availability of all additional funds for the project

Source of Funds	Amount	Commitment Yes or No	Date Funds Are Available
ASR Group (C&H)	\$5,000	Yes	9/11/2024
Phillips 66 Refinery	\$15,000	No*	TBD
ASR Group - Additional Funding Interest	TBD as needed	No	TBD

\* - Phillips 66 donation is contingent on the PLC securing 3 years of operating costs, reference email attached

Please include evidence of your organization’s efforts to obtain funding (or donations) from other sources for the proposed project. Include letters of commitment as well as application cover letters, approval letters, and rejection letters.

All proposals are required by policy of the Foundation to provide some matching funds:

- a. Non-profit agencies and local government agencies in Crockett (P-1 Advisory Committee, Crockett-Carquinez Fire Protection District, Community Services District, John Swett Unified School District and Crockett Library) must have at least a 10% match from other sources. Consideration will be given to verifiable in-kind services, sweat equity, and material donations to the project in lieu of cash. The standard rate for calculation of sweat equity will be \$15.00 per hour.
- b. Government agencies (except as noted above) must have at least a 50% match of the proposal from other sources.

**Project Budget**

Please attach a realistic line item estimate of all project expenses (not only those covered by the requested grant). If the project costs exceed the grant request, indicate how grant dollars will be spent.

Signature: \_\_\_\_\_  
Board Chair/ or Designee

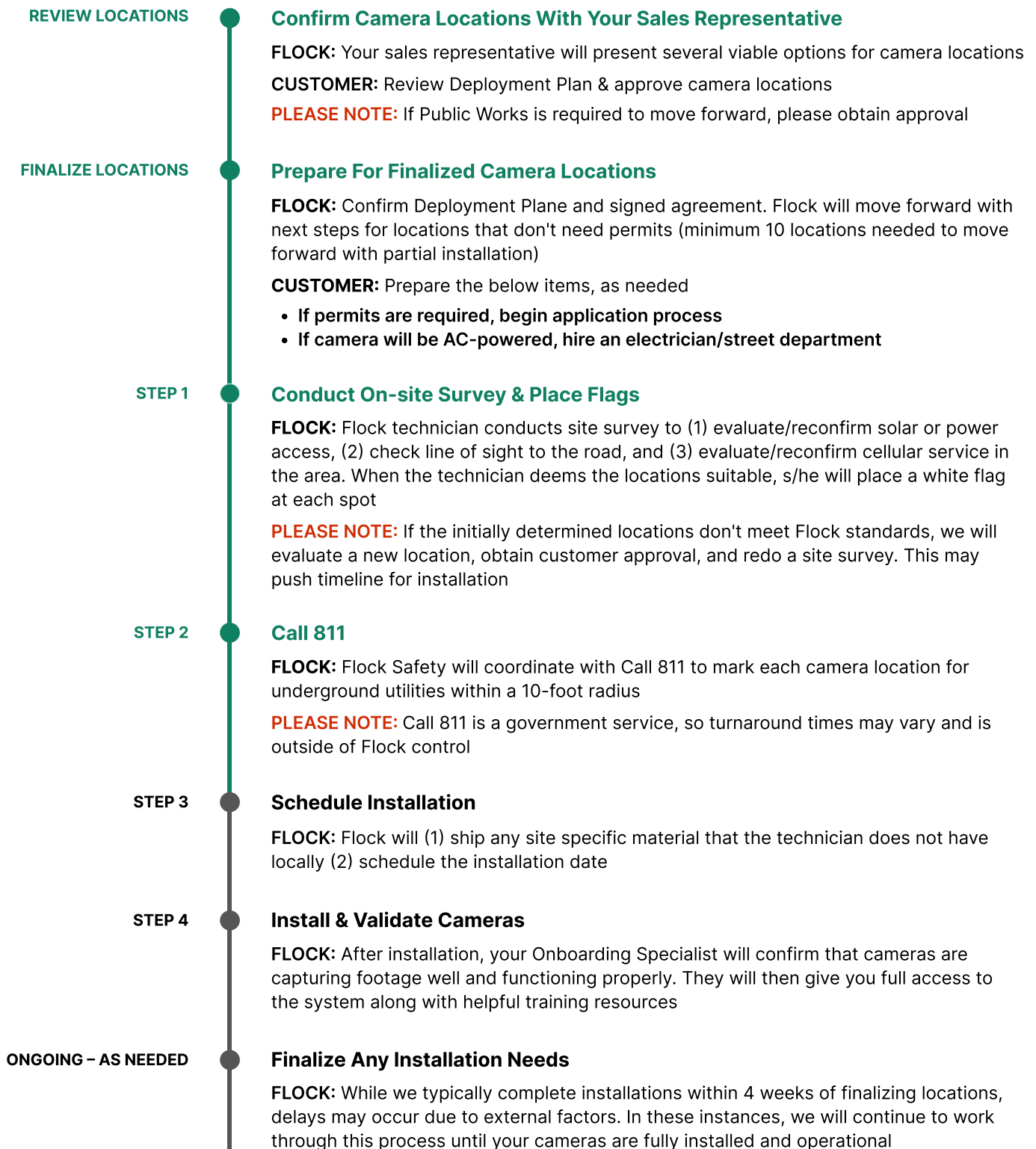
Signature: \_\_\_\_\_  
Administrative Director





# Implementation Timeline

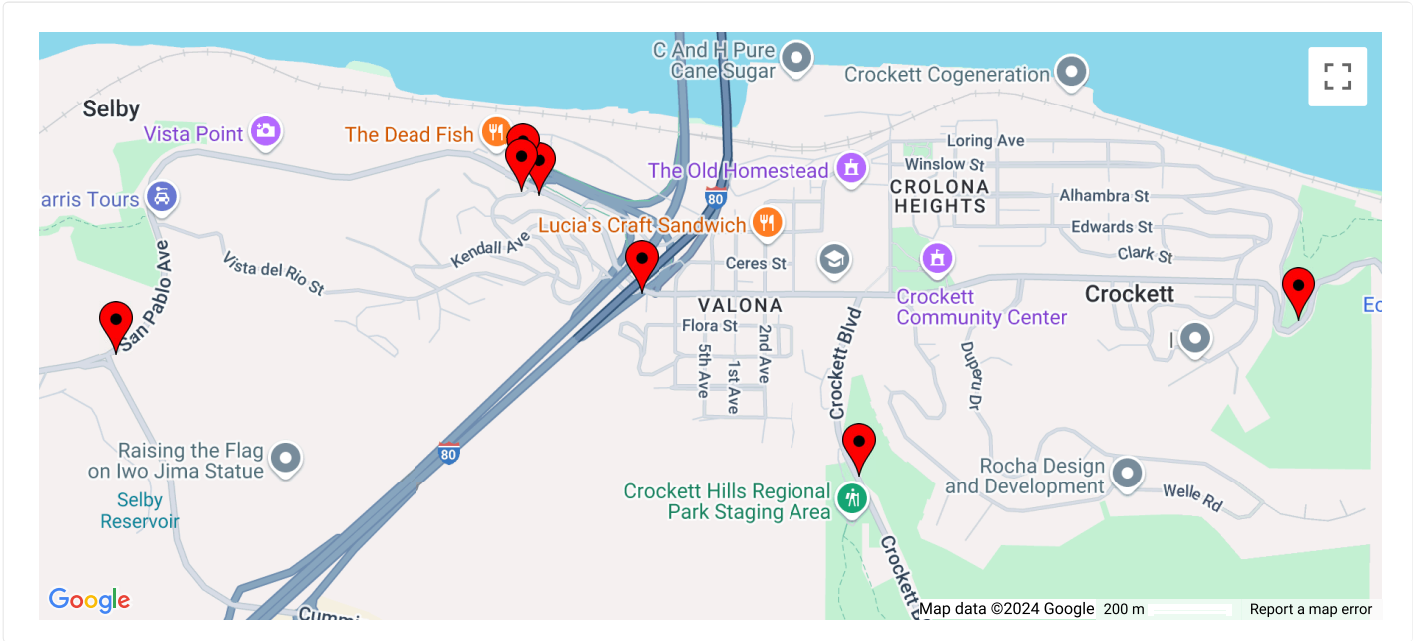
This timeline provides general guidance and understanding of your installation process. While we typically complete installations 6-8 weeks after locations have been finalized, delays can occur as noted in the timeline below:



# Crockett - CA

[Go to Deployment](#)

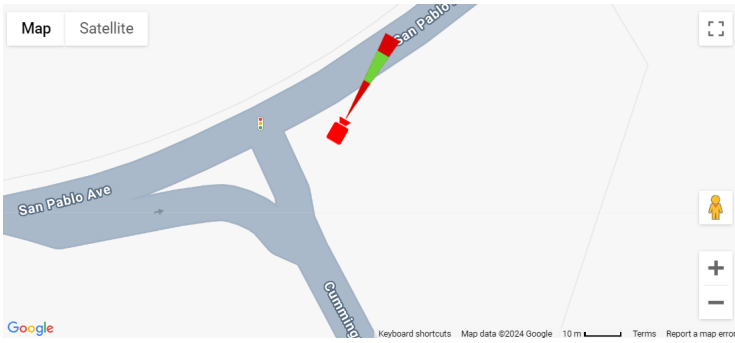
<b>7</b> TOTAL LOCATIONS	7 PLANNING	0 PERMITTING	0 INSTALLING	0 OPTIMIZING
0 IN SERVICE	0 DECOMMISSIONED			



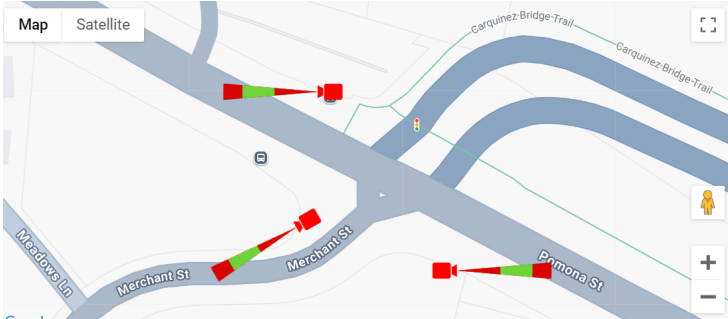
## Proposed Locations

Name
#01 ____ @ ____ DirectionOfTravel
#02 ____ @ ____ DirectionOfTravel
#03 ____ @ ____ DirectionOfTravel
#04 ____ @ ____ DirectionOfTravel
#05 ____ @ ____ DirectionOfTravel
#06 ____ @ ____ DirectionOfTravel
#07 ____ @ ____ DirectionOfTravel

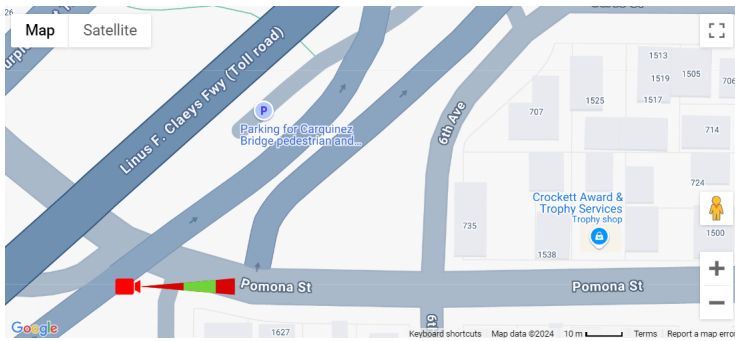
# Summary of Camera Locations



CUMMINGS SKYWAY & SAN PABLO AVE



POMONA ST & I-80 OFF RAMP (THE DEAD FISH)



POMONA ST & I-80 EAST ON RAMP



CROCKETT BLVD



CARQUINEZ SCENIC DR

# Installation Service Brief Summary

Below outlines the statement of work for the Flock Camera Installation:

What Is Covered By Flock	What Is NOT Covered By Flock	Special Note
Flock Cameras & Online Platform	Traffic Control And Any Associated Costs	
Mounting Poles	*DOT Approved Pole Cost Electrician & Ongoing Electrical Costs	
AC Power Kit (As Needed)	Engineering Drawings	
Solar Panels (As Needed)	Relocation Fees	<i>Excluding Changes During Initial Installation</i>
Site Surveys And Call 811 Scheduling	Contractor Licensing Fees	
Installation Labor Costs	Permit Application Processing Fees	
Customer Support / Training	Specialist Mounting Equipment	<i>Including, But Not Limited To, **MASH Poles Or Adapters</i>
Cellular Data Coverage	Bucket Trucks	
Maintenance Fees (Review <a href="#">Fees Sheet</a> For More Details)	Loss, Theft, Damage To Flock Equipment	
Data Storage For 30 Days	Camera Downtime Due To Power Outage	<i>Only Applicable For AC-Powered Cameras</i>
	***Field Technician Maintenance For <b>Falcon™ Flex</b>	

\*If a location requires a "DOT pole" (i.e., not our standard), the implementation cost will be \$5,000/camera; This cost is applicable for installations in GA, IL, SC, TN, and CA.

\*\*MASH poles: Manual for Assessing Safety Hardware (MASH) presents uniform guidelines for crash testing permanent and temporary highway safety features and recommends evaluation criteria to assess test results

\*\*\*If a camera is lost, stolen, or damaged, a replacement device can be purchased at a discounted price of \$800

## \*Fee Schedule

After a deployment plan with Designated Locations and equipment has been agreed upon by both Flock and the Customer, any subsequent changes to the deployment plan (“Reinstalls”) driven by a Customer’s request will incur a fee per the table below.

### What Services Incur Fees:

- Requested relocations post-approval by customer
- Relocations due to poor performance will be the responsibility of Flock
  - If a customer requests a location against the advisement of Flock, performance issues and any requested relocations will be the responsibility of the customer.
- Per the contract and absent a defect, in the event that Flock Hardware is lost, stolen, or damaged, Customer may request that Flock replace the Flock Hardware at a fee according to the then-current Reinstall policy  
<https://www.flocksafety.com/reinstall-fee-schedule>
- Misc billables for out of scope items for each implementation

### Incurred Fees:

- Camera relocation
  - Existing infrastructure (non-AC powered)..... **\$350**
  - Flock pole (non-AC powered)..... **\$750**
  - Advanced pole (non-AC powered)..... **\$5000**
- Replacements
  - Camera only as a result of vandalism, theft, or damage ..... **\$800**
  - Pole replacement only as a result of vandalism, theft, or damage
    - Flock pole ..... **\$500**
    - Advanced pole ..... **\$5000**
  - Full replacement as a result of vandalism, theft, or damage
    - Flock pole, camera, and solar (non-AC Powered)..... **\$1300**
    - Advanced pole, camera, and solar (non-AC Powered)..... **\$5800**

- Trip charge .....\$350
  - Examples:
    - Angle adjustment (elective)
    - Install additional Flock signage

All fees are per reinstall or required visit (in the case that a reinstall is attempted but not completed) and include labor and materials. If you have any questions, please email [support@flocksafety.com](mailto:support@flocksafety.com).

## Help Center

Our Help Center is filled with many resources to help you navigate through the online platform. Below you will find some common questions and their relevant help article:

[How do I search camera footage?](#)

[How do I add a user?](#)

[How do I add a vehicle to my own Hot List?](#)

[How do I enable browser notifications for Hot List alerts?](#)

[How do I get text alerts for Hot List?](#)

[How do I request camera access from other nearby agencies?](#)

[How do I use the National Lookup to search for a plate?](#)

*(National Lookup - network of law enforcement agencies that have opted to allow their network of Flock cameras to be used for searches)*

[How do I reset my / another user's password?](#)

## Customer Support

You can reach our customer support team anytime by emailing [support@flocksafety.com](mailto:support@flocksafety.com). They can help answer any “How-To” questions you may have.

**Item 7: Minimum two bids on work performed by independent contractors or consultants on projects over \$2,000.**

I would like to request concessions to item 7. Due diligence was completed in vetting out two vendors, however no quote was received from the second vendor. The reasons why I believe exemption should be granted from this requirement are:

1. Two vendors were considered, and meetings were held with both agencies. The two vendors were Flock Safety and Rekor Systems. Rekor Systems did not end up submitting a quote and went silent over multiple follow ups.
2. Lieutenant Brian Holland provided a historic Rekor Systems quote for reference (quote for community in Discovery Bay/East County). Based on the provided quote, the upfront cost would be roughly \$96,000 with a \$13,000 annual subscription (tax not included in estimate).
3. One key difference between Flock Safety and Rekor Systems is the ownership of the equipment. Flock leases out the equipment and the subscription will include maintenance. With Rekor, the cameras would be owned by the customer and the customer will have to perform all maintenance and repairs.
  - a. The community reviewed this difference and determined that Flock is the preferred option.
4. Rekor has hidden installation costs. The customer is responsible for all installation and maintenance of the equipment, therefore additional contractors would have to be hired. Flock will install as part of the quoted service.
5. Neighboring communities also use Flock, and software consistency will be easier on law enforcement. I am unaware of nearby communities that use Rekor Systems.

Upon review of the available information, Flock Safety will have the best costing, ease of use, ease of installation and is preferred by the community.



**Flock Safety + CA - Town of  
Crockett**

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Flock Group Inc.  
1170 Howell Mill Rd, Suite 210  
Atlanta, GA 30318

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MAIN CONTACT:  
Kyle Egkan  
kyle.egkan@flocksafety.com  
7144690389

Created Date: 10/28/2024  
Expiration Date: 12/31/2024  
Quote Number: Q-73186  
PO Number:



### Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 850 Pomona Street Crockett, California 94525

Ship To: 850 Pomona Street Crockett, California 94525

Billing Company Name: CA - Town of Crockett  
Billing Contact Name:  
Billing Email Address:  
Billing Phone:

Subscription Term: 24 Months  
Payment Terms: Net 30  
Retention Period: 30 Days  
Billing Frequency: Annual Plan - First Year Invoiced at Signing.

#### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$21,000.00</b>
<b>Flock Safety Flock OS</b>			
FlockOS™ - - Essentials	Included	1	Included
<b>Flock Safety LPR Products</b>			
Flock Safety Falcon® -	Included	7	Included

#### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			
<b>Flock Safety Professional Services</b>			
Professional Services - Standard Implementation Fee -	\$650.00	6	\$3,900.00
Professional Services - Existing Infrastructure Implementation Fee -	\$150.00	1	\$150.00

<b>Subtotal Year 1:</b>	\$25,050.00
<b>Annual Recurring Subtotal:</b>	\$21,000.00
<b>Estimated Tax:</b>	\$0.00
<b>Contract Total:</b>	\$46,050.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At Contract Signing	\$25,050.00
<b>Annual Recurring after Year 1</b>	\$21,000.00
<b>Contract Total</b>	\$46,050.00

\*Tax not included

## Product and Services Description

FlockOS Features	Description
FlockOS™ - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety Falcon® -	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee -	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Existing Infrastructure Implementation Fee -	One-time Professional Services engagement. Includes site and safety assessment of existing vertical infrastructure location, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.

## FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

REFERENCE REKOR INVOICE USED FOR COST ESTIMATE



# INVOICE

Rekor Recognition Systems, Inc.

INVOICE #: INV-0004617  
DATE: 03/19/2024

6721 Columbia Gateway Drive, Ste 400  
Columbia, MD 21046  
Phone 410-762-0800 Fax 410-921-7818  
VAshwath@rekor.ai

**BILL TO:** Patrol Division  
1980 Muir Rd  
Office of the Sheriff  
Martinez CA 94553

**SHIP TO:** Patrol Division  
1980 Muir Rd  
Office of the Sheriff  
Martinez CA 94553

REFERENCE #	SHIPPING METHOD	PAYMENT TERMS	DUE DATE
P027641		Due upon Receipt	03/19/2024

ITEM #	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
RKR-EDG-MAXLE	Rekor Edge Max LE	Each	8	\$11,217.90	\$89,743.20
RKR-MAX-AC	Rekor Edge Max Add on: Additional Camera LE	Each	4	\$11,217.90	\$44,871.60
RKR-SOL-MAX	Rekor Edge Max Add on: Solar Kit Standard	Each	4	\$0.00	\$0.00
RKR-COM-1Y	Rekor Communications (1 year)	Each	8	\$0.00	\$0.00
RKR-SCT-1Y	Rekor Scout (1 year)	Each	12	\$0.00	\$0.00
RKR-INST-EDG	Installation: Edge System	Each	1	\$14,774.00	\$14,774.00
RKR-INST-SOL	Installation: Solar Kit	Each	1	\$0.00	\$0.00
RKR-SHP-EDG	Shipping & Handling: Edge	Each	1	\$2,111.25	\$2,111.25
Subtotal					\$151,500.05
Total					\$151,500.05

<p><b>For Electronic Payments (preferred):</b></p> <p>Name of Bank: Bank of America Bank Address: 222 Broadway, New York, New York 10038 Account Name: Rekor Recognition Systems, Inc. Checking Account Number: 446015625267 ABA/ACH Routing Number: 052001633 Wire Transfer Routing Number: 026009593 Swift Code: BOFAUS3N (incoming foreign wires in USD)</p>	<p><b>By Check:</b></p> <p>Rekor Recognition Systems, Inc. Attention: Accounts Receivable 6721 Columbia Gateway Drive, Ste 400 Columbia, MD 21046</p>
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REFERENCE REKOR INVOICE USED FOR COST ESTIMATE



INVOICE

Rekor Recognition Systems, Inc.

INVOICE #: INV-0004618  
DATE: 03/19/2024

6721 Columbia Gateway Drive, Ste 400  
Columbia, MD 21046  
Phone 410-762-0800 Fax 410-921-7818  
VAshwath@rekor.ai

BILL TO: Patrol Division  
1980 Muir Rd  
Office of the Sheriff  
Martinez CA 94553

REFERENCE #	SHIPPING METHOD	PAYMENT TERMS	DUE DATE
		Due upon Receipt	03/19/2024

DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
Rekor Scout - Year 2	Each	12	\$780.00	\$9,360.00
Rekor Communications - Year 2	Each	12	\$1,080.00	\$12,960.00
			Subtotal	\$22,320.00
			Total	\$22,320.00

<b>For Electronic Payments (preferred):</b>  Name of Bank: Bank of America Bank Address: 222 Broadway, New York, New York 10038 Account Name: Rekor Recognition Systems, Inc. Checking Account Number: 446015625267 ABA/ACH Routing Number: 052001633 Wire Transfer Routing Number: 026009593 Swift Code: BOFAUS3N (incoming foreign wires in USD)	<b>By Check:</b>  Rekor Recognition Systems, Inc. Attention: Accounts Receivable 6721 Columbia Gateway Drive, Ste 400 Columbia, MD 21046
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**Item 8: List of the Board of Directors or Officers of all organizations which are party to the application**

**Crockett Community Services District Board Members**

- Nick Spinner – President
- Diana Martinez – Vice President
- John MacKenzie – Director
- Luigi Barassi – Member
- Kent Peterson - Member

**to be updated**

**Police Liaison Committee Members**

- Michael Pennisi – Chair
- Bob Ritchey – Vice Chair
- Mary Wais – Member

**General Manager/Administrative Services Manager**

- Jena Goodman

TO: Directors and Commissioners  
FROM: General Manager  
SUBJECT: Adopted Budget Schedule  
DATE: January 14, 2025

**PROPOSED FY 2025/26 BUDGET SCHEDULE**

JANUARY	Staff prepares draft budget schedule.
JANUARY	Order envelopes for mailing of hearing notice. Order water use data from EBMUD & CCWD. (Staff)
FEBRUARY 3, 4, 18, 19	Staff presents mid-year budget reports. Appoint 4 Budget & Finance Committees. (CV, PC, LL, Rec)
FEB-MARCH	Staff calculates water consumption and "increase" in sewer use charges, if needed.
FEB-MARCH	Staff prepares 4 draft operating budgets. (CV, PC, LL, Rec)
MARCH 1-17	Committees to develop preliminary budgets. (CV, PC, LL, Rec)
MARCH 3, 4, 20, 21	Staff presents 8-month budget reports and preliminary budgets.
APRIL 1-16	Committees meet to revise preliminary budget and instruct staff on sewer service charge. (CV, PC, LL, Rec) Staff prepares newsletter, if needed.
APRIL 7, 8, 15, 16	Committees report recommendations to Commissions and Board. (CV, PC, LL, Rec)
APRIL 23	Board sets June 25 date for public hearings on proposed budget, on rate increases, and on method of collection.
APRIL 23	Board instructs staff on wording notice of proposal to raise fees by specified amounts. Board approves newsletter.
APRIL 24	Staff updates database with changes in ownership and makes copies of notice & newsletters for mass mailing.
MAY 5	Recreation Commission recommends recreation tax rate. (Rec)
MAY 9	DEADLINE TO NOTIFY ALL PROPERTY OWNERS BY MAIL NO LESS THAN 45 DAYS BEFORE HEARING. (Prop. 218 and District Code Sec. 6.24.035)
MAY 28	Resolutions setting recreation tax and maintenance tax.
MAY 30	Staff completes draft Sewer Use Charge Study Reports. (H&S Code Sec. 5473 and District Code Sec. 6.24.160.B)
Before JUNE 1	Staff prints out sewer use charges, recreation property tax, and maintenance property tax. (District Code Sec. 6.24.160.B)

**12.a**



MAY 30	Deadline for 2 hearing notices emailed to West County Times for publication to run Wed 6/4 & Sat 6/11. (Prop. 218 and H&S Code Sec. 5473.1, Gov't Code Sec. 61110(d) of CSD law, and District Code Sec. 6.24.160.C)
JUNE 2-18	Committees may meet again to develop final budget proposal, if needed. (CV, PC, LL, Rec)
JUNE 3, 16	Distribute final Sewer Use Charge Study Reports to San. Comm. (PC, CV)
JUNE 2, 3, 17, 18	Commissions adopt 4 budget proposals and approve SUC Study Reports and rate ordinances.
JUNE 15	Computer run of sewer service charges and Sewer Use Charge Study must be available to public at least 10 days prior to hearing. [Gov't Code Sec. 66016(a)]
JUNE 25	Present final budget proposal to Board.
JUNE 25	Public hearing on Sewer Use Charge Study Reports and committee recommendations for sewer service charges. (Prop. 218 and H&S Code Sec. 5473.1 & Dist. Code Sec. 6.24.160.F) Public hearing on method of collection. (H&S Code Sec. 5473.2) Public hearing on budget (Gov't Code Sec. 61110) Resolution overruling objections to method of collection and adopting Engineer's Report. (H&S Code Sec. 5473.3) Ordinances setting sewer service charges and setting method of collection. Resolution adopting budget. Adopt revised budget for current year if needed.
JUNE 26	Publish Ordinance in West County Times and post publicly.
JULY	Receive new tax roll. Final computer run sewer service charges.
JULY 1	Authorize PCSan capital projects. (PC)
JULY 16	Authorize CVSan capital projects. (CV)
AUGUST 1	Deadline to submit rec. tax and sewer service charges to County. (H&S Code Sec. 5473.4)
AUGUST	Receive 4 County printouts for review and correction.

# CROCKETT COMMUNITY SERVICES DISTRICT

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

TO: Board of Directors  
FROM: District Secretary  
SUBJECT: District Secretary Report  
DATE: January 22, 2025

## Actions Taken by the Board:

- A bullet point summary of actions taken by the Board is posted on the website shortly after a Board meeting to expedite communications with the public.

## District Website:

- Facilitated a Zoom meeting with the Recreation Manager and the District's website service provider Streamline to discuss adding a payment option to the website.
  - The service uses Stripe to capture credit card payments and simplifies online and in-person purchases, and reporting.
  - Recreation would need to consider a POS (point of sale) option for on-premise cash sales.
  - The system allows for multiple products such as pool fees, concession sales, rental facility deposits, permit fees, etc.
  - The system allows the option to limit the number of participants, such as 15 people for a swim class.
  - The system allows for authorized releases of invoices that will allow the facilities manager to upsell community center rental services once an agreement has been reached.

## Records Retention:

- Participated in a two-day interactive webinar through the California Special District Association (CSDA).
  - The purpose of records retention is to be able to quickly respond to Public Records Requests. An organized system will shorten the amount of time spent searching for records.
  - Resolution 15/16-10 describes the District's records retention policy and directs the general manager to dispose of documents after retention periods expire without further Board approval.
  - An inventory of all destroyed documents is required.
  - Boxes of damaged documents can be photographed, inventoried with a best guess of the contents, listed as damaged documents, and then destroyed.
  - All final documents should be moved and held in a separate location in a form where it cannot be altered.
  - Public requests for phone records from personal cell phones can be submitted as screenshots for items specific to the subject of the request.
  - The District does not have policies in place for keys, credit cards, file storage (working and final), emails, and working documents for employees who are no longer on staff.

# CROCKETT RECREATION DEPARTMENT

of the CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525  
850 Pomona Street  
Telephone (510) 787-2414  
e-mail: [recmanager@town.crockett.ca.us](mailto:recmanager@town.crockett.ca.us)  
website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

TO: Commissioners / Board of Directors  
FROM: Recreation Manager  
SUBJECT: Recreation Department Managers Report  
DATE: January 16, 2025

The Recreation Managers Report highlights items of interest that occurred between December 2, 2024 and January 16, 2025.

## Community Center

- Booked through September
- Starting Zumba classes starting February 5<sup>th</sup> every Wednesday evenings starting at 7pm
- Yoga Sound bath classes
- Quigong classes have ended and may restart

## Aquatic Center

- Cold Plunge January 1<sup>st</sup>, 52 people attended and 42 took the plunge
- Fixed the pool filters January 13<sup>th</sup>
- December 20<sup>th</sup> pool heater had a tune up
- John Swett High School set to start using the pool on February 10<sup>th</sup>, pool to be reheated February 5<sup>th</sup>
- Private rental for on February 11<sup>th</sup>

## Parks

- Christmas Tree Lights are down
- Fixing Bubble window on playground equipment, waiting on materials from California Playgrounds
- Departmental discussion of Pickleball, nothing scheduled to date

## General/Admin/Financial

- Susan assisting with ASM duties and helping with Accounts Payable and Financial Reconciliation as needed
- Starting process for seasonal hires for the pool
- Working on list of potential programs for 2025, will be submitted to P66 for blanket grant funding. I would like to continue with the summer family pool pass grant, funds still to be requested and program was successful. Likely it will continue this year

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Members: Jeff Airoldi, Louise Choquette (VC), Tom Cusack (C), Valerie Quade, John Valentini

# CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525  
Telephone (510) 787-2992  
e-mail: [manager@town.crockett.ca.us](mailto:manager@town.crockett.ca.us)  
website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

TO: Commissioners / Board of Directors  
FROM: General Manager / Sanitary Department Manager  
SUBJECT: Crockett Sanitary Department Managers Report  
DATE: January 15, 2025

The Crockett Sanitary Department Managers Report highlights items of interest that occurred between December 11, 2024 and January 14, 2025.

## Operation and Maintenance

- There were no Sanitary Sewer Spills in December.
- First Ave sinkhole repaired.
- The Crockett Main Pump Station repairs are as follows: emergency generator has been repaired and is back in service. Pump 5 was replaced and the old pump 5 is being evaluated for reconditioning. The compressors have been serviced but need to be rebuilt.
- There were no reported issues at Loring Pump Station.
- There was no loss of power.

## Capital Improvements / Projects

- MMCP is ongoing, recent change order due to out dated plans accidentally submitted to Telstar's contract in the amount of \$54,316. Staff is receiving priority defects in the collection system lines throughout the CCTV project and is making repairs as needed, ie prior reported multiple repairs on Kendall Ave.

## Administrative/Financial:

- District wide Financial Reconciliation is currently in process. Preliminary 6 Month budget reports are being generated and will be available at February Meeting. The current proposed budget schedule is being circulated. A staff memo and presentation is in process regarding the Financial Reconciliation process.

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Commissioners: Scott Bartlebough (C), Mark Manzione, Mary Wais (VC), D'Arcy Trask, Valerie Leuba (ALT)

# PORT COSTA SANITARY DEPARTMENT

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of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525  
Telephone (510) 787-2992  
e-mail: [jbarnhill@town.crockett.ca.us](mailto:jbarnhill@town.crockett.ca.us)  
website: [www.town.crockett.ca.us](http://www.town.crockett.ca.us)

TO: Commissioners / Board of Directors  
FROM: General Manager / Sanitary Department Manager  
SUBJECT: Port Costa Sanitary Department Managers Report  
DATE: January 15, 2025

The Port Costa Sanitary Department Managers Report highlights items of interest that occurred between December 4, 2024 and January 14, 2025.

## Operation and Maintenance

- There were no Sanitary Sewer Spills in December.
- There were no reported issues at the Treatment Plant.
- There were no reported issues at the Septic Site.
- There was no loss of power.
- Reminder: Violation of enterococcus in November 2024.

## Capital Improvements / Projects

- None in process, but planning effluent pump replacement.

## Administrative/Financial:

- District-wide Financial Reconciliation is currently in process. Preliminary 6-month budget reports are being generated and will be available at the February Meeting. The current proposed budget schedule is being circulated. A staff memo and presentation are in process regarding the Financial Reconciliation process.

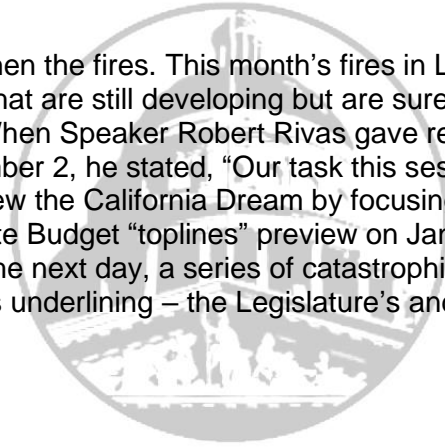
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# TAKE ACTION BRIEF

## January 2025

Affordability, accountability, and then the fires. This month’s fires in Los Angeles have rapidly shaped the narrative in Sacramento in ways that are still developing but are sure to affect the legislative and budgetary decisions for 2025 and beyond. When Speaker Robert Rivas gave remarks at the State Assembly’s Organizational Session on December 2, he stated, “Our task this session is urgent, and it’s clear: We must chart a new path forward and renew the California Dream by focusing on affordability.” When Governor Gavin Newsom presented his State Budget “toplines” preview on January 6, he shared his “word of the year” would be “accountability.” The next day, a series of catastrophic fires fueled by extreme Santa Ana winds hit LA, altering – or perhaps underlining – the Legislature’s and Governor’s charted course toward affordability and accountability.



### Inside this edition of the Take Action Brief:

Overview of Governor’s 2025-26 January budget proposal.....2

Begin preparing for Prop 4 Climate Bond funding opportunities.....4

2025 CSDA sponsored legislative proposals.....5

NSDC is now the National Special Districts Association.....6

### Contact a local CSDA representative near you!

Chris Norden  
 Dane Wadlé  
 Dane Wadlé (Interim)  
 Erasmo Viveros  
 Richelle Noroyan  
 Chris Palmer

Northern Network  
 Sierra Network  
 Bay Area Network  
 Central Network  
 Coastal Network  
 Southern Network

[chrisn@csla.net](mailto:chrisn@csla.net)  
[danew@csla.net](mailto:danew@csla.net)  
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[richellen@csla.net](mailto:richellen@csla.net)  
[chrisp@csla.net](mailto:chrisp@csla.net)

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## Begin preparing for Prop 4 Climate Bond funding opportunities

California's newly approved \$10 billion climate bond, passed through Proposition 4, directs funding toward a range of climate-related initiatives focused on addressing challenges such as wildfires, water accessibility, and climate resilience. Bond funding is intended to assist local jurisdictions with a variety of issues over the next several years, and includes:

- \$3.8 billion for **Water Resilience and Management**, aimed at ensuring safe, clean drinking water, improving water infrastructure like dams and levees, and preparing for extreme droughts and floods;
- \$1.5 billion for **Wildfire and Forest Resilience**, utilizing funds to mitigate wildfire risks, improve forest health, and invest in early fire detection systems;
- \$1.2 billion for **Coastal Resilience** to support adaptation efforts for sea-level rise, restore coastal ecosystems, and protect against flooding and erosion;
- \$1.2 billion for **Biodiversity Protection and Nature-Based Solutions** to enhance habitat connectivity, protect threatened species, and fund conservation efforts;
- \$700 million for **Park Creation and Outdoor Access** to focus on expanding green spaces, especially in underserved communities, to promote public health and environmental benefits;
- \$450 million for **Extreme Heat Mitigation** for urban greening projects, resilience centers, and other initiatives to reduce the impacts of higher temperatures and heat waves;
- \$300 million for **Sustainable Agriculture** to assist farms and ranches in adopting sustainable practices and improving climate resilience; and
- \$850 million for **Clean Air and Community Programs**, targeting air quality improvements and initiatives in disadvantaged communities.

Since the Legislature will have to appropriate bond funds through the budget process, these discussions will be ongoing through the summer and into future fiscal years.

When voters approved Proposition 68 in June of 2018, draft guidelines were released approximately three months after passage with the first round of applications due that November. Given the most recent fires raging through southern California, the Governor has stated his intent is to accelerate projects and programs that build water and wildfire resilience.

### **TAKE ACTION: PREPARE NOW FOR GRANT OPPORTUNITIES**

*Because dollars are intended to be distributed on a competitive basis with readiness and urgency in mind, special districts should begin identifying local projects that emphasize the identified buckets and provide solutions for climate-related challenges. Special districts would also be well-advised to:*

- **Develop local and regional support for projects and potential grant applications**
- **Identify multi-benefit projects that support more than one purpose, entity, or community**
- **Begin engaging with elected officials in Sacramento to garner additional support**

*This content was derived from an article in the January 14 edition of CSDA eNews authored by Elisa Arcidiacono of Townsend Public Affairs. Read more at [csda.net](http://csda.net).*



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## 2025 CSDA sponsored legislative proposals

### Brown Act Remote Meetings

In 2022, Governor Gavin Newsom signed [Assembly Bill 2449 \(Rubio\)](#) into law providing local agencies the option to invoke alternative Brown Act meeting procedures in the event of a board member's physical absence in connection with a "just cause" or "emergency circumstance." Since the law took effect January 1, 2023, special districts and other local agencies have successfully utilized the AB 2449 procedures to facilitate remote participation for board members who otherwise would have been encumbered by illness, official travel, or medical emergencies.

Though the terms of AB 2449 have been amended since their passage, the sunset date associated with its terms has not been changed and the alternative Brown Act meeting procedures established by the bill are set to expire at the end of 2025. To avoid this outcome and preserve the remote meeting flexibility provided by AB 2449, CSDA is sponsoring legislation to remove the sunset associated with the bill. CSDA is partnering with the office of Assembly Member Blanca Rubio (D-Baldwin Park), author of the original bill, to run this legislation.

#### TAKE ACTION: SUPPORT REMOTE MEETING FLEXIBILITY

*Formal introduction of this legislation is imminent. Once it receives a bill number, CSDA encourages all members to formally register support using our automated letter form at*

[csda.net/take-action](https://csda.net/take-action)

Those with questions about this legislation should reach out to CSDA Legislative Representative Marcus Detwiler at [marcusd@csda.net](mailto:marcusd@csda.net) for more information.

### Special Districts Week

Assembly Member Gregg Hart, 2023 CSDA Legislator of the Year, introduced [ACR 163](#) in 2024, proclaiming the week of May 19, 2024, to May 25, 2024, to be "Special Districts Week." ACR 163 was successfully chaptered on May 14, 2024, receiving no opposition.

Special Districts Week aims to encourage California residents to be actively involved in their communities and be civically engaged with their local government, specifically with the special districts in their areas.

In 2025, CSDA is making strides to introduce the week of May 18, 2025, to May 24, 2025, to be this year's official proclamation of "Special Districts Week." This would be the seventh year in a row that such a resolution was introduced.

Stay tuned to CSDA eNews for more information and resources for your district to participate in this valuable opportunity to raise awareness and understanding of special districts in your community. Questions about Special Districts Week? email CSDA Associate Legislative Analyst Lilia Hernandez at [liliah@csda.net](mailto:liliah@csda.net).





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## NSDC is now the National Special Districts Association

The National Special Districts Coalition, in which CSDA is a founding member, has become the National Special District Association (NSDA) to cultivate broader participation across the nation. With a mission focused on advocacy, education and resources, NSDA will magnify the voices of special districts across the country to reinforce our vision of *Districts Stronger Together* federally. CSDA members receive full access and benefits to NSDA through membership in CSDA.



In 2025, NSDA will expand its membership base while remaining focused on the advancement of the Special District Grant Accessibility Act, policies to strengthen and enhance infrastructure and cybersecurity resilience, advocacy for improved disaster preparedness, and greater access to federal funds for special districts.

### Federal Advocacy – Key Legislative Actions

NSDA made significant progress in advancing policies that support special districts at the federal level. Our primary objective, the Special District Grant Accessibility Act, passed through the House and was introduced in the Senate in 2024. The legislation embodies NSDA's longstanding objective of codifying in federal law a first-ever, formal definition of special district.

Additionally, NSDA advocated on several critical issues, including:

- Fix Our Forests Act
- OSHA Emergency Response Rules
- Financial Data Transparency Act
- Water Systems PFAS Liability Protection Act
- Disaster Management Costs Modernization Act

### Grants Portal Increases Special District Funding Participation

The [NSDA Grant Program](#) and services available to help find federal resources for special district priorities experienced an increase in participation from California special districts in 2024. This program provides curated advice and counsel to districts on available funding. Inquiries on grants highlighted in CSDA's weekly *eNews* for projects related to emergency services, fire suppression, water supply and wastewater resulted in increased funding. Corresponding Federal Emergency Management Agency funding announcements included the Assistance to Firefighter Grants and Bureau of Reclamation's WaterSMART grant programs which awarded millions of dollars to California special districts.

### Follow NSDA Progress in 2025

California special district leaders can follow NSDA efforts by reading CSDA's weekly *eNews* and subscribing to [Advocacy News](#). NSDA is active on X, LinkedIn, and Facebook @NSDAdistricts and can be found on the web at [nationalspecialdistricts.org](http://nationalspecialdistricts.org).