

CROCKETT RECREATION COMMISSION

Regular Business Meeting
AGENDA FOR MONDAY, OCTOBER 4, 2021

TIME: 6:00 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.
- The meeting will be conducted via tele conference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

Agenda packet can be accessed at https://www.town.crockett.ca.us/2021-10-4_recreation-commission-meeting. *Public comments by phone and chat (online only) will be available during the teleconference.*

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at (669) 900-9128. Enter the Meeting ID# 856 7806 2958 followed by the pound (#) key. More phone numbers can be found on Zoom's website by visiting Zoom Support and searching for local dial in numbers if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/85678062958> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 856 7806 2958.

The Crockett Recreation 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 on a future agenda.)
4. CONSENT CALENDAR: Consideration of a motion to approve the following item:
a. Approve Minutes of July 12, 2021.
5. RECREATION:

6. BUDGET AND FINANCE:

Consider monthly Summary Worksheet and staff report on financial matters.

7. ADMINISTRATIVE:

Receive report on actions taken by the District Board.

8. REPORT OF DEPARTMENT MANAGER: (This item is typically for exchange of information only. No action will be taken at this time.)

9. REPORTS FROM COMMISSIONERS: (This item is typically for exchange of information only. No action will be taken at this time.)

10. FUTURE AGENDA ITEMS:

Annual report on use of Recreation Taxes (Dec.).

Election of Officers for 2022 (Dec.).

Approve meeting schedule for 2022 (Dec.).

11. COMMENTS FROM COMMISSIONERS:

12. ADJOURNMENT to November 1, 2021.

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

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

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

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525

Telephone (510) 787-2414

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website: www.town.crockett.ca.us

MINUTES OF REGULAR MEETING, JULY 12, 2021

1. CALL TO ORDER: The meeting was called to order at 6:13 PM by Chairperson Cusack. Present were Commissioners Scheer and Valentini, along with Department Manager Wilson and Facilities Manager/Asst. Secretary Witschi. Commissioners Airoidi and Choquette were absent.

2. AGENDA ORDER: There were no requests to hear agenda items out of order.

3. PUBLIC COMMENTS: None

4. CONSENT CALENDAR: The following consent item was approved unanimously (as/jv):
a. Approve Minutes of June 7, 2021.

5.a. CONCERT AT COMMUNITY CENTER: Mr. Wilson said the Recreation Department is planning to have a free music concert at the Gazebo on Sunday, August 1 from 3:00 – 6:00 pm. He said Mercy & the Heartbeats will be performing. He is planning on giving popcorn and hotdogs away for free and asking for donations on the food, but will sell the drinks. He asked the Commissioners to help out that day if they are available.

5.b. DAVID BOTTA'S BENCH: Mr. Wilson said the cement for David Botta's bench has now been laid and on Tuesday, July 13 the contractor will assemble the bench to the cement pad. He asked the Commission if they would like some sort of unveiling or a ceremony. The Commission decided to have an unveiling of the bench on Sunday, July 25 at 11:00 am and invite David Botta's family, the District Board, the Police Liaison Committee and the Recreation Commission and afterwards have coffee and cake.

6. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. Wilson reported a balance of \$402K in investments.

7. DISTRICT BOARD ACTIONS: No report.

8. REPORT OF DEPT. MANAGER: Mr. Wilson reported the pool has been doing very well. He said this past weekend the pool brought in almost \$5,000 and they can barely keep the snack bar stocked. He said the bad news is there is a shortage of chlorine. He said if he is not able to get anymore chlorine the pool will have to close. He will talk to the person he gets the chlorine from and see what they can do.

9. COMMISSIONERS: None

10. FUTURE AGENDA ITEMS:

11. COMMISSIONER COMMENTS: None

12. ADJOURNMENT: The meeting was adjourned at 6:52 PM until September 13, 2021.

Respectfully submitted,

Susan Witschi

Susan Witschi
July 13, 2021

CROCKETT RECREATION DEPARTMENT

of the Crockett Community Services District

850 Pomona Avenue - Crockett, CA 94525

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MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG: 8-25-21

LATEST FUND REPORT: 8-11-21

| OPERATING FUND 3241 | | |
|-----------------------------|---------------|------------------------------------|
| CASH CARRIED FORWARD: | \$ 66,364.47 | INVESTED BALANCE: \$358,147.58 |
| ACTIVITY: | | Invest Interest \$249.36 |
| | | Transfer to Invest \$0.00 |
| | | NET INVESTED: \$358,396.94 |
| <u>CHECKS AND PAYMENTS</u> | | |
| Warrants (9228-9346) | (\$86,192.74) | \$50,222.82 c/d deposits |
| Transfer to Invest | | \$308,174.12 avail. funds |
| Wells Fargo CC Fees | (\$432.81) | |
| Deposit Slips | | |
| Invest Fees | (\$21.00) | |
| | | FUND BALANCE: \$373,941.86 |
| <u>DEPOSITS AND CREDITS</u> | | *** Below held in cash account *** |
| Comm Center Booking | \$12,805.71 | C/D BEGINNING BALANCE: \$50,222.82 |
| Pool Deposit (24-63) | \$22,735.29 | c/d deposit receipts \$0.00 |
| Cost Recovery Bocce | - | c/d deposit refunds \$0.00 |
| Donations&Pool Rental | | Trnsfr recovery \$0.00 |
| Tennis keys | \$5.00 | NET C/D ENDING BALANCE \$50,222.82 |
| Transfer from Invest | - | |
| Summer Concert | \$281.00 | CAP / RESTRICTED BAL: \$4,639.60 |
| United Way Pass-thru | - | Donations \$0.00 |
| JSHS rent/CCF Grant | | \$0.00 |
| Return-to-source | | NET CAPITAL REPL. BAL: \$4,639.60 |
| Transfer from 3240 | | |
| Parking fines | - | POLICE LIAISON BALANCE \$8,253.92 |
| Payroll recov CV&PC | - | Parking revenue \$0.00 |
| | | Payroll/Expenses \$0.00 |
| | | NET PLC ENDING BALANCE \$8,253.92 |
| | | |
| | | XMAS LIGHT BEG BALANCE \$496.57 |
| | | No activity \$0.00 |
| | | XMAS LIGHT END BALANCE \$496.57 |
| | | CERT ACTIVITY: None \$0.00 |
| | | CERT Ending Balance: \$0.00 |
| CASH BALANCE: | \$15,544.92 | |
| ADV ON TAXES : | \$0.00 | PETTY CASH BALANCE: \$60.00 |
| Cash Conversion | \$0.00 | TAXES held in 3240: \$ 78,080.39 |
| NET ADV ON TAXES: | \$0.00 | CO.charges in 3240: \$ - |

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