

CROCKETT SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, MAY 19, 2021

TIME: 7:00 PM

PLACE: ** TELECONFERENCE - SEE BELOW **

IMPORTANT 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 teleconference 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.

Agenda packet can be accessed at <https://www.town.crockett.ca.us/2021-5-19-crockett-sanitary-commission-meeting>.

HOW TO OBSERVE THE MEETING:

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

Enter the Meeting ID# 894 1312 1632 followed by the pound (#) key.

More phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/89413121632> 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, enter Meeting ID# 894 1312 1632.

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

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Commission 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 for a future date.)
4. PUBLIC HEARING:
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from Consent Calendar by request of any Commissioner on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of April 21, 2021
 - b. Receive Status Report on outstanding items.

6. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Receive progress report for new District offices.
 - c. Consider guidelines for reopening.
 - d. Consider Vacancy on the Crockett Sanitary Commission.
7. WASTEWATER:
 - a. Status report on recent Enforcement Actions.
 - b. Discuss removing bricks at the Pump Station.
8. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheet and staff report on financial matters.
 - b. Consider splitting PG&E bill with the Recreation Department, form recommendations.
 - c. Received 10-month budget report and preliminary FY 21-22 budget, form recommendations.
9. REPORT OF DEPARTMENT MANAGER: *(These items are typically for exchange of information only. No action will be taken at this time.)*
 - a. Operations, maintenance and capital improvements.
 - b. Governmental matters.
 - c. Announcements and discussion.
10. REPORTS FROM COMMISSIONERS: *(These items are typically for exchange of information only. No action will be taken at this time.)*
 - a. Wastewater Committee – Members Manzione and Wais
 - b. Budget & Finance Committee – Members Wolthuis and Adams
 - c. Inter-agency meetings:
11. FUTURE AGENDA ITEMS:
 - Progress reports as appropriate for new District offices.
 - Capacity Charge Accessory Dwelling Unit (ADU) Ordinance.
 - Video outreach for FOG and no wipes down drain.
 - Recommend award of contract(s).
 - Recommend payment for sewer project(s).
12. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to June 16, 2021.

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

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

MINUTES OF REGULAR MEETING, APRIL 21, 2021

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairperson Manzione. Present were Commissioners Adams, Wais and Wolthuis, along with District Engineer Murdock, Assistant Dept. Manager Barnhill and Administrative Services Manager Gunkelman. Also present was Director Barassi. Assistant District Secretary was absent.
2. AGENDA ORDER: There were no requests to change the agenda order.
3. PUBLIC COMMENTS: None
4. PUBLIC HEARING: None
5. CONSENT CALENDAR: The consent items were approved unanimously (ha/jw):
 - a. Approve Minutes of March 17, 2021.
 - b. Receive Status Report on outstanding items.
- 6.a. DISTRICT BOARD ACTIONS: None
- 6.b. ANNOUNCEMENT OF VACANCY: Commissioner Manzione said he encourages everybody on the commission if any members of the community would be interested serving on the Commission, please encourage them to apply. The Announcement of Vacancy will be re-posted for 30 days.
- 6.c. PROGRESS REPORT FOR NEW DISTRICT OFFICE: Commissioner Wolthuis reported the President's Advisory Committee has a meeting scheduled on Friday, April 23. He received a timetable from Director Peterson for relocating staff to the new office location. He said the push for Director Peterson is to get staff into the building. The committee is discussing an exterior stairwell to the apartment and to remodel and paint the apartment. Commissioner Wolthuis said he hasn't seen any more bids or action about moving forward on the roofing or anything else. Director Barassi said it does not appear we are getting very much response from bidders. He said basically the market is hot right and thinks that is why there are delays relating to contractors. The other issue is that there was a tentative floor plan that was reviewed in the weekly staff meetings and it is his opinion the work area is inadequate for staff. His priority is to make sure that the office portion of this is important. Mr. Murdock reported a stolen car showed up in the new office parking lot in the back of the building recently. He believes something should be done to raise the profile there so it doesn't look like an abandoned building. Director Barassi asked Mr. Barnhill if he is willing to park his van in the parking lot. Director Wolthuis said the chain needs to up in the entrance of the building. Director Barassi said that is a good idea but there is a missing center post and given the abandoned car the chains should be up.
7. ENFORCEMENT ACTIONS: Mr. Murdock reported two properties received a Certificate of Compliance and are no longer in violation. He said there are two properties pending with a

permit. Commissioner Manzione asked staff if there are a backlog of enforcement actions or issues that have been long standing and delayed due to COVID. Mr. Barnhill said there is a decent amount. He asked staff to report at the next meeting on the enforcement backlog.

8.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Commissioner Manzione asked about the contractor bonds on file. He said it looks like there is a significant increase in the number of plumbing contractors who filed bonds. He asked when staff receives a new contractor bond are they being deposited into the account and tracked as an accounting item. Mr. Gunkelman said yes.

8.b. PG&E ELECTRIC BILL: Commissioner Wolthuis asked how much is the Sanitary Department paying for rent at the Community Center. Mr. Gunkelman said \$200 a month. Mr. Murdock said he did the calculations for the share of the PG&E bill since COVID began and it is pretty substantial. Between March 2020 and April 2021 the electric bill was \$8,000 and the gas bill was \$3,000. He said the Sanitary Department's share comes out to \$6,300. Commissioner Wolthuis asked if the tennis court lights and the park lighting are connected to the pool or the Community Center. Mr. Murdock said he is not sure but will find out. Commissioner Wolthuis said he doesn't think any recommendations can be made until they know where the lighting is being charged to. Commissioner Manzione said this item will be continued to next month.

8.c. 9-MONTH BUDGET REPORT: Commissioner Manzione asked is there anything in the budget that relates to the new building, so we know how much the Sanitary Department is committed to spending. Mr. Gunkelman said it is pretty much all accounted for in the four page documents attached to the budget report. He said if anything has slipped through the cracks, he is searching for it and moving cost centers over to Maintenance so it can be easily tracked.

9.a. STAFF REPORT ON OPERATIONS: Mr. Murdock reported one Sanitary Sewer Overflow (SSO). He said the Variable Frequency Drive (VFD) is down at the Pump Station and a new one has been ordered. He said there is another pump that is not functioning, along with a different pump that is functioning but makes a lot of noise when it runs. A bypass pump will be setup tomorrow that will do the work of the pumping station. Mr. Murdock reported money has been set aside for the MCC Project. Commissioner Manzione said the Pump Station problems and the MCC project are critical. He said the MCC replacement project was approved already. He asked staff to look at what approvals were given for the project and if a design engineer was hired and inform the Commission on the status so we can get going on that. Mr. Murdock said the MCC project has a full set of drawings and diagrams, live panel layouts and a complete set of electrical drawings. Commissioner Wolthuis said his understanding was that project was actually supposed to be going forward without any restrictions. He really said we were going to start the project and somehow it never got done. He said staff may have to get some updates, but that project should be ready to go out for bid.

9.b. STAFF REPORT ON GOVERNMENTAL MATTERS: None

9.c. STAFF ANNOUNCEMENTS: None

10.a. WASTEWATER COMMITTEE REPORT: None

10.b. BUDGET & FINANCE COMMITTEE REPORT: None

10.c. INTER-AGENCY MEETINGS: None

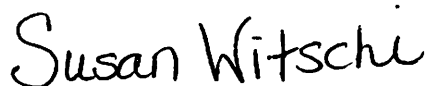
11. FUTURE AGENDA ITEMS:

- Discuss handling bricks at the Pump Station.
- Consider guidelines on reopening.
- Progress reports as appropriate for new District offices.
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- Recommend award of contract(s).
- Recommend payment for sewer project(s).

12. COMMISSIONER COMMENTS: Commissioner Adams said the Crockett Improvement Association is starting Zoom meetings again after a year and one of the projects is to remove the bricks from the pump station. He said a volunteer group got together and took four loads of bricks to the CREEC nursery in Crockett and they are willing to take all of them. He said Director Peterson was going to look into contacting C&H to bring over a forklift and try to see if there were some recoverable pallets to haul over to the CREEC location.

13. ADJOURNMENT: The meeting was adjourned at 8:24 PM until May 19, 2021.

Respectfully submitted,



Susan Witschi
April 23, 2021

CROCKETT SANITARY DEPT. STATUS REPORT

MAY

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
Ongoing		Flow data analysis - gather meter data regularly, process flow data, print and archive, update dry weather and wet weather worksheets.	Hydraulic study underway on capacity of collection systems.	Meter calibrations in 2021	JB
Ongoing		Sewer database & repair records - permanent paper and digital records of construction projects.	Paper files through 2018, ICOM maintenance scheduled updates, map and line segment data current thru 6/13	Catalog and archive paper records. Update ICOM3 data records, create new wall map based on changes.	JB
Ongoing		Financial accounting & budget	Adopted FY 20/21	Mid-Year FY 20/21 report in December	GM
Ongoing		JTP cost allocation adjustment - annual review done in April to adjust treatment plant costs based on actual flow.	Allocation complete for April 2019-March 2020	Review in April 2021	JB
Ongoing		C&H diversion analysis - data gathered monthly and records stored with flow data.	current thru 4/20	Verify diversions reported by review of flow data, complete in March 2021.	JB
Ongoing		Creek pollution monitoring - SSMP requires monitoring of large spills that reach the waters of the state. WCWC to perform these services as needed. Insufficient staff to be proactive for collection of baseline data.	BACKLOGGED		WCWD
Ongoing		Manhole maintenance - annual maintenance to site visit known trouble spots to clear brush and debris.	brush & debris cleared	Review Summer 2020	JB

FINANCIAL MATTERS

4/18	F-23	10-year revenue program	updated in 2018	BACKLOGGED	GM
3/18	F-22	Climate change impacts	POSTPONED	Strategic planning in fall	Comm/Board
3/18	F-21	Advance planning renegotiate JUA	POSTPONED	Review JUA in winter	Comm/Board
3/18	F-20	Advance planning for flow reduction C&H	POSTPONED	To Wastewater Committee	WWC

ENGINEERING MATTERS

5/18	E-27	Flyght SCADA with MCC	engineer investigating	To bid October 2020	VW Housen
12/12	E-26	Protect pump station from floods	POSTPONED	remove bricks by Feb 2021	CIA

5.b.

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
5/12	E-25	6" sewer behind Third/Wanda	BACKLOGGED	install access point	Constr. Mgr.
10/10	E-24	Loring pump station alt. power backup	WCWD Power	install generator	WCWD / JB
7/07	E-21	Mercury TMDL	BACKLOGGED	review / research	WWC
4/07	E-20	Pool discharge permitting	BACKLOGGED	create permit	GM / Legal
3/05	E-10	EQ tank rehabilitation	cleaned 9/14	engineers study required	VW Housen & other engin.
6/04	E-9.5	Sewer replacement schedule	2% per year	Wastewater to review 2021	GM / WWC
10/01	E-4	Easement agreement (405 Alhambra)	BACKLOGGED	hire surveyor	GM
8/01	E-3	Edwards Creek tunnel project	COMPLETED	record grant of easement	GM
7/17	E-28	Update contacts with DIR	BACKLOGGED	Contractors must be registered	Constr. Mgr.
<u>ADMINISTRATIVE MATTERS</u>					
1/18	A-32	Easement Protection Program	BACKLOGGED	revisit enforcement priority	GM / Board
6/17	A-31	Access & Repair Agreement Program	BACKLOGGED	develop formal program	GM / Board
4/17	A-30	Abandon sewer easement 550 Alhambra	Attorney for language	record abandonment	GM
10/15	A-29	Order protection of easement 515 Winslow	BACKLOGGED	draft letter and request payment of abatement costs	GM
8/15	A-33	Enforcement Procedures - rewrite	BACKLOGGED	Draft and legal review	GM / Legal
9/14	A-34	Grant Easement Transfer 330 Alhambra	BACKLOGGED	draft and record	GM
9/12	A-28	Capacity charge payment plan	POSTPONED	revise fee ordinance	GM / Legal
3/12	A-27	Common lateral ordinance	DELAYED	review ordinance	GM / Legal
2/10	A-26	Capacity charge ordinance	POSTPONED	revise by ordinance	GM / Legal
11/09	A-25	Double permit fees for no permit	drafted	adopt ordinance	GM / Legal
3/08	N-11	Penalties for lateral SSO negligence	BACKLOGGED	develop fines	GM / Board
4/07	A-20.5	Lateral replacement	ON HOLD		GM / Board
11/06	A-19	Safety training requirements	Identify	annual training	JB
3/04	A-16	C&H access requirements	BACKLOGGED	abandon sewers	GM / Legal
8/03	A-15.9	Grease trap inspection control program	BACKLOGGED	develop procedures	JB
8/03	A-15.7	Grease traps/FOG	BACKLOGGED	notify commercial kitchens	JB

DATE	REF.	TASK	STATUS	NEXT STEP	RESPONSIBLE
3/03	A-15	N-00-29 sewer easement	Docs updated	parties to sign	GM / Prop. Owner
3/02	A-14	Encroachment permit (9 Crolona Hgts)	BACKLOGGED	send agreement	JB
2/01	A-11	Sewer main acceptance records	BACKLOGGED	disavow by resolution	GM / Legal
2/99	A-8	West County contract review	ON HOLD	continue with existing	GM / Comm.
5/98	A-4	Emergency binder	BACKLOGGED	Update and revise	GM
6/20	A-33	Letter to railroad re crossing	BACKLOGGED	Protect access to outfall	GM / Legal
1/20	A-34	Outfall lease SLC #25959	Incomplete	Address outstanding items	GM

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ANNOUNCEMENT OF VACANCY

AND INVITATION TO APPLY FOR A SEAT ON THE CROCKETT SANITARY COMMISSION

The District is now taking applications for a vacancy on the Crockett Sanitary Commission. Applicants must be residents of Crockett. Anyone interested should apply by written letter, clearly identifying the applicant by name, street address and Crockett phone number. Applications must contain a statement of interest and qualifications. The deadline to submit applications to the Crockett Community Services District, PO Box 578, Crockett, CA 94525 is June 10, 2021.

The Sanitary Commission will interview applicants on June 16, 2021 and make a recommendation to the Board. An appointment to the Commission will be made later by the District Board of Directors. The term of office is 24 months. Please call Crockett Community Services District at 787-2992 for more information.

May 20, 2021

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Commissioners: Howard Adams, Mark Manzione, Mary Wais, Jon Wolthuis

6.d.

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

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Telephone (510) 787-2992

Fax (510) 787-2459

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

website: www.town.crockett.ca.us

TO: Crockett Sanitary Commission
FROM: James Barnhill
SUBJECT: Status Report on Recent Enforcement Actions
DATE: May 14, 2021

The following properties received a Certificate of Compliance and are no longer in violation:

1. 91 ROLPH PARK DR – Certificate issued following TV review.
2. 515 ALHAMBRA STREET– Certificate issued following permitted repair.

Properties with Permit, pending repair:

1. 1648 FRANCIS ST– Permit #20-31 issued 11/30/20.
2. 50 ROLPH PARK DR– Permit #21-5 issued 5/11/2021.

Properties with Permit, pending installation:

1. 1952 VISTA DEL RIO – Permit #20-3 issued 1/27/20 plus. construction

Properties pending Permit:

1. 1515 FLORA STREET– Permit not obtained. Notice of Public Hearing to be sent.
2. 625 HEALD COURT – Owner listed property for sale and is planning to repair lateral connection to common private main sewer. Permit not obtained yet. Private main sewer serves four properties.
3. 530 ALHAMBRA STREET– In communication with Dept. Pending Permit and repair.
4. 312 CLARK STREET– In communication with Dept. Pending Permit and repair.

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTC	5/26/21	LATEST FUND REPORT:	5-12-21
-----		-----	
OPERATING FUND 3426	:	CONSTRUCTION FUND 3427	
-----		-----	
CASH CARRIED FORWARD:	\$366,416.36	CASH CARRIED FORWARD:	\$60,024.28
ACTIVITY:		ACTIVITY:	
Warrants (6404-6425)	\$ (100,666.33)	Invest Scvs	(\$4.00)
Payroll recov PC&Mair	\$0.00		
Cash Conversion	\$548,245.01	-----	-----
Permit 21-4	\$30.00	CASH BALANCE:	\$60,020.28
Investment fees 3qtr	\$ (29.00)	-----	-----
Transfer to LAIF	\$ -	INVESTED BEGIN BAL.:	\$900,886.19
Wells Fargo Fees		Invest Interest	\$984.21
Cost Recovery - shirt	\$0.00		
Payroll recov to REC	\$ -	-----	-----
		INVESTED BALANCE:	\$901,870.40
		-----	-----
CASH BALANCE:	\$813,996.04	FUND 3427 BALANCE:	\$961,890.68
-----		-----	
ADV ON TAXES:	\$ 54,379.89		
060 Prop tax Beginnir	\$ 598,507.01		
Cash Conversion	(\$548,245.01)	-----	-----
Ending Balance	\$ 50,262.00	CAPITAL RESERVE FUND 3429	
		-----	-----
160 Adv Supp Prop tax	\$4,117.89	CASH CARRIED FORWARD:	\$261.00
No activity	\$0.00	ACTIVITY:	
Ending Balance	\$4,117.89	Invest Scvs	(\$1.00)
		-----	-----
INVESTED BEG. BALANCE:	\$2,675,340.92	CASH BALANCE:	\$260.00
Invest Interest	\$2,552.58	-----	-----
Transfer to investmer	\$0.00	INVESTED BEGIN BAL.:	\$71,327.38
		Invest Interest	\$77.93
Ending Balance:	\$2,677,893.50	-----	-----
		INVESTED BALANCE:	\$71,405.31
FUND 3426 BALANCE:	\$3,546,269.43	-----	-----
		FUND 3429 BALANCE:	\$71,665.31
TAXES held in 3240:	\$210,439.01		
CO.charges in 3240:	\$0.00		
-----		-----	
ACCURED DEBT OWED TO CVAN:		CONTRACTOR BONDS ON FILE:	
		-----	-----
PCSAN DEPT.	\$378,219.98	35 contractors	\$34,500.00
MAINT DEPT.	\$0.00		

Crockett Rec has been paying the utility bill for 850 Pomona and I was asked at the March commissioners meeting to determine the portion that should be paid by the CSD. Thirteen months bills were analyzed(March 20 thru March 21)

I have calculated the cost of having the CSD at 850 Pomona based on taking out the cost of the outdoor security lights and the commercial refrigerators and assuming the rest of the utility bill results from occupation of the building, since without this we could shut down all heating, cooling, lights etc.

The Gas baseline usage(pilot lights) was determined by assuming that summer bills reflected no heating. They were about 100\$/month. That was subtracted from the 13 months payments for gas.

Electric Baseline was determined by adding up the wattages of the outdoor lights and refrigerators. Refrigerator motors were assumed to run 85% of the time. This total was subtracted from the electric bills for the past 13 months.

RE Billing of tennis court lights: The lights on the tennis court are run from and billed to the pool and are not a part of this assessment.

13 month electric bill total:	\$7,930	
-Baseline electric	\$2,915	
=CSD Electric use in 13 months	\$5,015	
+Cost of gas heating	\$1277	
Total cost of CSD keeping occupancy in building is:		
	= \$6,292	(Gas & Electric)

The Lights on the community center are run from and billed to the pool.

FY 2021-22 CROCKETT SANITARY DEPARTMENT BUDGET - FUND 3426 PROPOSED

	PY 2019-20	FY 2020-21	FY 2020-21	FY 2021-22
	Actual	Approved	Year End	Adopted
Collection System				
Loan Principal	\$ 78,545	\$ 81,525	\$ 82,425	\$ 112,500
Gas, Fuel, Vehicle (District owned)	\$ 786	\$ 1,376	\$ 914	\$ 1,000
Insurance	\$ 34,900	\$ 37,611	\$ 38,130	\$ 60,000
West County O&M Pump Station	\$ 39,541	\$ 41,519	\$ 33,362	\$ 45,243
Prof. Services (Collection Sys) Non WCWD	\$ 3,897	\$ 6,000	\$ 20,289	\$ 25,000
Rent/Lease Easements	\$ 2,485	\$ 2,500	\$ 2,522	\$ 3,000
Maintenance (CSO) Paulsell & WCWD	\$ 85,420	\$ 102,841	\$ 128,164	\$ 157,436
Utilities	\$ 33,456	\$ 33,602	\$ 38,142	\$ 45,000
Cap. Replacement (O&M) Pump Station	\$ 0	\$ 28,000	\$ 9,535	\$ 40,000
Other	\$ 9,570	\$ 3,140	\$ 3,879	\$ 4,640
Total Collection System	\$ 288,600	\$ 338,114	\$ 357,361	\$ 493,819
Treatment Plant				
JTP Operations & Maint - C&H	\$ 610,504	\$ 710,754	\$ 657,997	\$ 691,107
Capital Replacement (O&M) JTP	\$ 6,285	\$ 11,893	\$ 200	\$ 11,893
Total Treatment Plant	\$ 616,789	\$ 722,647	\$ 658,197	\$ 703,000
Administrative				
Elections	\$ 0	\$ 1,060	\$ 300	\$ 1,000
Membership	\$ 4,726	\$ 4,800	\$ 2,844	\$ 4,800
Office - Supplies/Postal/Misc.	\$ 4,156	\$ 5,466	\$ 6,683	\$ 5,217
Professional Services (Admin)	\$ 37,189	\$ 45,374	\$ 26,308	\$ 37,333
Printing / Publishing	\$ 2,345	\$ 1,800	\$ 1,685	\$ 1,800
Rents/Leases - Office Space	\$ 3,000	\$ 30,000	\$ 7,200	\$ 5,000
Capital Replacement (Admin Bldg.)	\$ 0	\$ 46,000	\$ 20,933	\$ 46,000
Admin Bldg Office Operating	\$ 0	\$ 13,236	\$ 16,254	\$ 13,236
Travel/Meetings/Vehicle	\$ 620	\$ 800	\$ 130	\$ 500
Telephone and Internet	\$ 3,658	\$ 3,600	\$ 4,057	\$ 4,000
Software subscriptions	\$ 26,323	\$ 14,056	\$ 16,635	\$ 15,000
County & State Charges	\$ 6,917	\$ 7,400	\$ 20,950	\$ 10,000
Recoverable Expenses / Other Misc.	\$ 16,435	\$ 9,000	\$ 4,672	\$ 6,000
Training and Conferences	\$ 1,416	\$ 1,500	\$ 0	\$ 1,500
Sub-Total Administrative	\$ 106,786	\$ 184,092	\$ 128,651	\$ 151,386
Salaries and Benefits (O&M)	\$ 141,120	\$ 180,309	\$ 28,806	\$ 265,000
Other Payroll Exp. (WC liab, LTD, etc.)	\$ 7,798	\$ 8,408	\$ 6,080	\$ 8,408
Total Administrative	\$ 255,703	\$ 372,809	\$ 163,537	\$ 424,794
Fixed Assets				
Capital Projects Allocation	\$ 811,953	\$ 700,974	\$ 102,000	\$ 52,000
423 Other Non-Op Interfund trsfr to 3427	\$ 4,850	\$ 7,275	\$ 0	\$ 0
Total Fixed Assets	\$ 816,803	\$ 708,249	102,000	52,000
Interfund loan to Port Costa	\$ 150,000	\$ 0	\$ 0	\$ 0
Non-operation expenses	\$ 61,770	\$ 20,563	\$ 25,911	\$ 43,000
Contingency Expense 10%	\$ 0	\$ 143,357	\$ 0	\$ 162,161
Payroll Liability G/L Adjustment	\$ 684	\$ 0	\$ 684	\$ 0
Total Expenditures	\$ 2,190,349	\$ 2,305,739	\$ 1,307,690	\$ 1,878,774
TOTAL APPROPRIATIONS	\$	\$ 2,305,739	\$	\$ 1,878,774
TOTAL REVENUES				
Property Tax	\$ 333,813	\$ 310,887	\$ 304,887	\$ 310,985
Sewer Use Charges	\$ 1,332,213	\$ 1,423,521	\$ 1,376,363	\$ 1,376,363
Sewer Use Charges - C&H	\$ 143,225	\$ 196,696	\$ 96,916	\$ 200,000
Permit fees	\$ 1,692	\$ 3,000	\$ 1,050	\$ 3,000
Capacity charges	\$ 4,850	\$ 7,275	\$ 0	\$ 9,700
Building Rental Revenue	\$ 0	\$ 8,000	\$ 0	\$ 16,800
Interest (non-op)	\$ 66,428	\$ 28,414	\$ 48,789	\$ 30,000
Cost Recovery including payroll	\$ 13,827	\$ 2,000	\$ 30,000	\$ 2,000
Grants - RTS (non-op) and others	\$ 42,968	\$ 32,226	\$ 0	\$ 25,977
Interfund transfer 3427	\$ 16,862	\$ 106,387	\$ 250,387	\$ 450,000
Loan repayment from Port Costa	\$ 0	\$ 73,977	\$ 73,977	\$ 40,000
Other - Penalties, pass thru, bonds, etc.	\$ 50,874	\$ 12,221	\$ 38,822	\$ 4,210
Allocation from Rate Stabilization Reserve	\$ 0	\$ 0	\$ 0	\$ 0

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

	<u>PY Actual</u>	<u>Estimated</u>	<u>Draft Budget</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
GENERAL FUND 3426: CASH BUDGET DETAIL *****			
Opening Cash Balance			
Contingency Fund roll-over *	-	-	-
Capital Account Balance Carryover	1,171,649.18	936,029.63	1,535,003.63
Rate Stabilization Reserve	2,023,036.24	2,058,197.90	1,914,446.90
TOTAL OPENING CASH BALANCE	3,194,685.42	2,994,227.53	3,449,450.53
ESTIMATED REVENUES (excl. PCSan Repay & 3427 Trns)	1,989,891.17	1,896,827.36	2,024,045.76
Interdepartment receivable Port Costa Loans	0.00	73,976.87	40,000.00
Const. Fund 3427 Transfer for projects	16,862.03	250,387.00	450,000.00
ESTIMATED O&M OUTLAY EXPENSE	-1,161,091.91	-1,386,986.40	-1,621,612.80
Interdepartment loan to Port Costa (#3)	-150,000.00	0.00	0.00
ESTIMATED CAPITAL OUTLAY EXPENSE	-779,952.85	-70,000.00	-1,117,972.00
Contingency Expense 10% *	0.00	0.00	-162,160.98
Non-Op Expense / Cash Bond Refunds	-61,770.44	-25,910.97	-43,000.00
Transfer to Capital Construction Fund # 3427 **	-36,850.00	-32,000.00	-32,000.00
Transfer from Capital Reserve Fund # 3429	0.00	0.00	0.00
Payroll Liability G/L Adjustment	-683.86	-683.86	0.00
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE			
Capital Account Balance in Fund #3426	936,029.63	1,535,003.63	237,165.48
Rate Stabilization Reserve	2,058,197.90	1,914,446.90	2,749,585.03
TOTAL PROJECTED CLOSING YEAR-END CASH BALANCE ***	3,011,089.56	3,699,837.53	2,986,750.51

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

** Includes Clarifier Reserve and Capacity Charges collected

*** Total excluding taxes held in 3240

INVESTMENT ASSETS OUTSIDE FUND 3426 *****			
Accrued Debt PCSan Beginning Balance	392,128.36	302,196.85	378,219.98
Interdepartment Loan #3 from CVSAN	0.00	150,000.00	0.00
Loan Prinipal Payments	-89,931.51	-73,976.87	-40,000.00
Accrued Debt PCSan Ending Balance	302,196.85	378,219.98	338,219.98

CSD GENERAL FUND 3240: CASH BUDGET DETAIL *****			
Property Taxes Held in 3240 Beginning Balance	47,055.22	39,996.19	30,084.10
Property Taxes Held in 3240 Ending Balance	39,996.19	30,084.10	40,000.00
Difference (increase / decrease)	-7,059.03	-9,912.09	9,915.90

**CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)**

	<u>PY Actual</u>	<u>Budgeted</u>	<u>10-month</u> <u>Actuals</u>	<u>Est. Year End</u>	<u>Proposed</u> <u>Budget</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
GENERAL FUND 3426 - Revenue					
3426i · FUND 3426 CVSAN. Revenue*****					
300 · OPERATING REVENUE					
301.1 · SEWER USE CHARGES - CY **	1,332,213.27	1,423,521.00	1,376,362.91	1,376,362.91	1,376,362.91
301.2 · SEWER USE CHARGES - PY	0.00	0.00	0.00	0.00	0.00
301.3 · SEWER USE CHARGES - C&H **	143,225.20	196,696.00	96,915.74	96,915.74	200,000.00
302 & 306 · PERMIT FEES & MISC. SERVICE F	1,692.20	3,000.00	1,050.00	1,050.00	3,000.00
303 · CONNECTION / CAPACITY CHARGES	4,850.00	7,275.00	0.00	0.00	9,700.00
304 · BUILDING RENTAL REVENUE	0.00	8,000.00	0.00	0.00	16,800.00
307 · PENALTIES AND FINES COLLECTED	74.88	1,000.00	0.00	0.00	1,000.00
318 · COST RECOVERY					
318.2 · Abatement Costs	0.00	1,000.00	0.00	0.00	1,000.00
318.1 .3 .6 · C&H reimburse and Other	13,827.22	1,000.00	30,000.00	30,000.00	1,000.00
Total 318 · COST RECOVERY	<u>13,827.22</u>	<u>2,000.00</u>	<u>30,000.00</u>	<u>30,000.00</u>	<u>2,000.00</u>
Total 300 · OPERATING REVENUE	<u>1,495,882.77</u>	<u>1,641,492.00</u>	<u>1,504,328.65</u>	<u>1,504,328.65</u>	<u>1,608,862.91</u>
325 · NON-OPERATING REVENUE					
311 · INTEREST	66,428.18	28,414.00	19,202.69	48,789.11	30,000.00
314 · PROPERTY TAX-transfer from 3240	333,812.98	310,887.00	145,882.11	304,887.11	310,984.85
316 · PAYMENTS PRIVATE SEWER AGRMT	7,662.84	6,221.00	0.00	0.00	7,221.00
319 · GRANTS / RTS	42,968.00	32,226.00	0.00	0.00	25,977.00
320 · OTHER NON-OP INCOME / PASSTHRU	41,136.40	2,000.00	32,822.49	32,822.49	35,000.00
322 · INTERFUND TRANSFER FROM 3427	16,862.03	106,387.00	0.00	250,387.00	450,000.00
325.8 · CONTRACTOR BONDS	2,000.00	3,000.00	5,000.00	6,000.00	6,000.00
325.9 · INTERFUND LOAN PRINCIPAL PCSAN	0.00	73,977.00	0.00	73,976.87	40,000.00
Total 325 · NON-OPERATING REVENUE	<u>510,870.43</u>	<u>563,112.00</u>	<u>202,907.29</u>	<u>716,862.58</u>	<u>905,182.85</u>
Allocation from Rate Stabilization Reserve	0.00	0.00	0.00	0.00	0.00
Interfund G/L non-operating income adj.	0.00	0.00	0.00	0.00	0.00
Total 3426i · FUND 3426 CVSAN. Revenue *****	<u>2,006,753.20</u>	<u>2,204,604.00</u>	<u>1,707,235.94</u>	<u>2,221,191.23</u>	<u>2,514,045.76</u>

CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)

	PY Actual	Budgeted	10-month Actuals	Est. Year End	Proposed Budget
	FY 19/20	FY 20/21	FY 20/21	FY 20/21	FY 21/22
GENERAL FUND 3426 - Expense					
3426e · FUND 3426 CVSAN. Expense*****					
410 · COLLECTION SYSTEM *****			***** COLLECTION SYSTEM *****		
410.211 · LOAN PRINCIPAL	78,545.40	81,525.00	82,425.38	82,425.38	112,500.00
410.25 · GAS, FUEL, OIL, MAINT (DIST. VEHIC	786.46	1,376.00	533.71	913.71	1,000.00
410.30 · INSURANCE	34,899.80	37,611.00	38,129.72	38,129.72	60,000.00
410.50 · WEST COUNTY O&M (PS)	39,541.02	41,519.00	33,362.14	33,362.14	45,243.00
410.55 · PROF. SVCS. (Coll.)	3,896.50	6,000.00	16,288.87	20,288.87	25,000.00
410.65 · RENT/LEASE EASEMENTS	2,484.70	2,500.00	2,521.96	2,521.96	3,000.00
410.70 · MAINTENANCE			0.00		
70.1 · Sewers - preventive maint.	84,927.62	98,341.00	111,985.80	121,985.80	150,435.80
70.2 70.3 70.4 · Weeds, Hardware, & Repairs	492.02	4,500.00	3,738.00	6,178.00	7,000.00
Total 410.70 · MAINTENANCE	85,419.64	102,841.00	115,723.80	128,163.80	157,435.80
410.90 · UTILITIES					
90.6 · Autodialer Alarm	1,978.22	717.00	489.35	529.35	1,000.00
90.1 · Electricity	29,487.80	30,962.00	29,513.29	34,682.63	40,000.00
90.2 · Water	1,990.36	1,923.00	2,540.72	2,929.72	4,000.00
Total 410.90 · UTILITIES	33,456.38	33,602.00	32,543.36	38,141.70	45,000.00
410.95 · OTHER OPERATING (Coll.)					
95.1 · Capital Repl. - Pump Station	0.00	28,000.00	8,535.46	9,535.46	40,000.00
95.2 · Other Operating Costs + HHW	9,570.00	3,140.00	3,233.72	3,878.72	4,640.00
Total 410.95 · OTHER OPERATING (Coll.)	9,570.00	31,140.00	11,769.18	13,414.18	44,640.00
Total 410 · COLLECTION SYSTEM *****	288,599.90	338,114.00	333,298.12	357,361.46	493,818.80
411 · TREATMENT PLANT *****			***** TREATMENT PLANT *****		
411.50 · C&H - JTP O&M	610,504.02	710,754.00	527,997.14	657,997.14	691,107.00
411.95 · CAPITAL REPLACEMENT (Treat)	6,285.37	11,893.00	0.00	200.00	11,893.00
Total 411 · TREATMENT PLANT *****	616,789.39	722,647.00	527,997.14	658,197.14	703,000.00
414 · ADMINISTRATIVE *****			***** ADMINSTRATIVE *****		
414.20 · ELECTIONS	0.00	1,060.00	300.00	300.00	1,000.00
414.35 · MEMBERSHIPS	4,725.89	4,800.00	2,744.10	2,844.10	4,800.00
414.40 · OFFICE					
40.1 · Postal	915.55	1,400.00	210.30	310.29	1,400.00
40.2 · Supplies	2,375.88	2,266.00	3,234.42	3,738.66	2,017.00
40.3 · Miscellany	864.95	1,800.00	2,333.84	2,633.84	1,800.00
Total 414.40 · OFFICE	4,156.38	5,466.00	5,778.56	6,682.79	5,217.00
414.55 · PROF. SVCS. (Admin.)					
55.7 · Consultants (Appraisal / Financial / RG	7,557.73	3,008.00	4,185.31	5,385.31	2,500.00
55.4 · Attorney	16,373.35	13,515.00	9,973.13	10,273.13	11,333.00
55.5 · Auditor	6,524.92	6,851.00	6,585.29	6,585.29	8,500.00
55.6 · Engineer / Consultants (non-Capl)	6,732.75	22,000.00	2,964.00	4,064.00	15,000.00
Total 414.55 · PROF. SVCS. (Admin.)	37,188.75	45,374.00	23,707.73	26,307.73	37,333.00
414.60 · PRINTING/PUBLISHING	2,344.56	1,800.00	1,485.00	1,685.00	1,800.00

CROCKETT SANITARY DEPARTMENT
ADOPTED BUDGET FY 2020/21 (6/24/2020)

	PY Actual	Budgeted	10-month Actuals	Est. Year End	Proposed Budget
	FY 19/20	FY 20/21	FY 20/21	FY 20/21	FY 21/22
414.65 · RENTS & LEASES	3,000.00	30,000.00	7,200.00	7,200.00	5,000.00
414.70 · CAPITAL REPL. (Admin Bld.)	0.00	46,000.00	20,933.15	20,933.15	46,000.00
414.75 · ADMIN BLDG OFFICE OPERATING	0.00	13,236.00	15,929.40	16,254.40	13,236.00
414.80 · VEHICLE / TRAVEL REIMBURSE	620.07	800.00	74.92	130.22	500.00
414.90 · TELEPHONE / INTERNET / CELL	3,658.25	3,600.00	3,473.79	4,057.13	4,000.00
414.94 · SOFTWARE SUBSCRIPTIONS	26,322.51	14,056.00	3,675.14	16,635.14	15,000.00
414.95 · OTHER ADMIN			610.00		
95.3 · County & State Charges	6,917.22	7,400.00	20,349.73	20,949.73	10,000.00
95.x · Recoverable exp. (excl. Payroll)	14,322.83	8,000.00	86.76	636.76	5,000.00
95.9 · Training and Conferences	1,416.48	1,500.00	0.00	0.00	1,500.00
95 · SUC Refund, COVID-19, and Other Misc	2,112.63	1,000.00	4,034.76	4,034.76	1,000.00
Total 414.95 · OTHER ADMIN	24,769.16	17,900.00	25,081.25	25,621.25	17,500.00
Total 414 · ADMINISTRATIVE *****	106,785.57	184,092.00	110,383.04	128,650.91	151,386.00
Total 3426e · SUB-TOTAL O&M Expense*****	1,012,174.86	1,244,853.00	971,678.30	1,144,209.51	1,348,204.80
6560 · PAYROLL EXPENSES *****			179,890.78	207,890.78	
CVSan - O&M SALARY/BENEFITS					
General Manager / Dept. Manager	64,298.50	69,442.00	11,797.35	11,797.35	120,000.00
Asst. Department Manager	54,982.42	56,632.00	12,472.60	12,472.60	70,000.00
Assistant District Secretary	15,438.73	16,675.00	3,035.78	4,535.78	15,000.00
Other hourly employees	6,399.87	37,560.00	0.00	0.00	60,000.00
Total CVSan O&M SALARY/BENEFITS	141,119.52	180,309.00	27,305.73	28,805.73	265,000.00
Other Payroll (CalPER Unfnd/LTD/WC prem)	7,797.53	8,408.00	5,680.38	6,080.38	8,408.00
Total 6560 · PAYROLL O&M EXPENSES *****	148,917.05	188,717.00	212,876.89	242,776.89	273,408.00
Total O&M Expense	1,161,091.91	1,433,570.00	1,184,555.19	1,386,986.40	1,621,612.80
Net Ordinary O&M Revenue	334,790.86	207,922.00	319,773.46	117,342.25	-12,749.89
411.99 Other Non-Op Interfund trsfr to 3427	4,850.00	7,275.00	0.00	0.00	
423.1 Loan Interest Non-Op Expense	20,544.04	17,563.00	25,910.97	25,910.97	40,000.00
423 Non-Op Expense Other / Cash Bond Refund	41,226.40	3,000.00	0.00	0.00	3,000.00
Contingency Expense 10%		143,357.00			162,160.98
111 Capital Project Funding Additional Allocation		700,974.00			52,000.00
Actual spent on Capital Projects	779,952.85	0.00	43,275.00	70,000.00	
411.98 Trnsfr to 3427 for 3rd-clarifier capx reser	32,000.00	0.00	0.00	32,000.00	
Interdepartment loan to Port Costa (#3)	150,000.00	0.00	0.00	0.00	
Payroll Liability G/L Adjustment	683.86	0.00	683.86	683.86	0.00
TOTAL EXPENSE (w/ Capital Alloc. & Contingency)	2,190,349.06	2,305,739.00	1,254,425.02	1,515,581.23	1,878,773.78

**CROCKETT SANITARY DEPARTMENT
OPERATING BUDGET FY 2020/21 ADOPTED (6/24/2020)**

	<u>PY Actual</u>	<u>Budgeted</u>	<u>Forecasted Yearly Totals</u>	<u>Proposed Budget</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>FY 21/22</u>
CONSTRUCTION FUND 3427: BUDGET DETAIL *****				
Opening Cash Balance	913,864.84	954,343.24	954,343.24	992,910.24
Interest (non-operating)	20,560.43	10,280.00	6,591.00	3,295.28
Connection Fees / Capacity Charges *	4,850.00	7,275.00	0.00	7,275.00
Misc. Fees	0.00	0.00	0.00	0.00
Annexation Fees	0.00	0.00	0.00	0.00
Investment Fees	-70.00	-80.00	-24.00	-80.00
Transfer for JTP Plant Cap Impr.	-16,862.03	-106,387.00	0.00	-106,387.00
Transfer for PS & collec sewer Cap Impr.	0.00	0.00	0.00	0.00
Interfund Transfers - to JTP CapX Reserves *	32,000.00	32,000.00	32,000.00	32,000.00
YEAR-END BALANCE	954,343.24	897,431.24	992,910.24	929,013.52

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

Opening Cash Balance	69,450.66	71,070.52	71,070.52	71,584.38
Loans	0.00	0.00	0.00	0.00
Interfund Transfers	0.00	0.00	0.00	0.00
Interest (non-operating)	1,627.86	1,465.00	521.86	469.60
Cost Recovery	0.00	0.00	0.00	0.00
Investment Fees	-8.00	-8.00	-8.00	-8.00
Interfund Transfers	0.00	0.00	0.00	0.00
YEAR-END BALANCE	71,070.52	72,527.52	71,584.38	72,045.98

* JTP Capital Improvement Reserve Breakdown

	<u>Balance Carried Forward</u>	<u>Allocated in FY 20/21</u>	<u>Ending Reserve Balance June 30, 2021</u>	<u>Est. District Share of Project Costs</u>
Third Clarifier (Polishing) Reserve	288,000.00	0.00	288,000.00	324,363.00
Diffuser Membranes #1, #2, #3	96,000.00	32,000.00	128,000.00	141,596.00
TOTAL	384,000.00		416,000.00	465,959.00

**CROCKETT SANITARY DEPARTMENT
OPERATING BUDGET FY 2020/21 ADOPTED (6/24/2020)**

	<u>Funding Carryover</u>	<u>Funded</u>	<u>Actual Spending</u>	<u>Actual Balance</u>
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 20/21</u>	<u>June 30, 2021</u>
CAPITAL BUDGET DETAIL *****				
Capital Project Cost Centers	+	+	-	=
Sewers (collection system)	256,024.43	575,969.00	50,000.00	781,993.43
Pump Station	586,615.10	0.00	0.00	586,615.10
Treatment Plant	90,018.44	18,005.00	0.00	108,023.44
JTP Cap Reserve to Fund 3427	0.00	32,000.00	32,000.00	0.00
Equipment	3,371.66	0.00	0.00	3,371.66
Other	0.00	75,000.00	20,000.00	55,000.00
TOTAL	936,029.63	700,974.00	102,000.00	1,535,003.63

* Interest on long-term project loans must be counted as No-Operating Expense per SCO.

	<u>Funding Carryover</u>	<u>Capital Improvements Identified</u>		<u>Adopted Budget Allocation</u>
	<u>FY 21/22</u>	<u>FY 21/22</u>		<u>FY 21/22</u>
Capital Projects Cost Centers	-	+	<i>Contingency **</i>	=
Sewer Projects	781,993.43	771,785.00	10%	0.00
Pump Station	586,615.10	162,800.00	10%	0.00
Treatment Plant	108,023.44	106,387.00	10%	0.00
JTP Cap Reserve *	0.00	32,000.00		32,000.00
Equipment	3,371.66	2,000.00		0.00
Admin Bldg.	55,000.00	75,000.00		20,000.00
TOTAL	1,535,003.63	1,149,972.00		52,000.00

* \$32K allocation to JTP large cap reserve for projects such as CapX Clarifier, Polishing Clarifier, Diffuser Membranes

** Capital Replacements are included in O&M Budget and not Capital Budget, 10% contingency on allocation

*** State Revolving Fund (SFR) Loan identified as funding source for collection system projects

Capital Projects for FY 2020/21 ADOPTED (6/24/2020)

Capital Projects for FY 2020/21 ADOPTED (6/24/20)

CROCKETT SANITARY DEPARTMENT

		CAPITAL IMPROVEMENTS FIXED ASSET	CAP. IMP. FUNDING SOURCE
SEWER PROJECTS			
Planned projects funding		\$253,860.00	#3426
Prior uncompleted projects		\$331,500.00	Reserves
Emergency projects / unidentified		\$95,000.00	Reserves
TV inspection program		\$23,000.00	#3426
Flow metering		\$1,500.00	#3426
Staff salary & benefits		\$12,939.00	#3426
Capital project contracted oversight		<u>\$53,986.00</u>	#3426
	TOTAL	<u>\$771,785.00</u>	
		CAPITAL IMPROVEMENTS	CAP. IMP. FUNDING SOURCE
EQUIPMENT			
Safety equipment and tools		\$1,000.00	#3426
Office equipment		<u>\$1,000.00</u>	#3426
	TOTAL	<u>\$2,000.00</u>	
		CAPITAL REPLACEMENTS O&M	CAP. IMP. FUNDING SOURCE
ADMINISTRATION BUILDING			
Flat roof and gutter repair		\$21,000.00	#3426
Moisture damage mitigation and drainage imp			#3426
Apartment cosmetic - flooring, paint, misc.		\$20,000.00	#3426
Garage Roof Replacement and rails			#3426
Admin office prep		<u>\$5,000.00</u>	#3426
	TOTAL	<u>\$46,000.00</u>	<u>\$75,000.00</u>

Capital Projects for FY 2020/21 ADOPTED (6/24/2020)

CROCKETT SANITARY DEPARTMENT

PUMP STATION	CAPITAL REPLACEMENTS O&M	CAPITAL IMPROVEMENTS FIXED ASSET	CAP. IMP. FUNDING SOURCE
MCC Phase 1 - Parts, Phase 2 install in Jul-Aug 2021		\$150,000.00	#3426/Reserve
Improve ventilation of wet well (additional. vent fans)		\$3,300.00	Reserve
Loring Power Generator Package		\$9,500.00	Reserve
Rebuild Air Compressor and motor 1 & 2	\$12,000.00		
Rebuild of Grit Pump No. 1	\$13,000.00		
Rebuild/replace/modify Pump No. 5 air vent syste	\$3,000.00		
TOTAL	\$28,000.00	\$162,800.00	

TREATMENT PLANT

	CAPITAL REPLACEMENTS	CAPITAL IMPROVEMENTS	CAP. IMP. FUNDING
Replace DAF air compressor	\$3,370.00		
Install french drain south of reactors	\$5,055.00		
New wires from control room tp reactor pump	\$940.00		
Miscellaneous projects - cap replacement	\$2,528.00		
Replace influent pumps, impellers, etc.		\$8,425.00	Fund 3427 *
Replace sewer liner		\$13,712.00	Fund 3427
Overhaul DAF #1		\$84,250.00	Fund 3427
Trns to JTP Cap. Reserve - diffusers/3rd clarifier		\$32,000.00	#3426
TOTAL	\$11,893	\$138,387.00	

Capital Projects for FY 2020/21 ADOPTED (6/24/2020)

CROCKETT SANITARY DEPARTMENT

PUMP STATION	CAPITAL REPLACEMENTS O&M	CAPITAL IMPROVEMENTS FIXED ASSET	CAP. IMP. FUNDING SOURCE
MCC Phase 1 - Parts, Phase 2 install in Jul-Aug 2021		\$150,000.00	#3426/Reserve
Improve ventilation of wet well (additional. vent fans)		\$3,300.00	Reserve
Loring Power Generator Package		\$9,500.00	Reserve
Rebuild Air Compressor and motor 1 & 2	\$12,000.00		
Rebuild of Grit Pump No. 1	\$13,000.00		
Rebuild/replace/modify Pump No. 5 air vent system	\$3,000.00		
TOTAL	\$28,000.00	\$162,800.00	
TREATMENT PLANT	CAPITAL REPLACEMENTS	CAPITAL IMPROVEMENTS	CAP. IMP. FUNDING
Replace DAF air compressor	\$3,370.00		
Install french drain south of reactors	\$5,055.00		
New wires from control room to reactor pump	\$940.00		
Miscellaneous projects - cap replacement	\$2,528.00		
Replace influent pumps, impellers, etc.		\$8,425.00	Fund 3427 *
Replace sewer liner		\$13,712.00	Fund 3427
Overhaul DAF #1		\$84,250.00	Fund 3427
Trns to JTP Cap. Reserve - diffusers/3rd clarifier		\$32,000.00	#3426
TOTAL	\$11,893	\$138,387.00	

CROCKETT SANITARY 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

TO: Commissioners / Board of Directors
FROM: Sanitary Department Manager
SUBJECT: Crockett Sanitary Department Managers Report
DATE: May 19, 2021

The Crockett Sanitary Department Managers Report highlights items of interest that occurred between April 21 and May 14, 2021. The District offices remains closed to the public due to Coronavirus (COVID-19) orders. Social distancing and other safe practices recommended by the CDC and County Health Officer are being followed.

Operation and Maintenance

- There were no Sanitary Sewer Overflows (SSO) in May.
- Update on status of pump 4 at Main Pump Station: We are awaiting repairs by West County Wastewater District.
- The VFD at the Main Pump Station was replaced the on the 4th of May, We are now operating with variable speed with 3 pumps available.

Capital Improvements / Projects

- Damage to our 8" sewer at 3rd and Pomona by PG&E was completed. PG&E rerouted the 15kV electric conduit that had caused the damage. Our claim was accepted by PG&E and the check for the contractors work has been received.
- 84' of 6" sewer was replaced with HDPE by pipe burst at 94 Bishop.
- 69' of 4" was replaced with HDPE by pipe burst at 167 Bishop, a location that caused previous SSO.
- Work was commenced on a sewer replacement at 3rd & Ceres, then halted because contractor uncovered a PG&E pole anchor installed above our sewer.

Administrative/Financial

- Request for grant submissions by office of State Senator Bill Dodd.
- Clarification on cost of CSD offices being located in the Community Center Building.

/sanitarydepts/crockett/CSVANManagersReportMonthlyMemo.doc

Commissioners: Howard Adams, Mark Manzione, Mary Wais, Jon Wolhuis

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