

# PORT COSTA SANITARY COMMISSION

Special Business Meeting  
AGENDA FOR MONDAY, MAY 16, 2022

TIME: 7:00 PM  
PLACE: Port Costa School, 1 Plaza Del Hambre, Port Costa

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*The Port Costa Sanitary Commission is an agent of the Crockett Community Services District.*

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:  
(The 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. BUDGET AND FINANCE:
  - a. Receive the Port Costa Sewer Use Charge (SUC) study for FY 2022/23. Consider recommendations for SUC increase. Approve language for the Notice of Proposed Increase in SUC under Prop. 218 requirements.
5. REPORTS FROM COMMISSIONERS: (These items are typically for exchange of information only. No action will be taken at this time.)
6. COMMENTS FROM COMMISSIONERS:
7. ADJOURNMENT to June 8, 2022.

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us](http://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 on the picturesque Carquinez Strait of the San Francisco Bay.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

*In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525.*

TO THE PORT COSTA SANITARY COMMISSION  
AND THE BOARD OF DIRECTORS,  
CROCKETT COMMUNITY SERVICES DISTRICT

FROM: Department Manager

SUBJECT: PORT COSTA Sewer Use Charge (SUC) Study, FY 2022/2023

INTRODUCTION

This report summarizes reviewed results of current operating & maintenance and capital costs to the Port Costa Sanitary Department of the Crockett Community Services District. The costs expected over the next fiscal year (July 1, 2022 through June 30, 2023) are predicted to provide a basis for determination of a rate structure for Sewer Use Charge for the coming year.

DISTRICT REORGANIZATION

The Crockett Community Services District (CCSD) was formed in July, 2006, merging the functions of the Crockett-Valona Sanitary District (CVSAN), County Service Area P-1 (which includes the Recreation Dept), and Port Costa's County Sanitation District No. 5. The ownership and responsibility for the Port Costa sanitary collection and treatment systems was transferred to CCSD in May, 2008. Following the transfer of responsibility, Port Costa County Sanitation District No. 5 was renamed Port Costa Sanitary Department (PCSAN). This Sewer Use Charge (SUC) Study Report is concerned only with sewer service provided in the town of Port Costa.

BACKGROUND

The small, unincorporated town of Port Costa has a population of 190 people as of the 2020 census. Within CCSD boundaries there are 113 properties, of which 85 are receiving sewer service. There is one additional property outside of the CCSD boundaries that is also being served by PCSAN. The average daily dry weather flow rate is less than 15,000 gallons.

Property tax revenue, collected by Contra Costa County, is not returned to Port Costa. PCSAN pays for operation and maintenance, capital replacements, capital improvements, and long-term debt service from revenue collected from the SUC.

This review will determine the funding needed for operating, maintaining, and improving the Department's sewerage facilities, along with the available funding source(s) and revenue during FY 2022/23.



## FUTURE OPERATING REQUIREMENTS

This analysis is focused on the costs of operating and maintaining sewerage facilities in Port Costa for the fiscal year 2022/23.

State, regional, and county regulatory agencies impose new requirements on sanitary agencies through the 1990's to the present. A five-year discharge permit was issued to PCSAN by the Regional Water Quality Control Board (RWQCB) effective December 1, 2014, which further expanded these requirements, this discharge permit has since expired. The current discharge permit became effective February 1, 2019 and is set to expire January 31, 2024. Exceedances of wastewater discharge permit limits in 2003 resulted in mandatory upgrades of the (WWTP) to eliminate the discharge of pollutants. These upgrades were completed by Contra Costa County at the end of 2007 at the cost of \$1,035,000. The RWQCB certified the upgrade. 34 exceedances occurred throughout the years 2013 through 2019. The exceedances have since been attributed primarily to sludge buildup in the primary treatment (septic tank) and disturbance of the biological layer (schmutzdecke) of the sand filter beds. The most recent heavy cleaning and maintenance of the septic tank was completed in early 2020. There have been no permit exceedances to this date following the heavy cleaning. WWTP operations have been accomplished by contract operators since CCSD took ownership in 2008. The current contract is with Valley Operators LLC. Maintenance, repair, and replacement of specific components (pumps/generator/controls etc.) is performed by outside contractors.

Contra Costa County left no inventory of the system, inspection data, repair records, or condition assessment, and performed no preventive maintenance on the system. The District anticipated significant costs to bring the collection system up to current standards of reliability within as short a timeframe as possible. The small tax base and attendant reduced revenue stream available for capital expenditures has restricted the ability to undertake desired projects.

A review of current and forecasted operating requirements indicates that next year's operating budget should include at least the following items, as shown in TABLE 2:

1. Sewage Treatment:

The WWTP is operated and maintained by Valley Operators LLC. Chemicals are supplied by Sierra Chemical Company. Pre-treatment occurs at an 86,000 gallon (100% capacity) septic tank. Septic tank cleaning is ongoing, it is estimated that the top (scum) layer will require removal two to three times per year. The bottom layer (sludge) is regularly profiled. It is imperative that sludge is removed prior to the sludge level reaching depth and concentration deemed detrimental to the piping, pumps, sand filter beds, and to the ultimate effluent quality. The costs associated with treatment for the next fiscal year are budgeted at **\$116,426** excluding loan principle.

2. Sewage Collection:

The collection system consists of approximately 7,108 LF of 4" to 10" sewer piping. There are no lift stations. Wastewater flows by gravity from residential and business users via the collection system. The wastewater is then conveyed, via gravity, through primary treatment (septic tank) to secondary treatment at the WWTP. PCSAN and Crockett Sanitary Department (CVSAN) have benefited from inclusion in the CCSD's Sanitary Sewer Management Plan (SSMP). Bi-annual audits of the SSMP are performed by the CCSD.

The cost for the collection system operations, maintenance, and repairs are estimated at **\$30,955** for the coming year. The collection system should have few other costs during FY 2022/23, absent emergency or unforeseen cleaning or repair.

3. Administration/General expenses:

Wages are paid by PCSAN to the General Manager, Department Manager, Administrative Services Manager, and Assistant District Secretary. Personnel costs are divided between O&M&R and capital projects, as appropriate. Sanitary Commissioners are not paid for meeting attendance.

Administrative (O&M) salary, professional services, office costs and miscellaneous expenses such as membership dues, printing, vehicle, etc. are budgeted at **\$75,311**.

4. Capital improvements budget:

The CCSD maintains records that divide General Fund 3425 into an operating account and a capital account. Monies budgeted for capital projects will be carried over if spending is delayed, therefore capital expenditures may exceed the budget appropriation for a given year.

As a result of the 2007 plant upgrade project, the CCSD inherited a debt burden of \$1,035,000 from Contra Costa County. This budget includes **\$44,814** for debt service.

No additional long-term debt is anticipated in FY 2022/23. PCSAN was able to refinance one of the existing loans in 2014 and the second loan in 2015. This reduced the interest rate on all debts burdening Port Costa. A third inter-department loan OF \$150,000 was added in 2020 and is included in the debt service repayment schedule. So far, interest only payments have been made. Principal payments begin in FY2023-24. The final interest only payment of \$2,850 is due December 2022. Debt is paid 1.5% over the LAIF interest rate.

5. Contingencies:

Wastewater agencies normally keep an operating reserve of between 10% and 50% of annual revenue requirements. Most agencies operate in the 20% to 40% range. Events such as El Nino '98 and storm events in the winter of 2016/17 have proven the necessity of a contingency fund.

Unfortunately, the Port Costa facilities were inherited with no operating reserves. On the contrary, this budget acknowledges a pre-existing debt of \$24,233 to the CVSAN. The budget can therefore provide only \$22,269 (10%) for operating contingencies. Only \$4,000 could be contributed to the WWTP Capital Reserve, \$10,000 for the septic tank reserve, \$5,000 for RWQCB operating reserves and \$10,000 toward the discharge permit reserve in 2022/2023.

TABLE 2

PROJECTED DISTRICT BUDGET DETAIL, FY 2022/23

REVENUE (Excluding sewer use charges)

Carry-over unallocated cash	\$156,920
Prior Year Contingency Surplus	\$20,077
Tank Cleaning/Rehabilitation Reserve	0
Discharge Permit Reserve	0
WWTP Reserve	0
RWQCB Operating Reserve	0
Loans/Grants	0
Permit Fees	180
Capacity Charges/Annexation Charges	0
Annexation Interest	0
Cost Recovery	<u>300</u>
<b>TOTAL REVENUE</b>	<b>\$177,477</b>

EXPENSES

Sewage Collection	\$30,955
Sewage Treatment	116,426
Administration/General	75,311
Capital Replacement Projects	85,000
O&M Contingencies	23,050
Septic Tank Rehabilitation/Cleaning Reserve	10,000
WWTP Reserve	4,000
Discharge Permit Reserve	10,000
RWQCB Operating Reserve	5,000
Rate Stabilization Reserve	53,658
Debt service	46,814
Pre Existing Debt	24,233

**TOTAL EXPENDITURES**                    **\$484,477**  
**APPARENT DEFICIT**                    **\$306,970**

This budget of **\$484,477** for FY 2022/23 is about 40% higher than what was budgeted in FY 2021/22. To rebuild the operating reserves and cover ongoing operating expenses a larger than normal SUC increase, the only significant source of revenue for PCSAN, will be required.

PROJECTED REVENUE

The preceding review of next year's budget requirements indicates that **\$484,477** will be needed. Sources of this needed revenue are primarily sewer service charges.

The preceding expense and revenue information is summarized in TABLE 2. As can be seen from TABLE 2 there is an apparent deficit of **\$306,970**. A deficit is an annual occurrence and can be covered by a SUC, as described below.

PROPOSED SEWER USE CHARGE RATE

The sewer services to be provided by PCSAN are determined to include 76 single family dwellings and 14 apartments, plus 3 non-residential and 4 mixed-use properties (containing another 27 apartments).

Since 1964, the County had charged Port Costa properties for sewer service based on a schedule of multipliers. The categories "single-family residence" and "apartment" have always been charged the same rate. In a 2008 rate analysis conducted by a County consultant, that methodology was labeled inequitable. Unfortunately, that study proposed

an alternate methodology that is impracticable when applied to a small community. Secondly, that alternate methodology was inconsistent with that used by CVSAN. In the interest of equitable rates, CVSAN adopted a methodology in 1992 based on the actual wastewater flow from each property or category. The smaller the town, the more important this methodology becomes. The Crockett methodology is now being used in Port Costa.

In calculating average sewer use by residents only wet weather data is used, in order to discount irrigation water (which doesn't go down the sewer). Extreme outliers in the data were not considered. The remaining 65 Single Family Residences (SFR) were found to contribute an average of 4662 Cu. ft. per year to the sewer system. Each apartment is also assumed to contribute 4662 Cu. ft. feet per year to the sewer system.

Non-residential, commercial and mixed use properties are charged an equitable share based on water consumption during a previous 12 month period. A minimum charge is set reflecting the number of apartments present. In no case is the commercial rate less than the rate for a single apartment.

The sewer services provided by CCSD are tabulated in TABLE 3. The second column in TABLE 3 indicates the relative flow rating ("use factor") of the various types of users. The last column is the product of the number of units and the use factor.



TABLE 3

INVENTORY OF EXISTING CONNECTIONS - 2021

EQUIVALENT TYPE OF OCCUPANCY/USE	NUMBER	USE FACTOR	
	OF UNITS	PER UNIT	UNITS
Single family dwelling	72	1.00	72.00
Apartment	14	1.00	14.00
Non-residential property	3	varies	1.84
Mixed-use property	4	varies	<u>37.71</u>
	<b>Discharge Units</b>		<b>125.55</b>

In order to provide sufficient revenue for the O&M&R and capital budget, SUE would be determined as follows:

OPERATING DEFICIT	\$306,970	=	\$1,736/UNIT
NO. DISCHARGE UNITS	125.55		

By this method, the recommended annual SUC per single family residence is **\$2,445**. The recommended annual SUC per apartment is also **\$2,445**.

The charges for other properties would vary with water consumption in proportion to the CCSD standard for residential uses. The recommended charge is **\$2,445** plus **\$52.45** per 100 cubic feet of water consumption in excess of **4662** cubic feet per year.

BUDGETARY RESERVES

A budget line item intends to build a Port Costa septic tank heavy cleaning reserve of **\$50,000**, to be built up over 5 years. This should provide funding to clean the septic tank as needed. The most recent major cleaning, completed in early 2020, cost approximately \$230,000. This major cleaning allowed for full structural inspection and replacement of the baffle system. A NPDES discharge permit is due every five years, it is recommended to develop a reserve of **\$40,000** to pay for permit reissuance application process. It is

also recommended to maintain a reserve for potential penalties imposed by the Regional Water Quality Control Board (RWQCB). Excess operating revenue (if any) will roll over for contingency funds and/or remain in a rate stabilization reserve that exists to smooth out fluctuations in rates. Such excess revenue could also be allocated to sewer repairs, capital improvements or debt service, as required.

The Port Costa Sanitary Commission recognizes that it does not maintain a prudent level of capital reserves to respond to unanticipated situations and emergencies. **Nor does this budget contain an adequate contingency fund, nor provide adequately for collection system maintenance, or repayment of outstanding debt to CVSAN.** The heavy burden of high service charges on Port Costa properties is a source of frustration and anxiety. The potential for high service charges have had the effect, over time, of restricting the Commission from achieving its goal of accepting a prudent budget to allow for proper maintenance of the facilities. It will take years to achieve financial stability. This budget should be seen as an early step toward a balance of system quality and finance.

RECOMMENDATION

*With the development of a ten-year revenue program, PCSAN can chart a course toward financial stability. Prior to attaining confident stability, PCSAN must recognize the need for full system inspection. Inspection will pinpoint weak links in the system and allow for cost estimates for repairs, improvements, and replacements. It is recommended to perform a current and total CCTV inspection of the collection system.*

PCSAN continues regular cleaning of the collection system to prevent sewer overflows (SSO's). PCSAN does not have a cost estimate for collection system rehabilitation within even the next five years since knowledge of the system is spotty. PCSAN spent little on system rehabilitation in the initial years of transition from county management. It appears that regular increases in SUC will be required annually to fund operating costs and debt service alone. Recommendation of funding for system repairs or upgrades is difficult to ascertain without full inspection. Partial inspection would be beneficial but that would still allow for unknown future expenditures.

The General Manager, Department Manager, Administrative Services Manager, and Assistant District Secretary are the only positions receiving payroll in PCSAN. All O&M&R services are contracted out to others regularly engaged in this type of work. This is believed to be the most economical and efficient method to complete work in a safe, professional, and timely manner. There is no recommendation to alter this approach.

**It is therefore recommended that this SUC Study Report be accepted by the Board of Directors and that sewer use charges are raised to \$2,445 per single family residence and equivalent unit for FY 2022/23 as a source of revenue to balance the budget.**

TABLE 4 sets forth the actual SUC anticipated for each property served by PCSAN.

Revenue raised through this SUC would be **\$312,040**. There will be a net increase of **8.9%** equal to **\$200** annually on residential user fees for the fiscal year.

Respectfully submitted,



James Barnhill  
Port Costa Department Manager

May 7, 2022

Sewer Use Charge Study

FY 2022/23

**TABLE 1**  
**RECOMMENDED SEWER SERVICE CHARGES FOR THE TAX ROLL**

	Parcel No.	Levy Code	FUND	Revenue	Levy Amount
A	368-132-002	GB	3425	9796	\$2,445.00
A	368-132-003	GB	3425	9796	\$2,445.00
A	368-132-004	GB	3425	9796	\$2,445.00
A	368-132-005	GB	3425	9796	\$2,445.00
A	<b>368-132-007</b>	GB	3425	9796	\$2,445.00
A	368-132-012	GB	3425	9796	\$2,445.00
A	368-132-013	<b>GB</b>	3425	9796	\$2,445.00
A	368-132-014	GB	3425	9796	\$2,445.00
A	368-132-015	GB	3425	9796	\$2,445.00
A	<b>368-132-016</b>	GB	<b>3425</b>	9796	\$2,445.00
A	368-132-017	GB	<b>3425</b>	9796	\$2,445.00
A	368-132-020	GB	3425	9796	\$2,445.00
A	368-132-022	GB	3425	9796	\$2,445.00
A	368-132-023	GB	3425	9796	\$2,445.00
A	<b>368-132-024</b>	GB	3425	9796	\$2,445.00
A	368-132-025	GB	3425	9796	\$2,445.00
A	368-132-026	GB	3425	<b>9796</b>	\$2,445.00
A	368-133-003	GB	3425	9796	\$2,445.00
A	368-133-007	GB	<b>3425</b>	9796	\$2,445.00
A	368-133-010	GB	<b>3425</b>	9796	\$2,445.00
A	368-133-012	GB	3425	9796	\$2,445.00
A	368-134-003	GB	<b>3425</b>	9796	\$4,890.00
A	<b>368-134-004</b>	GB	<b>3425</b>	9796	\$4,890.00
A	368-134-011	GB	<b>3425</b>	9796	\$2,445.00
A	<b>368-134-012</b>	GB	<b>3425</b>	9796	\$4,890.00
A	<b>368-135-004</b>	GB	<b>3425</b>	9796	\$2,445.00
A	368-135-005	GB	3425	9796	\$2,445.00
A	368-135-008	GS	3425	9796	\$2,445.00
A	368-135-009	GB	<b>3425</b>	9796	\$2,445.00
A	368-135-012	GB	3425	9796	\$2,445.00
A	368-135-013	GB	3425	9796	\$2,445.00
A	368-135-014	GB	3425	9796	\$2,445.00
A	<b>368-141-003</b>	GB	<b>3425</b>	9796	\$2,445.00
A	368-141-004	GB	<b>3425</b>	9796	\$4,890.00
A	368-141-005	GB	3425	9796	\$2,445.00
A	368-141-009	GB	3425	9796	\$2,445.00
A	368-142-006	GB	3425	9796	\$2,445.00
A	368-142-007	GB	3425	9796	\$2,445.00
A	<b>368-142-008</b>	GB	<b>3425</b>	9796	\$2,445.00
A	<b>368-143-001</b>	GB	<b>3425</b>	9796	\$4,890.00
A	<b>368-143-003</b>	GB	<b>3425</b>	9796	\$2,445.00
A	368-143-004	GB	3425	9796	\$2,445.00
A	368-143-005	GB	3425	9796	\$2,445.00
A	368-143-006	GB	3425	9796	\$2,445.00
A	368-143-007	GB	<b>3425</b>	9796	\$2,445.00
A	368-144-003	GB	3425	9796	\$2,445.00

FY 2022/23

A	368-144-004	GS	3425	9796	\$4,890.00
A	368-144-012	GS	3425	9796	\$4,890.00
A	<b>368-145-001</b>	GS	<b>3425</b>	9796	\$2,445.00
A	368-145-002	GS	3425	9796	\$2,445.00
A	368-145-003	GS	<b>3425</b>	9796	\$2,445.00
A	368-145-006	GS	3425	9796	\$2,445.00
A	368-145-007	GB	<b>3425</b>	9796	\$2,445.00
A	<b>368-145-008</b>	GB	3425	9796	\$2,445.00
A	368-145-009	GB	3425	9796	\$2,445.00
A	<b>368-145-010</b>	GB	<b>3425</b>	<b>9796</b>	\$2,445.00
A	368-145-014	GS	3425	9796	\$2,445.00
A	<b>368-145-015</b>	GB	3425	9796	\$2,445.00
A	<b>368-145-019</b>	GB	<b>3425</b>	<b>9796</b>	\$2,445.00
A	<b>368-145-024</b>	GB	<b>3425</b>	<b>9796</b>	\$2,445.00
A	<b>368-145-025</b>	GB	<b>3425</b>	9796	\$2,445.00
A	<b>368-145-027</b>	GB	3425	9796	\$25,700.74
A	<b>368-146-001</b>	GB	3425	9796	\$3,566.63
A	368-146-002	GB	3425	9796	\$2,445.00
A	<b>368-146-003</b>	GB	3425	9796	\$2,445.00
A	368-146-007	GB	<b>3425</b>	9796	\$2,445.00
A	368-146-010	GS	3425	9796	\$2,445.00
A	368-146-014	GB	3425	9796	\$2,445.00
A	368-146-017	<b>GB</b>	3425	9796	\$2,445.00
A	368-146-021	GB	3425	9796	\$2,445.00
A	368-146-022	GB	<b>3425</b>	9796	\$2,445.00
A	368-146-023	GB	3425	<b>9796</b>	\$2,445.00
A	368-146-024	GB	3425	9796	\$2,445.00
A	368-146-025	GB	3425	9796	\$2,445.00
A	368-147-004	GB	<b>3425</b>	<b>9796</b>	\$18,987.08
A	<b>368-147-005</b>	GB	<b>3425</b>	<b>9796</b>	\$12,225.00
A	<b>368-147-006</b>	GB	3425	<b>9796</b>	\$36,400.64
A	368-148-002	GB	3425	9796	\$2,445.00
A	368-148-003	GB	3425	9796	\$2,445.00
A	<b>368-148-004</b>	GS	<b>3425</b>	9796	\$2,445.00
A	368-148-005	GB	<b>3425</b>	<b>9796</b>	\$2,445.00
A	<b>368-148-013</b>	GB	<b>3425</b>	9796	\$2,445.00
A	<b>368-148-014</b>	GB	<b>3425</b>	9795	\$2,445.00
A	368-148-015	GB	<b>3425</b>	9795	\$2,445.00
A	368-148-018	GB	3425	9796	\$2,445.00

## **RESOLUTION**

**NO. 22/23-##-**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CROCKETT COMMUNITY SERVICES DISTRICT OVERRULING OBJECTIONS TO THE METHOD OF COLLECTION OF SEWER SERVICE CHARGES FOR PORT COSTA**

The District Board of the Crockett Community Services District, County of Contra Costa, State of California, resolves as follows:

1. Pursuant to Sections 5471 et seq. and 6520.5 of the Health and Safety Code of the State of California, this Board confirms that it elected to have the sewer service charges for Fiscal Year 2022/23 and subsequent years collected on the tax roll of the District as adopted on June 29, 2022 by Ordinance No. 22-2.

2. That on June 29, 2022 this Board did by Ordinance No. 22-2 adopt a schedule of sewer service charges to be billed to all properties served by the Port Costa Sanitary Department for FY 2022/2023 and subsequent years.

3. That pursuant to Government Code Section 6066 a Notice of Public Hearing was published in a newspaper of general circulation on June 15, and June 22, 2022 announcing that the District Board will consider continuing the schedule of sewer service charges adopted by Ordinance No. 22-2.

4. That pursuant to Government Code Section 61115, a Public Hearing on the report of annual sewer use charges and the method of collection of sewer service charges was regularly and duly held on the 29th day of June, 2022 at 7:00 PM at the Crockett Community Center, 850 Pomona Street, Crockett, California.

5. That on June 29, 2022 objections were heard to the report dated May 25, 2022 of the General Manager, which contains a description of each parcel of real property in Port Costa receiving sewer services and using facilities of the District and the recommended amount of service charge for each parcel computed in conformity with a schedule for user service charges for the community of Port Costa.

6. The Board having considered all comments and objections made to the method of collection, they are hereby overruled.

6. The District Board of the Crockett Community Services District hereby accepts said report of the Department Manager dated May 25, 2022.

7. The General Manager is directed to deliver a copy of this Resolution, and a listing of properties with the sewer service charges to be collected, to the Auditor of Contra Costa County with the request that the sewer service charges described in said listing for the Fiscal Year 2022/23 be collected on the tax roll of the District in the same manner, by the same persons, and at the same time as together with and not separately from the District General Taxes.

8. For those properties within the boundaries of the Crockett Community Services District that receive sewer services from the Port Costa Sanitary Department but do not appear on the tax roll of the District, the General Manager is directed to invoice the property owners in full on November 1, 2022 with a notice that the bill becomes delinquent after December 2, 2022 and that interest at the rate of one percent (1%) per month shall accrue in the event of late payment in addition to a ten percent penalty for late payment, pursuant to Government Code Section 61115, District Code Section 1.08.080 and District Ordinance No 22- .

**THE FOREGOING RESOLUTION** was passed and adopted by the District Board of the Crockett Community Services District at a Regular Meeting held on June 26, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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Luigi Barassi, President

**ATTEST:**

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Gaunt Murdock  
District Secretary