

CROCKETT RECREATION COMMISSION

Regular Business Meeting

AGENDA FOR MONDAY MAY 6, 2024

TIME: 6:00 PM

PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

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

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. Approve Minutes for April 8, 2024.
5. RECREATION:
6. BUDGET AND FINANCE:
 - a. Receive Recreation transmittals.
 - b. Budget process update for 23/24.
7. ADMINISTRATIVE:
 - a. Receive report on actions taken by the District Board.
 - b. Update on Prop 68 bid (Alexander Park).
 - c. Discuss Recreation Tax.
8. REPORT OF DEPARTMENT MANAGER:
(This item is typically for the exchange of information only. No action will be taken at this time.)
9. REPORTS FROM COMMISSIONERS:
(This item is typically for the exchange of information only. No action will be taken at this time.)
10. FUTURE AGENDA ITEMS:
 - Website Updates
 - Mortgage payment update for 1 Rolph Park Drive
11. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to June 3, 2024.

CROCKETT RECREATION COMMISSION

You will find the Minutes of this meeting posted on our website at

<https://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 on the picturesque Carquinez Strait of the San Francisco Bay.

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 of 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, relates 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 at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

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For Review

MINUTES OF REGULAR MEETING, APRIL 8, 2024

1. CALL TO ORDER: The meeting was called to order at 6:00 pm by Chair Cusack.
Present: Commissioners Airoidi, Cusack, Choquette, Quade, and Valentini.

Staff present: District Secretary (DS) Rivas, Recreation Department Manager (RDM) Wilson, and Events Supervisor (ES) Morales.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: Item 6 was moved to after Administrative item.
3. PUBLIC COMMENT ON NON-AGENDA ITEMS: None.
4. CONSENT CALENDAR: Minutes for March 4, 2024. (Valentini 1st, Choquette 2nd, 5/0)
5. RECREATION: None.
6. BUDGET AND FINANCE:
 - a. RECREATION TRANSMITTALS: received. No discussion.
 - b. BUDGET PROCESS FOR 2024: No report.
7. ADMINISTRATIVE:
 - a. ACTIONS TAKEN BY THE DISTRICT BOARD: DS Rivas reported that the Board signed an agreement with Redwood Public Law. Mr. Richard Pio Roda will continue to represent the District as legal counsel. A letter of support for HR 7525 was approved and signed. This allows special districts to be officially recognized and apply for federal grants. ASM Goodman was authorized to seek government accounting services considering the audit's findings. Commissioner Valentini was reappointed to the Recreation Commission. Ms. Wais was reappointed to the Crockett Sanitary Commission
 - b. UPDATE ON PROP 68 BID (ALEXANDER PARK): RDM Wilson reported that the project is progressing. Construction has begun with demolition completed today. Plumbing is next and then the erection of walls.
 - c. CONSIDER REPRESENTATION FOR 1 ROLPH PARK DRIVE AD HOC COMMITTEE: DS Rivas reminded the Commission that the building was purchased just before Covid and turn it into a community asset. Some improvements were made but the Board decided to temporarily halt improvements since the public would not be able to use the building during Covid. The Board recognizes the need to

4.a

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

update the public on its progress. An ad hoc committee is being discussed and has asked for a recreation commissioner to participate. Once created, the ad hoc committee will meet and determine when they will meet. Commissioner Choquette volunteered. Ms. Quade expressed a strong maybe.

8. REPORTS FROM COMMISSIONERS: RDM Wilson reported that the large tree by the fence facing Pomona Street was trimmed. This will reduce the amount of ground cover upkeep. The floors of the auditorium were recently refinished, and they look amazing. The swim team began using the pool today. The annual Walk of Honor is scheduled for May 18th. Half a million dollars have been raised over 15 years of which Crockett has received half of the funds.

Mr. Wilson presented a comparison of pool rates for surrounding communities. He expressed that attendance tends to drop when rates are increased. Crockett has not recovered from the previous rate increase and recommends no increase for the upcoming fiscal year. He reported that El Cerrito, Martinez, and Albany do not offer season passes. El Cerrito and Albany offer 15-use punch cards with only \$2 savings. El Cerrito has a no-entry policy for non-residents unless they purchase a pass.

The pool schedule has been cut back to pre-pandemic hours by 1 hour which saves \$300 per week.

9. FUTURE AGENDA ITEMS:
 - a. Website update.
 - b. 1 Rolph Park Drive Mortgage – DS Rivas reported that the recreation department has paid approximately \$4,000 towards the loan for the current fiscal year. She will bring a copy of the original memo describing the acquisition and loan payment splits between the commissions.
10. COMMISSIONER COMMENTS: None.
11. ADJOURNMENT: The meeting was adjourned at 6:25 PM until May 6, 2024.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
04/02/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll nmbr 22, split	12,205.47	14874
Total FUND 3241 - RECREATION			12,205.47	
TOTAL			<u>12,205.47</u>	

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4/2/24

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>
FUND 3241 - RECREATION				
04/15/2024	Raphael Hardwood Flooring Inc.	Resurface flooring in Comm Center - INV#591176-4	2,465.20	14889
04/15/2024	Ron Wilson	Home Depot Pool Supplies Reimbursement 4/4/24	47.15	14890
04/15/2024	U.S. BANK	Credit Card Payment for Feb and March 2024 - SPLIT	8,353.32	14891
04/16/2024	CONTRA COSTA COUNTY TREASURER	CalPERS payment March 2024 - SPLIT	2,762.33	14892
04/16/2024	CONTRA COSTA COUNTY TREASURER	Netchex Payroll no 23 - SPLIT	7,042.97	14893
04/16/2024	City of El Cerrito	Mayors Conference - Feb 2024 - SPLIT	105.00	14894
Total FUND 3241 - RECREATION			<u>20,775.97</u>	
TOTAL			<u><u>20,775.97</u></u>	

[Handwritten Signature]
4/16/2024

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
FUND 3241 - RECREATION				
04/03/2024	CINTAS FIRE 636525	Fire Inspection INV# 0F44816482	665.00	14875
04/03/2024	DC Construction, Inc	Pool ADA Reno INV# 2179	12,856.93	14876
04/03/2024	EBMUD	Park & Pool Jan 2024 - March 2024	1,052.80	14877
04/03/2024	EBMUD	Mem Park water Jan 2024 - Mar 2024	65.40	14878
04/03/2024	Let's Dig, Inc.	Erosion Control project 2nd payment - Final	13,100.00	14879
04/03/2024	PG&E	Comm Center Gas & Electric - Acct # 2501517473-0	6,541.18	14880
04/03/2024	PG&E	Pool Electric Acct # 8212111930-7	2,247.10	14881
04/03/2024	PG&E	Comm Center Gas & Electric - Acct # 6757445609-0	1,583.78	14882
04/03/2024	PRECISION SECURITY SOLUTIONS	Security - Inv # 2024-SE-5951	595.00	14883
04/03/2024	RONALD D. WILSON	Mileage reimbursement - Mar 2024	109.88	14884
04/03/2024	SDRMA	Medical Benefits - SPLIT	1,214.83	14885
04/03/2024	TERRACARE ASSOCIATES	Landscaping services - May 2024	2,305.00	14886
04/03/2024	TERMINIX	Pest Control - Inv # 444324673	174.00	14887
04/03/2024	UNIVERSAL BUILDING SERVICES	Monthly Janitorial svcs - Mar 2024 - Inv # 523912	1,173.23	14888
Total FUND 3241 - RECREATION			<u>43,684.13</u>	
TOTAL			<u>43,684.13</u>	

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4/3/2024