

Crockett Community Services District

AGENDA FOR WEDNESDAY, NOVEMBER 19, 2025 AMENDED

TIME: 6:30 PM – CLOSED SESSION

TIME: 7:00 PM - REGULAR MEETING

LOCATION: Crockett Community Center, 850 Pomona St., Crockett

P.O. Box 578, Crockett, CA 94525 | www.town.crockett.ca.us | (510) 787-2992
districtsecretary@town.crockett.ca.us | Meetings are recorded for accuracy of minutes.

CCSD services include Sanitary Services for Crockett & Post Costa, Recreation, and Maintenance.

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. CLOSED SESSION:
 - a. Conference with Legal Counsel - anticipated litigation pursuant to paragraph (4) of subdivision (d) of California Government Code Section 54956.9.
4. OPEN SESSION: Announcement of actions taken during closed session.
5. PUBLIC COMMENTS ON NON-AGENDA ITEMS
(The Board is prohibited from discussing items not on this agenda. Matters not on the agenda may be referred to staff for action or calendared on a future agenda.)
6. PUBLIC HEARING: None.
(Public comments are limited to two minutes for each person, with full discussion limited to twenty minutes unless extended by the Board President.)
7. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from the Consent Calendar by request of any Board Member on request for discussion or by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve the minutes of the CCSD Board meeting on October 22.
 - b. Receive minutes of commissions and committees.
 - c. Approve payment of District Bills.
 - d. Receive Joint Use Agreement (JUA) extension through January 31, 2026.
8. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR
9. ADMINISTRATIVE:
 - a. Discuss and approve the quote for capital improvement air compressors for the Crockett Main Pump Station.
 - b. Discuss and approve the quote for capital improvement garage doors for 1 Rolph Park Drive Sanitary Department offices.
 - c. Discuss potential consolidation of and organizational changes at the District to streamline the governance of the District.
 - d. Consider dissolving the standing Personnel Committee and Budget & Finance Committee.
 - e. Create Ad Hoc General Manager Evaluation Committee to coordinate the annual performance evaluation of the General Manager.
 - f. Discuss a preliminary Meeting and Holiday schedule for 2026 and direct Staff.

10. BUDGET AND FINANCE:
 - a. Consider District District-wide quarterly budget report for Q1 (July – September) for Fiscal Year 2025/26.
 - b. Discuss financial matters related to the District.
11. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS: *(These items are typically for the exchange of information only. No action will be taken at this time.)*
 - a. General Manager / Maintenance Department / Lighting & Landscape Commission
 - b. District Secretary
 - c. Recreation Manager / Recreation Commission
 - d. Crockett and Port Costa Sanitary Department Manager / Crockett Sanitary Commission / Port Costa Sanitary Commission / CVSAN Wastewater Committee
 - e. Governmental matters
 - f. Announcements and discussion
12. REPORTS FROM BOARD MEMBERS, COMMITTEES, AND AD HOC: *(These items are typically for the exchange of information only. No action will be taken at this time.)*
 - a. Personnel Committee: Cusack (chair), Martinez, Spinner, Wais, Wesselmann
 - b. Budget & Finance Committee: Barassi and Mackenzie
 - c. Legal Negotiations Ad Hoc: Barassi, Mackenzie
 - d. Recreation Ad Hoc: Choquette, Goodman, Leuba, Maria, Spinner
 - e. Police Liaison Committee: Wais (vice-chair), Ritchey, Pennisi (chair), and Cantú Reyna
 - f. Inter-agency meetings.
13. FUTURE AGENDA ITEMS / BOARD COMMENTS
 - a. Ordinance to update District Code and add Lighting & Landscape Commission.
 - b. Revisit commission roles & authorities.
 - c. Organizational Chart
 - d. Records Retention
 - e. Dog Park
14. ADJOURNMENT: until December 17, 2025. This meeting is scheduled one week earlier than normal due to the Christmas holiday.

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

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 District Secretary at (510) 787-2992. Notification at least 48 hours before 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.

Per California Government Code Section 54957.5, any writing or document that is a public record related to an open session agenda item and is distributed less than 72 hours before a regular meeting will be made available for public inspection. The Board has designated the District's website, located at 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 Secretary 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 meeting location, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

Minutes from Commissions and Committees

For CCSD Meeting on November 19, 2025

RECREATION COMMISSION

- September 8

PORT COSTA COMMISSION

- September 2

PERSONNEL COMMITTEE

- No meeting in November

LIGHTING & LANDSCAPE

- October 21

CROCKETT POLICE LIAISON COMMITTEE

- September 9
- October 14

CROCKETT SANITATION COMMISSION

- None

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

P.O. Box 578, Crockett, CA 94525

Telephone (510) 787-2992

e-mail: districtsecretary@town.crockett.ca.us

website: www.town.crockett.ca.us

MINUTES OF REGULAR RECREATION MEETING ON SEPTEMBER 8, 2025.

1. CALL TO ORDER: Commissioner Airoidi called the meeting to order at 6:05 pm. Commissioners Airoidi, Vice-Chair Choquette, Leuba, and Valentini were present. Chair Cusack was absent (excused).
Staff present included General Manager (GM) Goodman, Recreation Manager (RM) Maria, and District Secretary (DS) Rivas
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENT ON NON-AGENDA ITEMS: None.
4. CONSENT CALENDAR: Item 4b was pulled for discussion. A motion to approve Items 4a and c as presented passed. (Valentini 1st, Leuba 2nd, 4/0, 1 absent).
 - a. APPROVE MINUTES FOR JULY 7, 2025.
 - b. RECEIVE RECREATION TRANSMITTALS (MAY, JUNE, JULY, AND AUGUST 2025).
 - c. RECEIVE REPORT ON ACTIONS TAKEN BY THE DISTRICT BOARD FOR JULY 23 AND AUGUST 27, 2025.

ITEM PULLED FROM CONSENT CALENDAR

- 4b. RECEIVE RECREATION TRANSMITTALS (MAY, JUNE, JULY, AND AUGUST 2025): The Department has incurred legal fees. Details cannot be disclosed regarding pending matters. An air conditioning unit failed and required an emergency replacement (\$15,000). The community center cannot generate revenue if the AC unit is not functioning.
5. BUDGET AND FINANCE: Reported by the GM.
 - a. RECEIVE ADOPTED BUDGET FOR FY 2025/26: The final Recreation and District-wide budgets adopted at the August meeting were presented and discussed. An appropriations budget and a revised budget are expected to be adopted by the end of the year. Recreation will incur some capital improvement expenses (\$25,000). Multiple other projects are expected to be funded by CCF grants, but the grant application requires 10% of the total being requested.
 - b. REVIEW CASH ACCOUNT BALANCE FOR RECREATION: The Cash Account balance as of August 22 is \$83,910 after the check run. No discussion
 - c. UPDATE ON DISTRICT FINANCIAL MATTERS: Recreation is experiencing an uptick in unexpected repairs. The pool has been experiencing several issues since the last fiscal year, primarily due to deferred maintenance, resulting in pool closures and significant revenue losses. An air conditioning unit in the community center broke and had to be replaced to continue revenue-generating rentals. Extending the pool hours has increased overall operational costs.

Access to the Community Center has been limited to the public due to staffing shortages. The Facilities Manager, Susan Wichti, has been promoted to the Administrative Services Manager (ASM) position and has been in transition for a few months. The Recreation Manager has been spending the majority of her time at the pool. Once the pool season is over, the community center will be more accessible. Visibility of the Community Center is being worked on via the District website, appointment options, and signage.

The GM expressed concern over the department's cash flow and is revisiting the Property Tax account to assess whether a transfer of funds is feasible after a deeper assessment of department expenditures is completed. The Ad Valorem taxes currently reflect approximately \$100,000 available for Recreation. The Facilities Manager role is not expected to be filled soon, resulting in labor cost savings, but Recreation will share a portion of the ASM labor.

Staff is submitting three Crockett Community Foundation grant applications: A: Park Project: 1) tree removal at the park, 2) repair and replace the walkway from Rolph into the park, and 3) Additional landscaping; B: Court repairs: Bocce Ball court, and tennis court resurfacing and striping with Pickleball; and C: audio video equipment for the Community Center main event room. The grant application is due September 30, and funds are released mid-December. Grants will not cover work that has already been completed.

The LAIF (Local Area Investment Fund) account balance is \$21,208.

6. ADMINISTRATIVE:

- a. DISCUSS REQUIRED ETHICS TRAINING FOR ALL COMMISSIONERS: DS Rivas announced that the Board has overridden an older resolution, which had relaxed periodic ethics training for commissioners due to the numerous changes since COVID. Resolution 25/26-06 now requires periodic ethics and Brown Act training for designated positions that include commissioners. Failure to undergo the training is a violation by the individual, not the District. The CSDA (California Special District Association) has a webinar on October 21. Staff will host a group viewing at the community center. Certificates of Completion should be submitted to the DS for record-keeping. Certificates issued by other State-authorized agencies will be accepted.
- b. DISCUSS THREE CROCKETT COMMUNITY FOUNDATION (CCF) GRANT APPLICATIONS FOR THE COMMUNITY CENTER, ALEXANDER PARK OUTDOOR PROJECT, AND TENNIS COURT: The discussion was integrated with item 5c – District Financial Matters.
- c. DISCUSS MEETINGS FOR THE REMAINDER OF THE YEAR: OCT 6, NOV 3, DEC 1: The meeting trend for the 2025 Recreation year has been meeting every two months. The DS provided a history of the meeting content for the last three years, noting that October and November tend to be light months, and recommended skipping either October or November. All agreed to meet in October and skip the November 3 meeting. Maze & Associates will present an update on the financial reconciliation at the October 22 Board meeting.

7. REPORT OF DEPARTMENT MANAGER:

- a. MANAGER'S REPORT JULY AND AUGUST 2025: Manager's report by RM Maria presented. Added to the report, the audiovisual equipment is fully installed, but the Board will determine if the meetings will be broadcast. The last pool day is Monday, Columbus Day.

8. REPORTS / COMMENTS FROM COMMISSIONERS: Commissioner Leuba would like to hold a fundraiser in early 2026 to raise \$2,000 and requested suggestions on how to use the funds. She will be asking C&H to help support the effort.

9. FUTURE AGENDA ITEMS:

- a. TENNIS COURT USE POLICY.

10. ADJOURNMENT: The meeting was adjourned at 7:00 PM until October 6, 2025.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary

PORT COSTA SANITARY COMMISSION (PCSAN)

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525

Telephone (510) 787-2992

e-mail: DistrictSecretary@town.crockett.ca.us

website: www.town.crockett.ca.us

MINUTES OF REGULAR MEETING, SEPTEMBER 2, 2025.

1. CALL TO ORDER - ROLL CALL: Co-Chair Cusack called the meeting to order at 6:06 PM. Commissioners Cusack, Klaiber, List, Scheer, and Alternate Vance were present. Chair Surges was absent (unexcused). Staff members present included General Manager (GM) Goodman and Sanitary Department Manager (SDM) Barnhill.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
4. CONSENT CALENDAR: Approved. (List 1st, Cusack 2nd, 5/0)
 - a. APPROVE MINUTES OF JULY 1, 2025.
 - b. RECEIVE ACTIONS TAKEN BY THE BOARD FOR JULY 23 AND AUGUST 27, 2028
 - c. RECEIVE SELF-MONITORING REPORT COVER LETTER FOR JUNE.
 - d. RECEIVE WARRANT TRANSMITTALS (JULY).
5. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: None
6. ADMINISTRATIVE:
 - a. DISCUSS THE ROLE OF PCSAN: The item was tabled.
 - b. DISCUSS REQUIRED ETHICS TRAINING FOR ALL COMMISSIONERS: Commissioners were updated on the Board's recent policy change requiring all commissioners (designated persons) to take periodic (every two years) ethics training as required by AB 1234.
 - c. UPDATE FROM GRANT COMMITTEE: Commissioners List and Scheer provided an update on grant offers.
 - d. DISCUSS STAFF RECOMMENDATION FOR THE CROCKETT COMMUNITY FOUNDATION FALL GRANT CYCLE FOR THE PORT COSTA TREATMENT PLANT: Staff provided an update on the PCSAN grant request through the Crockett Community Foundation.
7. BUDGET AND FINANCE:
 - a. DISCUSS FINANCIAL MATTERS RELATED TO THE PCSAN DEPARTMENT AND THE DISTRICT: The 2023 audit date is in progress.
 - b. DISCUSS POSSIBLE SOLUTIONS FOR PCSAN COMMISSION AND ITS FINANCIAL IMPACT ON PORT COSTA RESIDENTS: Discussed reducing the number of public meetings to help reduce administrative costs.
8. REPORT OF DEPARTMENT MANAGER: See Manager report.
9. REPORTS / COMMENTS FROM COMMISSIONERS: Commissioner List presented a letter from a friend in the financial industry offering to provide paid assistance to the District towards the financial reconciliation efforts.

10. FUTURE AGENDA ITEMS:

11. ADJOURNMENT: The meeting was adjourned at 7:00 PM until October 7, 2025.

Respectfully submitted,
Jena Goodman
General Manager

CROCKETT POLICE LIAISON COMMITTEE

of the Crockett Community Services District

P.O. Box 578 – Crockett, CA 94525

Telephone (510) 787-2992

e-mail: districtsecretary@town.crockett.ca.us

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MINUTES OF REGULAR MEETING, SEPTEMBER 9, 2025

1. CALL TO ORDER: Chair Pennisi called the meeting to order at 7:00 PM. Committee members Pennisi, Wais, Cantu-Reyna, and Ritchey were present.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
4. LAW ENFORCEMENT ISSUES AND REPORTS
 - a. REPORT FROM RESIDENT DEPUTY CASTILLO: Update was received from Lt. Fitzgerald; Deputy Castillo was also in attendance. In August 2025, there were 248 calls to service, which only generated 1 report for an auto burglary. Four subjects were involved, and with the aid of a helicopter, all four were detained. Two were adults, and two were juveniles. One was sent to jail, and one was sent to Juvi. Lt. Fitzgerald requested proposed Flock camera locations. Chair Pennisi will provide the map. A community member inquired if the Sheriff's Department was aware of any small early morning fires. This person noted a recent occurrence near the intersection of Cummings Skyway and Crockett Boulevard, where it appeared to be a small campfire at around 5 AM. The Lt. and Deputy have not previously been informed of this.
 - b. REPORT FROM CHP ON TRAFFIC ISSUES: Not in attendance.
 - c. NEIGHBORHOOD WATCH: None.
5. ADMINISTRATIVE:
 - a. UPDATE ON LPRS (LICENSE PLATE READERS): Chair Pennisi confirmed that we are awaiting the CCF Grant disbursement. Once money is available, we will review and sign the Flock contract.
 - b. DISCUSSION ON PROACTIVE CRIME DETERENTS: Deputy Castillo mentioned that two or three people have recently had their garages broken into, and only weed eaters were stolen. Protect your weed eaters. He also mentioned he is making efforts to identify or prevent encampments. He cited one location, which appeared to have been abandoned for quite some time. Chair Wais recommended that he check the EQ tank, because activity has been increasing. Deputy Castillo confirmed he will attempt to visit weekly.
 - c. REPORTS FROM COMMITTEE MEMBERS: None.
6. CONSENT CALENDAR: A motion to approve the entire consent calendar was made, as presented. Motion passed. (Wais 1st, Ritchey 2nd, 4/0).
7. FUTURE AGENDA ITEMS: None.
8. ADJOURNMENT: The meeting was adjourned at 7:14 PM until October 14th, 2025.

Respectfully submitted,
Michael Pennisi
Police Liaison Committee Chair

CROCKETT POLICE LIAISON COMMITTEE

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, OCTOBER 14th, 2025

1. CALL TO ORDER: Chair Pennisi called the meeting to order at 7:05 PM. Committee members Pennisi, Wais, Cantu-Reyna, and Ritchey were present.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Resident requested that the Supervisor be present in the future to address the sideshow issue. Committee member Cantu-Reyna had requested her attendance, but since the most recent sideshow involved a death, there is currently an open investigation, which she would not be able to comment on.
4. LAW ENFORCEMENT ISSUES AND REPORTS
 - a. REPORT FROM RESIDENT DEPUTY CASTILLO: Not in attendance.
 - b. REPORT FROM CHP ON TRAFFIC ISSUES: Not in attendance.
 - c. NEIGHBORHOOD WATCH: None.
5. ADMINISTRATIVE:
 - a. UPDATE ON LPRS (LICENSE PLATE READERS): Chair Pennisi updated that funding for 2 years of Flock cameras has been secured, and he is attempting to secure more funds from Phillips 66 who had previously pledged \$15,000. The next step is to sign the contract with Flock. General Manager Goodman is attempting to transfer the contract to the County for them to manage the project.
 - b. DISCUSSION ON PROACTIVE CRIME DETERRENDS: A resident announced that Supervisor Shanelle Scales-Preston holds periodic town hall meetings to discuss issues such as crime and encourages those in the community with suggestions and concerns to attend. The Supervisor has previously created ordinances in Pittsburg and Antioch targeting sideshows, where people can be fined \$1,000 and cars can be impounded.
 - c. DISCUSS RECENT SIDESHOWS AND THEIR IMPACT ON THE COMMUNITY: A resident requests a roundabout be placed in the intersection of Merchant and Pomona. There will be an upcoming Supervisors Roundtable meeting where they will pursue deterrents. A roundabout will likely be brought up at this meeting. They are also considering barriers to prevent people from falling through between the on and off ramps at the bridge head. District Secretary Rivas was in attendance and encouraged the resident to further pursue the idea, but to come armed with facts regarding the construction of a roundabout. Specific examples in nearby communities with costs, size, impact, etc.

A comment was made regarding alternate trucking routes to make a traffic deterrent or roundabout more feasible for the area. If the trucks used Cummings instead of Pomona, will a roundabout be feasible? This will need to be discussed further at the roundtable discussion. In general, truck route signs for the C&H facility are not currently enforceable.

Support was shown regarding the ALPRs. Chair Pennisi will need to follow up with General Manager Goodman regarding the signing of the Flock contract.

Another resident requests that high school students also be notified regarding the camera installations. Some of the participants in sideshows are high school students, and this resident believes that notification of camera installation may curb the behavior. Chair Pennisi recommended that CHP draft a letter that can be distributed to local schools, and he will reach out to CHP Officer Gilmore about this.

Committee member Wais shared that police agency task forces are very effective in other places. Putting countywide ordinances in place in addition to a task force would be a very good method to curb the behavior.

The Pomona/Merchant intersection is owned by Caltrans and Sideshows are under the jurisdiction of CHP.

6. REPORTS FROM COMMITTEE MEMBERS: Committee member Wais announced that a person in town has taken it upon themselves to get traffic undulations (speed bumps) installed on Pomona. This is in response to the speed of traffic on the road between Rolph Park Dr and Baldwin Ave. Public Works was brought in, traffic surveys were completed, and surveys will be sent to residents regarding the project. The project will move ahead contingent on resident survey results.

Chair Pennisi announced that there is currently an open seat on the Committee for any interested resident.

7. CONSENT CALENDAR: A motion to approve the entire consent calendar was made, as presented. Motion passed. (Wais 1st, Cantu-Reyna 2nd, 3/0/1). Committee member Ritchey had to leave the meeting early and was absent for the vote.
 - a. RECEIVE REPORTS ON ACTIONS TAKEN BY THE BOARD (SEPTEMBER 24):
 - b. RECEIVE FREE GRANT WRITING COURSE FLYER SPONSORED BY SUPERVISOR SCALES-PRESTON FOR OCTOBER 28 AT THE CROCKETT COMMUNITY CENTER: The flyer for a Free Grant Writing Course was distributed.

8. FUTURE AGENDA ITEMS: None.

9. ADJOURNMENT: The meeting was adjourned at 7:57 PM until November 10th, 2025.

Respectfully submitted,
Michael Pennisi
Police Liaison Committee Chair

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
 Auditor's Date: _____ Fund: 324100 Account : 0830

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1010 - Fund 3241 - Recreation				
10/02/2025	Jacqueline Alvarado	Cleaning & Damage Refund - 9/20/25	714.00	10437
10/02/2025	AT&T	Line for Alarm - 787-6881	230.96	10438
10/02/2025	EBMUD	Water - #3038560001	5,417.64	10439
10/02/2025	Let's Dig, Inc.	Landscape Maintenance	5,516.00	10440
10/02/2025	PG&E	Gas & Electric - #6757445609-0 & #8212111930-7	5,103.12	10441
10/02/2025	PRECISION SECURITY SOLUTIONS	Security for May 2025 - Invoice 25-SE05-468	1,330.00	10442
10/02/2025	TERMINIX	Pest Control - Invoice 463487902	198.53	10443
10/02/2025	Lincoln National Life Insurance Company	LTD & STD Insurance - October 2025	69.19	10444
10/02/2025	Sierra Chemical Company	Multichlor, Sodium Hypochlorite - Invoice 158215	1,477.26	10445
10/02/2025	UNIVERSAL BUILDING SERVICES	Janitorial Service on 8/24/25 - Invoice 539278	288.00	10446
10/02/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Board Secretary Conference - Invoice 81749	172.50	10447
10/02/2025	Redwood Public Law	Legal Advice - Invoice 16651	917.00	10448
10/02/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59 SPLIT	12,007.52	10449
Total 1010 - Fund 3241 - Recreation			33,441.72	
Total 1000 - County Operating Funds			33,441.72	
TOTAL			33,441.72	


10/1/25

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1010 - Fund 3241 - Recreation				
10/15/2025	DOLORES M. MORALES	Final Paycheck 10/1-10/15/25 and Vacation Payout	1,337.20	10450
10/15/2025	DOLORES M. MORALES	3 Months Severanvce	4,885.87	10451
Total 1010 - Fund 3241 - Recreation			<u>6,223.07</u>	
Total 1000 - County Operating Funds			<u>6,223.07</u>	
TOTAL			<u>6,223.07</u>	

Jan Ho
10/15/25

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1010 - Fund 3241 - Recreation				
10/17/2025	PG&E	Gas & Electric - #2501517473-0	973.85	10452
10/17/2025	Sparkle Pool & Spa Service Inc.	Replacement Pump - Invoice 17047A	4,100.08	10453
10/17/2025	Thryv	Advertising - Bill #610064207275	26.35	10454
10/17/2025	Gerardo Reyes	Cleaning & Damage Refund - October 11, 2025	707.00	10455
10/17/2025	Elizabeth Topete	Cleaning & Damage Refund - September 6, 2025	700.00	10456
10/17/2025	UNIVERSAL BUILDING SERVICES	September Janitorial Services - Invoice 539771	986.52	10457
10/17/2025	Susan Witschi	Mileage Reimbursement - September 2025	56.00	10458
10/17/2025	SDRMA	November 2025 Health Benefits - Invoice H48385	2,459.64	10459
10/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers - September 2025	2,404.87	10460
10/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #60 - Split	11,427.41	10461
Total 1010 - Fund 3241 - Recreation			23,841.72	
Total 1000 - County Operating Funds			23,841.72	
TOTAL			23,841.72	

[Handwritten Signature]
 10/16/2025

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1010 · Fund 3241 - Recreation				
10/22/2025	DOLORES M. MORALES	Hours owed for last paycheck, 2.75 hours at \$25.25, less taxes	60.33	10462
Total 1010 · Fund 3241 - Recreation			60.33	
Total 1000 · County Operating Funds			60.33	
TOTAL			60.33	

for Had
10/22/25

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

Auditor's Date: _____ Fund: 324200 Account : 0830

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1015 - Fund 3242 - Maintenance				
10/02/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Board Secretary Conference - Invoice 81749	57.50	710
10/02/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59, SPLIT	297.80	711
Total 1015 - Fund 3242 - Maintenance			355.30	
Total 1000 - County Operating Funds			355.30	
TOTAL			355.30	



10/1/25

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

Auditor's Date: _____ Fund: 324200 Account : 0830

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1015 - Fund 3242 - Maintenance				
10/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #60 - Split	158.67	712
Total 1015 - Fund 3242 - Maintenance			158.67	
Total 1000 - County Operating Funds			158.67	
TOTAL			158.67	


10/16/2025

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1020 - Fund 3425 - PCSan - O&M				
10/02/2025	PG&E	Electric - #2704121327-6	734.77	2053
10/02/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Board Secretary Conference - Invoice 81749	230.00	2054
10/02/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59, SPLIT	1,448.55	2055
Total 1020 - Fund 3425 - PCSan - O&M			2,413.32	
Total 1000 - County Operating Funds			2,413.32	
TOTAL			2,413.32	

 10/1/25

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1020 - Fund 3425 - PCSan - O&M				
10/17/2025	L.R. PAULSELL CONSULTING	Emergency Repair at 23 Prospect - Invoice PCSD 25-14; Sewer Cleaning - Invoice PCSD 25-13	17,414.31	2056
10/17/2025	Natural System Utilities - CA Inc.	Pipe Leveling & Laboratory - Invoice 0001132345; WW Plant Operations - Invoice 0001141416	12,308.65	2057
10/17/2025	Let's Dig, Inc.	Weed Abatement at Treatment Facility	1,615.00	2058
10/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers - September 2025	725.80	2059
10/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #60 - Split	374.90	2060
Total 1020 - Fund 3425 - PCSan - O&M			<u>32,438.66</u>	
Total 1000 - County Operating Funds			<u>32,438.66</u>	
TOTAL			<u>32,438.66</u>	


 10/16/2025

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
Auditor's Date: _____ Fund: 342600 Account : 0830

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
10/02/2025	Lincoln National Life Insurance Company	LTD & STD Insurance - October 2025	48.15	7527
10/02/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIATI...	Board Secretary Conference - Invoice 81749	690.00	7528
10/02/2025	Let's Dig, Inc.	Pump Station Clean Up	3,101.00	7529
10/02/2025	L.R. PAULSELL CONSULTING	Construction Consulting	680.00	7530
10/02/2025	CONTRA COSTA COUNTY TAX COLLECTOR	Property Taxes for 1 Rolph Park 2025/26 - Bill 25 2801...	74.70	7531
10/02/2025	NS Sewer Piping	Bond Refund	1,000.00	7532
10/02/2025	EBMUD	Water - #55397300001	456.76	7533
10/02/2025	PG&E	Gas & Electric - #6193854060-8	3,715.08	7534
10/02/2025	Redwood Public Law	Legal Advice - Invoices 16649, 16650 and 16651	3,802.50	7535
10/02/2025	TERMINIX	Pest Control at 1 Rolph Park - Invoice 463487529	134.00	7536
10/02/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59, SPLIT	23,011.36	7537
Total 1025 · Fund 3426 - CVSan - O&M			36,713.55	
Total 1000 · County Operating Funds			36,713.55	
TOTAL			36,713.55	

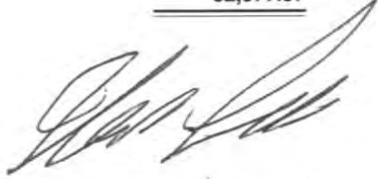
[Handwritten Signature] 10/11/25

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 - County Operating Funds				
1025 - Fund 3426 - CVSan - O&M				
10/17/2025	SDRMA	November 2025 Health Benefits - Invoice H48385	2,459.64	7538
10/17/2025	Let's Dig, Inc.	Repair Fence at Pump Station; USA Dig Tags	5,960.00	7539
10/17/2025	Bay Law Group LLP	JTP Enforcement Matters - Invoice #877	210.00	7540
10/17/2025	Let's Dig, Inc.	Repair Fence at Pump Station; USA Dig Tags; September Monthly Landscape	6,304.00	7541
10/17/2025	Liveview Technologies, Inc.	Yearly Service Contract - Invoice AR599628	33,600.00	7542
10/17/2025	L.R. PAULSELL CONSULTING	Sewer Maintenance (Inv 25-24); Lateral Inspection (Inv 25-23); USA Ticket (Inv 25-27)	14,227.50	7543
10/17/2025	Natural System Utilities - CA Inc.	WWTP Operations - Invoice 0001141417; Professional Services - Invoice 0001132346	4,267.95	7544
10/17/2025	TELSTAR INSTRUMENTS, INC.	Motor Control Upgrade - Invoice 128923	14,786.85	7545
10/17/2025	TERMINIX	Pest Control at 1 Rolph Park - Invoice 462842275	134.00	7546
10/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers - September 2025	6,532.15	7547
10/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #60 - Split	3,594.98	7548
Total 1025 - Fund 3426 - CVSan - O&M			92,077.07	
Total 1000 - County Operating Funds			92,077.07	
TOTAL			92,077.07	


 10/16/2025

CROCKETT COMMUNITY SERVICES DISTRICT

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

Via Electronic Mail

October 23, 2025

Mr. Armando A. Tabernilla
C&H Sugar Company, Inc.
830 Loring Avenue
Crockett, California 94525

Re: Joint Use Agreement, dated November 9, 1976,
between California and Hawaiian Sugar Company and
Crockett-Valona Sanitary District (the "JUA")

Dear Mr. Tabernilla:

I appreciate your efforts in working with Crockett CSD towards a renewal of the JUA that expires at the end of this month.

In a follow-up to our request to temporarily extend the JUA, Crockett CSD agrees to an extension through January 31, 2026. To indicate C&H's concurrence, please countersign this letter and return a copy to my attention.

Regards,



Jena Goodman, General Manager

On behalf of C&H, I concur with an extension of the JUA through January 31, 2026.



Armando A. Tabernilla
Vice President
October 31, 2025

7.d

CROCKETT COMMUNITY SERVICES DISTRICT

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

TO: CCSD Board, Staff, and Commissioners

FROM: Administrative Services Manager

SUBJECT: 1st Quarter Budget Report

DATE: October 30, 2025

Dear All,

Please find attached the 1st Quarter 3-month Budget Report, which includes a coverletter, income, and expenses from July 1, 2025, to September 30, 2025. This report includes a rollup coversheet of all expenditures and a list of associated warrants, arranged by Department.

District Staff will continue to roll out these Quarterly Reports approximately 1 month after the close of each quarter for the remainder of the Fiscal Year (FY25/26). All warrant (check) transmittals are included in every departments packet, along with a full packet of all monthly warrants going to the Board. Every warrant the District issues requires multiple steps of verification and sign off. Invoices are received by staff and coded, sent to General Manager for approval, reviewed and signed by the Board President or authorized signatory, submitted to the county for verification and recording, and signed by a County official. All warrants require 2 signatures to be a valid issued check.

These quarterly reports will help staff in the budgeting process and provide more transparency to our staff, volunteers, and community members.

As this is the first report of its kind, please feel free to direct questions or suggestions to staff.

Thank you,

Susan Witschi
Administrative Services Manager (ASM)
Crockett Community Services District

10.a

Crockett Community Services District
 Fiscal Year 2025/26 First Quarter (Q1)
 10/17/2025

<u>Department:</u>	<u>Accounting Number (A/N)</u>	<u>Actual Spent:</u>	<u>Budget for Year:</u>	<u>Remaining Balance:</u>	<u>Percent Remaining:</u>
Rec. 3241 G/L Descriptor: EXPENSE:					
Bank & Finance Charges	5150	\$ -	\$ 7,127.00	\$ 7,127.00	0%
County & State Charges	5200	\$ 140.25	\$ 5,607.00	\$ 5,466.75	97%
Dues & Subscriptions	5300	\$ 36.38	\$ 1,316.00	\$ 1,279.62	97%
Elections	5350	\$ -	\$ 7,500.00	\$ 7,500.00	100%
General & Admin Expenses	5400	\$ 30.92	\$ 7,100.00	\$ 7,069.08	100%
Insurance	5500	\$ 8,804.93	\$ 35,654.00	\$ 26,849.07	75%
Payroll & Employee Expenses	5600	\$ 128,998.72	\$ 398,489.00	\$ 269,490.28	68%
Printing/Publishing/Advertising	5800	\$ 230.90	\$ 1,000.00	\$ 769.10	77%
Professional Services	5850	\$ 5,460.50	\$ 39,671.00	\$ 34,210.50	86%
Repairs & Maintenance	5910	\$ 26,958.24	\$ 136,000.00	\$ 109,041.76	80%
Security Alarm/CCTV	5950	\$ 504.00	\$ 504.00	\$ -	0%
Telephone & Internet	5960	\$ 692.24	\$ 2,000.00	\$ 1,307.76	65%
Uniforms	5970	\$ -	\$ 2,500.00	\$ 2,500.00	100%
Utilities	5980	\$ 26,825.82	\$ 86,259.00	\$ 59,433.18	69%
Vehicle & Travel Reimbursement	5990	\$ 323.70	\$ 1,000.00	\$ 676.30	68%
Capital Improvements	NC 1745 (CAP)	\$ 15,310.00	\$ 25,000.00	\$ 9,690.00	39%
Unallocated Credit Card	8450 (US Bank)	\$ 14,125.68	\$ -	\$ (14,125.68)	

DATE	ADJUSTMENT	DEPOSIT	DEBIT	CREDIT
7/2/2025		Pool Deposit #77	\$341.75	
7/2/2025		Pool Deposit #78	\$225.00	
7/2/2025		Pool Deposit #79	\$131.25	
7/2/2025		Pool Deposit #80	\$192.00	
7/2/2025		Pool Deposit #81	\$167.25	
7/2/2025		Pool Deposit #84	\$235.00	
7/2/2025		Pool Deposit #85	\$267.00	
7/2/2025		DP917094	\$500.00	
7/2/2025		DP917095	\$2,100.00	
7/9/2025		Pool Deposit #85	\$95.00	
7/9/2025		Pool Deposit #87	\$151.00	
7/9/2025		Pool Deposit #88	\$571.75	
7/9/2025		Pool Deposit #89	\$61.00	
7/9/2025		Pool Deposit #90	\$648.00	
7/9/2025		Pool Deposit #91	\$245.25	
7/10/2025		DP917586	\$3,097.00	
7/11/2025		DP916983	\$6,742.50	
7/9/2025		Pool Deposit #82	\$364.25	
7/9/2025		Pool Deposit #65	\$3,377.92	
7/10/2025		Pool Deposits #85, 88, 90, 91 - cc	\$2,333.75	
7/11/2025		DP917676	\$20.00	
7/14/2025		DP917776	\$680.00	
7/17/2025		DP918026	\$328.00	
7/3/2025		Pool Deposit #83	\$328.75	
7/22/2025		DP918387	\$1,025.00	
7/29/2025		Pool Deposit #92	\$77.00	
7/29/2025		Pool Deposit #92 - cc	\$74.75	
7/29/2025		Pool Deposit #93	\$90.50	
7/29/2025		Pool Deposit #94	\$376.75	
7/29/2025		Pool Deposit #95	\$28.50	
7/29/2025		Pool Deposit #96	\$84.00	
7/29/2025		Pool Deposit #97	\$100.55	
8/4/2025		DP919160	\$1,500.00	
8/4/2025		Pool Deposit #98	\$111.00	
8/4/2025		Pool Deposit #99	\$146.00	
8/4/2025		Pool Deposit #99 - cc; Rent	\$293.75	
8/4/2025		Pool Deposit #100	\$268.75	
8/4/2025		Pool Deposit #102	\$205.50	
8/4/2025		Pool Deposit #103	\$366.00	
7/29/2025		DP918729	\$3,971.00	
7/29/2025		DP918749	\$20.00	
8/1/2025		Pool Deposit #96 - cc	\$140.00	
8/1/2025		DP919066	\$5,730.25	
8/1/2025		Pool Deposit #101	\$161.00	
8/5/2025		DP919219	\$4,196.25	
8/6/2025		Pool Deposit #89 - cc	\$438.25	
8/7/2025		Pool Deposit #102 - cc	\$249.25	
8/7/2025		Pool Deposit #104 - cc	\$199.25	

DATE	ADJUSTMENT	DEPOSIT	DEBIT	CREDIT
8/7/2025		Pool Deposit	\$418.00	
8/8/2025		Pool Deposit #104	\$349.25	
8/8/2025		Pool Deposit #105	\$377.50	
8/8/2025		Pool Deposit #106	\$319.25	
8/8/2025		Pool Deposit #106.2	\$14.00	
8/8/2025		Pool Deposit #107	\$272.00	
8/11/2025		Pool Deposit #106 - cc	\$257.00	
8/11/2025		Pool Deposit #108	\$313.00	
8/11/2025		Pool Deposit #109	\$456.00	
8/11/2025		Pool Deposit #110	\$170.50	
8/12/2025		Pool Deposits #106-109 - cc	\$2,220.25	
8/13/2025		Pool Deposit #110 - cc	\$629.50	
8/14/2025		DP919922	\$5,468.63	
8/18/2025		Pool Deposit #113 & Rent - cc	\$344.00	
8/19/2025		Pool Deposits #114-116 & Rent - cc	\$2,681.00	
8/20/2025		Pool Deposit #117 - cc	\$181.75	
8/20/2025		Pool Deposit #111	\$103.00	
8/20/2025		Pool Deposit #112	\$80.50	
8/20/2025		Pool Deposit #113	\$110.75	
8/20/2025		Pool Deposit #114	\$246.75	
8/20/2025		Pool Deposit #115	\$264.75	
8/20/2025		Pool Deposit #116	\$195.50	
8/20/2025		DP920332	\$410.00	
8/20/2025		Pool Deposit #117	\$151.00	
7/15/2025	Adj Acct	To clear receivable		\$19.00
7/16/2025		Deposit	\$229.84	
7/17/2025		Veronica Zacarias Refund - 6-23-25		\$525.00
7/29/2025		EDP Transactions for 2025-07-29		\$26.50
7/16/2025				\$1.00
7/29/2025		DP918728	\$3,679.82	
8/29/2025		Pool Deposit #123	\$291.25	
8/29/2025		DP920909	\$2,464.00	
8/29/2025		Pool Deposit #124	\$181.00	
8/29/2025		Pool Deposit #124 - cc	\$565.00	
8/29/2025		DP920936	\$2,000.00	
8/29/2025		DP920905	\$54.00	
8/29/2025		DP920904	\$7.00	
8/29/2025		DP920484	\$1,354.00	
9/3/2025		DP921126	\$826.25	
9/4/2025		Pool Deposit #130	\$331.00	
9/4/2025		Pool Deposit #131	\$753.25	
9/4/2025		Pool Deposit #132	\$642.00	
9/4/2025		Pool Deposit #132 - cc	\$441.75	
9/8/2025		DP921361	\$1,395.00	
8/6/2025		EDP Transactions for 2025-08-06		\$156.00
8/7/2025		WELLS FARGO FEES		\$75.76
8/8/2025		EDP Transactions for 2025-08-08		\$55.50
8/15/2025		EDP Transactions for 2025-08-15		\$528.25

DATE	ADJUSTMENT	DEPOSIT	DEBIT	CREDIT
8/22/2025		EDP Transactions for 2025-08-22		\$226.00
8/1/2025	Jena Goodman	Reverse uncleared warrent Ck 15153	\$14.40	
9/9/2025		DP921523	\$1,010.25	
9/9/2025		DP921453	\$12.00	
9/9/2025		DP921554	\$41.00	
9/9/2025		DP921556	\$170.00	
9/9/2025		DP921557	\$96.75	
9/9/2025		PLC Cameras	\$52,916.88	
9/17/2025		DP922022	\$328.00	
9/17/2025		DP922024	\$1,900.00	
9/17/2025		DP922036	\$60.00	
9/18/2025		DP922171	\$7.00	
9/25/2025		DP922569	\$4,500.00	
9/25/2025		Pool Deposit #139	\$231.75	
9/25/2025		Pool Deposit #140	\$147.75	
9/25/2025		Pool Deposit #144	\$92.25	
9/25/2025		Pool Deposit #145	\$99.75	
9/25/2025		Pool Deposit #146	\$25.00	
9/17/2025		DP922020	\$2,500.00	
9/24/2025		Pool Deposit #144 - cc	\$203.75	
9/24/2025		Pool Deposit #145 - cc	\$144.00	
9/24/2025		DP922492	\$63.00	
			\$129,064.06	

Recreation - Fund 3241

1000 - County Operating Funds

1010 - Fund 3241 - Recreation - O&M

<u>DATE</u>	<u>NAME</u>	<u>MEMO</u>	<u>DEBIT</u>	<u>CHECK</u>	<u>A/N</u>
7/2/2025	AT&T	Security Alarm - [REDACTED]	\$231.20	10366	5960
8/4/2025	AT&T	Security Alarm - [REDACTED]	\$230.34	10398	5960
9/3/2025	AT&T	Security Alarm - [REDACTED]	<u>\$230.70</u>		5960
			\$692.24		
7/1/2025	Contra Costa County Treasurer	Netchex Payroll #53	\$23,105.90	10365	5600
7/17/2025	Contra Costa County Treasurer	Netchex Payroll #54	\$15,744.17	10392	5600
8/1/2025	Contra Costa County Treasurer	Netchex Payroll #55	\$19,782.17	10393	5600
8/19/2025	Contra Costa County Treasurer	Netchex Payroll #56	\$21,029.03	10417	5600
9/3/2025	Contra Costa County Treasurer	Netchex Payroll #57	\$20,585.12	10426	5600
9/17/2025	Contra Costa County Treasurer	Netchex Payroll #58	<u>\$12,866.16</u>	10436	5600
			\$113,112.55		
7/17/2025	Contra Costa County Treasurer	Calpers [REDACTED] - June 2025	\$3,194.40	10376	5600
8/19/2025	Contra Costa County Treasurer	Calpers - July 2025 - [REDACTED]	\$2,328.59	10416	5600
9/17/2025	Contra Costa County Treasurer	Calpers - August 2025	<u>\$2,776.69</u>	10428	5600
			\$8,299.68		
7/2/2025	Lincoln National Life Insurance Co.	LTD & STD Insurance - [REDACTED]	\$69.19	10371	5615
8/4/2025	Lincoln National Life Insurance Co.	LTD & STD Insurance - [REDACTED]	\$69.19	10395	5615
9/3/2025	Lincoln National Life Insurance Co.	LTD & STD Insurance - [REDACTED]	<u>\$69.19</u>	10422	5615
			\$207.57		
7/17/2025	EBMUD	Water - [REDACTED]	\$2,955.24	10388	5980
8/4/2025	EBMUD	Water - [REDACTED]	\$4,938.62	10397	5980
9/17/2025	EBMUD	Water - [REDACTED]	<u>\$3,279.50</u>	10429	5980
			\$11,173.36		
7/2/2025	PG&E	Gas & Electric [REDACTED]	\$3,649.55	10369	5980
7/17/2025	PG&E	Gas & Electric [REDACTED]	\$3,035.74	10380	5980
8/4/2025	PG&E	Gas & Electric [REDACTED]	\$4,086.92	10402	5980
8/19/2025	PG&E	Gas & Electric [REDACTED]	\$692.26	10412	5980
9/3/2025	PG&E	Gas & Electric [REDACTED]	\$3,415.18	10420	5980
9/3/2025	PG&E	Gas & Electric [REDACTED]	<u>\$772.81</u>	10425	5980
			\$15,652.46		

Recreation - Fund 3241

<u>DATE</u>	<u>NAME</u>	<u>MEMO</u>	<u>DEBIT</u>	<u>CHECK</u>	<u>A/N</u>
7/17/2025	Universal Building Services	Janitorial Service - Invoices 537516 & 537528	\$288.00	10383	5925
8/19/2025	Universal Building Services	Janitorial Services - Invoice 537985	\$1,271.00	10414	5925
9/3/2025	Universal Building Services	Janitorial Services - Invoices 536693, 536252, 537189	<u>\$2,536.69</u>	10423	5925
			\$4,095.69		
8/4/2025	Let's Dig, Inc.	Broken Irrigation Line at Gazebo	\$310.00	10400	5930
8/6/2025	Let's Dig, Inc.		\$2,961.00	10408	5930
9/3/2025	Let's Dig, Inc.	Water Main Repair & Broken Sprinkler Head	\$1,775.00	10419	5930
9/17/2025	Let's Dig, Inc.	Emergency Palm Tree Pruning, 9/8/25	<u>\$9,340.00</u>	10435	5930
			\$14,386.00		
8/4/2025	Precision Security Solutions	Security Guards for July 2025 - Invoice 25-SE07-718	\$1,610.00	10403	5875
9/3/2025	Precision Security Solutions	Security Guards - Invoice 25-SE04-309	<u>\$525.00</u>	10421	5875
			\$2,135.00		
7/2/2025	Susan Witschi	Mileage Reimbursement - June 2025	\$54.60	10372	5990
8/4/2025	Susan Witschi	Mileage Reimbursement - July 2025	\$37.80	10406	5990
9/3/2025	Susan Witschi	Mileage Reimbursement - August 2025	\$84.00	10424	5990
7/17/2025	Alisa Maria	Mileage Reimbursement - July 2025	\$119.00	10391	5990
8/4/2025	Dolores Morales	Mileage Reimbursement	<u>\$28.30</u>	10401	5990
			\$323.70		
7/2/2025	Campbell Business Solutions	Pool Cameras - Invoice 9372	\$500.00	10367	5855
7/2/2025	David Farnsworth, CPA	Special District FTR	\$75.00	10374	5860
7/17/2025	Denalect Alarm	Annual Alarm Charge - Invoice R19012	\$504.00	10377	5950
7/17/2025	Leslie's Pool Supply	Service Labor Repair - Invoices 00137-02-003324 & 00137-01-110132	\$515.32	10378	5935
7/17/2025	Terminix	Pest Control - Invoice #460969617	\$198.53	10382	5920
7/17/2025	Alliant Insurance	Crime Renewal Policy 7/1/25 - 7/1/26 - Invoice 3139880	\$49.50	10384	5510
7/17/2025	Contra Costa Co Auditor	LAFCO Net Cost Appnt. for FY 2025/26 - Invoice 2526-0030	\$140.25	10385	5200
7/17/2025	Richard Luchini	Diving Board Repairs	\$42.74	10389	5935
7/17/2025	Sierra Chemical Company	Multichlor, Sodium Hypochlorite 330 gl. - Invoice 157081	\$1,154.93	10390	5935
8/4/2025	First Foundation Bank	██████████ 1 Rolph Park	\$2,197.01	10394	2130
8/4/2025	Grease Trap Cleaners, LLC	Grease Trap Cleaning	\$200.00	10398	5920
8/4/2025	Kel-Aire Heating	Remodel: Condenser Replacement - Invoice 4786	\$15,310.00	10399	1745
8/4/2025	Reyna Hernandez	Cleaning & Damage Deposit Refund	\$700.00	10404	4025
8/4/2025	Redwood Public Law	Legal Services - Invoice 15989	\$2,039.00	10405	5870
8/6/2025	CSRMA	INV#7454, Annual 7/1/25-7/1/26 Property Insurance SPLIT	\$8,435.43	10407	5510

Recreation - Fund 3241

<u>DATE</u>	<u>NAME</u>	<u>MEMO</u>	<u>DEBIT</u>	<u>CHECK</u>	<u>A/N</u>
8/6/2025	MDR Electric	INV#1308, CCF Media Room Outlets/Infrastructure	\$5,540.00	10409	5920
8/19/2025	Contra Costa Special Districts Asso	CCSDA FY 2025/26 Membership Dues	\$36.38	10410	5305
8/19/2025	Adrian Lopez	Refund for Pool Rental	\$320.00	10411	5595
8/19/2025	The Real Yellow Pages	Advertising - [REDACTED]	\$204.55	10413	5800
8/19/2025	U.S. BANK	Various -	\$14,125.68	10415	8450
9/17/2025	Maze & Associates	August 2025 Monthly Accounting Services - Invoice 54302	\$711.53	10427	5855
9/17/2025	Olivero Plumbing	Backflow Prevention Test - Invoice 53078	\$225.00	10430	5920
9/17/2025	Axel Fausto	Gazebo Painting - Invoice 731407	\$600.00	10431	5920
9/17/2025	SDRMA		\$7,378.92	10432	5600
9/17/2025	The Real Yellow Pages	Advertising - [REDACTED]	\$26.35	10433	5800
9/17/2025	Tom Cusack	Supplies for District Secretary Review	\$30.92	10434	

Lighting & Landscaping - Fund 3242

Crockett Community Services District
 Fiscal Year 2025/26 First Quarter (Q1)
 10/17/2025

<u>Department:</u>	<u>Accounting</u>	<u>Actual</u>	<u>Budget for</u>	<u>Remaining</u>	<u>Percent</u>
<u>L&L, 3242</u>	<u>Number (A/N):</u>	<u>Spent:</u>	<u>Year:</u>	<u>Balance:</u>	<u>Remaining:</u>
	EXPENSE:				
County & State Charges	5200	\$ 70.12			
Dues & Subscriptions	5300	\$ 15.07			
Elections	5350	\$ -			
General & Admin Expenses	5400	\$ 10.29			
Insurance	5500	\$ 2,162.91			
Payroll & Employee Expens	5600	\$ 57.60			
Professional Services	5700	\$ 2,092.98			
Utilities	5850	\$ 237.16			
Repairs & Maintenance	5980	\$ 68.73			
	5930	\$ 7,866.00			
	2103b (5150)	\$ 1,318.21			
	8450 (US Bank)	\$ 193.70			
		\$ 14,092.77			

Port Costa Sanitary - 3425

Crockett Community Services District
 Fiscal Year 2025/26 First Quarter (Q1)
 10/17/2025

<u>Department:</u>	<u>Accounting Number</u>	<u>Actual</u>	<u>Budget for Year:</u>	<u>Remaining</u>	<u>Percent</u>
<u>PCSan, 3425</u>	<u>(A/N):</u>	<u>Spent:</u>		<u>Balance:</u>	<u>Remaining:</u>
INCOME: (Not included in adopted budget as coded line items, will add in for amended budget submission)					
EXPENSE:					
Bank & Finance Charges	5150	\$ -	\$ 4,394.00	\$ 4,394.00	100%
County & State Charges	5200	\$ 140.25	\$ 351.00	\$ 210.75	60%
Dues & Subscriptions	5300	\$ 3,505.24	\$ 2,965.00	\$ (540.24)	-18%
General & Admin Expenses	5400	\$ 10.31	\$ 362.00	\$ 351.69	97%
Insurance	5500	\$ 4,928.06	\$ 10,033.00	\$ 5,104.94	51%
Payroll & Employee Expenses	5600	\$ 9,447.70	\$ 48,282.00	\$ 38,834.30	80%
Professional Services	5850	\$ 579.90	\$ 19,474.00	\$ 18,894.10	97%
Repairs & Maintenance	5910	\$ 1,140.00	\$ 3,100.00	\$ 1,960.00	63%
Utilities	5980	\$ 2,658.00	\$ 6,500.00	\$ 3,842.00	59%
PCSan Expenses	6100	\$ 48,336.02	\$ 175,400.00	\$ 127,063.98	72%
	Non-Op	\$ -	\$ 13,325.00	\$ 13,325.00	100%
	Fixed Assets & CAP	\$ -	\$ 81,611.00	\$ 81,611.00	100%
	8450 (US Bank)	\$ 489.14	\$ -	\$ (489.14)	

Port Costa Sanitary - 3425

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Check</u>	<u>A/N</u>
1000 · County Operating Funds 1020 · Fund 3425 - PCSan - O&M					
8/19/2025	U.S. BANK	Various - [REDACTED]	\$489.14	2039	2060
			\$489.14		
7/17/2025	CONTRA COSTA CO AUDITOR-CONTROLLEFLAFCO	Net Cost Appt. for FY 2025/26 - Invoice 2526-0030	\$140.25	2021	5200
			\$140.25		
8/4/2025	USA North	2025 Membership Fee - Invoice 2025138910	\$402.17	2031	5305
8/19/2025	Contra Costa Special Districts Asso	CCSDA FY 2025/26 Membership Dues	\$15.07	2036	5305
7/17/2025	BAY AREA AIR QUALITY MGMT. DISTRICT	Annual Permit 9/1/25 - 9/1/26 - Invoice T190854	\$3,088.00	2016	5315
			\$3,505.24		
9/17/2025	Tom Cusack	Supplies for District Secretary Review	\$10.31	2051	5410
			\$10.31		
7/17/2025	ALLIANT INSURANCE SERVICES	Crime Renewal Policy 7/1/25 - 7/1/26 - Invoice 3139880	\$49.50	2020	5510
8/6/2025	CSRMA	Inv#7454, Property Insurance 7/1/25-/26 SPLIT	\$4,878.56	2034	5510
			\$4,928.06		
7/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers [REDACTED] - June 2025	\$723.16	2015	5605
8/19/2025	CONTRA COSTA COUNTY TREASURER	Calpers - July 2025 - [REDACTED]	\$588.57	2038	5605
9/15/2025	CONTRA COSTA COUNTY TREASURER	Calpers - August 2025	\$698.47	2049	5605
10/2/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIAT	Board Secretary Conference - Invoice 81749	\$230.00	2054	5625
			\$2,240.20		
7/1/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #53	\$1,697.47	2013	5715
7/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #54	\$436.29	2024	5715
8/1/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #55	\$3,889.41	2026	5715
8/19/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #56	\$198.68	2040	5715
9/3/2025	CONTRA COSTA COUNTY TREASURER	Payroll Payroll #57	\$1,671.07	2045	5715
9/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #58	\$560.04	2052	5715
10/2/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59	\$1,448.55	2055	5715
			\$9,901.51		
8/19/2025	BAY AREA NEWS GROUP	Publish SUC - [REDACTED]	\$342.72	2037	5800
9/17/2025	Maze & Associates	August 2025 Monthly Accounting Services - Invoice 54302	\$237.18	2050	5855
			\$579.90		
8/4/2025	Let's Dig, Inc.	Fire & Weed Abatement PCTP	\$1,140.00	2027	5930
			\$1,140.00		
7/2/2025	PG&E	Electric - [REDACTED]	\$638.16	2010	5980
8/4/2025	PG&E	Electric - [REDACTED]	\$668.92	2029	5980
9/3/2025	PG&E	Electric - [REDACTED]	\$616.15	2041	5980
10/2/2025	PG&E	Electric - [REDACTED]	\$734.77	2053	5980
			\$2,658.00		

Port Costa Sanitary - 3425

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Check</u>	<u>A/N</u>
8/4/2025	L.R. PAULSELL CONSULTING	Sewer Cleaning - July 16-18, 2025 - Invoice PCSD 25-10	\$4,882.50	2028	6105
9/3/2025	L.R. PAULSELL CONSULTING	Sewer Cleaning on August 20, 2025 - Invoice PCSD 25-11	\$1,705.00	2042	6105
9/15/2025	L.R. PAULSELL CONSULTING	USA Locating on 9/2/25 - Invoice PCSD 25-12	\$620.00	2047	6105
7/2/2025	Natural System Utilities - CA Inc.	July 2025 WW Plant Operations - Invoice 0001121977	\$6,495.00	2014	6110
8/1/2025	Natural System Utilities - CA Inc.	Outside Lab Services, INV-0001124606	\$1,663.44	2025	6110
8/6/2025	Natural System Utilities - CA Inc.	Inv-0001125343, August monthly operation services	\$6,495.00	2033	6110
8/19/2025	Natural System Utilities - CA Inc.	Laboratory Services - INV-0001121275	\$1,825.62	2035	6110
8/4/2025	Sierra Chemical Company	Multichlor, Sodium Hypochlorite - Invoice 157263	\$1,338.93	2030	6110
9/3/2025	Sierra Chemical Company	Multichlor, Sodium Hypochlorite - Invoice 157803	\$1,472.48	2044	6110
9/15/2025	Sierra Chemical Company	Sodium Metanbisulfate - Invoice 157978	\$978.75	2048	6110
9/3/2025	Applied Water Management dba	September Services - Invoice 0001129553; Laboratory Services - Invoice 00011	\$8,024.22	2043	6110
9/3/2025	Peterson	Annual Maintenance for Generator at Treatment Plant, 7/31/25 Inv#SW2402072	\$2,410.30	2046	6110
7/17/2025	Paredes Construction	PC Stair Project - Invoice 138	\$10,425.00	2018	6120
			\$48,336.24		
8/4/2025	First Foundation Bank	[REDACTED] - 1 Rolph Park	\$2,197.01	2032	2130b
			\$2,197.01		
Total 1020 · Fund 3425 - PCSan - O&M					
Total 1000 · County Operating Funds					
TOTAL			\$76,125.86		

Crockett Sanitary - 3426

Crockett Community Services District
 Fiscal Year 2025/26 First Quarter (Q1)
 10/17/2025

<u>Department:</u>	<u>Accounting</u>	<u>Actual Spent:</u>	<u>Budget for Year:</u>	<u>Remaining</u>	<u>Percent</u>
<u>CVSan 3426</u>	<u>Number (A/N):</u>			<u>Balance:</u>	<u>Remaining:</u>
EXPENSE:					
Bank & Finance Charges	5150	\$ -	\$ -	\$ -	-
County & State Charges	5200	\$ 1,126.58	\$ 7,071.00	\$ 5,944.42	84%
Dues & Subscriptions	5300	\$ 83.48	\$ 33,424.00	\$ 33,340.52	100%
Elections	5350	\$ -	\$ -	\$ -	
General & Admin Expenses	5400	\$ 181.68	\$ 7,714.00	\$ 7,532.32	98%
Insurance	5500	\$ 8,095.31	\$ 90,523.00	\$ 82,427.69	91%
Payroll & Employee Expenses	5600	\$ 116,571.71	\$ 544,672.00	\$ 428,100.29	79%
Printing/Publishing/Advertisin	5800	\$ 342.72	\$ 3,500.00	\$ 3,157.28	90%
Professional Services	5850	\$ 7,688.38	\$ 120,716.00	\$ 113,027.62	94%
Repairs & Maintenance	5910	\$ 34,206.00	\$ 35,020.00	\$ 814.00	2%
Security Alarm/CCTV	5950	\$ -	\$ 3,000.00	\$ 3,000.00	100%
Telephone & Internet	5960	\$ 85.65	\$ 3,500.00	\$ 3,414.35	98%
Uniforms	5970	\$ -	\$ 1,000.00	\$ 1,000.00	100%
Utilities	5980	\$ 18,461.53	\$ 79,073.00	\$ 60,611.47	77%
Vehicle & Travel Reimburse	5990	\$ 190.40	\$ 1,000.00	\$ 809.60	81%
	6000	\$ 84,442.79	\$ 1,170,000.00	\$ 1,085,557.21	93%
	Fixed Assests & CAP	\$ 270,531.75	\$ 1,400,000.00	\$ 1,129,468.25	81%
	8450 (US Bank)	\$ 7,350.33	\$ -	\$ (7,350.33)	

Crockett Sanitary - 3426

Date	Name	Memo	Debit	Check	A/N
1000 · County Operating Funds					
1025 · Fund 3426 - CVSan - O&M					
7/2/2025	TELSTAR INSTRUMENTS, INC.	Field Report Dated 6/20/25 - Invoice 127456	\$2,384.00	7467	1445
8/4/2025	TELSTAR INSTRUMENTS, INC.	Lift Station Motor Control Center Upgrade - Invoice 127873	\$40,745.00	7481	1445
8/19/2025	Frisch Engineering, Inc.	July 2025 Engineering Services - Invoice 12986-2402c	\$36,134.20	7501	1445
9/3/2025	Frisch Engineering, Inc.	August 2025 Engineering Services - Invoice 13032-2402C	\$13,262.30	7508	1445
9/3/2025	TELSTAR INSTRUMENTS, INC.	Lift Station Motor Control Center Upgrade - Invoice 127213	\$178,006.25	7512	1445
			\$270,531.75		
8/19/2025	U.S. BANK	Various - [REDACTED]	\$7,350.33	7504	2060
			\$7,350.33		
7/17/2025	Creekside Pro Construction	Refund Bond on File	\$1,000.00	7474	4210
10/2/2025	NS Sewer Piping	Bond Refund	\$1,000.00	7532	4210
			\$2,000.00		
7/17/2025	CONTRA COSTA CO AUDITOR-CONTROLLER	LAFCO Net Cost Appnt. for FY 2025/26 - Invoice 2526-0030	\$1,051.88	7470	5200
10/2/2025	CONTRA COSTA COUNTY TAX COLLECTOR	Property Taxes for 1 Rolph Park 2025/26 - Bill 25 280110	\$74.70	7531	5200 HOLD
			\$1,126.58		
8/19/2025	Contra Costa Special Districts Asso	CCSDA FY 2025/26 Membership Dues	\$83.48	7500	5305
			\$83.48		
8/1/2025	Sonia Rivas	Postage for DS review mailing, Ink	\$130.15	7489	5410
9/17/2025	Tom Cusack	Supplies for District Secretary Review	\$51.53	7525	5410
			\$181.68		
7/17/2025	ALLIANT INSURANCE SERVICES	Crime Renewal Policy 7/1/25 - 7/1/26 - Invoice 3139880	\$371.25	7469	5510
8/6/2025	CSRMA	Inv#7454, Property Insurance 7/1/25-/26 SPLIT	\$7,724.06	7496	5510
			\$8,095.31		
7/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers [REDACTED] - June 2025	\$6,508.42	7468	5605
8/19/2025	CONTRA COSTA COUNTY TREASURER	Calpers - July 2025 - [REDACTED]	\$7,129.53	7503	5605
9/17/2025	CONTRA COSTA COUNTY TREASURER	Calpers - August 2025	\$6,552.85	7523	5605
7/2/2025	Lincoln National Life Insurance Company	LTD & STD Insurance - [REDACTED]	\$48.15	7459	5615
8/4/2025	Lincoln National Life Insurance Company	[REDACTED] - 8/1/25 - 8/31/25	\$48.15	7484	5615
9/3/2025	Lincoln National Life Insurance Company	LTD & STD Insurance - [REDACTED]	\$48.15	7507	5615
10/2/2025	Lincoln National Life Insurance Company	LTD & STD Insurance - October 2025	\$48.15	7527	5615
9/17/2025	SDRMA	Health Benefits July-September 2025 - Invoices #H47910, H48067, #H48225	\$7,378.92	7524	5620
10/2/2025	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Board Secretary Conference - Invoice 81749	\$690.00	7528	5625
			\$28,452.32		
7/1/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #53, split	\$19,043.47	7465	5715
7/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #54, split	\$1,666.65	7477	5715
8/1/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #55, split	\$20,871.24	7490	5715
8/19/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #56, split	\$1,815.87	7505	5715
9/3/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #57, split	\$18,881.03	7514	5715
9/17/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #58, split	\$2,829.77	7526	5715
10/2/2025	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #59, split	\$23,011.36	7537	5715
			\$88,119.39		
8/19/2025	BAY AREA NEWS GROUP	Publish SUC - [REDACTED]	\$342.72	7502	5800
9/17/2025	Maze & Associates	August 2025 Monthly Accounting Services - Invoice 54302	\$1,185.88	7519	5855
7/2/2025	David Farnsworth, CPA	Special District FTR	\$600.00	7462	5860
9/17/2025	Bay Law Group LLP	JTP Enforcement Matters - Invoices #823 & #857	\$2,100.00	7516	5870
10/2/2025	Redwood Public Law	Legal Advice - Invoices 16649, 16650 and 16651	\$3,802.50	7535	5870
			\$8,031.10		

Crockett Sanitary - 3426

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Debit</u>	<u>Check</u>	<u>A/N</u>
9/17/2025	Let's Dig, Inc.	Cleaned Gutters; Pump Station Exhaust Fans Replaced; Secured EQ Tank Facility	\$12,820.00	7517	5920
7/17/2025	TERMINIX	Pest Control at 1 Rolph Park - Invoice 460970194	\$134.00	7476	5920
8/4/2025	TERMINIX	Pest Control @ 1 Rolph Park - Invoice 461595737	\$134.00	7480	5920
8/6/2025	TERMINIX	Monthly Pest Control, 1 RPD - INV#459908451	\$134.00	7495	5920
9/17/2025	TERMINIX	Pest Control @ 1 Rolph Park - Invoice 462842275	\$134.00	7522	5920
10/2/2025	TERMINIX	Pest Control at 1 Rolph Park - Invoice 463487529	\$134.00	7536	5920
8/6/2025	MDR Electric	Inv#1305-attic fan at 1 RPD & 1311 replace and upgrade lighting upstairs and down at pump strn	\$9,840.00	7494	5920
9/17/2025	MDR Electric	EQ Tank Wiring for Cameras - Invoice 1318	\$5,900.00	7520	5920
9/17/2025	OLIVERO PLUMBING CO.	Backflow Prevention Test @ 1 Rolph Park - Invoice 53157	\$225.00	7521	5920
8/4/2025	Let's Dig, Inc.	Secured EQ Tank Facility; Repaired Property Damage at 8 Stephens Court	\$962.00	7485	5930
8/6/2025	Let's Dig, Inc.	Monthly Landscape July 2025	\$344.00	7497	5930
9/3/2025	Let's Dig, Inc.	Monthly Landscape Maintenance - August 2025	\$344.00	7509	5930
10/2/2025	Let's Dig, Inc.	Pump Station Clean Up	\$3,101.00	7529	5930
			\$34,206.00		
9/17/2025	AT&T	Phone - [REDACTED]	\$85.65	7515	5960
			\$85.65		
7/17/2025	EBMUD	Water for 1 Rolph Park Drive - [REDACTED]	\$229.12	7471	5980
8/4/2025	EBMUD	Water - [REDACTED]	\$366.49	7487	5980
9/3/2025	EBMUD	Water for 1 Rolph Park Drive - [REDACTED]	\$249.42	7513	5980
10/2/2025	EBMUD	Water - [REDACTED]	\$456.76	7533	5980
7/2/2025	PG&E	Gas & Electric - [REDACTED]	\$5,332.10	7458	5980
8/4/2025	PG&E	Gas & Electric - [REDACTED]	\$4,933.93	7482	5980
9/3/2025	PG&E	Gas & Electric - [REDACTED]	\$3,178.63	7506	5980
10/2/2025	PG&E	Gas & Electric - [REDACTED]	\$3,715.08	7534	5980
			\$18,461.53		
7/1/2025	James Barnhill	Mileage Reimbursement 6/4 and 7/1	\$190.40	7456	5990
			\$190.40		
8/4/2025	L.R. PAULSELL CONSULTING	Invoices 25-14 thru 25-19	\$25,309.95	7483	6005
9/3/2025	L.R. PAULSELL CONSULTING	Sewer Maintenance August 11-21, 2025 - Invoice CVSD 25-20	\$17,825.00	7510	6005
9/17/2025	L.R. PAULSELL CONSULTING	Lateral Inspection (CVSD 25-21); Sewer Repair on Stephens Court (CVSD 25-22)	\$24,670.00	7518	6005
10/2/2025	L.R. PAULSELL CONSULTING	Construction Consulting	\$680.00	7530	6005
7/2/2025	Natural System Utilities - CA Inc.	July 2025 WW Plant Operations - Invoice 0001121978	\$2,570.00	7466	6005
8/1/2025	Natural System Utilities - CA Inc.	INV-0001124607, pump out, materials, and MCCP	\$12,265.20	7491	6005
8/6/2025	Natural System Utilities - CA Inc.	Inv-0001125344, August monthly operation services	\$2,570.00	7493	6005
8/19/2025	Natural System Utilities - CA Inc.	Repaired Leaky Valve (INV-0001118286); WWTP Oper 3 (INV0001121276)	\$3,099.97	7498	6005
8/4/2025	ATD Plumbing	Emergency Response at 8 Stephens Court - Invoice 0037	\$285.00	7488	6005
8/19/2025	Restoration Management Company	Sewage Remediation - Invoice 298285	\$2,123.67	7499	6005
9/3/2025	Applied Water Management dba [REDACTED]	September Services - Invoice 0001129554; Professional Services - Invoice 0001128569	\$3,044.00	7511	6005
			\$94,442.79		
8/4/2025	First Foundation Bank		\$26,457.35	7486	2130a
7/31/2025	First Foundation Bank	- 1 Rolph Park	\$16,257.88	7492	2130b
			\$42,715.23		

Total 1020 - Fund 3426 - CVSan - O&M

Total 1000 - County Operating Funds



MALIA M. COHEN
California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name CROCKETT CSD
Account Number 16-07-004

As of 10/15/2025, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 9/30/2025.

Earnings Ratio		0.00011893333163814
Interest Rate		4.34%
Dollar Day Total	\$	447,560,659.90
Quarter End Principal Balance	\$	4,872,803.17
Quarterly Interest Earned	\$	53,229.88

Trial Balance

03:27 PM

10/15/2025

Page 1 of 1

Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0010:CASH
 0530:WARRANTS PAYABLE
Accounting Worktag 324000 CROCKETT COMMUNITY SVCS
Book Operating Book
Company Currency USD
Translation Currency USD
Run 10/15/2025 03:27 PM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	762,644.00	282,253.10	480,390.90
Total	0.00	762,644.00	282,253.10	480,390.90

Trial Balance

11:51 AM

10/16/2025

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Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0010:CASH
 0530:WARRANTS PAYABLE
Accounting Worktag 324200 CROCKETT CSD-MAINT DEPT
Book Operating Book
Company Currency USD
Translation Currency USD
Run 10/16/2025 11:51 AM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	93,337.76	58,579.02	34,758.74
0530:WARRANTS PAYABLE	0.00	19,274.01	39,274.01	(20,000.00)
Total	0.00	112,611.77	97,853.03	14,758.74

Trial Balance

11:52 AM

10/16/2025

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Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0010:CASH
 0530:WARRANTS PAYABLE
Accounting Worktag 342500 PORT COSTA SANITARY DEPT
Book Operating Book
Company Currency USD
Translation Currency USD
Run 10/16/2025 11:52 AM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	314,529.83	171,725.98	142,803.85
0530:WARRANTS PAYABLE	0.00	85,265.73	87,455.45	(2,189.72)
Total	0.00	399,795.56	259,181.43	140,614.13

Trial Balance

Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0010:CASH
 0530:WARRANTS PAYABLE
Accounting Worktag 324100 CROCKETT RECREATION DEPT
Book Operating Book
Company Currency USD
Translation Currency USD
Run 10/16/2025 11:50 AM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	732,036.53	594,961.25	137,075.28
0530:WARRANTS PAYABLE	0.00	295,805.99	305,941.37	(10,135.38)
Total	0.00	1,027,842.52	900,902.62	126,939.90

Trial Balance

03:27 PM

10/15/2025

Page 1 of 1

Organization Contra Costa County
Periods FY 2025-26 : 01 Jul - 12 Jun
Ledger Actuals
Ledger Account/Summary 0010:CASH
 0530:WARRANTS PAYABLE
Accounting Worktag 342600 CROCKETT SANITARY DEPT
Book Operating Book
Company Currency USD
Translation Currency USD
Run 10/15/2025 03:27 PM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	2,299,681.21	1,402,961.60	896,719.61
0530:WARRANTS PAYABLE	0.00	710,553.65	710,714.00	(160.35)
Total	0.00	3,010,234.86	2,113,675.60	896,559.26

CROCKETT COMMUNITY SERVICES DISTRICT

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

TO: Board of Directors
FROM: General Manager
SUBJECT: General Manager's Report
DATE: November 14, 2025

The General Manager's Report highlights items of interest that occurred in the months of October and November.

Operation, Maintenance, and Departmental Updates:

- **Recreation:**
 - Water Line Breaks at Community Center – follow up: Staff had been noticing higher-than-normal water bills and requested EBMUD to come and inspect 850 Pomona and try to help us identify if the meter was faulty or if there was another potential leak. A new leak was found in the park bathrooms, and Rec Dept Manager Maria is working on getting it fixed.
 - Recreation received \$10,000 form P66 for Fall and Winter programming. RDM Maria is working with GM Goodman and ES Flores on programming and supplies. The District now has a permit to show movies! Community event craft workshop and movie open house at the community center on Veteran's Day, 11/11/25, was a hit, approximately 15 children and their parents participated. Recreation plans on holding these open community events at least once a month, if not more frequently.
 - RDM and Landscaping staff have received many compliments on the appearance of Alexander Park.
 - Community members are asking for status updates for Memorial Hall; only \$11,000 (interest earned on savings account) was approved in this year's budget for any improvements/maintenance. GM and RDM are looking into the best way to put those funds to use.
- **Crockett Sanitary:**
 - Pump Station: Rental generator still on site, diesel generator work is scheduled for 11/20. Grit system replacement is on-site and will be installed shortly after the work on the generator is completed. SDM Barnhill and GM are working with Frisch and Telstar to get MCCP completed.
 - EQ Site: Security Cameras are in and operational. The fencing project started on 11/7 and is anticipated to wrap up by 11/17, weather permitting. Staff will be requesting an additional upgrade to the gate at the EQ yard to enhance and protect the area and assets.
- **Port Costa Sanitary:**
 - CCC Hazardous Materials conducted a site inspection on 11/14. Staff and NSU were prepared, and the inspection was successful.
 - Staff working on partial line replacement on Prospect
 - Staff and the PCSAN Ad Hoc Grants committee are working on applications for more grant funding for PCSAN.

- **Maintenance:**

- Garage at 1 RPD is now housing the L&L lamppost inventory; Kent Peterson will be bringing any additional components and materials so GM can take a formal inventory.
- No new projects scheduled for the following month.

Capital Improvements / Projects:

- MCC Project – the project is in its final stages. Weekly meetings are to be scheduled less frequently. There are still 3 components left on the project: installing air compressors, installing the grit system (replacement), and swap our switch panel housing. Grit system shipment has been received and is awaiting generator work for installation.
- EQ Site – Some vandalism/trespassing is still occurring; staff are working towards addressing these issues.
- GM working with Redwood legal and Bay Law Group on ongoing legal matters.

Administrative/Financial:

- Susan, Jena, and Maze & Associates are pushing to get the FY23 Audit scheduled, which should be scheduled by the end of this year. Outstanding credit card statements have been received from prior credit card. New issue-staff were instructed to use own credit cards to pay for expenses like chemicals and materials, so Susan and Jena are working to find any prior documentation on these charges (roughly Jan 2023 to may 2023).
- Rec tax increase – Recreation Commission to created an Ad Hoc. The GM suggested the tax rate double from \$110 (Last raised in 2012) to \$220 per year. This equates to \$18.33 per month per eligible taxable property, or approximately \$0.60 per day. Efforts to move this forward will start occurring regularly. Ad Hoc did not meet this last month, likely next meeting will be in December.
- Budget Reporting ongoing; staff (ASM and GM) presented the Q1 report to all commission and to the board at this meeting. CVSAN provided a few comments for additional information they would like on the reports going forward. ASM and GM are working to keep the momentum and continue to work on internal workloads that have either been deferred or placed on hold to be completed as time allows.
- Staff will submit five grants to the CCF and will hear back at their December meeting (4 Recreation, 1 PCSAN). Recreation submitted multiple grants to the District 5 Supervisor’s million-dollar grant application.
- CCSD received ¼ of the Cogen RTS funds to be split equally between Rec and CVSAN, total amount was \$18,038.75.
- Staff continues to work with Legal and Ad hoc on JUA and past due finances owed and billed to C&H.

CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525

◆ 850 Pomona Street

Telephone (510) 787-2992

e-mail: DistrictSecretary@town.crockett.ca.us

website: www.town.crockett.ca.us

TO: Board of Directors
FROM: District Secretary
SUBJECT: District Secretary Monthly Report
DATE: 11/14/2025

The District Secretary Monthly Report highlights items of interest that occurred between the October 17th Board meeting and November 14, 2025.

ADMINISTRATION:

- Lighting and Landscaping, Port Costa Sanitary and Crockett Sanitary Commissions have reviewed their corresponding meeting/holiday schedule for 2026. Recreation has carried their discussion to the December meeting.
- Assisting the Recreation Commission on recognizing former Recreation Commissioner Valentini for his dedication and contribution to Recreation in Crockett.

COMMUNICATIONS:

- No update.

COMPLIANCE:

- The AB1234 Ethics training took place on October 2. Staff held a viewing party at the multi-Purpose Room at the community center. All staff and two Port Costa Commissioners (PCSAN) participated. Two PCSAN and one Lighting and Landscaping Commissioners participated remotely. Staff is coordinated registration for other Commissioners to become compliant. There is still a significant number of Commissioners and Directors who need to take the course. Staff will follow up with them.

OTHER:

- Attended the Board Secretary/Clerk Conference, October 27-29, in Santa Rosa and earned the Board Secretary Certificate. Sponsored by the California Special District Association (CSDA).
 - The event was very informative, valuable and provided a good number of resources.
- CSDA has a great number of resources and training for Board Secretaries and Board Members on their website.
 - The Directors are recommended to participate in the courses listed on Exhibit A.

11.b

Exhibit A

CROCKETT COMMUNITY SERVICES DISTRICT (CCSD)

P.O. Box 578 - Crockett, CA 94525

850 Pomona Street

Telephone (510) 787-2992

e-mail: District Secretary@town.crockett.ca.us

website: www.town.crockett.ca.us

TO: Board of Directors
FROM: District Secretary
SUBJECT: CSDA Sponsored Training
Date: November 14, 2025

CCSD is a member of the California Special District Association (CSDA). CSDA provides valuable training and updates on important topics that specifically relate to special districts; most classes are free to members. All Directors, Commissioners, and CCSD Staff are members and are highly encouraged to take courses where appropriate.

The Board of Directors are encouraged to enroll in the following free courses. Log in to your account at: <https://www.csda.net/home> Enter the email address the District has on file.

Upcoming Events

2	Webinar: General Manager Evaluations: A Strategic Approach that Works
Dec	Tuesday, December 2, 2025 10:00 a.m. – 12:00 p.m. Free CSDA Member \$125 Non-member

[Register Now](#)

3-4	Virtual Workshop: SDLA Module 4: Board's Role in Human Resources
Dec	Wednesday and Thursday, December 3 and 4, 2025 9:00 a.m. – 12:00 p.m. each day \$265 CSDA Member \$530 Non-member

[Register Now](#)

8	Webinar: Sexual Harassment Prevention Training for Supervisors
Dec	Monday, December 8, 2025 10:00 a.m. – 12:00 p.m. Free CSDA Member \$125 Non-member

[Register Now](#)

10	Webinar: SB 707 Brown Act Revamp
Dec	Wednesday, December 10, 2025 9:00 a.m. – 12:30 p.m. Free CSDA Member \$125 Non-member

[Register Now](#)

CROCKETT COMMUNITY SERVICES DISTRICT

P.O. Box 578 - Crockett, CA 94525
850 Pomona Street

Telephone (510) 787-2414

e-mail: RecManager@town.crockett.ca.us

website: www.town.crockett.ca.us/Recreation

TO: Board of Directors
FROM: Recreation Department Manager
SUBJECT: Monthly Manager Report
Date: November 19, 2025

The Recreation Department Manager's Report highlights items of interest that occurred in the months of October and November.

COMMUNITY CENTER

- Continuing to book weekends for large events
- Weekday bookings including Contra Costa County Health training for County Staff, District 5 Grant Writing Seminar, The Need Project, NWSD (Scottish Dancers), Steve Snyder Big Band
- Strength Training Class M/T/Th/F 7:00-8:00am, Line Dancing Thursdays 6:00-7:30pm
- Working with the Event Coordinator to develop Events Expo 2026
- Oct 30; Supervisor Scales-Preston office hours in the Multipurpose Room: 5:00-7:30 pm
- Grant request for drinking fountain/refill stations.

AQUATICS CENTER

- Crockett Swim Team continues fall program M-Th 4:30-7:30 pm
- New shed installation (pending).
- Heater installed 10/31/25
- Beginning online sales for Christmas Tree Lot 2025
- Total cleared for Pumpkin Patch \$260
- Receiving quotes for the transformation of the wading pool into a splash pad, grant submitted through the Community Impact Fund
- Grant request for new covers and drinking fountain/refill stations through Community Impact Fund

ALEXANDER PARK

- Work in process to fix leak in park bathroom

TENNIS COURTS

- Update on grant requests

ADDITIONAL INFORMATION

- \$10,000 grant received from P66 for fall recreation department programs
- Grant presentation for CCF first week of November

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

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

TO: Commissioners / Board of Directors
FROM: Department Manager/General Manager
SUBJECT: Crockett Sanitary Department Managers' Report
DATE: November 5, 2025

The Crockett Sanitary Department Managers' Report highlights items of interest that occurred since the prior CVSAN meeting on October 15, 2025.

OPERATION AND MAINTENANCE

- There were no Sanitary Sewer Spills.
- Crockett Main Pump Station:
 - Grit Auger and Trough arrived on site on 10/31, and we are awaiting installation. Let's Dig volunteered to move the 1,200 lbs. pallet from the semi-trailer into the pump station.
 - Crockett Main Pumpstation Generator failed load bank test and will require repairs, see invoice attached to this report. Emergency generator on site as backup as the generator is offline, cost per month is approx. \$5,700.
 - MCCP replacement panel has arrived at Telstar, staff has delayed swap-out due to Generator failure.
 - Air compressor system is still pending.
- Loring Pump Station: no new update.
- There was no loss of power for the duration of time covered in this report.
- Another break-in to EQ Site, garage was broken into and the garage door was left open and discovered by staff (10/31 after 3 pm and 7 am 11/3), and side door of main building was attempted to be pried open.

CAPITAL IMPROVEMENTS / PROJECTS

- Security system is online
- Fencing project to start on 11/6 and continue until finished. Estimated 3-4 days for installation. Let's Dig is donating 50% of the bill for project management, time, and debris clearing and disposal.
- EQ Tank bottom needs to be cleaned, in process for scheduling.

ADMINISTRATIVE/FINANCIAL:

- Q1 budget report is included in this packet and was prepared by ASM. The final report is going to the board for all departments.
- Staff continue to utilized contractors and vendors to offset the workload of sanitary staff. Volunteer work is used as it is available.
- JUA extended until January 31, 2026. Ad Hoc Legal Negotiations are meeting Friday 11/7 and staff will provide verbal update.

11.d

PORT COSTA SANITARY DEPARTMENT

of the Crockett Community Services District

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

TO: Commissioners / Board of Directors
FROM: General Manager / Sanitary Department Manager
SUBJECT: Port Costa Sanitary Department Managers Report
DATE: October 30, 2025

The Port Costa Sanitary Department Managers Report highlights items of interest that occurred between September 3, 2025, and October 30, 2025.

Operation and Maintenance

- There was 1 Sanitary Sewer Spill at 23 Prospect on September 30th.
 - 125 gallons spilled into private yard
 - 7 feet of public main was replaced
 - Area was sanitized
 - Total cost: \$24,343.95; APB \$5,616.00, Restoration Management \$2,398.64, LRP \$16,329.31
- Weeding in sand beds of treatment plant, ongoing.
- There were no reported issues at the Septic Site.
 - Septic tank cleanout by WCWD (West County) on October 16th
- There was 1 unplanned loss of power on September 25th and generator ran for approximately 12 hours.
- Sand Bed Valve replacement for Bed #1
 - Valves failed and is an urgent replacement (T&M)
- BOD exceedance in September, lead to accelerated monitoring in October

Capital Improvements / Projects

- Generator Load banked and passed

Administrative/Financial:

- ASM and GM will present Q1 financial report at all Commission meetings in November and will present to the board at November Board Meeting.

Commissioners: Joe Surges (C), Tom Cusack (VC), Tom List, Karen Klaiber, Anne Scheer, William Lee Vance (ALT)