

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting

AGENDA FOR WEDNESDAY, SEPTEMBER 27, 2023

TIME: 7:00 PM

PLACE: 850 Pomona Street, Crockett

1. CALL TO ORDER - ROLL CALL
 2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
 3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
 4. CLOSED SESSION:
 - a. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957, and provide feedback to District Board.
 5. OPEN SESSION:
 - a. Announcement of actions taken during closed session.
 6. PUBLIC HEARING:
(Public comments limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)
 7. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:
(These items are typically for exchange of information only. No action will be taken at this time.)
 - a. Recreation Department
 - b. District Secretary
 - c. Maintenance Department
 - d. Port Costa Sanitary Department
 - e. Crockett Sanitary Department
 - f. Lighting & Landscape Commission
 - g. Governmental matters
 - h. Announcements and discussion
-

8. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from Consent Calendar by request of any Board Member on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of CCSD Board meeting on August 23, 2023.
 - b. Approve Minutes of CCSD Board special meeting on September 20, 2023.
 - c. Approve payment of District bills.
 - d. Receive Minutes of Commissions and Committees.
 - e. Accept resignation from Sylvia Melero from the Police Liaison Committee effective September 11, 2023.

9. ADMINISTRATIVE:
 - a. Consider consent items removed from Consent Calendar
 - b. Election of Vice-President
 - c. Consider application for Ms. Valerie Antoinette Leuba for CCSD Board vacancy.
 - d. Consider application for Ms. Diana Martinez for CCSD Board vacancy.
 - e. Discuss increasing insurance coverage for District properties.
 - f. Consider placing sewer repair projects out for bid.

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

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

12. FUTURE AGENDA ITEMS/BOARD COMMENTS

13. ADJOURNMENT until October 27, 2023

HOW TO SUBMIT PUBLIC COMMENTS:

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us 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 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/or public inspection. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

CROCKETT COMMUNITY SERVICES DISTRICT

For Review

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

MINUTES OF REGULAR BOARD MEETING: AUGUST 23, 2023

- The meeting was called to order at 7:20 pm by President Barassi.
- Present were Board Members Mackenzie, Peterson and Spinner and. Absent: Goodman
- Staff members present: General Manager Murdock, Recreation Manager Wilson, and District Secretary Rivas.
- Also present was Commissioner Wais.

2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER:

There were no requests to hear agenda items out of order.

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Ms. Wais shared that the Lions club is hosting an Adios to Summer event and serving Mexican food and margaritas.

A letter from a former employee regarding recommending contracting with an independent human resources company to handle personnel reviews was received and asked to be submitted as a future agenda item.

4. PUBLIC HEARING: None

5. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:

- a. Recreation Department: The Crockett pool is open until Labor Day. The Proposition 68 project is starting soon. The project bid is scheduled to post on August 28. The mandatory walkthrough is scheduled for September 22. Bids are due October 6.
- b. District Secretary (DS): First month activities included learning process and attending meetings. Website observations and recommendations. Website receives good traffic. Discussed options to make the site more useful including adding meetings to the calendar section, resuming the different newsletters that were previously distributed. DS will be investigating the Engage functionality. Engage allows the public to sign up for updates depending on their areas of interest. Recommended that department reports be written instead of oral. Committee and commission vacancies have been posted. Ms. Rivas recommends business cards and converting the website domain to a .gov website in the future. Will work with staff to update Status Reports and Action Plan.
- c. Maintenance Department: Crockett Resident Soxna Dice has been providing free landscaping services mostly around the Rolph Park building with great enthusiasm and has attracted other volunteers. The General Manager (GM) has negotiated a lease agreement for a small coffee cart at 1 Rolph Park. The vision is very exciting and look forward to the expected grand opening tentatively scheduled for the end of September. The GM confirmed that all of her licensing documentation will be completed and she understands she needs insurance listing the District as an additional insurer.

8.a

- d. Port Costa Sanitary Department: One emergency repair is currently underway at the intersection of Prospect and north of Canyon Lake. Cameras were unable to pass due to a sunken line. Staff feels that sunken lines is/will be common due to the age of the existing lines.
- e. Crockett Sanitary Department: Field easement delayed – to start at end of Sept. Aug. 30th is reading of MCC bid. Expect several bids. Will request a special meeting to approve awarding the winner. Owner from 461 Clark St is not satisfied with remediation or sewer repair work done earlier in the year, GM suggested she submit a claim with none received to date. Owner of property noted new source of liquid on property after repairs. Director Macekenzie suggested testing the water. Wastewater committee, negotiations team and C&H meeting date September 7th via zoom. Noted that a member of the public filed a class action suit against C&H for smell issues last September. GM noted the citizens grant working group submitted a grant to Rose Foundation for upcycled water system.
- f. Lighting & Landscape Commission: This group held their first meeting. They elected Lindsey Pannell as chair and had a general discussion on the workings of the meetings and intent of the commission. Monthly meetings were set for the 3rd Tuesday at 4 pm. Mr. Peterson asked that CCSD agendas be sent to all committees and commissions to increase communication. All groups should be encouraged to attend and report at CCSD meetings.
- g. Governmental matters: Mr. Murdock reminded the Board of the meeting with Congressman Garamendi where a primary focus was on grant funding.
- h. Announcements and discussion. None

6. CONSENT CALENDAR:

- a. Minutes of CCSD Board Meeting for July 26, 2023 were approved; (KP/JM, passed; JG absent)
- b. Approve payment of District bills. Approved with amendments. (KP 1st, JM 2nd, all approved. Goodman absent)
- c. Receive Minutes from CVSAN commission. No Action – minutes were not available.

7. ADMINISTRATIVE:

- a. Consider consent items removed from Consent Calendar
- b. Approval Resolution 23/24-08, Appropriations Limit. (NS 1st, LB 2nd; all ayes. 1 absent)
- c. Board accepted resignation of Howard Adams from CVSAN commissioner. Board expressed their gratitude for Mr. Adams service, his commitment to Crockett and will be missed. Mr. Adams was described as an institution who has served a long time. The District thanks him profusely for his service.
- d. Receive resignation from Memorial Hall Advisory committee member Bud Burlinson. Mr. Burlinson has been involved with the Memorial Hall Advisory Committee since its inception. Board is thankful for his dedication that spans decades. His dedication and commitment to this committee will be missed. Mr. Peterson shared that the committee has not met since Covid-19. There are currently three vacancies and shared that potential volunteers do not need to be veterans and women are encouraged to participate. Ms. Wais shared that she is posting all vacancies in the women's group.
- e. No comments on report from Vice-President Goodman on administrative oversight.
- f. Vice-President Goodman officially resigned from the CCSD Board. Ms. Goodman will be missed in her capacity as VP. President Barassi expressed optimism towards her continued contributions as staff.

8. BUDGET AND FINANCE:

- a. General Manager still has no access to Crockett account. Will refer to last statement and work back to see where we should stand. Working with accountant for that report. The CVSan Budget & Finance is scheduled to meet on Monday and hopes to have a report for that meeting. General Manager shared that many of the charges listed were for workman's compensation for general contractors which are mostly Recreation employees.

9. REPORTS FROM BOARD MEMBERS AND COMMITTEES:

- a. Personnel Committee: Members Cusack (chair) Goodman, Spinner, Wais, and Wilson. None
- b. Budget & Finance Committee: Members Mackenzie and Spinner. None. Staff still has not had access to County service. September 11 is the next opportunity to access.
- c. Police Liaison Committee. Member Wais stated that the committee has not met in a while. The district secretary was asked to assist with the September agenda.
- d. Wastewater Committee: Members Manzione and Bartlebaugh: Request update from last meeting – tour with C&H and Infomark sit down and talk. Met replacement for Hal, seems open to communication. Discussion on whether high pd or high temperatures cause problems. Agreed to monthly meetings.
- e. Memorial Hall Advisory Committee: Mr. Peterson reported that the group had not met since the Pandemic. Ron Wilson is the chair and the group is down to only 3 members where there are 7 seats. Peterson suggested they may want to reduce the seats to 5. Revised plans for the project were presented. Corrections were made by an engineer which allows the project to move forward to a bid. Crockett has as a local concrete contractor that is interested and may be able to offer a good price.
- f. Ad Hoc committees. None.
- g. Inter-agency meetings. None.

10. FUTURE AGENDA ITEMS/BOARD COMMENTS

11. ADJOURNMENT. The meeting was adjourned at 9:42 until September 27, 2023.

Respectfully submitted,
Sonia Rivas

CROCKETT COMMUNITY SERVICES DISTRICT

For Review

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

MINUTES OF BOARD SPECIAL MEETING: September 20, 2023

1. CALL TO ORDER - ROLL CALL:

- The meeting was called to order at 6:08 pm by President Barassi.
- Present were Board Members Peterson and Spinner and. Absent: Mackenzie
- Staff members present were General Manager Murdock

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

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None

4. ADMINISTRATIVE:

- a. Approved motion for the General Manager to award to Telstar Instruments a contract to construct and install a Machine Control Center (MCC) in the Crockett Pump Station for the winning bid of \$749,500. (KP 1st, NP 2nd; all approved. JM Absent)

5. ADJOURNMENT. Meeting was adjourned at 6:13 until September 27, 2023.

Respectfully submitted,
Gaunt Murdock

8.b

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|--------------------------------------|-------------------------------|-----------------------------------|----------|------------|
| FUND 3241 - RECREATION 09/19/2023 | CONTRA COSTA COUNTY TREASURER | | 9,207.60 | 3241014693 |
| Total FUND 3241 - RECREATION | | Memo: Netchex Payroll 9/1 to 9/15 | 9,207.60 | |
| TOTAL | | | 9,207.60 | |



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|-------------------------------|-------------------------------|-------------------------------|------------------|-------------|
| FUND 3241 - RECREATION | | | | |
| 09/07/2023 | CONTRA COSTA COUNTY TREASURER | Netchex Payroll - 8/16 - 8/31 | 13,062.60 | 32410144660 |
| Total FUND 3241 - RECREATION | | | <u>13,062.60</u> | |
| TOTAL | | | <u>13,062.60</u> | |




CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|-------------------------------------|-------------------------------------|---------------------------------------|------------------|------------|
| FUND 3241 - RECREATION | | | | |
| 09/20/2023 | CalPERS Public Employees Retire | INV# 100000017276750 | 1,332.74 | 3241014661 |
| 09/22/2023 | Campbell Business Solutions | INV# 5029 | 9.70 | 3241014662 |
| 09/22/2023 | Campbell Business Solutions | INV# 5287 | 38.79 | 3241014663 |
| 09/22/2023 | ARMOR LOCKSMITH SERVICES | INV# 57580 | 255.00 | 3241014664 |
| 09/22/2023 | Sierra Chemical Company | INV# 147904 | 711.23 | 3241014665 |
| 09/22/2023 | Sierra Chemical Company | INV# 147278 | 1,396.35 | 3241014666 |
| 09/22/2023 | UNIVERSAL BUILDING SERVICES | INV# 517852 | 288.00 | 3241014667 |
| 09/22/2023 | UNIVERSAL BUILDING SERVICES | INV# 517853 | 144.00 | 3241014668 |
| 09/22/2023 | Adrian Zavala | Refund 8/19/2023 | 700.00 | 3241014669 |
| 09/22/2023 | DOLORES M. MORALES | DM August 2023 Mileage Reimbursement | 22.27 | 3241014670 |
| 09/22/2023 | East Bay Municipal Utility District | ACCT# 30385100001 / Date - 9/11/2023 | 663.64 | 3241014671 |
| 09/22/2023 | East Bay Municipal Utility District | ACCT# 30385200001 / Date - 9/11/2023 | 3,730.14 | 3241014672 |
| 09/22/2023 | G & C Refrigeration Inc. | INV# 7180 | 369.37 | 3241014673 |
| 09/22/2023 | LESLIE'S POOL SUPPLIES | INV# 00137-01-092406 | 765.46 | 3241014674 |
| 09/22/2023 | LESLIE'S POOL SUPPLIES | INV# 00137-01-093807 | 120.62 | 3241014675 |
| 09/22/2023 | National Aquatic Services, Inc. | INV# 23-827 | 1,047.65 | 3241014676 |
| 09/22/2023 | PG&E | ACCT# 2501517473-0 / Date - 8/29/2023 | 1,067.37 | 3241014677 |
| 09/22/2023 | RONALD D. WILSON | Mileage - August 2023 | 130.35 | 3241014678 |
| 09/22/2023 | Sierra Chemical Company | INV# 147630 | 2,102.49 | 3241014679 |
| 09/22/2023 | Studio 144 Architects | INV# 8 | 8,347.52 | 3241014680 |
| 09/22/2023 | TERRACARE ASSOCIATES | INV# CD50330783 | 200.00 | 3241014681 |
| 09/22/2023 | TERRACARE ASSOCIATES | INV# CD50332777 | 1,032.00 | 3241014682 |
| 09/22/2023 | TERRACARE ASSOCIATES | INV# CD50332778 | 958.00 | 3241014683 |
| 09/22/2023 | TERRACARE ASSOCIATES | INV# CD50332779 | 315.00 | 3241014684 |
| 09/22/2023 | TERRACARE ASSOCIATES | INV# CD50327945 | 1,261.00 | 3241014685 |
| 09/22/2023 | The Real Yellow Pages | ACCT# 800431701 / Date - 8/4/2023 | 63.35 | 3241014686 |
| 09/22/2023 | UNIVERSAL BUILDING SERVICES | INV# 517028 | 288.00 | 3241014687 |
| 09/22/2023 | UNIVERSAL BUILDING SERVICES | INV# 517027 | 288.00 | 3241014688 |
| 09/22/2023 | UNIVERSAL BUILDING SERVICES | INV# 517508 | 1,128.00 | 3241014689 |
| 09/22/2023 | G&J Seiberlich & Co LLP | INV# 78122 | 2,227.50 | 3241014690 |
| 09/22/2023 | Offsite Business Management | INV# 273 | 223.20 | 3241014691 |
| 09/22/2023 | STATE COMPENSATION INSURA. | INV# 1001642799 | 1,607.75 | 3241014692 |
| Total FUND 3241 - RECREATION | | | 32,834.49 | |
| TOTAL | | | 32,834.49 | |



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 | | | | |
| 09/21/2023 | Lourdes Sanchez | Deposit Refund 7/29/2023 | 700.00 | 3241014694 |
| 09/21/2023 | U.S. BANK | Various 4127134555573937 | 22,983.47 | 3241014695 |
| Total FUND 3241 - RECREATION | | | <u>23,683.47</u> | |
| TOTAL | | | <u>23,683.47</u> | |



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> |
|---------------------------------------|-------------------------------------|--------------------------------------|---------------|------------|
| FUND 3242 - MAINTENANCE 09/22/2023 | East Bay Municipal Utility District | ACCT# 14347900001 / Date - 8/15/2023 | 284.54 | 3242000583 |
| Total FUND 3242 - MAINTENANCE | | | 284.54 | |
| TOTAL | | | 284.54 | |



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|---|-------------------------------|-----------------------------------|---------------|------------|
| FUND 3426 - CV SANITARY - O&M 09/07/2023 | CONTRA COSTA COUNTY TREASURER | remainder for EFT transfer 9/7/23 | 270.00 | 3426007015 |
| TOTAL FUND 3426 - CV SANITARY - O&M | | | 270.00 | |
| TOTAL | | | <u>270.00</u> | |

J. B.

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|--|---------------------------------------|----------------------|-------------------------|------------|
| FUND 3425 - PC SANITARY - O&M | | | | |
| 09/20/2023 | CalPERS Public Employees Retiremen... | INV# 100000017276750 | 73.99 | 3425001744 |
| 09/22/2023 | Campbell Business Solutions | INV# 5029 | 8.04 | 3425001745 |
| 09/22/2023 | Campbell Business Solutions | INV# 5287 | 32.17 | 3425001746 |
| 09/22/2023 | Eurofins Calscience | INV# 5700146204 | 782.25 | 3425001747 |
| 09/22/2023 | L.R. PAULSELL CONSULTING | INV# PCSD 23-8 | 11,388.52 | 3425001748 |
| 09/22/2023 | L.R. PAULSELL CONSULTING | INV# PCSD 23-9 | 3,350.00 | 3425001749 |
| 09/22/2023 | Sierra Chemical Company | INV# 147903 | 482.85 | 3425001750 |
| 09/22/2023 | Valley Operators, LLC | INV# 2520 | 4,196.96 | 3425001751 |
| 09/22/2023 | G&J Seiberlich & Co LLP | INV# 78122 | 495.00 | 3425001752 |
| 09/22/2023 | Offsite Business Management | INV# 273 | 46.73 | 3425001753 |
| Total FUND 3425 - PC SANITARY - O&M | | | <u>20,856.51</u> | |
| TOTAL | | | <u>20,856.51</u> | |



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|--|---------------------|---|------------------------|------------|
| FUND 3425 - PC SANITARY - O&M | | | | |
| 09/21/2023 | USBank | Credit Card Payment August 2023 | 901.06 | 3425001754 |
| 09/21/2023 | Drain Line Plumbing | SM Repair 47 Canyon Lake Dr. Port Costa 9/20/23 | 3,200.00 | 3425001755 |
| Total FUND 3425 - PC SANITARY - O&M | | | <u>4,101.06</u> | |
| TOTAL | | | <u>4,101.06</u> | |



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num | Original Amount |
|-------------------------------------|------------------------|--|------------------|---------|-----------------|
| FUND 3426 - CV SANITARY - O&M | | | | | |
| 09/07/2023 | CONTRA COSTA COUNTY TR | Netchex Payroll Funding - Aug 2023 - EFT | 21,479.09 | 3426007 | -21,479.09 |
| Total FUND 3426 - CV SANITARY - O&M | | | <u>21,479.09</u> | | |
| TOTAL | | | <u>21,479.09</u> | | |



CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|--|---|--------------------------------------|------------------|------------|
| FUND 3426 - CV SANITARY - O&M | | | | |
| 09/20/2023 | CalPERS Public Employees RetirementSystem | INV# 100000017276750 | 37,294.82 | 3426007016 |
| 09/22/2023 | Campbell Business Solutions | INV# 5029 | 22.26 | 3426007017 |
| 09/22/2023 | Campbell Business Solutions | INV# 5287 | 89.04 | 3426007018 |
| 09/22/2023 | DENALECT ALARM CO | INV# 114922 | 506.60 | 3426007019 |
| 09/22/2023 | WEST COUNTY WASTEWATER DISTRICT | INV# INV04357 | 19,510.52 | 3426007020 |
| 09/22/2023 | Contra Costa Special Districts Asso | INV date 6/15/2023 | 150.00 | 3426007021 |
| 09/22/2023 | L R PAULSELL CONSULTING | INV# CVSD 23-23 | 18,900.00 | 3426007022 |
| 09/22/2023 | MEYERS NAVE | INV# 208225 | 534.60 | 3426007023 |
| 09/22/2023 | PG&E | ACCT# 6193854060-8 / Date - 9/5/2023 | 4,025.17 | 3426007024 |
| 09/22/2023 | G&J Seiberlich & Co LLP | INV# 78122 | 2,227.50 | 3426007025 |
| 09/22/2023 | Offsite Business Management | INV# 273 | 427.57 | 3426007026 |
| 09/22/2023 | STATE COMPENSATION INSURANCE FUND | INV# 1001642799 | 1,607.75 | 3426007027 |
| Total FUND 3426 - CV SANITARY - O&M | | | 85,295.83 | |
| TOTAL | | | 85,295.83 | |



CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

| Date | Name | Memo | Credit | Num |
|---|--------|---------------------------------|------------------|--------------|
| FUND 3426 - CV SANITARY - O&M 09/21/2023 | USBank | Credit Card Payment August 2023 | 11,741.92 | 3426007028 . |
| Total FUND 3426 - CV SANITARY - O&M | | | 11,741.92 | |
| TOTAL | | | <u>11,741.92</u> | |





P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER 4866 9145 5553 8450
STATEMENT DATE 08-22-2023
AMOUNT DUE \$35,624.74
NEW BALANCE \$35,624.74
PAYMENT DUE ON RECEIPT



000000724 01 SP 106481819289388 S
CROCKETT COMMUNITY
ATTN ACCOUNTS PAYABLE
PO BOX 578
CROCKETT CA 94525-0578

AMOUNT ENCLOSED
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

486691455538450 003562474 003562474

Please tear payment coupon at perforation.

| CORPORATE ACCOUNT SUMMARY | | | | | | | | | |
|---|---------------------|-------------------------------------|--------------------|---------------------------|------------------------------|-----------|-------------|------------------|--|
| CROCKETT COMMUNITY 4866 9145 5553 8450 | Previous Balance | Purchases And Other + Charges | Cash + Advances | Cash Advance + Fees | Late Payment + Charges | - Credits | - Payments | = New Balance | |
| Company Total | \$28,854.42 | \$19,464.39 | \$0.00 | \$0.00 | \$0.00 | \$83.51 | \$12,610.56 | \$35,624.74 | |

| CORPORATE ACCOUNT ACTIVITY | | | | | | | | | |
|---|--------------|-------------------------|-----------------------------|--|--|--------------|--|--|--|
| CROCKETT COMMUNITY 4866-9145-5553-8450 | | | | | TOTAL CORPORATE ACTIVITY \$12,610.56 CR | | | | |
| Post Date | Tran Date | Reference Number | Transaction Description | | | Amount | | | |
| 08-07 | 08-06 | 74798263219000000000028 | PAYMENT - THANK YOU 00000 C | | | 12,610.56 PY | | | |

| NEW ACTIVITY | | | | | | | | | |
|---|--------------|-------------------------|--|--------------------|------------------------------|--------|--|--|--|
| JAMES G BARNHILL 4866-9163-1038-9715 | | CREDITS \$0.00 | PURCHASES \$1,328.48 | CASH ADV \$0.00 | TOTAL ACTIVITY \$1,328.48 | | | | |
| Post Date | Tran Date | Reference Number | Transaction Description | | | Amount | | | |
| 07-28 | 07-27 | 24164073208105825065903 | STAPLES DIRECT 800-3333330 MA | | | 358.49 | | | |
| 08-02 | 08-01 | 24692163213105259393998 | VZWRLSS*APOCC VISB 800-922-0204 FL | | | 44.20 | | | |
| 08-08 | 08-07 | 24692163219100728352653 | IN *MCCAMPBELL ANALYTICAL 925-2529262 CA | | | 452.00 | | | |
| 08-15 | 08-14 | 24692163226106428363149 | AMZN MKTP US*T096N0M40 AMZN.COM/BILL WA | | | 10.82 | | | |
| 08-15 | 08-14 | 24692163226106477403838 | AMZN MKTP US*T06ZF21Y1 AMZN.COM/BILL WA | | | 233.52 | | | |

| CUSTOMER SERVICE CALL 800-344-5696 | ACCOUNT NUMBER 4866-9145-5553-8450 | | ACCOUNT SUMMARY | |
|---|---------------------------------------|------------------------------|------------------|-----------|
| | STATEMENT DATE 08/22/23 | DISPUTED AMOUNT .00 | PREVIOUS BALANCE | 28,854.42 |
| SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335 | | PURCHASES & OTHER CHARGES | 19,464.39 | |
| | | CASH ADVANCES | .00 | |
| AMOUNT DUE 35,624.74 | | CASH ADVANCE FEES | .00 | |
| | | LATE PAYMENT CHARGES | .00 | |
| | | CREDITS | 83.51 | |
| | | PAYMENTS | 12,610.56 | |
| | | ACCOUNT BALANCE | 35,624.74 | |

80.



| |
|---|
| Company Name: CROCKETT COMMUNITY |
| Corporate Account Number: 4866 9145 5553 8450 |
| Statement Date: 08-22-2023 |

NEW ACTIVITY

| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
|------------------------|-----------|-------------------------|--|-----------------|-----------------------|
| 08-16 | 08-15 | 24692163227106959133415 | AMZN MKTP US*TO9581U32 AMZN.COM/BILL WA | 44.45 | |
| 08-17 | 08-16 | 24492163228000039608937 | DKFSOLUTIONSGROUP.COM HTTPSWWW.DKFS CA | 185.00 | |
| SUSAN G WITSCHI | | CREDITS | PURCHASES | CASH ADV | TOTAL ACTIVITY |
| 4866-9163-2754-4179 | | \$0.00 | \$291.52 | \$0.00 | \$291.52 |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
| 07-25 | 07-24 | 24204293205316661647741 | ADOBE INC 800-8336687 CA | 19.99 | |
| 07-25 | 07-24 | 24692163205109250780393 | AMZN MKTP US*T69FF2V50 AMZN.COM/BILL WA | 95.29 | |
| 07-26 | 07-25 | 24231683212837000059082 | SMART AND FINAL 723 FAIRFIELD CA | 21.66 | |
| 07-28 | 07-27 | 24492153209207320200068 | COCOCOUNTY EH&HM DEPT 925-646-4690 CA | 45.00 | |
| 07-31 | 07-30 | 24692163211104155318516 | LOWES #01143* VACAVILLE CA | 43.03 | |
| 08-09 | 08-09 | 24692163221101720787736 | AMZN MKTP US*TA91H7Q00 AMZN.COM/BILL WA | 42.28 | |
| 08-15 | 08-13 | 24427333226710008118079 | J & L MARKET CROCKETT CA | 24.27 | |
| RONALD D WILSON | | CREDITS | PURCHASES | CASH ADV | TOTAL ACTIVITY |
| 4866-9164-3397-3742 | | \$63.52 | \$9,075.34 | \$0.00 | \$9,011.82 |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
| 07-28 | 07-26 | 74943013208010191323101 | THE HOME DEPOT #1044 HERCULES CA | 63.52 CR | |
| 07-31 | 07-30 | 24231683212837000059058 | SMART AND FINAL 447 PLEASANT HILL CA | 7.63 | |
| 07-31 | 07-30 | 24231683212837000059082 | SMART AND FINAL 447 PLEASANT HILL CA | 94.32 | |
| 08-01 | 08-01 | 24692163213105129809009 | AMZN MKTP US*TH4TW8Q32 AMZN.COM/BILL WA | 106.56 | |
| 08-01 | 07-30 | 24943013212010190412060 | THE HOME DEPOT #1044 HERCULES CA | 107.17 | |
| 08-02 | 08-01 | 24492153213717788413619 | IC* INSTACART 888-246-7822 CA | 99.32 | |
| 08-02 | 08-01 | 24492153213719771637030 | IC* INSTACART 888-246-7822 CA | 221.82 | |
| 08-02 | 07-31 | 24943013213010183177422 | HOMEDEPOT.COM 800-430-3376 GA | 96.34 | |
| 08-03 | 08-02 | 24055233215812429505068 | AT&T BILL PAYMENT 800-331-0500 TX | 258.53 | |
| 08-03 | 08-01 | 24113433215600168645674 | THE WEBSTAUANT STORE INC 717-392-7472 PA | 320.35 | |
| 08-03 | 08-01 | 24445003214300658496529 | OPC*CONTRA COSTA PERMITS 925-855-5000 CA | 2,176.00 | |
| 08-03 | 08-01 | 24445003214300658496602 | OPC MSC*SERVICE FEE 024 800-487-4567 NE | 54.40 | |
| 08-04 | 08-03 | 24231683216796605820510 | CHEFSTORE 7510 CONCORD CA | 185.83 | |
| 08-04 | 08-03 | 24692163215106944661755 | AMZN MKTP US*TH6GL1611 AMZN.COM/BILL WA | 48.47 | |
| 08-07 | 08-03 | 24231683216400213000058 | BENIHANA CONCORD CONCORD CA | 145.32 | |
| 08-07 | 08-05 | 24231683218837001207254 | SAFEWAY #2874 HERCULES CA | 21.98 | |
| 08-07 | 08-06 | 24231683219796066066675 | CHEFSTORE 7510 CONCORD CA | 56.76 | |
| 08-08 | 08-07 | 24492153219743761115850 | IC* INSTACART 888-246-7822 CA | 271.90 | |
| 08-09 | 08-08 | 2423168321837000070047 | SMART AND FINAL 568 SAN PABLO CA | 164.96 | |
| 08-09 | 08-08 | 24445003221400212625778 | SAMS CLUB #6612 CONCORD CA | 207.14 | |
| 08-09 | 08-08 | 24755423220272209315001 | PRIMO WATER 800-7285508 FL | 255.82 | |
| 08-10 | 08-09 | 24231683222796539878214 | CHEFSTORE 7510 CONCORD CA | 62.94 | |
| 08-14 | 08-11 | 24231683224837001103521 | SAFEWAY #2874 HERCULES CA | 147.55 | |
| 08-14 | 08-12 | 24231683225796980418145 | CHEFSTORE 7510 CONCORD CA | 142.78 | |
| 08-14 | 08-12 | 24231683225837000091148 | SMART AND FINAL 447 PLEASANT HILL CA | 104.55 | |
| 08-14 | 08-12 | 24492153224713408006617 | THE EVENT HELPER, INC. 530-477-6521 CA | 274.00 | |
| 08-14 | 08-11 | 24692163223103560283782 | SQ *MERCY & THE HEARTBEAT GOSQ.COM CA | 1,289.00 | |
| 08-14 | 08-11 | 24692163223104039309778 | SQ *LUCIA'S CRAFT SANDWIC CROCKETT CA | 94.66 | |
| 08-14 | 08-12 | 24692163224104917701137 | TMOBILE*PREPAID WEB 877-778-2106 WA | 10.38 | |
| 08-14 | 08-10 | 24943013223010187120343 | THE HOME DEPOT #1044 HERCULES CA | 30.37 | |
| 08-14 | 08-11 | 24943013224010187147949 | THE HOME DEPOT #1044 HERCULES CA | 26.02 | |
| 08-15 | 08-14 | 24431063227083707251799 | AMAZON.COM*TO6FH6MQ0 AMZN AMZN.COM/BILL WA | 88.20 | |
| 08-15 | 08-15 | 24692163227106603308884 | AMZN MKTP US*TO05L47H2 AMZN.COM/BILL WA | 93.48 | |
| 08-15 | 08-15 | 24692163227106679481318 | AMZN MKTP US*TO9AH8P11 AMZN.COM/BILL WA | 38.86 | |
| 08-16 | 08-15 | 24431063227083744840745 | AMAZON.COM*TO1R89XD1 AMZN AMZN.COM/BILL WA | 27.18 | |



| |
|---|
| Company Name: CROCKETT COMMUNITY |
| Corporate Account Number: 4866 9145 5553 8450 |
| Statement Date: 08-22-2023 |

| NEW ACTIVITY | | | | | |
|------------------------|-----------|-------------------------|---|-----------------|-----------------------|
| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
| 08-17 | 08-16 | 24399003228295056005700 | BEST BUY 00001388 PINOLE CA | 1,332.59 | |
| 08-17 | 08-16 | 24692163228107678798685 | AMZN MKTP US*TQ0NI2C52 AMZN.COM/BILL WA | 201.97 | |
| 08-18 | 08-17 | 24122593229017073405744 | POOL SUPPLY UNLIMITED 888-836-6025 TX | 120.12 | |
| 08-21 | 08-18 | 24231683231837001014257 | SAFeway #2874 HERCULES CA | 56.45 | |
| 08-21 | 08-17 | 24943013230010191187651 | THE HOME DEPOT #1044 HERCULES CA | 33.62 | |
| GAUNT A MURDOCK | | CREDITS | PURCHASES | CASH ADV | TOTAL ACTIVITY |
| 4866-9164-5777-3465 | | \$19.99 | \$8,769.05 | \$0.00 | \$8,749.06 |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount | |
| 07-25 | 07-24 | 24492153205745546651816 | IC* INSTACART 888-246-7822 CA | 365.00 | |
| 07-27 | 07-26 | 24692163207100556934725 | COSTCO *BUS DELIV 823 510-259-6600 CA | 713.02 | |
| 07-31 | 07-27 | 24251383209030054239332 | EL SOBRANTE FEED AND PET RICHMOND CA | 41.31 | |
| 07-31 | 07-30 | 24492153211713432870090 | ADOBE *ACROPRO SUBS 408-536-6000 CA | 19.99 | |
| 07-31 | 07-27 | 24943013209010191228239 | THE HOME DEPOT #1044 HERCULES CA | 32.67 | |
| 08-02 | 08-01 | 24204293213002657179762 | GOOGLE GSUITE TOWN.CROCK 650-2530000 CA | 42.00 | |
| 08-03 | 08-02 | 24137463215001543227545 | USPS PO 0519140315 CROCKETT CA | 13.74 | |
| 08-03 | 08-02 | 24492163214000042583800 | CAMPBELLBUSINESS WWW.CAMPBELLB CA | 1,087.49 | |
| 08-03 | 08-01 | 24943013214010192295214 | THE HOME DEPOT #1044 HERCULES CA | 45.84 | |
| 08-07 | 08-05 | 24055233218812414956927 | ATT* BILL PAYMENT 800-331-0500 TX | 161.94 | |
| 08-07 | 08-06 | 24492153218719611069084 | ADOBE *ACROPRO SUBS 408-536-6000 CA | 47.98 | |
| 08-07 | 08-04 | 24692163216108353899388 | EBMUD-REMITCTR/IVR 866-403-2683 CA | 245.40 | |
| 08-08 | 08-07 | 24055233220812464438889 | ATT*BILL PAYMENT 800-331-0500 TX | 27.57 | |
| 08-08 | 08-07 | 24055233220812464589608 | ATT*BILL PAYMENT 800-331-0500 TX | 380.01 | |
| 08-09 | 08-09 | 74492153221745944621275 | ADOBE INC. 4085366000 CA | 19.99 CR | |
| 08-09 | 08-08 | 24492153220745926442514 | ADOBE INC. 408-536-6000 CA | 19.99 | |
| 08-09 | 08-09 | 24492153221745932388197 | ADOBE *ADOBE 408-536-6000 CA | 119.88 | |
| 08-16 | 08-15 | 24692163227107256003731 | ATT*BUS PHONE PMT 800-750-2355 TX | 222.59 | |
| 08-21 | 08-18 | 24692163230109689392025 | PG&E/EZ-PAY 800-743-5000 CA | 5,182.63 | |

Department: 0000 Total: \$19,380.88
 Division: 0000 Total: \$19,380.88

| PC San - 3425 | fund code: | CVSan - 3426 | fund code: | Rec - 3241 | fund code: | Notes: |
|---------------|------------|--------------|------------|------------|------------|--------|
|---------------|------------|--------------|------------|------------|------------|--------|

179.25 3425.411.42
 22.1 3425.411.91.6
 452 3425.415.56.7
 5.41 3425.411.42
 116.76 3425.411.42
 22.23 3425.411.42

179.25 3426.414.94
 22.1 3426.414.90.6
 5.41 3426.414.94
 116.76 3426.414.94
 22.23 3426.414.94
 185 3426.414.95.9

19.99 3241.507
 95.29 3241.5135
 21.66 3241.5241
 45 3241.5160.7
 43.03 3241.5144
 42.28 3241.5146 office supply, check coding, no sig's on stamp
 24.27 3241.5160.7

 63.52 3241.5146
 7.63 3241.5141
 94.32 3241.5141
 106.56 3241.5146
 107.17 3241.5135
 99.32 3241.5141
 221.82 3241.5141
 96.34 3241.5135
 258.53 3241.5060
 320.35 3241.5241
 2176 3241.5351
 54.4 3241.5351
 185.83 3241.5160.7
 48.47 3241.5135
 145.32 3241.5165.9e
 21.98 3241.5241
 56.76 3241.5241
 271.9 3241.5241
 164.96 3241.5241 3241.5241 - 103.97, 3241.5160.7 - 60.99 SPLIT
 207.14 3241.5160.7
 255.82 3241.5241
 62.94 3241.5160.7
 147.55 3241.5160.7
 142.78 3241.5241
 104.55 3241.5241
 274 3241.5160.7
 1289 3241.5160.7
 94.66 3241.5160.7
 10.38 3241.507
 30.37 3241.5140.
 26.02 3241.5140.
 88.2 3241.5135
 93.48 3241.5146
 38.86 3241.5135
 27.18 3241.5144 NO RCPT
 1332.59 3241.5172
 201.97 3241.5172
 120.12 3241.5146
 56.45 3241.5241
 33.62 3241.5147

18.63 3425.417.7
 4.17 3425.417.7
 69.6 3425.417.56.6

125.41 3426.414.94
 28.04 3426.414.94
 619.22 3426.414.55.7
 245.4 3426.414.75
 161.91 3426.414.90
 41.31 3426.410.95.2
 32.67 3426.410.95.3
 13.74 3426.410.95.1
 45.84 3426.410.70.4
 245.4 3426.414.75.w
 27.57 3426.414.90.5
 380.01 3426.414.90
 5182.63 3426.414.75e
 222.59 3426.5165.7

43.81 3241.507
 9.79 3241.507
 398.67 3241.5186

6.74 3425.417.7
 4.17 3425.417.7

45.38 3426.414.94
 28.04 3426.414.94
 54.6 3426.414.74
 3491.83 3426.410.90.1
 219.58 3426.414.75

15.85 3241.507
 9.79 3241.507

220.67 uncoded amounts - coding pending
 10118.9 uncoded amounts - coding pending
 2735.61 uncoded amounts - coding pending
 22983.47

901.06

11741.92

22983.47

Total amount:

Actual on bill Aug

901.06

11741.92

35626.45

35624.74

80c.

September 11, 2023

Sadly I am resigning
from the Police Liasion
Committee due to
moving to a new town.

Thank you for this
opportunity these many
years!

Best wishes!
Sylvia L. Melero

CROCKETT COMMUNITY SERVICES DISTRICT

STATEMENT OF INTEREST / APPLICANT QUESTIONNAIRE FOR COMMISSIONS, COMMITTEES AND BOARD

"Please note that this form is a public record that may be subject to disclosure upon request."

NOTE: PLEASE FILL OUT SEPARATE APPLICATION FOR EACH BOARD/COMMISSION YOU WISH TO SERVE ON (TYPE or PRINT ONLY)

When Completed Return To: CCSD District Secretary, 850 Pomona Street, Crockett, CA 94525 or via email: DistrictSecretary@town.Crockett.CA.us

Telephone 510.787.2992 **Bolded items are required for a complete application.**

INDICATE YOUR INTEREST

BOARD

CCSD BOARD OF DIRECTORS

COMMISSIONS

- Budget & Finance (B&F)
- Crockett Sanitary (CVSAN)
- Port Costa Sanitary (PCSAN)
- Recreation (REC)
- Lighting & Landscape (L&L)

COMMITTEES

- Memorial Hall Advisory
- Personnel
- Police Liaison

NAME Valerie Quade

ADDRESS [REDACTED] CITY/ZIP Crockett

PRIMARY PHONE [REDACTED] ALTERNATIVE PHONE _____

EMAIL ADDRESS [REDACTED]

LENGTH OF RESIDENCE IN CROCKETT/PORT COSTA 10 years IN CONTRA COSTA COUNTY _____

ARE YOU CURRENTLY EMPLOYED OR RETIRED? Self employed

RELEVANT EXPERIENCE RELATING TO THIS POSITION See letter

SOME THOUGHTS YOU BELIEVE MAY CONTRIBUTE TO IMPROVE BOARD/COMMISSION/COMMITTEE:

See letter

IF APPOINTED, WHAT/HOW WOULD YOU CONTRIBUTE TO OUR COMMUNITIES?

See letter

REFERENCES (TWO) (OTHER THAN FAMILY MEMBERS):

NAME [REDACTED] ADDRESS Crockett PHON [REDACTED]

NAME [REDACTED] ADDRESS Crockett PHON [REDACTED]

DATE 9/12/2023 APPLICANT'S SIGNATURE _____

Rec'd
9/23

CROCKETT COMMUNITY SERVICES DISTRICT

STATEMENT OF INTEREST / APPLICANT QUESTIONNAIRE FOR COMMISSIONS, COMMITTEES AND BOARD

"Please note that this form is a public record that may be subject to disclosure upon request."

NOTE: PLEASE FILL OUT SEPARATE APPLICATION FOR EACH BOARD/COMMISSION YOU WISH TO SERVE ON (TYPE or PRINT ONLY)

When Completed Return To: CCSD District Secretary, 850 Pomona Street, Crockett, CA 94525 or via email: DistrictSecretary@town.Crockett.CA.us

Telephone 510.787.2992. **Bolded items are required for a complete application.**

We encourage applicants to submit a separate statement letter to elaborate on your responses. We look forward to receiving your application.

INDICATE YOUR INTEREST

BOARD

CCSD BOARD OF DIRECTORS

COMMISSIONS

- Budget & Finance (B&F)
- Crockett Sanitary (CVSAN)
- Port Costa Sanitary (PCSAN)
- Recreation (REC)
- Lighting & Landscape (L&L)

COMMITTEES

- Memorial Hall Advisory
- Personnel
- Police Liaison

NAME Diana Martinez

ADDRESS [REDACTED] CITY/ZIP Crockett 94525

PRIMARY PHONE [REDACTED] ALTERNATIVE PHONE _____

EMAIL ADDRESS [REDACTED]

LENGTH OF RESIDENCE IN CROCKETT/PORT COSTA 14 years IN CONTRA COSTA COUNTY 14 years

ARE YOU CURRENTLY EMPLOYED OR RETIRED? Retired

RELEVANT EXPERIENCE RELATING TO THIS POSITION I currently am on the CCSD Recreation Commission

and am knowledgeable about various matters, policies, committees, board concerns and resolutions, and inner workings of the district.

SOME THOUGHTS YOU BELIEVE MAY CONTRIBUTE TO IMPROVE BOARD/COMMISSION/COMMITTEE:

I bring 30 years of State government administrator & managerial experience with regulatory compliance, facilities, human resources, quality management and improvement, contracts, budgets, governing body, and committee appointments & leadership with excellent written & verbal communication skills with various professions.

IF APPOINTED, WHAT/HOW WOULD YOU CONTRIBUTE TO OUR COMMUNITIES?

With 14 years of community homeownership, I have knowledge of past, present and future community needs I believe I can help contribute to their betterment.

REFERENCES (TWO) (OTHER THAN FAMILY MEMBERS):

NAME [REDACTED] ADDRESS [REDACTED] PHONE [REDACTED]

NAME [REDACTED] ADDRESS [REDACTED] PHONE [REDACTED]

DATE 9/22/23 APPLICANT'S SIGNATURE [Signature]