

CROCKETT COMMUNITY SERVICES DISTRICT

Special Business Meeting AGENDA FOR SEPTEMBER 29, 2021

TIME: 7:00 PM

PLACE: ** TELECONFERENCE - SEE BELOW **

IMPORANT NOTICE REGARDING COVID -19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in *Executive Order 33-20* and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time. (See *Resolution No. 19/20-18*)
- The meeting will be conducted via tele conference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below. See end of agenda for information on How to Submit Public Comments.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at +1 669 900 9128.

Enter the Meeting ID: 816 595 2368 followed by the pound (#) key.

More phone numbers can be found on Zoom's website at <https://zoom.us/u/aeON0A5gL>.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/8165952368> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID: 816 595 2368.

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1. CALL TO ORDER – ROLL CALL
 2. CLOSED SESSION – THREAT TO PUBLIC SERVICES AND FACILITIES:
 - a. Consultation with staff designated Security Operations Managers Pursuant to Government Code Section § 54957.
 3. OPEN SESSION - ANNOUNCEMENT OF ACTIONS TAKEN DURING CLOSED SESSION
 4. 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.)
 5. PUBLIC HEARING: : (Public comments limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)
 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 on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)

 - a. Receive Minutes of Commissions and Committees.
 - b. Receive Status Reports on outstanding Items.

7. ADMINISTRATIVE:
 - a. Consider consent items removed from Consent Calendar.
 - b. Consider adopting Resolution 21/22-05 to authorize emergency teleconference meetings for 30 days under Assembly Bill 361.
 - c. Discuss scheduling and completion deadlines of outstanding items.
8. BUDGET AND FINANCE:
 - a. Consider Monthly Summary Worksheets and staff report on financial matters.
 - b. Discuss new district office funding allocations.
9. ADJOURNMENT

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (*not to exceed three minutes at staff's cadence*), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 10:00 AM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. The public can speak up at that time or use the Zoom chat feature to indicate they want to make a public comment. If needed, a short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Use Zoom chat or email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all submitted comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

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

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection. The Board has designated the District's website located at <https://www.town.crockett.ca.us/meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager, at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

CSD STATUS REPORT

September

DATE	REF.	TASK	STATUS	NEXT STEP
Ongoing		Financial Accounting & Budget	Adopt FY 21/22 Budget	Audit of FY 20/21 with David Farnsworth CPA
Ongoing		ADA Compliance Plan Review - District needs to update its ADA plan. Consider outsourcing study and develop budget to implement changes to meet ADA plan requirements.	ON HOLD	Contract inspection
Ongoing		Inventory of capital assets - recommended by auditor to match with QuickBooks value of assets. Begin with insurance appraisal list and expand to include assets above capital threshold. Consider increasing capital threshold policy from \$1,000.	BACKLOGGED	Create and then update list annually
Ongoing		Local Hazard Mitigation Plan (LHMP) - Strategic Planning Committee along with management staff to review and update based on currently identified and future hazards. Consider consultant to create work product.	BACKLOGGED	Develop current
1/17	C-31	Waiver of Subrogation - initial inquiry requested by Board member over concern with contract language.	District does not have	Alliant to quote additional insurance cost.
1/17	C-30	Establishment of By-Laws - Commissions and Committees currently do not have their own by-laws to provide guidance on responsibilities. Must develop with feedback from Commissions and Board.	BACKLOGGED	Staff to Draft
10/17	C-29	Meeting Cancellation Policy - currently cancellation of meetings can be requested by chairpersons and management. Request to development policy for what constitutes non-pressing matter cancellations.	BACKLOGGED	Policy needs to be written.
1/18	C-28	Second Signer Policy - develop policy on when a second signer can sign documents when the primary signer is not available.	BACKLOGGED	Staff to Draft

*Items marked COMPLETED will be removed from the Status Report the following month.

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5/18	C-27	Lateral Issues Report - report to Board on sanitary departments policies and enforcement of private lateral sewers issues. Address non-conforming laterals installed in Port Costa prior to District ownership in 2008.	BACKLOGGED	Staff to Draft
7/17	C-25	Dog Park at Bridgehead - Resolution No. 17/18-09 supporting development and to determine feasibility. Independent Dog Park Committee pursuing with Caltrans. New restrictions such as bathroom on site raised by Caltrans. Dog Park funds held under the Maintenance Department.	Suspended Work	Awaiting Caltrans final lease
5/17	C-24	Personal Accounts and Devices - complying with recent public records act decision regarding emails and text messages. Policy needs to be developed. Legal review is required.	BACKLOGGED	All Directors, Commissioners, and staff following law by saving District records.
1/16	C-23	Social Media - Facebook, Twitter, and web page. Used only to post information about District events, no debate online. Direction by Board to consolidate to one Facebook page. In changing climate Board should reconsider it use of social media for engagement with community.	ON HOLD	Board directed to limit to District posts. Funding required for additional social media engagement.
12/14	C-21	Emergency Operations Center (EOC) - Crockett Community Center to serve as EOC for the District per Resolution No. 14/15-10. Staff directed to attend SEMS training. Consider resolution rescinding EOC at Community Center.	SUSPENDED WORK	Support EOC at Loring Fire Station, center to serve as public meeting place, draft resolution.
3/14	C-20	Safety & Wellness Program - program for employees adopted by Resolution No. 13/14-17 but implementation postponed until funding can be identified.	ABANDONED PROGRAM	Program abandoned due to lack of funding.
10/12	C-12	Revise internal chart of accounts - recommended by auditor. Move to class based accounting and simplification of chart of accounts recommended.	Planned for FY 20/21	Consult CPA to assist

*Items marked COMPLETED will be removed from the Status Report the following month.

1/11	C-17	Sewer map - update printed map of sewers and adopt resolution to define our responsibility.	Capital projects to date need to be updated into ICOM system.	RedZone ICOM to create new PDF map. Once drafted staff to verify format and accuracy.
8/06	C-1.5	WCWD Service Agreement - current agreement is from 1990, new agreement would better define the scope of services and needs of our District.	ON HOLD	Develop needs - CVSan Wastewater Comm.
9/18	C-26	Workshop for Directors on Public Contracting - request to better understand Board responsibility and liability in regards to CUPPA	Identify	Schedule workshop
12/19	C-32	IT Support - contract for assistance with networking and PC troubleshooting as necessary	Find willing partner	Complete network migration to AT&T Fiber

*Items marked COMPLETED will be removed from the Status Report the following month.

PERSONNEL STATUS REPORT

DATE	REF.	TASK	STATUS	NEXT STEP
4/14	P-1	Review Job Descriptions - update as needed, compare to WC Comp Codes.	Provided to Staffing Ad Hoc Committee	To Personnel Committee for review and comment.
11/16	P-2	Injury & Illness Prevention Plan - review, update, and develop additional training material as needed. Additional requirements in 2020 and OSHA COVID-19 directive require review and update.	BACKLOGGED	Staff or outside contractor needs to draft revisions then to Personnel then Board for approval by Resolution
11/16	P-3	Floater Holidays - written definition and guideline on use of floating holidays. Floater Holidays are extra holidays outside of District observed holidays which are included in management contracts with no restrictions on use.	BACKLOGGED	Provide to Personnel Committee
06/17	P-5	Harassment Training - class for all employees, directors, and commissioners. AB 1661 / SB 1343	RGS trained in 2019, currently providing online training for new hires.	Training required every 2 years. Next training for directors and commissioners by May 2021.
06/17	P-6	Non-Employee Conduct - develop simple policy that staff can follow on how to escalate complaints against Commissioners and/or volunteers.	BACKLOGGED	Policy to include interview with at least two people
12/17	P-10	Hiring Procedures - consolidate and train staff	BACKLOGGED	Summarize written procedures - Personnel Committee

** Larger project tasks are included on the Status Report. Smaller incidental and regular ongoing tasks are excluded from this report.

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*Items marked COMPLETED will be removed from the Status Report the following month.

RESOLUTION NO. 20/22-5

**A RESOLUTION OF THE CROCKETT COMMUNITY SERVICES DISTRICT
PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION
OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-15-21,
SEPTEMBER 20, 2021, AND AUTHORIZING REMOTE TELECONFERENCING
MEETINGS OF THE LEGISLATIVE BODIES OF THE CROCKETT COMMUNITY
SERVICES DISTRICT FOR THE PERIOD OF SEPTEMBER 29, 2021 THROUGH
OCTOBER 29, 2021, PURSUANT TO BROWN ACT PROVISIONS**

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, such conditions now exist in the District, specifically, under the Proclamation of a State of Emergency by Governor Newsom on March 4, 2020, and Executive Order N-12-21 extending the effective date through December 31, 2021; and

WHEREAS, Contra Costa County has issued health orders and guidelines for public safety, requiring masks indoors and proof of vaccinations at all government facilities; and

WHEREAS, the Board of Directors does hereby find that there a potential threat to public health and safety; and

WHEREAS, the Board of Directors does hereby find that the legislative bodies of the Crockett Community Services District shall 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 hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of September 29, 2021.
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 the Crockett Community Services District's legislative bodies that are subject to the Brown Act.
5. This Declaration shall take effect immediately and shall remain in effect until October 29, 2021, 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 ___ day of September, 2021, by the following roll call votes:

AYES:

NOES:
ABSENT:
ABSTAINED:

Luigi Barassi
Board President

ATTEST:

Kent Peterson,
Board Secretary

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

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BD. MTG:	9-29-21	LATEST FUND REPORT:	9-13-21
CCSD FUND 3240		CCSD FUND 3240	
CASH CARRIED FORWARD:		CASH CARRIED FORWARD:	
<u>REC DEPT:</u>	\$16,035.40	<u>CVSAN DEPT:</u>	\$67,071.37
ACTIVITY:		ACTIVITY:	
Cash Conversion		Cash Conversion	
Prop Tax		Prop Tax	
CASH BALANCE (Rec):	\$16,035.40	CASH BALANCE (CVSan):	\$67,071.37
ADV ON TAXES (Rec):	\$ 62,402.37	ADV ON TAXES (CVSan):	\$318,481.75
060 Adv beginning bal	\$62,044.99	060 Adv beginning bal	\$316,657.47
Cash Conversion		Cash Conversion	
Sec Tax Apportion		Sec Tax Apportion	
Ending Balance	\$ 62,044.99	Ending Balance	\$316,657.47
160 Supplmt begin bal	\$0.00	160 Supplmt begin bal	\$0.00
Secured Prop Tax	\$ 354.24	Secured Prop Tax	\$ 1,808.23
Uns Prop Tax	\$3.14	Uns Prop Tax	\$16.05
Ending Balance	\$357.38	Ending Balance	\$1,824.28
FUND BALANCE (Rec):	\$78,437.77	FUND BALANCE (CVSan):	\$385,553.12
		MAINT DEPT PROPERTY TAXES ALLOC:	
		Cash Carried Forward:	\$2,809.33
		Cash Conversion	
		Cash Balance (Maint)	\$2,809.33
		060 Adv Beginning B:	\$7,344.56
		Cash Conversion	\$0.00
		Ending Balance	\$7,344.56
		160 Supplmt begin b:	\$0.00
		Secured Prop Tax	\$41.88
		Uns Prop Tax	\$ 0.37
		Ending Balance	\$42.25
		FUND BALANCE (Maint):	\$10,196.14
		TOTAL CSD 3240 BALANCE:	\$474,187.03

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CROCKETT MAINTENANCE DEPARTMENT

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

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BD. MTG:	9-29-21	LATEST FUND REPORT:	9-13-21
OPERATING FUND 3242		BALANCES BY CLASS	
CASH CARRIED FORWARD:	\$29,245.78	MEMORIAL HALL	
ACTIVITY:		Walk Honor & P66	\$258,500.00
CHECKS and PAYMENTS		Arch. Phasel	(\$15,427.99)
Warrant (436-442)	(\$1,924.92)	Engnr. Phasel	(\$33,934.00)
Investment Svcs 4th Q		Other CapX	(\$4,605.65)
DEPOSITS		WofH P66 Balance	\$204,532.36
Walk of Honor DP	\$0.00	Other MH O&M Bal.	\$8,609.44
Transfer from 3240	\$0.00	BRIDGEHEAD	\$1,174.34
		PLAZA/FENCES/LIGHTS	(\$876.68)
		DOG PARK COST CENTER	\$844.14
CASH BALANCE:	\$27,320.86	ACCRUED DEBT:	
INVESTED BEG. BAL:	\$186,110.75	PCADVISORY due MH	\$1,170.20
Transfer to inves	\$0.00		
INVESTED END. BAL:	\$186,110.75		
FUND BALANCE:	\$213,431.61	TAXES held in 3240	\$10,196.14

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525
 Telephone (510) 787-2414
 Fax (510) 787-3049

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 9-29-21 LATEST FUND REPORT: 8-11-21

OPERATING FUND 3241			
CASH CARRIED FORWARD:	\$ 66,364.47	INVESTED BALANCE:	\$ 358,147.58
ACTIVITY:		Invest Interest	\$ 249.36
		Transfer to Invest	\$ 0.00
		NET INVESTED:	\$ 358,396.94
<u>CHECKS AND PAYMENTS</u>			
Warrants (9228-9346)	(\$86,192.74)	\$50,222.82	c/d deposits
Wells Fargo CC Fees	(\$432.81)	\$308,174.12	avail. funds
Deposit Slips			
Invest Fees	(\$21.00)	FUND BALANCE:	\$ 374,374.67
<u>DEPOSITS AND CREDITS</u>		*** Below held in cash account ***	
Comm Center Booking	\$11,836.00	C/D BEGINNING BALANCE:	\$50,222.82
Pool Deposit (24-63)	\$23,168.10	c/d deposit receipts	\$ 0.00
Cost Recovery Bocce		c/d deposit refunds	\$ 0.00
Donations&Pool Rental	\$929.71	Trnsfr recovery	\$ 0.00
Tennis keys	\$ 5.00	NET C/D ENDING BALANCE	\$50,222.82
Transfer from Invest		CAP / RESTRICTED BAL:	\$4,639.60
Summer Concert	\$281.00	Donations	\$ 0.00
United Way Pass-thru			\$ 0.00
JSHS rent/CCF Grant		NET CAPITAL REPL. BAL:	\$4,639.60
Return-to-source		POLICE LIAISON BALANCE	\$8,253.92
Transfer from 3240		Parking revenue	(\$82.08)
Parking fines		Payroll/Expenses	\$ 0.00
Bath room Keys	\$40.00	NET PLC ENDING BALANCE	\$8,171.84
=		XTMAS LIGHT BEG BALANCE	\$ 496.57
		No activity	\$ 0.00
		XTMAS LIGHT END BALANCE	\$ 496.57
		CERT ACTIVITY: None	\$ 0.00
CASH BALANCE:	\$ 15,977.73	CERT Ending Balance:	\$ 0.00
ADV ON TAXES :	\$ 0.00	PETTY CASH BALANCE:	\$ 60.00
Cash Conversion	\$ 0.00	TAXES held in 3240:	\$ 78,080.39
NET ADV ON TAXES:	\$ 0.00	CO.charges in 3240:	\$ -

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CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525
 Telephone (510) 787-2414
 Fax (510) 787-3049

e-mail: recreation@town.crockett.ca.us
 website: www.town.crockett.ca.us

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 9-29-21 LATEST FUND REPORT: 9-13-21

OPERATING FUND 3241			
CASH CARRIED FORWARD:	\$ 15,977.73	INVESTED BALANCE:	\$358,396.94
ACTIVITY:		Invest Interest	
		Transfer to Cash	(\$60,000.00)
		NET INVESTED:	\$298,396.94
<u>CHECKS AND PAYMENTS</u>			
Warrants (9318-9417)	(\$49,131.25)	\$50,222.82	c/d deposits
Wells Fargo CC Fees	(\$256.79)	\$248,174.12	avail. funds
Deposit Slips			
Invest Fees			
CXL Check (9317)	501.49	FUND BALANCE:	\$355,834.21
<u>DEPOSITS AND CREDITS</u>			
Comm Center Booking	\$23,331.00	*** Below held in cash account ***	
Pool Deposit (64-75)	\$6,541.75	C/D BEGINNING BALANCE:	\$50,222.82
Cost Recovery Bocce	\$433.34	c/d deposit receipts	\$0.00
Donations&Pool Rental		c/d deposit refunds	\$0.00
Tennis keys		Trnsfr recovery	\$0.00
Transfer from Invest	\$60,000.00	NET C/D ENDING BALANCE	\$50,222.82
Summer Concert			
United Way Pass-thru		CAP / RESTRICTED BAL:	\$4,639.60
JSHS rent/CCF Grant		Donations	\$0.00
Return-to-source			\$0.00
Transfer from 3240		NET CAPITAL REPL. BAL:	\$4,639.60
Parking fines			
Bath room Keys	\$40.00	POLICE LIAISON BALANCE	\$8,171.84
=		Parking revenue	\$0.00
		Payroll/Expenses	\$0.00
		NET PLC ENDING BALANCE	\$8,171.84
		XMAS LIGHT BEG BALANCE	\$496.57
		No activity	\$0.00
		XMAS LIGHT END BALANCE	\$496.57
		CERT ACTIVITY: None	\$0.00
CASH BALANCE:	\$ 57,437.27	CERT Ending Balance:	\$0.00
ADV ON TAXES :	\$0.00		
Cash Conversion	\$0.00	PETTY CASH BALANCE:	\$60.00
NET ADV ON TAXES:	\$0.00	TAXES held in 3240:	\$ 78,437.77
		CO.charges in 3240:	\$ -

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Commissioners: Jeff Airoidi, Louise Choquette, Tom Cusack, Anne Scheer, John Valentini

PORT COSTA SANITARY COMMISSION

of the Crockett Community Services District

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e-mail: manager@town.crockett.ca.us
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MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.:	9/29/21	LATEST FUND REPORT	9/13/21

OPERATING FUND 3425			

CASH CARRIED FORWARD:	\$23,711.74	ACCRUED DEBT:	
ACTIVITY:			
Warrants (1347-1353)	(\$11,636.29)	PYs due CVSan Dep	\$24,233.49
Permit		Loan#2 due CVSan	\$203,986.49
Investment Services		Loan#3 due CVSan	\$150,000.00
Cash conversion			

CASH BALANCE:	\$12,075.45	ACCRUED DEBT:	\$378,219.98

ADV ON SUC BEG. BALANCE	\$0.00		
Cash Conversion			
Ending Balance	\$0.00		
INVESTED BEGIM. BALANCE	\$125,272.71		
LAIF Interest 4th qtr			
Transfer to Invest	\$0.00		
Ending Balance	\$125,272.71		

FUND BALANCE:	\$137,348.16	\\san\pc\bud&fin\wrksht	

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTC	9/29/21	LATEST FUND REPORT:	9-13-21
-----		-----	
OPERATING FUND 3426	:	CONSTRUCTION FUND 3427	
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CASH CARRIED FORWARD:	\$145,566.04	CASH CARRIED FORWARD:	\$60,017.28
ACTIVITY:		ACTIVITY:	
Warrants (6511-6532)	\$ (146,021.41)	Investmt Srvc 4th qtr	
Transfer From LAIF	\$100,000.00		
Permit	\$0.00		
Contractor Bonds	\$ -	CASH BALANCE:	\$60,017.28
Transfer from 3240	\$ -		
Wells Fargo Fees	\$0.00	INVESTED BEGIN BAL.:	\$902,606.75
		4th Qtr Interest	
		INVESTED BALANCE:	\$902,606.75
CASH BALANCE:	\$99,544.63	FUND 3427 BALANCE:	\$962,624.03
-----		-----	
ADV ON TAXES:	\$ -		
060 Prop tax Beginnir	\$ -		
Cash Conversion			
Ending Balance	\$ -	CAPITAL RESERVE FUND 3429	
160 Adv Supp Prop tax	\$0.00	CASH CARRIED FORWARD:	\$259.00
Zero out until Dec			
Ending Balance	\$0.00	ACTIVITY:	
		Investmt Srvc 4th qtr	
INVESTED BEG. BALANCE:	\$3,380,350.08	CASH BALANCE:	\$259.00
Invest Interest			
Transfer to Cash	(\$100,000.00)	INVESTED BEGIN BAL.:	\$71,463.61
		4th Qtr Interest	
Ending Balance:	\$3,280,350.08		
		INVESTED BALANCE:	\$71,463.61
FUND 3426 BALANCE:	\$3,379,894.71		
		FUND 3429 BALANCE:	\$71,722.61
TAXES held in 3240:	\$385,553.12		
CO.charges in 3240:	\$0.00		
ACCRUED DEBT OWED TO CVSAN:		CONTRACTOR BONDS ON FILE:	
PCSAN DEPT.	\$378,219.98	37 contractors	\$37,500.00

Commissioners: Howard Adams, Greg Mauler, Mark Manzione, Mary Wais