

CROCKETT COMMUNITY SERVICES DISTRICT

Special Meeting
AGENDA FOR WEDNESDAY, OCTOBER 26, 2022

TIME: 7:00 PM
PLACE: 850 Pomona Avenue, Crockett

—
****IN-PERSON OR BY TELECONFERENCE****

In accordance with Government Code section 54953(e) and the county Board of Public Health, Board members may participate in this meeting remotely. This meeting will be accessible to all members of the public in-person, or by Zoom.

Telephone: Listen to the meeting live by calling Zoom at +1 669 900 9128. Enter the Meeting ID# 410 765 9435 followed by the pound (#) key.

More phone numbers can be found on Zoom's website at <https://zoom.us/u/kb4PW3DxF2>

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/4107659435> using a computer with internet access that meets Zoom's system requirements [Zoom system requirements-Zoom Support](#)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 410 765 9435.

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. REPORTS FROM COMMISSIONERS:
(This item is typically for exchange of information only. No action will be taken at this time.)
5. PUBLIC HEARINGS:
 - a. Hear Port Costa citizen's concerns about field semester project.
6. 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 or 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 payment of District bills.
 - b. Receive Minutes of Commissions and Committees.
 - c. Approve Minutes of District Board meetings Sept 29,2022 & Aug 24, 2022 and amended minutes for CCSD meeting July 27, 2022.
 - d. Consider Resolution No. 22/23-12 authorizing remote teleconferencing meetings including hybrid meetings for the period of November 1, 2022 through November 30, 2022 in conformity to AB 361.

7. MANAGERS' REPORTS: (These items are typically for exchange of information only.
No action will be taken at this time.)
 - a. Recreation Department.
 - b. Maintenance Department.
 - c. Port Costa Sanitary Department.
 - d. Crockett Sanitary Department.
 - e. Governmental matters.
 - f. Announcements and discussion.

8. ADMINISTRATIVE:
 - a. Consider consent Items removed from Consent Calendar.
 - b. Consider report on status and events at the Joint Treatment Plant.

9. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheets and Investment Reports and staff report on financial matters.
 - b. Consider Budget for FY 22/23.

10. REPORTS FROM BOARD MEMBERS:
(These items are typically for exchange of information only. No action will be taken at this time.)
 - a. Personnel Committee - Members Barassi, Bartlebaugh, Cusack, Wilson
 - b. Budget & Finance Committee - Members Mackenzie, Peterson
 - c. Ad Hoc Committees:
 - d. Inter-agency meetings:

11. FUTURE AGENDA ITEMS:
 - Adopt purchasing procedures and spending limits.
 - Annual long-term strategy workshop.
 - Revise District code.

12. COMMENTS FROM COMMISSIONERS

13. ADJOURNMENT until November 16, 2022

CROCKETT POLICE LIAISON COMMITTEE

of the Crockett Community Services District

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

MINUTES OF REGULAR MEETING, SEPTEMBER 12, 2022

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Angell. Present were Committee members Melero, Valentini and Wais. Committee members Cardwell and Currington were absent.
2. AGENDA ORDER: No requests for items out of order.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Mary Wais stated that Ron Wilson has restricted the students during school hours from being in the park. On October 16 from 1:00-4:00 pm at the Old Homestead there will be an Emergency Preparedness Program. There will be a guest speaker specialist in the field of earthquakes. Useful items such as lanterns, etc. will be handed out. Union 76 has provided the cost of items and other goods. October 7 is the last day to RSVP.
- 4.a. REPORT FROM DEPUTY: Deputy Mark Rodriguez reported there were 385 calls for service from July-August. There were two select crimes in June and four select crimes in July. Deputy Rodriguez introduced Deputy Sheppard. Deputy Sheppard has 8 years experience as a deputy and went to University of California.
- 4.b. REPORT FROM CHP ON TRAFFIC ISSUES: Not in attendance.
5. ADMINISTRATIVE: None
6. REPORTS FROM COMMITTEE MEMBERS: None
7. CONSENT CALENDAR: The consent item was approved unanimously (sm/mw):
 - a. Approve Minutes of July 11, 2022
8. FUTURE AGENDA ITEM:
Results of Automated License Plate Readers survey (October).
9. ADJOURNMENT: The meeting was adjourned at 8:24 PM until October 3, 2022.

Respectfully submitted,

John Valentini

John Valentini

6.b.

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, SEPTEMBER 7, 2022

1. CALL TO ORDER: The meeting was called to order at 7:03 PM by Commissioner Cusack. Present were Commissioners List, Klaiber, and Scheer, along with Dept. Manager Barnhill and District Engineer Murdock. Commissioner Surges was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
- 5.a. DISTRICT BOARD ACTIONS: Mr. Murdock said the District Board authorized hybrid public meetings for Board meetings. The hybrid meeting will allow attendees to log in via Zoom to participate. He said it is the choice of the individual Commissions and Committees to enact hybrid meetings.
- 5.b. SELF-MONITORING REPORT: Mr. Barnhill reported no exceedances in July and there were no sewer overflows from the public system in August. He said there was one private lateral spill at 131 Canyon Lake Drive, the owner of that property was able to clear the blockage and flow was restored. The house lateral connects to the public main line near the side entrance of the Port Costa School building.
6. FINANCIAL REPORT: Mr. Barnhill reported that financials were not provided with this agenda packet.
7. WASTEWATER: None
- 8.a. STAFF REPORT ON OPERATIONS: Mr. Barnhill reported the sewer that the Port Costa School is connected to appears to be a public main line. He reported that a contractor performed CCTV work to inspect the line. He said that sometime in the past, approximately 70 feet of the clay line had been replaced with what appears to be PVC pipe, he said he has no records of this work on file. He said the end of line is next to the recently installed concrete step area. He said there is one section of joints in the line that prevented the camera from passing and was holding water. He said the lack of slope could potentially cause backups, he said this would not be acceptable if the District were in charge of the installation. He added that the line is serviceable for cleaning and its issues are minor on his list of priorities. Mr. Barnhill reported that on September 6, 2022, Larry Walker Associates (LWA) provided a proposal to provide assistance with NPDES Discharge Permit reissuance. He said the estimate is \$23,500

Commissioners: Tom Cusack, Karren Klaiber, Tom List, Anne Scheer, Joe Surges

which is substantially less than the previous permit assistance expenditure. He recommends moving forward with LWA due to their direct knowledge and prior work with Port Costa Sanitary Department's operations and NPDES permit. He said that Port Costa has \$30,000 budgeted for NPDES reissuance. Mr. Barnhill said there are possibilities for other expenses during this process. There were no objections to moving forward with LWA.

8.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

8.c. STAFF ANNOUNCEMENTS: Mr. Murdock said there was an article mentioning the potential source of bacteria growth in the San Francisco Bay is nutrient discharge from sanitary treatment plants. The article mentioned that Nitrogen may be regulated in NPDES Discharge permits starting in 2024. Mr. Barnhill added that it is good to be aware of potential future mandates or limitations which may require treatment plant upgrades.

9. REPORTS FROM COMMISSIONERS: None

10. CONSENT CALENDAR: The consent item was approved unanimously (as/tl):
a. Approve Minutes of August 10, 2022.

11. FUTURE AGENDA ITEMS: Bull Valley Agricultural Center & Port Costa School – scope and costs.

12. COMMISSIONER COMMENTS:

13. ADJOURNMENT: The meeting was adjourned at 7:38 PM until October 12, 2022.

Respectfully submitted,



James Barnhill
September 9, 2022

CROCKETT COMMUNITY SERVICES DISTRICT

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 SPECIAL MEETING, JULY 27, 2022

1. CALL TO ORDER: The meeting was called to order at 7:01 PM by President Barassi. Present were Board Members Bartlebaugh, Kirker, Mackenzie and Peterson, along with General Manager Murdock, Recreation Department Manager Wilson, Administrative Services Manager Gunkelman, Sanitary Dept. Manager Barnhill and Assistant District Secretary Witschi.
2. AGENDA ORDER: Director Barassi asked that items 5.e. and 5.f. be moved after item 4.
3. PUBLIC COMMENTS: None
4. REPORTS FROM COMMISSIONERS: None
- 5.e. SEWER USE CHARGE RATE - 200 MEADOW: Mr. Murdock reported that there are two buildings on the property at 200 Meadow Lane and currently each is charged as a single family residence (SFR). He said the SFR on the parcel was transferred there as a result of eminent domain of a previous location when the new bridge offramp was built. The building in question is a separate building, not contained within the structure of another SFR. The structure fits the definition of an accessory dwelling unit (ADU), and therefore could be charged at the apartment rate as an ADU. A motion to reclassify as one SFR and one ADU carried unanimously (kp/jm).
- 5.f SEWER USE CHARGE RATE - 404 EDWARDS: Mr. Murdock reported that this property is currently being charged as a duplex. In addition to the main of the house there is an additional kitchen, bathroom, bedroom and auxiliary room. It is not separated from the rest of the house by any door. The owner claims it is not a separate apartment, but part of the SFR. This has been accepted by the County Tax Assessors office. Mr. Murdock said this property is not a junior accessory dwelling unit (JADU) because it is over 500 sq. ft. It is not completely a separated apartment due to lack of separation from the remaining body of the house. Staff recommends it to be a single family residence (SFR). A motion to reclassify 404 Edwards as a SFR carried unanimously Um/sb).
- 5.a. PUBLIC HEARING: A new rate schedule contained in Ordinance No. 22-2 is being considered for adoption. Resolution No. 22/23-01 providing for collection of service charges on the tax roll is also being considered. The hearing had been properly noticed by mail to property owners served and by publication in the West County Times.

Mr. Murdock presented the General Manager's report justifying the proposed user charges. He reported that no written or verbal protests to the rate increase had been received.

Director Barassi opened the hearing for comments from the public at this time on the rate increase or method of collection. Having heard all who wished to speak on this subject, Director Barassi closed the hearing. The written responses were therefore tabulated at zero. Director Barassi announced that a majority protest did not exist. A motion to adopt Ordinance

22-2 determining charges and Resolution No. 22/23-01 overruling objections to the method of collection of sewer service charges for Crockett, accepting the General Manager's Report and levying charges on the tax roll, as amended, carried unanimously with 5 Ayes (sb/jm). A motion to rescind the previous vote as recommended by Chair carried unanimously (kp/mk). A motion to approve Ordinance No. 22-2 and Resolution No. 22/23-01, as amended, carried unanimously (sb/mk).

5.b. PUBLIC HEARING: A new rate schedule was contained in Ordinance No. 22-3 being considered for adoption. Resolution No. 22/23-02 providing for collection of service charges on the tax roll was also being considered. The hearing had been properly noticed by mail to property owners served and by publication in the West County Times.

Mr. Murdock presented the Dept. Manager's report justifying the proposed user charges for Port Costa. He reported that no written or verbal protests to the rate increase had been received.

Director Barassi opened the hearing for comments from the public at this time on the rate increase or method of collection. Having heard all who wished to speak on this subject, Director Barassi closed the hearing. The written responses were therefore tabulated at zero. Director Barassi announced that a majority protest did not exist. A motion to adopt Ordinance 22-3 determining charges and Resolution No. 22/23-02 overruling objections to the method of collection of sewer service charges for Port Costa, accepting the Dept. Manager's Report and levying charges on the tax roll, as amended, carried unanimously with 5 Ayes (sb/mk). A motion to rescind the previous vote as recommended by Chair carried unanimously (sb/mk). A motion to approve Ordinance No. 22-03 and Resolution 22/23-02, as amended, carried unanimously (sb/mk).

5.c. PROPOSED BUDGET: Mr. Gunkelman said the Budget & Finance Committee met on Monday, July 25. He said the estimated year-end 2021/22 for CCSD Administration should be \$150K higher and Crockett Sanitary Department should be \$150K lower. A motion to approve Resolution No. 22/23-03 an interim operating and capital improvements budget for FY 2022/23, as amended, carried unanimously (kp/mk).

Mr. Gunkelman reported that that he had received wet signed & sealed copy of outfall lease.

5.d. COLLECTION OF SPECIFIC CHARGES-1214 STARR STREET: Mr. Murdock presented a resolution to collect abatement charges of \$7,929.47 and a fine of \$1,000.00 on the next property tax roll for 1214 Starr Street (APN 354-121-002). A motion to approve ordering collection of specific charges on the tax roll and adoption of Resolution No. 22/23-04 for the property located at 1214 Starr Street, Crockett, CA carried unanimously (sb/jm).

6. CONSENT CALENDAR: The consent items were approved unanimously Um/sb):

a. Approve payment of District bills (warrants Rec. 9674-9707; PCSan. 1520, 1544, 1619-1622; CVSan 6725-6728;6738-6749; Maintenance 501-503; 507-509.

b. Receive Minutes of Commissions and Committees.

Mr Bartlebaugh noted that we had not received minutes for board meetings for the past several months

7.a. CONSENT ITEMS REMOVED: None

7.b. AUDIT ENGAGEMENT LETTER: A motion to approve Audit Engagement Letter with David Farnsworth, CPA, to perform District audit services for the year ending June 30, 2022 carried unanimously (sb/jm).

Annual long-term strategy workshop.
Revise District code.

12. BOARD COMMENTS: None

13. ADJOURNMENT: The meeting was adjourned at 9:55 PM until August 24, 2022.

Respectfully submitted,

Susan Witschi

Susan Witschi
August 7, 2022

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P.O. Box 578 - Crockett, CA 94525
Telephone (510) 787-2992
Fax (510) 787-2459
e-mail: manager@town.crockett.ca.us
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MINUTES OF REGULAR MEETING, AUGUST 24, 2022

1. CALL TO ORDER AT 7:00 PM by President Barassi

All Board Members Present: Luigi Barassi, Board President and Chair of meeting
Scott Bartlebaugh
Kent Peterson
Mike Kirker
John MacKenzie

Staff Present: Gaunt Murdock, by video link
Vaughn Gunkleman
James Barnhill,
Ron Wilson,

Also Present Mary Wais, CVSAN Commissioner
2 Members of public, Names withheld

2. AGENDA ORDER 7b(Resolution 22/23-9), 5b(Public Hearing)

Director Peterson pointed out that they used to allow Wilson to give Recreation Department report early, It was agreed they could return to that practice in future

3. PUBLIC COMMENTS None heard

7b RESOLUTION 22/23-9 Permitting recording of hearings

Motion to approve:

Seconded by: Passed Unanimously

5b PUBLIC HEARING 200 Meadow Lane, Property owner stated that she disagreed with the decision of the Board made in previous hearing. The objections being claim of contradictions with SUC report, The property in question being "under 700 sf", duty of Board to be fair. Barassi asked for staff report

Murdock answered: Reiterated the decision of board to change charge of property from 2 SFR to 1 SFR and 1 ADU. Stated 3 year time limit for liability. Staff recommended paying the difference between these 2 charges be refunded for the last 3 years. The ADU rate is same as APT rate.

Peterson law states refund is to be current year and up to 3 previous years.

Peterson Prior to 2020 we did not have an ADU in District Code, we did have apartments. Owner contested billing ADU same as apt.

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Barassi We will take staff recommendation that the property is an ADU, and thus is charged same as APT.

Property owner demanded staff recuse himself from position because he owns an apartment

Peterson suggests tabling issue until Commission makes recommendation

Commissioner Mary Wais "I don't think you understand what you're asking...."you're asking the CVSan to make update to code by next week that you haven't made forever..."

Owner "request was made in early 2021, Murdock agrees

Peterson requests tabling discussion

Peterson "we need a policy on refunds"

MacKenzie "We have such a policy"

Continued argument about policy to minimal purpose

Barassi motion that the difference between an ADU and SFR should be refunded for the years 18/19, 19/20, 20/21,21/22.

MacKenzie Motion to repay the difference between an ADU and SFR should be refunded for the years 18/19, 19/20, 20/21, 21/22, staff to make calculation of dollar amount.

Second: Bartlebaugh

Yea: Bartlebaugh, Barassi, MacKenzie

Nay: Peterson

Abst: Kirker

PASSES

9a RECREATION DEPT. MANAGERS REPORT

Wilson noted there were 2 more weekends for pool, repairs to start in Sept, Getting Health dept permit, Signs put up that Park is off limits to school aged unaccompanied youth from 8 until 4:00 on school days, one confrontation with parent who felt this was the safest place to have her child wait.

Barassi requested to let record reflect that children are safer on school grounds than off grounds

5a. BUDGET HEARING

Gunkleman "This is not ready for discussion", will be similar to interim budget,

Barassi "so we are operating under interim budget?"

Gunkleman "yes"

Barassi table until next mtg,

5c PUBLIC HEARING 404 Edwards refund of charges Staff explanation of refund, change of sewer charge had been granted but refund had not been on agenda last time and so was passed to this meeting.

Barassi "because no application for refund had been turned in, issue to be tabled until next monthly meeting."

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5d PUBLIC HEARING 101 Alexander, Owner Mike Kirker sewer use charge adjustment & refund requested. Kirker moved to public seating side of room.
Staff report Murdock "property is clearly a JADU, recommend charge be changed from duplex to SFR"
Staff confirms that application was received
Change and Staff tabulation of refund amount are presented.
Motion to approve staff recommendation: Bartlebaugh
Seconded: MacKenzie

Peterson "There are a lot of negative opinions about District.... this matter is prioritizing a refund to a Board member before anyone else knows about the issue or their rights"
MacKenzie "I think the district has good image, and social media contained no complaints except for pool not being open at certain times.....Mike should have the rights of any other citizen"
Public comment: "(District) should grant refund AND educate people about our rules"
Bartlebaugh "issue should be raised in next newsletter, but there isn't a huge issue with perception of the district"
Barassi calls for vote
Aye Bartlebaugh Barassi MacKenzie
Nay Peterson
Abstain Kirker
Passes

5e PUBLIC HEARING 525/523 West street Property owner Mike Kirker Refund and sewer use charge adjustment.
Staff reports the house is disconnected from system, no plumbing. Recommend Cessation and refund of three years of charges.
MacKenzie asks if it would be required to pay a capacity fee if it rejoins the system at a later date?
Peterson says that that has been the longstanding policy to do so.
Barassi differs as to whether a person should pay to reconnect
Motion to follow staff recommendation: MacKenzie
Seconded by: Bartlebaugh
Ayes Bartlebaugh Peterson Barassi MacKenzie
Nays None
Abst Kirker
Passes

6 CONSENT CALENDAR
6a, (Minutes) removed from Consent Calendar
Kirker: Move to approve remainder of Consent Calendar items (district Bills, Minutes of commissions and committees

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Seconded: MacKenzie
Passes unanimously

7 ADMINISTRATIVE

7a Consider Minutes of July Meeting

Bartlebaugh stated that he had noted (in July meeting) that we had not received minutes for board meetings for the past several months, sees no such mention in minutes. Furthermore noted that they are not in this package also.

Gunkleman noted that there was no mention that he had reported that he had received wet signed & sealed copy of outfall lease.

Kirker Move to accept minutes with proposed amendments

Amendments:

- It was noted by Bartlebaugh that we had not received minutes for several months
- Gunkelman reported he received a wet signed, sealed outfall lease from the State Lands Commsn.

Seconded: Bartlebaugh
Passes unanimously

7c Resolution 22/23-10 Appoint Charles Davis to CVSan Commission. Personal recommendation from MacKenzie

Mary Wais reports CVSAN has no opinion, no familiarity with him and they haven't met for 2 months.

Moved to approve: MacKenzie

Seconded: Kirker

Passes unanimously

7d_ consider changes to district code. Information item only. Murdock notes that Counsel has worked on subject of improving enforcement procedures

9:21 PM MacKenzie leaves meeting

7e Resolution 22/23-11 Teleconferencing

Discussion on the hybrid meetings, technology, and effectiveness of such meetings

Wais states opposition of CVSan to in-person meetings due to Covid.

Peterson & Barassi expressed the desire to ensure it was clear that our meetings were in person as a body, and additionally may be accessed by teleconferencing for those who were unable or chose not to attend.

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Barassi I'm supporting it temporarily, see how it goes, do not want it to interfere with participation
Murdock Staff, Counsel and others can always zoom in, it is only the Board that requires the resolution

Wais reports that a member of CVSAN is unwilling to meet in person

Motion to approve: Peterson,

Seconded: Kirker

Absent MacKenzie

Passes Unanimously

8 BUDGET & FINANCE

8a Summary worksheet Gunkleman presents, August worksheets not included, will be in next meeting

8b Resolution 22/23-26 Establishing Revised appropriations limits

Gunkleman reports small decimal(.40 should be .41 %) error leading to error of \$503 corrections noted, corrected document presented by Gunkleman. Barassi reading the corrected version into the record as follows:

"in whereas clause it's the resolution limit is \$5,281,668 and everything else is fine"

"A decrease of 0.41 % instead of .40%"

Motion to approve: Peterson

Seconded: Kirker

Passes unanimously, with MacKenzie absent

8c Tax Levy FY 2022/23, presented by Gunkleman,

Barassi Do you believe it to be correct as presented? Gunkleman Yes

8d Approve Services Agreement between Crockett Community Services District and Valley Operators LLC

JB it's a 2 yr contract, increase \$4,400—>\$4,600 Owner has announced retirement, JB will seek options over next 1.5 years Commission reviewed contract. Will run thru 9/1/2025

Motion to approve: Bartlebaugh

Seconded: Kirker

Passes, Unanimous MacKenzie absent

Gunkleman Announced his resignation, 3 months notice.

9 MANAGERS REPORTS

9b Maintenance Murdock presents update on 1 Rolph Park construction, waiting on doors, floor not complete in front room. Murdock predicts front room ready for public by next month.

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No utilization of remainder of building yet. Barassi stressed desirability of developing utilization of building

9c Port Costa Sanitary Department. Bioassay failure, turned out to be lab error, happened at multiple locations (other facilities). Retests passed. Auto Transfer Switch was replaced with a more robust model.

Scum layer in tank is low can wait to pump, sludge is building up, may need to pump that soon. 1 private lateral spill.

9d Crockett Sanitary Department. Looking to outsource accounting. Motor control center is ongoing.

Engineering documents have been sent back to Frisch for final details. Grit pump is delayed again.

9e Governmental Matters. No reportable meetings.

Gunkleman announces resignation verbally.

Barassi asked if Vaughn would be available on consulting basis. Gunkleman answered that he can discuss that later.

10 REPORTS FROM BOARD MEMBERS

No reports

11 FUTURE AGENDA ITEMS

Peterson requests public outreach on ADU matters and refunds.

Strike adoption of housekeeping resolution

Repeal of resolution 15/16-10

13. ADJOURNMENT at 10:04 pm until September 28, 2022



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

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting
MINUTES FOR WEDNESDAY, SEPTEMBER 28, 2022

1. CALL TO ORDER - ROLL CALL At 7:00 pm by President Luigi Barassi

All Board Members Present: Luigi Barrassi, Board President and Chair of meeting
Scott Bartlebaugh
Kent Peterson
Mike Kirker
John MacKenzie

Staff Present: Susan Witschi
Gaunt Murdock
Vaughn Gunkleman
James Barnhill
Ron Wilson

Also present: Mary Wais, CVSan Commissioner
Mark Manzione, CVSan Commissioner
John Valentini, Rec Commissioner
General public

2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER

Managers report moved to front of agenda, board requested order also be changed in this way for future agendas.

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

4. REPORTS FROM COMMISSIONERS:

Nick Spinner and Jena Goodman announced their interest in serving on board. Commissioner Wais asked how nominees were found without outreach. It was explained that Nick Spinner had approached the board, another person who did not show up was recruited by Murdock . Director MacKenzie was an incumbent director that had missed filing deadline. President Barassi introduced letter from county clerk, elections dept, outlining the county process for appointing to seats in case of an insufficiency of candidates(this letter is part of agenda packet). Ron Wilson complained that position was not well advertised.

Vaughn: Original election was posted with Contra costa county.

Wais: New CVSAN member did not attend most recent meeting.

5. MANAGERS' REPORTS: (These items are typically for exchange of information only.
No action will be taken at this time.)

a. Recreation Department Wilson:

- Fence was repaired by volunteers
- Hired 2 architects, landscape and general architect for ADA compliance
- 2 grant projects underway now are....
- \$119000 to plaster pool
- \$100000 grant for fence wall and stairs
-

b. Maintenance Department. Murdock reported they were finishing epoxy floor on building.

c. Port Costa Sanitary Department Barnhill:

- Homeowner has been advised of lateral inspection req.
- Power outage occurred and new ATS worked as planned

d. Crockett Sanitary Department, Murdock:

- Report on stench and JTP problems, Aeration blower failed, biome died and digester tank went septic causing the stench.
- Temp compressor in place, blower may be difficult to find.
- Mentioned town meeting and Commitment by C&H has made for future meeting.
- A labor management organization(FFC) contacted CSD to look into prevailing wage records.
- Director Peterson asked about old lateral at middle school, Murdock reported it was capped at main.

e. Governmental matters.

Murdock: BAAQMD met with staff to discuss situation at JTP

f. Announcements and discussion.

Gunkleman: 6" EBMUD line broke water appeared to disappear in lower Valona(Port street)

6. PUBLIC HEARINGS: none

7. 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 or 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 payment of District bills.

Gunkleman: Bills presented.

b. Receive Minutes of Commissions and Committees. None presented.

Peterson Motion to approve consent calendar

Kirker Second:

Passes unanimously

Gunkleman: Some sheets were retained (by the county) after presentation of signed originals.

Barassi: for the record, first four sheets have been resigned by Barassi, to replace the record for the sheets retained by county

8. ADMINISTRATIVE:

a. Consider consent Items removed from Consent Calendar: *Nothing was removed*

b. Consider candidates to be recommended to the Contra Costa Board of Supervisors for appointment to the CCSD Board of Directors.(MacKenzie, Spinner, Goodman,). Each candidate named and short intro provided by Murdock .

c. Peterson stated our procedure was failing to follow district policy, should have 30 day noticing.

Barassi stated county policy on insufficiency of candidates(Supervisors to accept recommendations from the District, then make appointments.

Peterson "it takes 6 weeks to get on Supervisors agenda"

Barassi asks for candidates to introduce themselves

Presentation of qualifications by candidates Goodman, Spinner, MacKenzie

Barassi proposes we move forward with Resolution 22/23-08, with the stipulation that if the board deems it appropriate to provide a noticing period, then one should be undertaken, but that if it does not, the District provides its recommendations for appointment by Supervisors.

Bartlebaugh: Motion to ask Supervisors for extension, but providing candidate recommendations in case they decline the extension

Barassi Reading into the record of the Resolved clause of the resolution 22/23-08 as amended:

"Now therefore, be it resolved that if the Contra Costa County Board of Supervisors is unable to extend the September 1st deadline described in the notice to the CCSD dated August 23, 2022 to October 14th, 2022 so that the Board vacancies can be advertised within the District for the 15 day period called for in the District Code, then let it be presented to the Contra Costa County Board of Supervisors that by a vote taken on Wednesday, September 28, 2022, the Board of Directors of the Crockett Community Services District(CCSD) recommends the following persons to the Board of Supervisors, with the request that they be appointed to seats on the Board of Directors of the CCSD:

1, John MacKenzie, 2, Nick Spinner, 3, Jena Goodman."

Motion to accept resolution: Bartlebaugh, Second: MacKenzie Resolution Passes

Ayes Barassi , Bartlebaugh, MacKenzie

Noes Peterson, Kirker

Staff: Notices are to be posted 15 days for vacancies per Gov code 1780 and 61042

d. Consider recommendations of the Commission regarding ADU policy

Manzione presented CVSAn recommendations on changes to Code re. fees and

ADU's

- increase in fees for field inspections to \$250, current fee does not meet costs
- produce application and checklist for exemption from fees as JADU
- insp. Fee would apply only to approved applications
- CVSAN will take up question of definition of apartment and ADU in code

Murdock stated need for objective dimensions of kitchenette sink rather than use of subjective descriptor "appropriately sized"

e. Consider authorization of loan agreement to the Maintenance Department for continued improvements at 1 Rolph Park Drive.

Barassi Strongly in favor of renting 1 RPD for events

Kirker Part of the payback is in rents that are paid to CVSAn from other departments

9. BUDGET AND FINANCE:

a. Consider monthly Summary Worksheets and Investment Reports and staff report on financial matters.

Gunkleman CalPers adjustment: Former General manager Dale MacDonald had excess money removed from severance We received a credit from calpers, used to pay Dale MacDonald back for previous excess withholding. Total amount is \$1894.82.

Motion to approve Kirker

Second: Bartlebaugh

Passed unanimously

Gunkleman presents summary worksheets for July and August.
Gunkleman reports that accounts have been settled between departments resulting from sharing of checks while checks were previously unavailable.
Gunkleman reports that an attempt is being made to identify all contractors that have bonds that are not still working in district, in order to pay back unused bonds.
Gunkleman reports dog park has had expenses in several years and has received donations in that time.
Rec Commissioner Valentini asks why there is not a budget yet. Gunkleman states he need 3 uninterrupted days to do that, has not had such. He hopes to have budget ready by next Board meeting.

10. REPORTS FROM BOARD MEMBERS:

(These items are typically for exchange of information only. No action will be taken at this time.)

- a. Personnel Committee - Members Barassi , Bartlebaugh, Cusack, Wilson
- b. Budget & Finance Committee - Members MacKenzie, Peterson
- c. Ad Hoc Committees:
- d. Inter-agency meetings:

11. FUTURE AGENDA ITEMS:

Discussion of board member preferences for Agenda format, Barassi requests return of BOARD COMMENTS section immediately before ADJOURNMENT.

Discussion of rental rates of Community Center, Barassi stated this should be staff driven

12. ADJOURNMENT at 9:58 pm until October 26, 2022

RESOLUTION NO. 22/23-12

**A RESOLUTION OF THE CROCKETT COMMUNITY SERVICES DISTRICT
AUTHORIZING REMOTE TELECONFERENCING MEETINGS OF THE
LEGISLATIVE BODIES OF THE CROCKETT COMMUNITY SERVICES DISTRICT
FOR THE PERIOD OF NOVEMBER 1, 2022 THROUGH NOVEMBER 30, 2022
UNDER GOVERNMENT CODE SECTION 54953(e) (AB 361)**

WHEREAS, the Crockett Community Services District ("District") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, the District is an independent special district and the meetings of its legislative bodies are open and public in compliance with the legal requirements of the Ralph M. Brown Act (Government Code§ 54950 - 54963); and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution Number 21/22-6 on October 27, 2021 finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e) the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, such conditions persist in the District, specifically, under the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and Assembly Bill 361, which provides that under Government Code section 54953(e), a legislative body subject to the Brown Act may continue to meet using teleconference without complying with the non-emergency

RESOLUTION NO. 22/23-12

teleconferencing rules in Government Code section 54953(b)(3) if a state of emergency still exists and state or local officials have recommended measures to promote social distancing; and

WHEREAS, Contra Costa County has issued health recommendations and guidelines for public safety, recommending teleconference meetings as the lowest risk of transmission for SARS-COV-2; and

WHEREAS, the Board of Directors does hereby find that a potential threat to public health and safety continues to exist, and is likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to re-ratify the proclamation of the state of emergency by the Governor of the State of California, and the guidelines set forth by Contra Costa County; and

WHEREAS, as a consequence of the emergency circumstances, the Board of Directors does hereby find that the legislative bodies of the Crockett Community Services District shall continue to conduct their meetings without compliance with section 54953(b)(3), as authorized by section 54953(e), and such legislative bodies shall comply with the requirements for the public to access the meetings as described in 54953(e)(2); and

WHEREAS, the District's regular meeting place has been established as the Crockett Community Center in Crockett by District Code Section 2.04.040, except as otherwise designated pursuant to District Resolution 1920-18; and

WHEREAS, it is the intent of the Board for it and its other legislative bodies to continue to hold meetings in order to receive information, provide direction, and make decisions on behalf of the District while still complying with social distancing requirements during the pandemic; and

WHEREAS, the District shall continue to hold all meetings subject to the Brown Act via teleconference or other electronic means, as posted on the District webpage, and as noticed on the bulletin boards located at the Crockett Community Center.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Crockett Community Services District, that:

1. The above referenced recitals are true and correct and material to the adoption of this Declaration.
2. The Board hereby proclaims that the safety of life and property cannot be assured in the District at this time.
3. The Board will continue to recommending meeting by teleconference as authorized by Assembly Bill 361, in accordance to the provisions of Government Code section 54953(e).
4. The Staff and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting regular meetings of the Board, and any and all other meetings of

RESOLUTION NO. 22/23-12

the Crockett Community Services District's legislative bodies that are subject to the Brown Act.

5. This Resolution shall take effect immediately and shall remain in effect until **November 30, 2022**, or such time that the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Crockett Community Services District may continue to teleconference without compliance with section 54953(e)(3).

This Declaration is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the Crockett Community Services District, its departments, officers, employees, contractors, or any other person.

PASSED AND ADOPTED by the Board of Directors of the Crockett Community Services District on this **26th day of October 2022**, by the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAINED:

Luigi Barassi,
Board President

ATTEST:

Gaunt Murdock,
General Manager

October 17, 2022

Gaunt Murdock
Crockett Community Services District
850 Pomona Street
Crockett, CA 94525

RE: Limited Radiation Assessment and Radionuclide Sampling
Remote Waste Storage Site
15850 Jess Ranch Road
Tracy, California

Dear Mr. Murdock:

Terracon Consultants, Inc. (Terracon) was retained to perform a limited assessment for the presence of radioactivity, which was supplemented by the collection of bulk sampling of affected waste streams for radionuclide analysis. The referenced study was performed on September 2, 2022, at a remote waste storage area located at 15850 Jess Ranch Road in Tracy, California. All field sampling events were performed by Dr. David Block, Industrial Hygienist with Terracon, under the direction of William Frieszell, Certified Industrial Hygienist (CIH). It should be noted that the Crockett Wastewater Treatment Plant was also included within this sampling event, however, with the exceptions of areas likely contaminated by the previous presence of the waste streams concerned, were generally noted to conform to background levels.

The purpose of the survey was to evaluate for the presence of residual radioactivity caused by the presence of sludge materials generated during the performance of typical wastewater treatment operations at the Crockett Community Services District site in Crockett, California.

Terracon collected two samples of generated sludge materials and submitted them under chain of custody to EMSL Analytical, located in Cinnaminson, New Jersey. Each sample was analyzed via gamma spectroscopy, utilizing laboratory techniques generally consistent with those established by the United States Environmental Protection Agency (USEPA) under Method 901.1. Although multiple radioactive molecular species were reported to be present within the samples in more or less background levels, or in concentrations within the range of uncertainty for the method, both of the samples showed the clear presence of Iodine-131, which is a relatively common radioisotope in the diagnostic medical industry. This material was reported to generate approximately 401 - 438 picocuries per gram of material within each of the two samples collected. To Terracon's knowledge, as reported by the client, this compound is not used in any capacity at the Crockett Community Services District. The most likely source of this material is an outside user of the District's sewer system.

During the course of the assessment, Terracon also utilized a Ludlum Model 3 Geiger Counter to evaluate for the presence of radioactivity in the current waste location in Tracy, California. Electromagnetic radiation at much shorter wavelengths, such as at 10 to 120 nanometers in the ultraviolet light spectrum, possess sufficient energy to ionize molecules that it comes into contact with. This portion of the electromagnetic spectrum is of very high frequency and contains various types of electromagnetic waves, including x-rays and gamma rays. Geiger Counters are primarily designed to quantify radiation within this spectrum.

Terracon Consultants, Inc. 1220 Concord Avenue, Suite 450 Concord, CA 94520
P (510) 547-7771 www.terracon.com

Ionizing radiation is capable of directly altering human DNA and can cause destruction in cellular tissues. As with the radiation types listed above, ionizing radiation can be shielded by materials of sufficient density, and the overall strength of radioactivity decreases with distance from the point of generation.

The data gathered during Terracon’s site assessment are summarized in Table I, below, in terms of microrems (Micro Roentgen Equivalent Man) per hour. For reference purposes, average background dosage of ionizing radiation in the United States may be as high as 624,000 microrems in a given year. The Occupational Safety and Health Administration has promulgated an occupational exposure limit for ionizing radiation, which is currently 5 rems per year, or 5,000,000 microrems adjusted for units. Per the United States Centers for Disease Control and Prevention (CDC), a five-tier approach to the presence of radiation is recommended. Tier 1 and 2 would be considered to be location dependent, with Tier 1 encompassing normal background radiation levels, and Tier 2 representing conditions above background that would not be expected to cause harm. Tier 3 conditions would be considered to potentially increase odds of cancer later in life with sufficient exposures, with intensities assuming to fall above 20 millisieverts (mSv). Accounting for conversion, this equates to 2,000,000 microrems. During the course of the survey, none of the radiation values gathered were observed to exceed 155 microrems per hour at any point.

Table I Summary of Ionizing Radiation Measurements	
Radiation Concentration: Microrems per Hour	Sample Location
Tracy Site	
12 - 15	General Background
120 - 125	Waste Trailer - Front Third
140 - 155	Waste Trailer - Approximate Center
72 - 88	Waste Trailer - Rear Third
Crockett Site Pump Station	
3 - 5	General Background
3 - 5	Grit Bin Area
3 - 5	Pump Housing/Pipelines
JTP Site	
3 - 5	General Background
70 - 95	Fresh Sludge Area



Table I	
Summary of Ionizing Radiation Measurements	
Radiation Concentration: Microrems per Hour	Sample Location
30 - 50	Old Sludge/Dumpster Area
25 - 30	Newer Sludge in Stored Roll-offs
3 - 5	Influent (C&H/Crockett Sides)
10	Sludge Belt System
3 - 5	Rinse Water Area

Based on the sampling performed, the following conclusions may be drawn from the data gathered:

- 1) Based on analysis by EPA Method 901.1 (Gamma Spectroscopy), elevated levels of Iodine-131 were present in each of the two sludge samples collected at the Tracy remote waste storage location. This material, while common in usage with medical imaging, is not used in any capacity at the Crockett Community Services District facilities.
- 2) Radioactivity levels within the waste storage trailer ranged from 72 - 155 microrems per hour on the date of the survey. Elevated radiation levels were also detected at the Crockett Community Services District wastewater treatment plant, in sludge-containing areas at lower intensities between 10 - 95 microrems per hour. Based on regulatory constraints, as well as levels recommended by the CDC, these concentrations are lower than the 5,000,000 and 2,000,000 microrem thresholds specified by each agency, respectively.
- 3) It should be noted that the Iodine-131 isotope is relatively short-lived element, with a half-life of eight days. As such, the waste material currently being stored in Tracy has presently undergone several decay cycles, and as such, would not be likely to generate similar radioactive intensity as measured on September 2, 2022.
- 4) The definition of radioactive waste materials is generally defined by the presence of various radionuclides and may not necessarily account for intensities. It is recommended that the Crockett Community Services District contact their disposal vendor for proper practices as not all landfills will be capable of accepting this type of waste material.

The results of this study and the opinions expressed are based upon visual observations of the property and the scope of services described herein. The items discussed in this report are subject to revisions, as more information becomes available. Our observations and interpretations at the site conform to applicable environmental engineering protocol.

This report summarizes Terracon’s site observations and documents conditions on the date of the survey. The intent of the report is not to describe the nature of all possible conditions which may occur within the captioned space. The data interpretations and analyses of data collected are provided to assist in developing

an assessment of the building areas surveyed. The data does not represent all possible variations, nor is the data sufficient to provide a complete and comprehensive assessment of radioactivity conditions at the subject site. In cases where further and/or more specific investigative detail is needed, further testing by Terracon or other design professionals is recommended.

Terracon appreciates this opportunity to provide its industrial hygiene consultation services to the Crockett Community Services District. Should you have any questions concerning this report, please feel free to contact me at your convenience.



William Frieszell, CIH, CSP, REHS
Senior Industrial Hygienist



Karin Schroeter, CIH, CSP
Environmental Department Manager

Attachments: Lab Reports and Chains of Custody



EMSL ANALYTICAL, INC.
200 Route 130 North
Cinnaminson, NJ 08077
Telephone: (800)220-3675 FAX: (856)786-0327
cinnaminsonradonlab@emsl.com | <http://www.EMSL.com>

EMSL ORDER ID: 782206084
EMSL CUSTOMER ID: RGAE62

Reported Date: 9/14/2022
Current Rev R0
Final Comment 0

Attention: William Frieszell
Terracon Consultants, Inc.
1220 Concord Ave, Suite 450
Concord, CA 94520

Phone: 800-776-5696
Email: wmfrieszell@terracon.com

The following analytical report covers the analysis performed on samples submitted to EMSL Analytical, Inc. on 09/02/2022 at 16:00. The results are tabulated on the attached data pages for the following client designated project:

Crockett Sanitary / R1227643 / Middle @ Surface

The reference number for these samples is EMSL Order #782206084. Please use this reference when calling about these samples. If you have any questions, please do not hesitate to contact me at (800)220-3675.

Dominic Gehret, Radiochemistry Laboratory Manager
or other approved signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted.



EMSL ANALYTICAL, INC.
 200 Route 130 North
 Cinnaminson, NJ 08077
 Telephone: (800)220-3675 FAX: (856)786-0327
cinnaminsonradonlab@emsl.com | <http://www.EMSL.com>

EMSL ORDER ID: 782206084
 EMSL CUSTOMER ID: RGAE62

Attention: William Frieszell
 Terracon Consultants, Inc.
 1220 Concord Ave, Suite 450
 Concord, CA 94520

Customer PO: R1227643
EMSL Project ID:
Project Name: Crockett Sanitary / R1227643 / Middle @ Surface

Phone: 800-776-5696
Email: wfrieszell@terracon.com

Collected: 09/02/2022 10:00
Received: 09/02/2022 16:00
Analyzed: See Results
Reported: 9/14/2022

Laboratory Report- Sample Summary

EMSL Sample ID.	Client Sample ID.	Start Sampling Date	Start Sampling Time
782206084-0001	Middle@Surface	9/2/2022	10:00 AM

If "Preliminary Report" is displayed in the signature box; this indicates that there are samples that have not yet been analyzed, that are in a preliminary state, or that analysis is in progress but not completed at the time of report issue.

<u>Report Date</u>	<u>Report Revision</u>	<u>Revision Comments</u>
9/14/2022	R0	Initial Report

Dominic Gehret, Radiochemistry Laboratory Manager
 or other approved signatory

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Attention: William Frieszell
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Customer PO: R1227643
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Phone: 800-776-5696
Email: wmfrieszell@terracon.com

Collected: 09/02/2022 10:00
Received: 09/02/2022 16:00
Analyzed: See Results
Reported: 9/14/2022

Analytical Report

Sample Identification: Middle@Surface Lab Sample #: 782206084-0001 Date/Time Collected: 9/2/2022 10:00 AM

Test Parameter	Units	Result	Uncertainty	MDA	Start Count Date/ Time	End Count Date/ Time	Analyst	Status	Count	Method	Comment
Gamma Emitters											
Beryllium-7	pCi/g	-0.320	0.629	0.726	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Potassium-40	pCi/g	1.04	0.291	0.204	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	
Chromium -51	pCi/g	0.461	1.05	1.73	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Manganese-54	pCi/g	-0.015	0.028	0.032	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Cobalt-58	pCi/g	-0.006	0.024	0.028	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Cobalt-60	pCi/g	0.003	0.020	0.024	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Zinc-65	pCi/g	-0.031	0.064	0.069	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Niobium-95	pCi/g	0.000	0.033	0.038	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Zirconium-95	pCi/g	0.018	0.049	0.057	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Ruthenium-103	pCi/g	0.022	0.061	0.071	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Rhodium-106	pCi/g	-0.095	0.421	0.477	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Cadmium-109	pCi/g	-0.591	3.43	5.67	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Silver-110M	pCi/g	0.004	0.027	0.031	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Antimony-124	pCi/g	0.032	0.041	0.047	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Iodine-131	pCi/g	401	31.9	0.368	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	
Barium-133	pCi/g	-0.088	0.172	0.205	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Cesium-134	pCi/g	0.012	0.039	0.045	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Cesium-137	pCi/g	0.003	0.032	0.037	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2
Barium-140	pCi/g	-0.094	0.318	0.372	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable		EPA 901.1 Modified	2



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EMSL ORDER ID: 782206084
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Attention: William Frieszell
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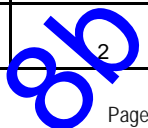
Customer PO: R1227643
EMSL Project ID:
Project Name: Crockett Sanitary / R1227643 / Middle @ Surface

Phone: 800-776-5696
Email: wmfrieszell@terracon.com

Collected: 09/02/2022 10:00
Received: 09/02/2022 16:00
Analyzed: See Results
Reported: 9/14/2022

Analytical Report

Lanthanum-140	pCi/g	2.02	1.94	1.99	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	
Cerium-141	pCi/g	0.083	0.274	0.343	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Cerium-144	pCi/g	0.219	0.948	1.19	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Thallium-208	pCi/g	-0.014	0.047	0.056	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Bismuth-212	pCi/g	-0.066	1.91	3.17	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Lead-212	pCi/g	0.044	0.228	0.272	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Bismuth-214	pCi/g	0.015	0.096	0.108	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Lead-214	pCi/g	-0.060	0.286	0.343	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Radon-219	pCi/g	0.204	0.859	1.03	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Radium-224	pCi/g	-1.24	2.65	3.16	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Radium-226	pCi/g	1.11	2.44	4.03	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Radium-228	pCi/g	-0.016	0.101	0.123	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Actinium-228	pCi/g	-0.016	0.101	0.123	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Thorium-228	pCi/g	8.26	11.5	18.9	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Protactinium-231	pCi/g	0.000	10.1	4.66	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Thorium-232	pCi/g	-0.041	0.134	0.161	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Protactinium-234	pCi/g	-0.106	0.514	0.643	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Protactinium-234M	pCi/g	2.98	2.57	2.72	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	
Thorium-234	pCi/g	3.15	8.29	10.4	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Uranium-235	pCi/g	-0.086	0.954	1.19	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2
Uranium-238	pCi/g	2.98	2.57	2.72	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	
Americium-241	pCi/g	-0.454	1.01	1.26	09/13/2022 18:10	09/13/2022 22:10	DG	Not Applicable	EPA 901.1 Modified	2





EMSL ANALYTICAL, INC.
200 Route 130 North
Cinnaminson, NJ 08077
Telephone: (800)220-3675 FAX: (856)786-0327
cinnaminsonradonlab@emsl.com | <http://www.EMSL.com>

EMSL ORDER ID: 782206084
EMSL CUSTOMER ID: RGAE62

Attention: William Frieszell
Terracon Consultants, Inc.
1220 Concord Ave, Suite 450
Concord, CA 94520

Customer PO: R1227643
EMSL Project ID:
Project Name: Crockett Sanitary / R1227643 / Middle @ Surface

Phone: 800-776-5696
Email: wmfrieszell@terracon.com

Collected: 09/02/2022 10:00
Received: 09/02/2022 16:00
Analyzed: See Results
Reported: 9/14/2022

Analytical Report

Sample Specific Comments

- (1)= Analyte was analyzed for, but not detected above the SDWA DL
- (2)= Analyte was analyzed for, but not detected above the MDA

Additional Comments

* The uncertainty reported is an expanded uncertainty of 1.96-sigma.

If "Preliminary Report" is displayed in the signature box; this indicates that there are samples that have not yet been analyzed, that are in a preliminary state, or that analysis is in progress but not completed at the time of report issue.

<u>Report Date</u>	<u>Report Revision</u>	<u>Revision Comments</u>
9/14/2022	R0	Initial Report

Dominic Gehret, Radiochemistry Laboratory Manager
or other approved signatory

FY 2022-23 CROCKETT SANITARY DEPARTMENT BUDGET - FUND 3426 PROPOSED

	PY 2020-21 Actual	FY 2021-22 Approved	FY 2021-22 Year End	FY 2022-23 Proposed
Collection System				
Loan Principal	\$ 82,425	\$ 86,680	\$ 85,580	\$ 86,680
Gas, Fuel, Vehicle (District owned)	\$ 534	\$ 726	\$ 601	\$ 300
Insurance (Property and Liability)	\$ 38,130	\$ 71,843	\$ 29,592	\$ 47,671
West County O&M Pump Station	\$ 43,155	\$ 47,471	\$ 43,306	\$ 47,637
Prof. Services (Collection Sys) Non WCWD	\$ 18,614	\$ 20,103	\$ 9,390	\$ 10,141
Rent/Lease Easements	\$ 2,522	\$ 2,724	\$ 13,708	\$ 14,804
Maintenance (CSO)	\$ 120,044	\$ 129,647	\$ 111,129	\$ 120,020
Utilities	\$ 35,439	\$ 41,122	\$ 48,023	\$ 55,164
Cap. Replacement (O&M) Pump Station	\$ 68,160	\$ 47,300	\$ 2,982	\$ 55,000
Other (Security, Hardware, waste)	\$ 3,234	\$ 5,315	\$ 338	\$ 2,827
Total Collection System	\$ 412,257	\$ 452,931	\$ 344,649	\$ 440,244
Treatment Plant				
JTP Operations & Maint - C&H	\$ 553,915	\$ 639,165	\$ 55,211	\$ 1,176,594
Capital Replacement (O&M) JTP	\$ 200	\$ 11,893	\$ 0	\$ 35,679
Total Treatment Plant	\$ 554,115	\$ 651,058	\$ 55,211	\$ 1,212,273
Administrative				
Elections	\$ 300	\$ 0	\$ 0	\$ 0
Membership	\$ 2,820	\$ 4,800	\$ 2,824	\$ 5,026
Office - Supplies/Postal/Misc.	\$ 5,856	\$ 6,111	\$ 2,704	\$ 6,111
Professional Services (Admin)	\$ 23,708	\$ 37,869	\$ 29,209	\$ 37,870
Printing / Publishing	\$ 1,485	\$ 1,800	\$ 415	\$ 1,800
Office & Meeting Space	\$ 7,200	\$ 32,713	\$ 43,226	\$ 32,713
Capital Replacement (New Office)	\$ 21,083	\$ 22,335	\$ 2,100	\$ 22,335
New Office Occupancy	\$ 16,044	\$ 20,082	\$ 329	\$ 20,082
Travel/Meetings/Vehicle	\$ 75	\$ 548	\$ 0	\$ 548
Utilities (phone and internet)	\$ 2,193	\$ 2,522	\$ 4,363	\$ 5,018
Software subscriptions	\$ 15,682	\$ 18,687	\$ 5,049	\$ 18,687
County & State Charges	\$ 20,350	\$ 6,167	\$ 8,220	\$ -6,812
Recoverable Expenses / Other Misc.	\$ 4,146	\$ 9,226	\$ 1,542	\$ 9,226
Training and Conferences	\$ 0	\$ 1,500	\$ 760	\$ 1,500
Sub-Total Administrative	\$ 120,941	\$ 164,360	\$ 100,741	\$ 154,104
Salaries and Benefits (O&M)	\$ 222,765	\$ 240,000	\$ <u>272,533</u>	\$ 304,015
Other Payroll Exp. (WC liab, LTD, etc.)	\$ 5,680	\$ 8,408	\$ 1,436	\$ 8,408
Total Administrative	\$ 349,386	\$ 412,768	\$ <u>374,709</u>	\$ 466,527
Fixed Assets				
Capital Projects Allocation	\$ 170,089	\$ 61,183	\$ <u>683,644</u>	\$ <u>796,358</u>
423 Other Non-Op Interfund trsfr to 3427	\$ 0	\$ 4,850	\$ 2,425	\$ 7,275
Total Fixed Assets	\$ 170,089	\$ 66,033	686,069	803,633
Interfund loan to Port Costa	\$ 0	\$ 0	\$ 0	\$ 100,000
Non-operation expenses	\$ 26,911	\$ 13,022	\$ 10,122	\$ 12,022
Contingency Expense 10%	\$ 0	\$ 151,675	\$ 0	\$ 211,904
Payroll Liability G/L Adjustment	\$ 684	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 1,513,441	\$ 1,747,486	\$ <u>1,470,760</u>	\$ <u>3,246,603</u>
TOTAL APPROPRIATIONS	\$	\$ 1,747,486	\$	\$ 3,246,603
TOTAL REVENUES				
Property Tax	\$ 295,882	\$ 310,985	\$ <u>310,985</u>	\$ 310,985
Sewer Use Charges	\$ 1,440,171	\$ 1,440,171	\$ 1,414,081	\$ 1,540,586
Sewer Use Charges - C&H	\$ 146,090	\$ 295,044	\$ 49,174	\$ 393,392
Permit fees	\$ 1,290	\$ 1,994	\$ 1,920	\$ 1,760
Capacity charges	\$ 0	\$ 4,850	\$ 2,425	\$ 7,275
Building Rental Revenue	\$ 0	\$ 0	\$ 0	\$ 0
interest (non-op)	\$ 53,436	\$ 49,426	\$ 13,434	\$ 38,920
Cost Recovery including payroll	\$ 30,000	\$ 16,500	\$ 750	\$ 12,000
Grants - RTS (non-op) and others	\$ 31,818	\$ 31,500	\$ 36,406	\$ 12,213
Interfund transfer 3427	\$ 0	\$ 256,387	\$ 0	\$ 206,387
Loan repayment from Port Costa	\$ 73,977	\$ 42,681	\$ 39,597	\$ 39,648
Other - Penalties, pass thru, bonds, etc.	\$ 7,004	\$ 13,500	\$ 8,863	\$ <u>15,500</u>
Allocation from Rate Stabilization Reserve	\$ 0	\$ 0	\$ 0	\$ 112,000

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**CROCKETT SANITARY DEPARTMENT
PROPOSED BUDGET FY 2021/22**

	<u>PY Actual</u> <u>FY 20/21</u>	<u>Actual</u> <u>FY 21/22</u>	<u>Draft Budget</u> <u>FY 22/23</u>
GENERAL FUND 3426: CASH BUDGET DETAIL *****			
Opening Cash Balance			
Contingency Fund roll-over *	-	-	-
Capital Account Balance Carryover	936,029.63	683,644.00	837,369.35
Rate Stabilization Reserve	2,058,197.90	2,925,672.45	3,178,822.00
TOTAL OPENING CASH BALANCE	<u>3,011,089.56</u>	<u>3,609,316.45</u>	<u>4,016,191.34</u>
ESTIMATED REVENUES (excl. PCSan Repay & 3427 Trns)	2,005,691.31	1,838,037.90	2,444,630.35
Interdepartment receivable Port Costa Loans	73,976.87	39,596.82	39,647.70
Const. Fund 3427 Transfer for projects	0.00	0.00	206,387.00
ESTIMATED O&M OUTLAY EXPENSE	-1,315,757.75	-774,569.32	-2,119,044.02
Interdepartment loan for 1 Rolph Park Dr.	0.00	0.00	-100,000.00
ESTIMATED CAPITAL OUTLAY EXPENSE	-138,088.71	<u>-619,644.00</u>	-1,045,187.00
Contingency Expense 10% *	0.00	0.00	-211,904.10
Non-Op Expense / Cash Bond Refunds	-26,910.97	-10,121.51	-12,021.85
Transfer to Capital Construction Fund # 3427 **	0.00	-66,425.00	-39,275.00
Transfer from Capital Reserve Fund # 3429	0.00	0.00	0.00
Payroll Liability G/L Adjustment	-683.86	0.00	0.00
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE			
Capital Account Balance in Fund #3426	683,644.00	837,369.35	748,376.94
Rate Stabilization Reserve	2,925,672.45	3,178,822.00	2,742,951.58
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE ***	<u>3,609,316.45</u>	<u>4,016,191.34</u>	<u>3,179,424.42</u>

* Any unused contingency at year-end allocated to Rate Stabilization Reserve

** Includes Clarifier Reserve and Capacity Charges collected

*** Total excluding taxes held in 3240

INVESTMENT ASSETS OUTSIDE FUND 3426 *****

Accrued Debt PCSan Beginning Balance	302,196.85	378,219.98	339,659.68
Interdepartment Loan #3 from CVSAN	150,000.00	0.00	0.00
Loan Prinipal Payments	-73,976.87	-38,560.30	-39,647.70
Accrued Debt PCSan Ending Balance	<u>378,219.98</u>	<u>339,659.68</u>	<u>300,011.98</u>

CSD GENERAL FUND 3240: CASH BUDGET DETAIL *****

Property Taxes Held in 3240 Beginning Balance	39,996.19	30,084.10	67,100.45
Property Taxes Held in 3240 Ending Balance	30,084.10	67,100.45	40,000.00
Difference (increase / decrease)	-9,912.09	37,016.35	-27,100.45



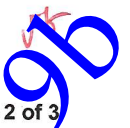
**CROCKETT SANITARY DEPARTMENT
PROPOSED BUDGET FY 2021/22 (7/23/21)**

	Budgeted	Est. Year End	Proposed
	FY 21/22	FY 21/22	Budget
			FY 22/23
GENERAL FUND 3426 - Revenue			
3426i · FUND 3426 CVSAN. Revenue*****			
300 · OPERATING REVENUE			
301.1 · SEWER USE CHARGES - CY **	\$ 1,440,171	\$ 1,414,081	1,540,586
301.2 · SEWER USE CHARGES - PY	\$ 98,348	\$ 49,174	0
301.3 · SEWER USE CHARGES - C&H **	\$ 196,696	\$ -	393,392
302 & 306 · PERMIT FEES & MISC. SERVICE FEES	\$ 1,994	\$ 1,920	1,760
303 · CONNECTION / CAPACITY CHARGES	\$ 4,850	\$ 2,425	7,275
304 · BUILDING RENTAL REVENUE	\$ -	\$ -	0
307 · PENALTIES AND FINES COLLECTED	\$ 500	\$ -	500
318 · COST RECOVERY		\$ -	
318.2 · Abatement Costs	\$ 500	\$ -	5,000
318.1 .3 .6 · C&H & Vendor Reimburse	\$ 16,000	\$ 750	7,000
Total 318 · COST RECOVERY	\$ 16,500	\$ 750	12,000
Total 300 · OPERATING REVENUE	\$ 1,759,059	\$ 1,468,350	1,955,513
325 · NON-OPERATING REVENUE			
311 · INTEREST	\$ 49,426	\$ 13,434	38,920
314 · PROPERTY TAX-transfer from 3240	\$ 310,985	\$ 310,985	<u>310,985</u>
316 · PAYMENTS PRIVATE SEWER AGRMT	\$ 5,000	\$ -	5,000
319 · GRANTS / RTS	\$ 31,500	\$ 36,406	12,213
320 · OTHER NON-OP INCOME / PASSTHRU	\$ 2,000	\$ 2,863	<u>2,000</u>
322 · INTERFUND TRANSFER FROM 3427	\$ 256,387	\$ -	206,387
325.8 · CONTRACTOR BONDS	\$ 6,000	\$ 6,000	8,000
325.9 · INTERFUND LOAN PRINCIPAL PCSAN	\$ 42,681	\$ 39,597	39,648
Total 325 · NON-OPERATING REVENUE	\$ 703,979	\$ 409,284	623,153
Allocation from Rate Stabilization Reserve	\$ -	\$ -	112,000
Interfund G/L non-operating income adj.	\$ -	\$ -	0
Total 3426i · FUND 3426 CVSAN. Revenue *****	\$ 2,463,038	\$ 1,877,635	2,690,665



**CROCKETT SANITARY DEPARTMENT
PROPOSED BUDGET FY 2021/22 (7/23/21)**

	Budgeted	Est. Year End	Proposed
	FY 21/22	FY 21/22	Budget
			FY 22/23
GENERAL FUND 3426 - Expense			
3426e - FUND 3426 CVSAN. Expense*****			
410 · COLLECTION SYSTEM *****			
***** COLLECTION SYSTEM *****			
410.211 · LOAN PRINCIPAL	86,680	85,580	86,680
410.25 · GAS, FUEL, OIL, MAINT (DIST. VEHICLE)	726	601	300
410.30 · INSURANCE (prop.&liab.)	71,843	29,592	47,671
410.50 · O&M (Pump Station)	47,471	43,306	47,637
410.55 · PROF. SVCS. (Coll.)	20,103	9,390	10,141
410.65 · RENT/LEASE EASEMENTS	2,724	13,708	14,804
410.70 · MAINTENANCE			
70.1 · Sewers - preventive maint.	125,610	106,530	115,053
70.2 70.3 70.4 · Weeds, Hardware, & Repairs	4,037	4,599	4,967
Total 410.70 · MAINTENANCE	129,647	111,129	120,020
410.90 · UTILITIES			
90.6 · Autodialer Alarm	1,062	2,356	2,945
90.1 · Electricity	37,160	39,714	45,671
90.2 · Water	2,901	5,953	6,548
Total 410.90 · UTILITIES	41,123	48,023	55,164
410.95 · OTHER OPERATING (Coll.)			
95.1 · Capital Repl. - Pump Station	47,300	2,982	55,000
95.2 · Other Operating Costs + HHW	5,315	338	2,827
Total 410.95 · OTHER OPERATING (Coll.)	52,615	3,320	57,827
Total 410 · COLLECTION SYSTEM *****	452,931	344,649	440,244
411 · TREATMENT PLANT *****			
***** TREATMENT PLANT *****			
411.50 · C&H - JTP O&M	\$ 639,165	55,211	1,176,594
411.95 · CAPITAL REPLACEMENT (Treat)	\$ 11,893	0.00	35,679
Total 411 · TREATMENT PLANT *****	\$ 651,058	55,211	1,212,273
414 · ADMINISTRATIVE *****			
***** ADMINSTRATIVE *****			
414.20 · ELECTIONS	\$ -	0.00	0
414.35 · MEMBERSHIPS	\$ 4,800	2,824	5,026
414.40 · OFFICE			
40.1 · Postal	\$ 1,400	150	1,400
40.2 · Supplies	\$ 3,019	985	3,019
40.3 · Miscellany	\$ 1,692	1,568	1,692
Total 414.40 · OFFICE	\$ 6,111	2,704	6,111
414.55 · PROF. SVCS. (Admin.)			
55.7 · Consultants	\$ 5,409	75	5,409
55.4 · Attorney	\$ 13,287	22,912	13,287
55.5 · Auditor	\$ 8,608	6,222	8,608
55.6 · Engineer / Consultants (non-Capl)	\$ 10,566	0	10,566
Total 414.55 · PROF. SVCS. (Admin.)	\$ 37,870	29,209	37,870



**CROCKETT SANITARY DEPARTMENT
PROPOSED BUDGET FY 2021/22 (7/23/21)**

	Budgeted	Est. Year End	Proposed Budget
	FY 21/22	FY 21/22	FY 22/23
414.60 · PRINTING/PUBLISHING	\$ 1,800	415	1,800
414.65 · RENTS & LEASES (loan share)	\$ 32,713	43,226	32,713
414.70 · CAPITAL REPL. (Admin Bld.)	\$ 22,335	2,100	22,335
414.75 · ADMIN BLDG OFFICE OPERATING	\$ 20,082	329	20,082
414.80 · VEHICLE / TRAVEL REIMBURSE	\$ 548	0	548
414.90 · TELEPHONE / INTERNET / CELL	\$ 2,522	4,363	5,018
414.94 · SOFTWARE SUBSCRIPTIONS	\$ 18,687	5,049	18,687
414.95 · OTHER ADMIN			
95.3 · County & State Charges	\$ 6,167	8,220	-6,812
95.x · Recoverable exp. (excl. Payroll)	\$ 8,226	224	8,226
95.9 · Training and Conferences	\$ 1,500	760	1,500
95 · SUC Refund, COVID-19, and Other Misc.	\$ 1,000	1,318	1,000
Total 414.95 · OTHER ADMIN	\$ 16,893	10,523	3,914
Total 414 · ADMINISTRATIVE *****	\$ 164,361	100,741	154,104
Total 3426e · SUB-TOTAL O&M Expense*****	\$ 1,268,350	500,601	1,806,621
6560 · PAYROLL EXPENSES *****			
CVSan - O&M SALARY/BENEFITS			
General Manager (GM)	\$ 70,000	89,852	97,040
Department Manager (JB)	\$ 72,000	92,217	94,984
Administrative Services Manager (VG)	\$ 70,000	63,930	65,848
Assistant District Secretary (SW)	\$ 28,000	24,095	36,143
Other hrly employees	\$ 140,000	2,438	10,000
Total CVSan O&M SALARY/BENEFITS	\$ 240,000	272,533	304,015
Other Payroll (CalPER Unfnd/LTD/WC prem)	\$ 8,408	1,436	8,408
Total 6560 · PAYROLL O&M EXPENSES *****	\$ 248,408	# 273,968	312,423
Total O&M Expense	\$ 1,516,758	774,569	2,119,044
Net Ordinary O&M Revenue	\$ 242,301	693,781	-163,532
411.99 Other Non-Op Interfund trsfr to 3427	4,850	2,425	7,275
423.1 Loan Interest Non-Op Expense	10,022	9,122	10,022
423 Non-Op Expense Other / Cash Bond Refunds	3,000	1,000	2,000
Contingency Expense 10%	151,675		211,904
111 Capital Project Funding Additional Allocation	61,183		796,358
<i>Actual spent on Capital Projects</i>		619,644	
411.98 Trnsfr to 3427 for 3rd-clarifier capx reserve	32,000	64,000	32,000
Interdepartment loan for 1 Rolph Park Dr.		0	100,000
Payroll Liability G/L Adjustment	-		0
TOTAL EXPENSE (w/ Capital Alloc. & Contingency)	1,779,488	1,470,760	3,278,603

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CROCKETT SANITARY DEPARTMENT
OPERATING BUDGET FY 2021/22 Proposed (7/23/2021)

	<u>Budgeted</u>	<u>Forecasted</u> <u>Yearly Totals</u>	<u>Proposed</u> <u>Budget</u>
	<u>FY 21/22</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
CONSTRUCTION FUND 3427: BUDGET DETAIL *****			
Opening Cash Balance	993,894.68	961,888.00	1,030,821.03
Interest (non-operating)	3,787.50	2,518.03	2,800.00
Connection Fees / Capacity Charges *	4,850.00	2,425.00	7,275.00
Misc. Fees	0.00	0.00	0.00
Annexation Fees	0.00	0.00	0.00
Investment Fees	-80.00	-10.00	-20.00
Transfer for JTP Plant Cap Impr.	-106,387.00	0.00	-106,387.00
Transfer for PS & collec sewer Cap Impr.	-150,000.00	0.00	-100,000.00
Interfund Transfers - to JTP CapX Reserves *	32,000.00	64,000.00	32,000.00
YEAR-END BALANCE	<u>778,065.18</u>	<u>1,030,821.03</u>	<u>866,489.03</u>

CAPITAL RESERVE FUND 3429: BUDGET DETAIL *****

Opening Cash Balance	71,662.31	71,664.00	72,117.00
Loans	0.00	0.00	0.00
Interfund Transfers	0.00	0.00	0.00
Interest (non-operating)	539.74	457.00	502.63
Cost Recovery	0.00	0.00	0.00
Investment Fees	-8.00	-4.00	-8.00
Interfund Transfers	0.00	0.00	0.00
YEAR-END BALANCE	<u>72,194.05</u>	<u>72,117.00</u>	<u>72,611.63</u>

* JTP Capital Improvement Reserve Breakdown

	<u>Allocated in</u> <u>FY 21/22</u>	<u>Ending Reserve</u> <u>Balance June</u> <u>30, 2022</u>	<u>Est. District</u> <u>Share of</u> <u>Project Costs</u>
Third Clarifier (Polishing) Reserve	0.00	288,000.00	324,363.00
Diffuser Membranes #1, #2, #3	32,000.00	160,000.00	141,596.00
TOTAL		<u>448,000.00</u>	<u>465,959.00</u>

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FY 2022-2023 PORT COSTA SANITARY DEPARTMENT BUDGET - FUND 3425 PROPOSED ##

	PY 2020-21	FY 2021-22	FY 2021-22 Est.	FY 2022-23
	Actual	Approved Budget	Yr. End	Proposed
Collection System				
Liability Insurance	\$ 4,514	\$ 7,223	\$ 3,725	\$ 5,215
Profess. Services.	\$ 3,960	\$ 5,000	\$ 0	\$ 5,000
Sewers Maint.	\$ 10,542	\$ 11,596	\$ 13,620	\$ 14,982
Other Operating	\$ 100	\$ 461	\$ 0	\$ 461
Permits & Fees	\$ 2,848	\$ 3,133	\$ 4,815	\$ 5,297
Total Collection System	\$ 21,964	\$ 27,412	\$ 22,160	\$ 30,955
Treatment Plant				
Generator fuel / oil	\$ 67	\$ 100	\$ 92	\$ 138
Property Insurance	\$ 1,574	\$ 2,518	\$ 2,732	\$ 4,371
Contract Operator	\$ 48,795	\$ 53,674	\$ 57,500	\$ 63,250
Chemicals	\$ 3,791	\$ 4,170	\$ 4,728	\$ 5,437
Hardware/Supplies & Misc.	\$ 420	\$ 630	\$ 1,698	\$ 2,547
Profess. Svcs. (Engineer, Lab, Technici:	\$ 22,579	\$ 26,242	\$ 16,505	\$ 19,962
Electricity	\$ 4,082	\$ 4,695	\$ 4,431	\$ 5,096
Alarm system phone	\$ 422	\$ 485	\$ 510	\$ 586
Cap. Replacement	\$ 1,350	\$ 4,485	\$ 2,100	\$ 5,310
Operating fees/permits	\$ 7,142	\$ 7,856	\$ 5,941	\$ 6,535
Other Operating - septic cleaning	\$ 0	\$ 3,500	\$ 0	\$ 3,500
Total Treatment Plant	\$ 90,222	\$ 108,356	\$ 96,237	\$ 116,733
Administrative				
Elections	\$ 0	\$ 0	\$ 0	\$ 0
Crime Insurance	\$ 25	\$ 40	\$ 38	\$ 61
Memberships	\$ 1,709	\$ 1,965	\$ 1,809	\$ 2,080
Office / Postal	\$ 177	\$ 194	\$ 314	\$ 377
Profess. Svcs.(admin)	\$ 3,014	\$ 3,466	\$ 5,141	\$ 5,655
Printing/Publishing	\$ 1,373	\$ 1,578	\$ 1,132	\$ 1,302
Software Subscription	\$ 633	\$ 696	\$ 672	\$ 739
Vehicle/Travel/Meetings	\$ 3	\$ 131	\$ 0	\$ 131
Other	\$ 604	\$ 695	\$ 539	\$ 646
County Charges	\$ 811	\$ 933	\$ 272	\$ 313
Sub-Total Administrative	\$ 8,347	\$ 9,698	\$ 9,916	\$ 11,303
Salaries and Benefits (O&M)	\$ 22,809	\$ 55,303	\$ 46,658	\$ 60,163
Other Payroll Exp. (WC premiums etc.	\$ 0	\$ 0	\$ 0	\$ 0
Total Administrative	\$ 31,156	\$ 65,002	\$ 56,574	\$ 71,466
Total O&M Expenses	\$ 143,342	\$ 200,770	\$ 174,970	\$ 219,154
Non-Operational Expenses				
Loan Principle	\$ 73,977	\$ 38,560	\$ 38,560	\$ 39,648
Loan Interest on PY Cap Projects	\$ 19,586	\$ 15,145	\$ 5,804	\$ 5,166
Non-Op Other	\$ 0	\$ 0	\$ 0	\$ 0
Fixed Assets and Other				
Capital Projects Allocation	\$ 0	\$ 23,000	\$ 0	\$ 85,000
Allocation to operating reserves	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,000
Contingency Reserve	\$ 0	\$ 20,077	\$ 0	\$ 22,300
Interfund G/L non-op adjustment	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 236,906	\$ 306,475	\$ 219,335	\$ 377,968
TOTAL APPROPRIATIONS	\$	\$ 326,552	\$ 248,335	\$ 400,268
TOTAL REVENUES	\$ 302,511	\$ 293,813	\$ 293,618	\$ 297,563
Sewer use charge	\$ 300,164	\$ 290,859	\$ 293,031	\$ 296,933
Capacity charge	\$ 0	\$ 0	\$ 0	\$ 0
Permit fees	\$ 90	\$ 180	\$ 180	\$ 180
Interest (non-op)	\$ 2	\$ 100	\$ 207	\$ 250
Misc fees / cost recovery (ops)	\$ 2,255	\$ 2,674	\$ 0	\$ 200
Grants / Interdept Loan (no-op)	\$ 0	\$ 0	\$ 200	\$ 0

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**PORT COSTA SANITARY DEPARTMENT
PROPOSED BUDGET 2022/2023**

GENERAL FUND 3425: EXPENDITURE DETAIL

	PY Actuals FY 20/21	Current Budget FY 21/22	Est. Year End FY 21/22	Proposed Budget FY 22/23
415 · SEWAGE COLLECTION *****				
415.30 · INSURANCE - Liability	4,514	7,223	3,725	5,215
415.55 · PROF. SVCS. (Coll.)	3,960	5,000	0	5,000
415.70 · MAINTENANCE	10,542	11,596	13,620	14,982
415.96 · OTHER OPERATING (Coll.)	100	461	0	461
415.96.2c · Permits & Fees (Coll.)	2,848	3,133	4,815	5,297
Total 415 · SEWAGE COLLECTION *****	21,964	27,412	22,160	30,955
416.25 · GASOLINE, OIL, FUEL	67	100	92	138
416.31 · INSURANCE - Property	1,574	2,518	2,732	4,371
416.51.1pc · Treatment Plant Operators	48,795	53,674	57,500	63,250
416.51.2pc · Chemicals	3,791	4,170	4,728	5,437
416.51.3pc · Hardware, Supplies, & Misc	420	630	1,698	2,547
416.56.2pc .3pc · Prof. Svcs. - Engineer	0	1,000	0	1,000
416.56.3pc · Prof. Svcs. -Technician	14,286	15,715	6,150	7,073
416.56.7pc · Prof. Svcs. - Lab Testing	8,094	9,308	9,990	11,489
416.56.x · Prof. Svcs. - Attorney / Other	199	219	365	401
416.91.1pc · Electricity	4,082	4,695	4,431	5,096
416.91.6pc and 416.96.3 · Plant Alarm System	422	485	510	586
416.96.1 · Capital Replacements (Treat.)	1,350	4,485	2,100	5,310
416.96.2 · Permits & Fees (Treat.)	7,142	7,856	5,941	6,535
416.96 · OTHER OP (Treat) - Septic Cleaning	0	3,500	0	3,500
416.99 · ENFORCEMENT PENALTIES	0	0	0	0
Total 416 · SEWAGE TREATMENT *****	90,222	108,356	96,237	116,733
417. ADMIN/GENERAL				
417.21 · ELECTIONS	0	0	0	0
417.31 · INSURANCE -Crime(employee bond)	25	40	38	61
417.36 · MEMBERSHIPS - BACWA & CASA	1,709	1,965	1,809	2,080
417.41 · OFFICE POSTAL / SUPPLIES	177	194	314	377
417.45 · RENT / UTILITIES		0	3,662	3,845
417.56 · PROF SVCS (Admin) Attorney/Auditor	3,014	3,466	5,141	5,655
417.61 · PRINTING/ PUBLISHING	1,373	1,578	1,132	1,302
417.70 · SOFTWARE SUBSCRIPTION	633	696	672	739
417.80 · VEHICLE / TRAVEL REIMBURSEMEN	3	131	0	131
417.96 · OTHER ADMIN. / RECOVERY	604	695	539	646
417.96.3pc · County Charges	811	933	272	313
Total 417 · ADMIN / GENERAL *****	8,347	9,698	13,578	15,148
6560 · PAYROLL EXPENSES *****				
6560.x · Salary & Benefits	22,130	54,286	43,958	56,113
6560.2 · CalPERS Unfunded Liability	678	1,018	2,700	4,050
Total 6560 · PAYROLL EXPENSES *****	22,809	55,303	46,658	60,163
Total O&M Expense	143,342	200,770	178,632	222,999
Non-Op and Capitol Expenses				
416.212 · LOAN PRINCIPAL (non-op)	73,977	38,560	38,560	39,648
419.1 · Loan Interest - Non-Op Expense	24,041	15,145	5,804	5,166
111.x · Capitol Sewer Projects and CCTV	0	23,000	0	85,000
419 · Non-Op Expense - Other	0		0	
Interfund G/L non-op adjustment	0		0	
Operating Reserves - Budget Allocation				
Septic Tank Heavy Cleaning (\$50k over 5yrs - 2	10,000	10,000	10,000	10,000
NPDES Permit Reserve (\$40k over 4yrs - 2024	10,000	10,000	10,000	10,000
WWTP Cap Repl. Reserve (\$20K over 5yrs - 20	4,000	4,000	4,000	4,000
RWQCB Operations Reserve (\$15K over 3yrs -	5,000	5,000	5,000	5,000
Rate Stabilization Reserve				53,658
Contingency 10%		20,077		22,300
TOTAL EXPENSES	270,361	326,552	251,997	457,771
Net Ordinary O&M Income	154,713	93,043	114,986	74,664
Net Include. Contingency, Capital, & Reserves	32,150	-32,739	41,621	-160,108

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**PORT COSTA SANITARY DEPARTMENT
PROPOSED BUDGET FY 2022/2023**

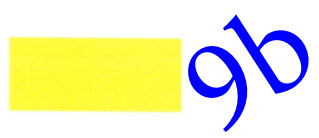
GENERAL FUND 3425: REVENUE DETAIL	PY Actual FY 20/21	Adopted FY 21/22	10 Month Actuals FY 21/22	Sewer Use Charge	Proposed Budget FY 22/23
				Est. Year End FY 21/22	\$2,345
301.0 Sewer use charge	\$300,174	\$290,859	\$146,376	\$293,031	\$296,933
303.0 Capacity charge					
302.0 Permit fees	\$90	\$180	\$120	\$180	\$180
306.0 Misc fees					
SUB-TOTALS O&M	\$300,264	\$291,039	\$146,496	\$293,211	\$297,113
311.0 Interest	\$2	\$100	\$157	\$207	\$250
318.0 Cost recovery (Non-op)	\$2,255	\$2,674	\$0	\$0	\$200
317.0 Inter-department Loan	\$0		\$0	\$200	\$100
319.0 Grants	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$302,521	\$293,813	\$146,653	\$293,618	\$297,663

FUND 3425 - BALANCE OVERVIEW

	PY YEAR ACTUAL FY 20/21	Adopted BUDGET FY 21/22	10 Month Actuals FY 21/22	EST YEAR END FY 21/22	Proposed BUDGET FY 22/23
Opening Cash Balance					
Septic Tank Replacement Reserve		\$ 10,000	\$ 10,000	\$ 10,000	\$ 20,000
Discharge Permit Reserve		\$ 10,000	\$ 10,000	\$ 10,000	\$ 20,000
Plumbing Pipe Refurb. Reserve		\$ 4,000	\$ 4,000	\$ 4,000	\$ 8,000
RWQCB Violation Fines Reserve		\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Contingency Reserve ***					\$ -
Carry Over (unallocated)	\$ 97,530	\$ 115,299	\$ 115,299	\$ 115,299	\$ 156,920
TOTAL OPENING CASH BALANCE	\$ 97,530	\$ 161,696	\$ 144,299	\$ 144,299	\$ 214,920
ESTIMATED REVENUE	\$ 302,511	\$ 293,813	\$ 146,653	\$ 293,618	\$ 297,663
ESTIMATED O&M EXPENSES	\$ (143,342)	\$ (200,770)	\$ (125,557)	\$ (178,632)	\$ (222,999)
ESTIMATED CAP. PROJ. EXPENSES	\$ -	\$ (23,000)	\$ -	\$ -	\$ (85,000)
ESTIMATED LOAN PRINCIPAL	\$ (73,977)	\$ (38,560)	\$ (38,560)	\$ (38,560)	\$ (39,648)
ESTIMATED LOAN INTEREST	\$ (19,586)	\$ (15,145)	\$ (5,804)	\$ (5,804)	\$ (5,166)
NON-OPERATING EXPENSE - OTF	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Fund Balance					
Operating Reserves Included in Balance					
Septic Tank Rehab/Replace Rese	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 30,000
Discharge Permit Reserve	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 30,000
Plumbing Pipe Refurb. Reserve	\$ 4,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 12,000
RWQCB Violation Fines Reserve	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000
Contingency ***		\$ 20,077			\$ 22,300
Interfund G/L non-op adjustment		\$ -			\$ -
Carry Over(unallocated)	\$ 115,299	\$ 128,957	\$ 63,030	\$ 156,920	\$ 50,470
TOTAL CLOSING FUND BALANCE	\$ 161,696	\$ 178,034	\$ 121,030	\$ 214,920	\$ 159,770

*** Unused contingency reserve moves to unallocated general funds at the end of the fiscal year.

Outstanding Debt	Beginning FY 21/22	Ending FY 21/22	Principle Pay FY 22/23	Est. Ending FY 22/23
Crockett Sanitary (WestA Refi)	\$203,986	\$165,426	\$39,648	\$125,778
Crockett Sanitary (Pre-2013 transfer)	\$24,233	\$24,233	\$0	\$24,233
Crockett Sanitary (3rd Loan)	\$150,000	\$150,000	\$0	\$150,000
Total Debt	\$378,220	\$339,660	\$39,648	\$300,012



Capital Projects for FY 2022/23

PORT COSTA SANITARY DEPARTMENT

SEWER COLLECTION SYSTEM PROJECTS	CAPITAL IMPROVEMENTS FIXED ASSET	GRANT FUNDED	PCSAN FUNDED
Sewer Main&Manhole realignment (approx 150+LF)	\$ 50,000		
Emergency project(s)	\$ 10,000		\$ 10,000
CCTV Inspection	\$ 25,000		\$ 25,000
TOTAL	\$ 85,000		

TREATMENT PLANT	CAPITAL REPLACEMENTS O&M	CAPITAL IMPROVEMENTS FIXED ASSET	
Septic Tank Hatches		\$0	\$0
Sump high alarm		\$1,500	\$1,500
Backup chemical pump		\$1,500	\$1,500
Various emergency WWTP	\$3,000.00	\$5,000	\$8,000
TOTAL	\$3,000.00	\$8,000	

EQUIPMENT	CAPITAL IMPROVEMENTS
No tools or equipment planned	\$0.00
TOTAL	\$0.00

\$46,000.00

Future Capital Reserve for large projects

Sand Replacement Reserve	TBD
Sand bed engineering study	TBD
RR Crossing	TBD
Influent metering MH and flume	TBD
Survey & Main replacement on Canyon Lake	TBD

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