

# PORT COSTA SANITARY COMMISSION

Special Business Meeting  
AGENDA FOR MONDAY, APRIL 20, 2020

TIME: 3:00 PM

PLACE: **\*\* TELECONFERENCE - SEE BELOW \*\***

## IMPORANT NOTICE REGARDING COVID -19 AND TELECONFERENCED MEETINGS:

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

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

Agenda packets are available on our website at <https://www.town.crockett.ca.us/2020-04-20-port-costa-sanitary-commission-special-meeting>

## HOW TO OBSERVE THE MEETING:

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

Enter the Meeting ID# 920 0222 6397 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/92002226397> 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# 920 0222 6397.

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

1. CALL TO ORDER – ROLL CALL
2. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One case.
3. OPEN SESSION: Announcement of Actions taken during closed session.
4. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
5. PUBLIC COMMENTS ON NON-AGENDA ITEMS:  
*(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.*
6. BUDGET AND FINANCE:
  - a. Receive Monthly Summary Worksheet for period ending April 13, 2020 and updated Preliminary Budget for FY 2020/21, discuss. No action required.

- b. Consider authorizing payment of Clean Harbor invoices related to Port Costa septic tank cleaning project.
- c. Consider executing inter-department loan from Crockett Sanitary Department.
- d. Receive Port Costa Sewer Use Charge (SUC) Study for FY 2020/2021, consider recommendation for SUC increase, and approve language of Notice of Proposed Increase in SUCs as required by Prop. 218.

7. FUTURE AGENDA ITEMS:

8. COMMENTS FROM COMMISSIONERS:

9. ADJOURNMENT to May 13, 2020.

**HOW TO SUBMIT PUBLIC COMMENTS:**

**Written/ Read Aloud:** Please email your comments to [manager@town.crockett.ca.us](mailto:manager@town.crockett.ca.us), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (*not to exceed three minutes at staff's cadence*), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 3:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

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

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us](http://www.town.crockett.ca.us) after they are adopted. Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

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

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

# PORT COSTA 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

## MONTHLY SUMMARY WORKSHEET

PREPARED FOR MTG.:	4/22/20	LATEST FUND REPORT:	4/13/20
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OPERATING FUND 3425			
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CASH CARRIED FORWARD:	\$67,861.19	ACCRUED DEBT:	
ACTIVITY:			
CHECKS (1203-1211)	(\$8,197.78)	PYs due CVSan Dept.	\$24,233.49
		Loan#2 due CVSan	\$277,963.36
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CASH BALANCE:	\$59,663.41	ACCRUED DEBT:	\$302,196.85
ADV ON SUC BEG. BALANCE:	\$132,226.40		
No activity	\$0.00		
Ending Balance	\$132,226.40		
INVESTED BEGIN. BALANCE:	\$0.00		
No activity	\$0.00		
Ending Balance	\$0.00		
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FUND BALANCE:	\$191,889.81	\\san\pc\bud&fin\wrksht	

04/15/20

## Reconciliation Detail

FUND 3425 - PC SANITARY - O&M, Period Ending 04/13/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							200,087.59
Cleared Transactions							
Checks and Payments - 6 Items							
Check	03/20/2020	1203	Valley Operators, LLC	Monthly service Invoice 1228	X	-4,400.00	-4,400.00
Check	03/20/2020	1205	HydroScience Engin...	Project 466-001 Port Costa...	X	-2,325.00	-6,725.00
Check	03/20/2020	1204	U.S. BANK	Alarm cell, Office subscrip...	X	-106.83	-6,831.83
Check	04/07/2020	1211	Eurofins Calscience ...	WWTP Lab Testing	X	-880.00	-7,711.83
Check	04/07/2020	1209	L.R. PAULSELL CO...	High Pressure Pipeline Cle...	X	-470.00	-8,181.83
Check	04/07/2020	1210	Regional Governme...	Publication/Posting Requir...	X	-15.95	-8,197.78
Total Checks and Payments						-8,197.78	-8,197.78
Deposits and Credits - 3 Items							
Check	04/07/2020	1207	VOID	VOID	X	0.00	0.00
Check	04/07/2020	1208	VOID	VOID	X	0.00	0.00
Check	04/07/2020	1206	VOID	VOID	X	0.00	0.00
Total Deposits and Credits						0.00	0.00
Total Cleared Transactions						-8,197.78	-8,197.78
Cleared Balance						-8,197.78	191,889.81
Register Balance as of 04/13/2020						-8,197.78	191,889.81
Ending Balance						-8,197.78	191,889.81

**PORT COSTA SEWER USE CHARGE REVENUE DETAIL:**

**FY 20/21**  
**SUC 2245**

TOTAL REVENUE	NUMBER OF PROPERTIES	TYPE OF PROPERTY	COMMERCIAL USERS	SINGLE FAMILY RESIDENCES	APARTMENTS
\$11,030	3	<b>COMMERCIAL USE ONLY</b>	3	0	0
\$84,841	3	<b>MIXED USE</b>	3	0	22
\$159,395	71	<b>SINGLE DWELLING</b>		71	0
\$31,430	7	<b>TWO DWELLINGS</b>		4	10
\$0	0	<b>THREE DWELLINGS</b>		0	0
\$0	0	<b>FOUR DWELLINGS</b>		0	0
\$11,225	1	<b>FIVE DWELLINGS</b>		0	5
\$0	0	<b>SIX DWELLINGS</b>		0	0
\$0	0	<b>SEVEN DWELLINGS</b>		0	0
\$0	0	<b>NINE DWELLINGS</b>		0	0
\$0	0	<b>TEN DWELLINGS</b>		0	0
----- \$297,920	----- 85	----- TAX ROLL	----- 6	----- 75	----- 37
\$2,245	1	<b>MELTON</b>		1	0
----- \$300,165	----- 86	----- SUB-TOTAL	----- 6	----- 76	----- 37
	133.70	EQUIV. UNITS			

\$272,528 PRIOR YEAR REVENUE

\$27,637 Difference over prior year

Current SUC	Increase	ALT. SUC FY 20	Percentage	Addit. Income
\$1,973	\$272	\$2,245	13.79%	\$27,637
\$1,973	\$220	\$2,193	11.15%	\$20,685
\$1,973	\$200	\$2,173	10.14%	\$18,011
\$1,973	\$160	\$2,133	8.11%	\$12,663
\$1,973	\$140	\$2,113	7.10%	\$9,989
\$1,973	\$120	\$2,093	6.08%	\$7,315

**PORT COSTA SANITARY DEPARTMENT  
PRELIMINARY BUDGET FY 2020/2021 (4/16/2020)**

**GENERAL FUND 3425: EXPENDITURE DETAIL**

	PY Actuals	Current Budget	10 Month Actual	Est. Year End	Prelim Budget
	FY 18/19	FY 19/20	FY 19/20	FY 19/20	FY 20/21
<b>415 · SEWAGE COLLECTION *****</b>					
415.30 · INSURANCE - Liability	3,723.03	4,178.00	4,282.36	4,282.36	4,453.00
415.55 · PROF. SVCS. (Coll.)	1,000.00	1,000.00	0.00	0.00	1,000.00
415.70 · MAINTENANCE	14,807.50	10,000.00	7,475.00	9,141.66	10,000.00
415.96 · OTHER OPERATING (Coll.)	1,800.00	1,000.00	156.72	656.72	1,000.00
415.96.2c · Permits & Fees (Coll.)	2,286.00	2,331.00	2,625.00	2,625.00	2,678.00
<b>Total 415 · SEWAGE COLLECTION *****</b>	<b>23,616.53</b>	<b>18,509.00</b>	<b>14,539.08</b>	<b>16,705.74</b>	<b>19,131.00</b>
416.25 · GASOLINE, OIL, FUEL	\$60.07	\$100.00	\$265.85	\$265.85	\$300.00
416.31 · INSURANCE - Property	\$974.35	\$1,217.00	\$1,207.09	\$1,207.09	\$1,267.00
416.51.1pc · Treatment Plant Operators	\$48,000.00	\$54,000.00	\$38,280.00	\$51,480.00	\$55,200.00
416.51.2pc · Chemicals	\$4,523.13	\$3,500.00	\$2,550.09	\$3,350.09	\$4,137.00
416.51.3pc · Hardware, Supplies, & Misc	\$293.52	\$800.00	\$937.14	\$1,070.48	\$1,000.00
416.56.2pc.3pc · Prof. Svcs. - Engineer	\$8,341.25	\$5,000.00	\$62.50	\$62.50	\$5,000.00
416.56.3pc · Prof. Svcs. -Technician	\$3,010.00	\$5,000.00	\$2,000.00	\$2,000.00	\$5,000.00
416.56.7pc · Prof. Svcs. - Lab Testing	\$8,476.00	\$10,572.00	\$8,228.00	\$10,328.00	\$9,806.00
416.56.x · Prof. Svcs. - Attorney / Other	\$0.00	\$200.00	\$0.00	\$36.67	\$200.00
416.91.1pc · Electricity	\$3,185.61	\$3,074.00	\$2,673.60	\$3,491.99	\$3,479.00
416.91.6pc and 416.96.3 · Plant Alarm System	\$1,585.56	\$1,580.00	\$908.95	\$1,304.95	\$1,580.00
416.96.1 · Capital Replacements (Treat.)	\$2,820.31	\$3,000.00	\$44,343.57	\$45,593.30	\$3,000.00
416.96.2 · Permits & Fees (Treat.)	\$4,551.00	\$4,395.00	\$6,377.00	\$6,782.00	\$6,918.00
416.96 · OTHER OP (Treat) - Septic Cleaning	\$0.00	\$43,000.00	\$0.00	\$218,000.00	\$10,000.00
416.99 · ENFORCEMENT PENALTIES	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$0.00
<b>Total 416 · SEWAGE TREATMENT *****</b>	<b>85,820.80</b>	<b>135,438.00</b>	<b>122,833.79</b>	<b>359,972.92</b>	<b>106,887.00</b>
<b>417. ADMIN/GENERAL</b>					
417.21 · ELECTIONS	77.18	0.00	0.00	0.00	78.00
417.31 · INSURANCE -Crime(employee bond)	21.50	25.00	0.00	25.00	25.00
417.36 · MEMBERSHIPS - BACWA & CASA	2,427.00	2,480.00	1,675.00	1,675.00	1,709.00
417.41 · OFFICE POSTAL / SUPPLIES	217.98	250.00	58.45	115.45	250.00
417.56 · PROF SVCS (Admin) Attorney/Auditor	1,773.98	3,500.00	4,087.13	5,820.46	4,914.00
417.61 · PRINTING/ PUBLISHING	1,424.36	1,412.00	130.00	250.00	258.00
417.70 · SOFTWARE SUBSCRIPTION	170.53	350.00	1,147.60	1,235.11	1,259.00
417.80 · VEHICLE / TRAVEL REIMBURSEMEN	88.90	100.00	203.17	228.16	150.00
417.96 · OTHER ADMIN. / RECOVERY	772.97	1,600.00	338.51	338.51	1,000.00
417.96.3pc · County Charges	685.71	660.00	972.17	1,014.17	1,054.00
<b>Total 417 · ADMIN / GENERAL *****</b>	<b>7,660.11</b>	<b>10,377.00</b>	<b>8,612.03</b>	<b>10,701.86</b>	<b>10,697.00</b>
<b>6560 · PAYROLL EXPENSES *****</b>					
6560.x · Salary & Benefits	20,312.59	25,589.00	27,133.56	34,355.68	28,990.00
6560.2 · CalPERS Unfunded Liability	0.00	0.00	625.58	625.58	650.00
<b>Total 6560 · PAYROLL EXPENSES *****</b>	<b>20,312.59</b>	<b>25,589.00</b>	<b>27,759.14</b>	<b>34,981.26</b>	<b>29,640.00</b>
<b>Total O&amp;M Expense</b>	<b>137,410.03</b>	<b>189,913.00</b>	<b>173,744.04</b>	<b>422,361.78</b>	<b>166,355.00</b>
<b>Non-Op and Capitol Expenses</b>					
416.212 · LOAN PRINCIPAL (non-op)	89,931.51	36,474.00	0.00	0.00	80,563.00
419.1 · Loan Interest - Non-Op Expense	12,236.13	12,692.00	0.00	0.00	11,843.00
111.x · Capitol Sewer Projects and CCTV	6,240.00	68,000.00	28,560.75	38,060.75	26,500.00
419 · Non-Op Expense - Other	7,100.00	0.00	0.00	0.00	0.00
<b>Operating Reserves - Budget Allocation</b>					
Septic Tank Heavy Cleaning (\$50k over 5yrs - 2025)		30,000.00			8,000.00
NPDES Permit Reserve (\$40k over 5yrs - 2024)		2,000.00			10,000.00
WWTP Cap Repl. Reserve (\$20K over 5yrs - 2025)		3,000.00			4,000.00
RWQCB Operations Reserve (\$15K over 3yrs - 2023)		0.00			3,000.00
Contingency 10%		18,991.00			17,551.00
<b>TOTAL EXPENSES</b>	<b>\$252,917.67</b>	<b>\$361,070.00</b>	<b>\$202,304.79</b>	<b>\$460,422.53</b>	<b>\$327,812.00</b>
<b>Net Ordinary O&amp;M Income</b>	<b>126,090.28</b>	<b>87,681.00</b>	<b>103,871.04</b>	<b>(19,486.70)</b>	<b>137,088.00</b>
<b>Net Include. Contingency, Capital, &amp; Reserves</b>	<b>\$10,582.64</b>	<b>(83,476.00)</b>	<b>75,310.29</b>	<b>(57,547.45)</b>	<b>\$ (24,368.99)</b>

**PORT COSTA SANITARY DEPARTMENT  
PRELIMINARY BUDGET FY 2020/2021 (4/16/2020)**

Sewer Use Charge **\$2,245**

**GENERAL FUND 3425: REVENUE DETAIL**

	PY Actual FY 18/19	Adopted FY 19/20	10 Month Actual FY 19/20	Est. Year End FY 19/20	Prelim Budget FY 20/21
301.0 Sewer use charge	\$262,501.00	\$272,528.00	\$272,528.00	\$272,528	\$300,165.00
303.0 Capacity charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
302.0 Permit fees	\$60.00	\$180.00	\$0.00	\$60.00	\$180.00
306.0 Misc fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>SUB-TOTALS O&amp;M</b>	<b>\$262,561.00</b>	<b>\$272,708.00</b>	<b>\$272,528.00</b>	<b>\$272,588.00</b>	<b>\$300,345.00</b>
311.0 Interest	\$939.31	\$1,483.00	\$1,574.77	\$1,574.77	\$315.00
318.0 Cost recovery (Non-op)	\$0.00	\$3,403.00	\$3,512.31	\$3,712.31	\$2,783.00
317.0 Inter-department Loan	\$0.00	\$0.00	\$0.00	\$125,000.00	\$0.00
319.0 Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$263,500.31</b>	<b>\$277,594.00</b>	<b>\$277,615.08</b>	<b>\$402,875.08</b>	<b>\$303,443.00</b>

**FUND 3425 - BALANCE OVERVIEW**

	PY ACTUAL FY 18/19	ADOPTED FY 19/20	9 Month Actual FY 19/20	ESTIMATED YEAR END FY 19/20	DRAFT BUDGET FY 20/21
<b>Opening Cash Balance</b>					
Septic Tank Replacement Reserve	\$ 16,820.15	\$ 28,820.15	\$ 28,820.15	\$ 28,820.15	\$ -
Discharge Permit Reserve	\$ 29,946.25	\$ 32,908.75	\$ 32,908.75	\$ 32,908.75	\$ -
Plumbing Pipe Refurb. Reserve	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -
RWQCB Violation Fines Reserve	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
Contingency Reserve ***	\$ -	\$ -	\$ -	\$ -	\$ -
Carry Over (unallocated)	\$ 42,871.48	\$ 34,491.62	\$ 34,491.62	\$ 34,491.62	\$ 58,673.07
<b>TOTAL OPENING CASH BALANCE</b>	<b>\$ 105,637.88</b>	<b>\$ 116,220.52</b>	<b>\$ 116,220.52</b>	<b>\$ 116,220.52</b>	<b>\$ 58,673.07</b>
<b>ESTIMATED REVENUE</b>	\$263,500.31	\$277,594.00	\$277,615.08	\$402,875.08	\$ 303,443.00
<b>ESTIMATED O&amp;M EXPENSES</b>	\$ (137,410.03)	\$ (189,913.00)	\$ (173,744.04)	\$ (422,361.78)	\$ (166,355.00)
<b>ESTIMATED CAP. PROJ. EXPENSES</b>	\$ (6,240.00)	\$ (68,000.00)	\$ (28,560.75)	\$ (38,060.75)	\$ (26,500.00)
<b>ESTIMATED LOAN PRINCIPAL</b>	\$ (89,931.51)	\$ (36,474.00)	\$ -	\$ -	\$ (80,563.00)
<b>ESTIMATED LOAN INTEREST</b>	\$ (12,236.13)	\$ (12,692.00)	\$ -	\$ -	\$ (11,843.00)
<b>NON-OPERATING EXPENSE - OTH</b>	\$ (7,100.00)	\$ -	\$ -	\$ -	\$ -
<b>Closing Fund Balance</b>					
<b>Operating Reserves Included in Balance</b>					
Septic Tank Rehab/Replace Rese	\$ 28,820.15	\$ 15,820.15	\$ -	\$ -	\$ 8,000.00
Discharge Permit Reserve	\$ 32,908.75	\$ 34,908.75	\$ 34,908.75	\$ -	\$ 10,000.00
Plumbing Pipe Refurb. Reserve	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 4,000.00
RWQCB Violation Fines Reserve	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ 3,000.00
Contingency ***	\$ -	\$ 18,991.00	\$ -	\$ -	\$ 17,551.00
Interfund G/L non-op adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Carry Over(unallocated)</b>	<b>\$ 34,491.62</b>	<b>\$ (5,984.38)</b>	<b>\$ 141,622.06</b>	<b>\$ 58,673.07</b>	<b>\$ 34,304.08</b>
<b>TOTAL CLOSING FUND BALANCE</b>	<b>\$ 116,220.52</b>	<b>\$ 86,735.52</b>	<b>\$ 191,530.81</b>	<b>\$ 58,673.07</b>	<b>\$ 76,855.08</b>

\*\*\* Unused contingency reserve moves to unallocated general funds at the end of the fiscal year.

<b>Outstanding Debt</b>	<b>Beginning FY 19/20</b>	<b>Est. Ending FY 19/20</b>	<b>Principle Pay FY 20/21</b>	<b>Est. Ending FY 20/21</b>
Crockett Sanitary (WestA Refi)	\$277,963.36	\$277,963.36	\$73,976.87	\$203,986.49
Crockett Sanitary (Pre-2013 transfer)	\$24,233.49	\$24,233.49	\$0.00	\$24,233.49
Crockett Sanitary (3rd Loan)	\$0.00	\$125,000.00	\$0.00	\$125,000.00
<b>Total Debt</b>	<b>\$302,196.85</b>	<b>\$427,196.85</b>	<b>\$73,976.87</b>	<b>\$353,219.98</b>

# PORT COSTA 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: Port Costa Sanitary Commission  
FROM: James Barnhill, Sanitary Department Manager JB  
SUBJECT: Invoices Received for Septic Tank Maintenance Project  
DATE: April 16, 2020

This report summarizes general items and their corresponding charges submitted by Clean Harbors. The simple scope of work is the removal of all solids, liquids, and debris. Cleaning to allow engineering inspection and replacement of baffles, if needed.

Clean Harbors	Estimate	Invoiced	Over/under Estimate
Task 1: Tank, pump and container rental.....	\$8,361.60	\$24,468.47	+ \$16,106.87
Task 2: Mob-demobilization tanks/containers.....	\$3,723.20	\$45,689.09	+ \$41,965.79
Task 3: Cleaning of septic tank.....	\$83,511.80	\$74,098.36	- \$9,413.44
Task 4: Odor control.....	\$1,235.00	\$0	- \$1,235.00
Task 5: Transport and disposal (waste).....	\$18,396.00	\$51,957.74	+ \$33,561.74
Analytical.....	\$N/A	\$1,115.51	+ \$1,115.51
Additional manpower.....	\$N/A	\$10,900.62	+ \$10,900.62
Subtotal.....	\$115,227.70	\$208,229.79	+ \$93,002.09
Taxes.....	\$2,430.22	\$1,093.33	- \$1,336.89
	\$117,657.82	\$209,323.12	+ \$91,665.30

Unbilled services to restore WWTP wells, lines, pumps, and sand filter beds..... \$13,880.82

Unbilled transportation of clarified wastewater to Crockett collection system.....\$28,492.49

Clean Harbors Environmental Services, Inc. proposal was, in short, to collect and decant sludge waste and to return decant to Port Costa WWTP for onsite treatment. To transport dewatered sludge for disposal offsite. To thoroughly clean tank for structural inspection and maintenance purposes.

#### Event Dateline:

- 1/2/20 - Staging of two 20k gal weir tanks, one 20k gal frac tank, pumps, hoses, and ventilation
- 1/6/20 - Commenced pumping. Debris, rags, wipes blocked waste pumps delaying progress
- 1/7/20 - Vacuum truck (Guzzler) and two 5k gal vac boxes deployed to replace waste pumps
- 1/8/20 - Three additional 5k gal vac boxes plus two frac tanks needed for capacity due to slower than expected decanting.
- 1/10/20 - Found sludge contamination at WWTP – Notified Clean Harbors and Valley Operators that WWTP is non-operational. RWQCB notified of the full shutdown. Transport of decant to Crockett for treatment to allow sludge time to settle to reduce loads to Potrero Hills Landfill in Suisun.
- 1/13/20 - Clean Harbors found that one baffle wall was broken and no longer attached to the tank. The other baffle wall was still intact and in its proper position. Inspection of the broken baffle found that it was constructed with redwood and nails. Nailed lumber had separated which likely caused the total failure. The one remaining intact baffle wall could not be relied upon and it was decided to demolish it when construction begins.
- 1/14/20 - Clean Harbors transferred equipment across UPRR tracks and through the sewer collection system in order to begin cleanup of the WWTP contamination. Engineers entered the septic tank to perform inspections.
- 1/16/20 - Commenced baffle construction
- 1/18/20 - Completed baffle construction. WWTP wells, pumps, pipes and sand filter bed #1 cleaned and ready to receive clarified water. Town flow restored to septic tank. Weir, frac, and vacuum tanks remained onsite to decant in order to reduce loads of sludge waste to offsite disposal. Decanted water was transported to Crockett during this time.
- 2/10/20 - Weir tanks demobilized

Going forward, Port Costa needs to avoid deferring maintenance and neglecting its assets. It is recommended to apply more aggressive inspection and maintenance to help avoid structural failures and fouling of its assets in the future. Companies such as Clean Harbors may be key to upcoming maintenance due to their marine capabilities such as the need for removal and replacement of filtrate in the sand filter beds, which may require waterfront approach to the WWTP due to the lack of rail crossing.

Commissioners: Tom Cusack, Tom List, John Mann, Anne Scheer, Joe Surges, Karen Klaiber (alt)

6.b.



42 Longwater Drive  
 P.O. Box 9149  
 Norwell, MA 02061-9149

**INVOICE**  
 Invoice No 1003217325  
 Revision 1 of 1003214549

**REMIT TO:**

CLHB Industrial Services Inc  
 PO Box 3442  
 Boston, MA 02241-3442

**OFFICE:**

Clean Harbors Industrial Services Inc.  
 4101 Industrial Way  
 Benicia, CA 94510  
 (707) 747-6699

*If you have any questions regarding this invoice, please contact your customer service representative at the telephone number listed above*

James Barnhill  
 Port Costa Sanitary Dept  
 Crockett Community Services District  
 Attn: Port Costa Sanitation P.O. Box 578 Crockett, CA 94525  
 Crockett, CA 94525 - 0000

**JOB SITE/GENERATOR:**  
 Port Costa Sanitary Dept  
 850 Pomona Street  
 Crockett, CA 94525 - 0000

EIN: 52-2339707

Job Description: Clean Septic Tank

**\*\* Payable in USD funds \*\***

Last Service Date	Invoice No	Customer	Branch	Sales Order	Purchase Order	Terms
28 Jan 2020	1003217325	PO24063	3M	1906720180	PC 2020	Net 15 Days

Last Service Date	Task	Task Type	Description	Total
28 Jan 2020	1906720180-001	GENERAL	Analytical 1/28	\$368.58
09 Jan 2020	1906720180-002	GENERAL	Analytical 1/9	\$694.03
14 Feb 2020	1906720180-003	GENERAL	Cleaning of Septic Tank	\$74,151.26
24 Feb 2020	1906720180-005	DISPOSAL	Trans and Disposal	\$48,164.55
18 Jan 2020	1906720180-006	GENERAL	Additional Manpower Per Day	\$10,900.62
29 Feb 2020	1906720180-012	GENERAL	Set Up, Storage Tank Cleaning and Breakdown	\$37,227.52
21 Feb 2020	1906720180-013	GENERAL	Vacuum Box Rental CH	\$520.00
28 Feb 2020	1906720180-014	DISPOSAL	Trans and Disposal Solids	\$3,793.19

**SUBTOTAL \$175,819.75**

**TAX \$42.92**

**PLEASE PAY THIS AMOUNT → INVOICE TOTAL \$175,862.67**

**REMIT PAYMENT BY → DUE DATE 25 Mar 2020**

Interest will be charged at a rate of 1.5% per month for all past due amounts.





42 Longwater Drive  
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**INVOICE**  
 Invoice No 1003217325  
 Revision 1 of 1003214549

**TASK 1906720180-001 - Analytical 1/28**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>06 Jan 2020</b>								
	CAM17WW	CALIFORNIA ASSESSMENT MANUAL, VARIOUS TEST METHODS WW	1.500	EA	141.4500			\$212.18
<b>28 Jan 2020</b>								
	TCLPEXTRAC	SOIL/OTHER TCLP EXTRACTION, SW 1311	1.000	EA	64.4000			\$64.40
	CAM17METAL	SW6020(COPPER,ZINC)	2.000	EA	46.0000			\$92.00
							<b>SUBTOTAL</b>	<b>\$368.58</b>
							<b>TAX</b>	<b>\$0.00</b>
							<b>TASK TOTAL</b>	<b>\$368.58</b>

**TASK 1906720180-002 - Analytical 1/9**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>09 Jan 2020</b>								
	CYANIDEAME	GROUNDWATER CYANIDE, AMENABLE EPA 335.1/9010	2.000	EA	67.2750			\$134.55
	SULFIDESO	SOIL/OTHER SULFIDE, EPA 376.2/9030B/9034	5.000	EA	28.9800			\$144.90
	PESTICIDES	SOIL/OTHER PESTICIDES, ORGANOPHOSPHORUS, EPA 8141A	1.500	EA	159.8500			\$239.78
	TO14SIM	VOC, SIM, METHOD 8260C AND 8270C	1.500	EA	115.0000			\$172.50
	SAMPDISP	SAMPLE HANDLING & DISPOSAL FEE	1.000	EA	2.3000			\$2.30
							<b>SUBTOTAL</b>	<b>\$694.03</b>
							<b>TAX</b>	<b>\$0.00</b>
							<b>TASK TOTAL</b>	<b>\$694.03</b>

**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>06 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab	1.000	DAY	185.0000			\$185.00
	ENTRY	Confined Space Entry Gear (Retrieval & Rescue Equip)	1.000	DAY	285.0000			\$285.00
	AIR2MAN	2 Man Breathing System	1.000	DAY	502.0000			\$502.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)	6.000	EA	30.0000			\$180.00
	PM	Project Manager	8.000	HR	85.0000			\$680.00
	SUP	Supervisor	8.000	HR	70.2600			\$562.08
	SUPOT	Supervisor, Overtime	1.000	HR	84.5500			\$84.55
	EO	Equipment Operator	8.000	HR	77.1500			\$617.20
	EOOT	Equipment Operator, Overtime	1.000	HR	89.4500			\$89.45
	FT	Field Technician	8.000	HR	70.2600			\$562.08
	FTOT	Field Technician Overtime	1.000	HR	84.5500			\$84.55
	FT	Field Technician	8.000	HR	70.2600			\$562.08
	FTOT	Field Technician Overtime	1.000	HR	84.5500			\$84.55
	FT	Field Technician	8.000	HR	70.2600			\$562.08

**INVOICE**  
**Invoice No 1003217325**  
**Revision 1 of 1003214549**

FTOT	Field Technician Overtime	1.000	HR	84.5500	\$84.55
FT	Field Technician	8.000	HR	70.2600	\$562.08
FTOT	Field Technician Overtime	1.000	HR	84.5500	\$84.55



42 Longwater Drive  
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**INVOICE**  
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 Revision 1 of 1003214549

**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.000	HR	84.5500	\$84.55
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
	RAGS	Rags, 50 lb / 23 kg			1.000	BOX	61.0000	\$61.00
	AIR185	AIR COMPRESSOR, 185 CFM			1.000	DAY	262.0000	\$262.00

**07 Jan 2020**

	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	AIR2MAN	2 Man Breathing System			1.000	DAY	502.0000	\$502.00
	ENTRY	Confined Space Entry Gear (Retrieval & Rescue Equip)			1.000	DAY	285.0000	\$285.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	TRACTROLSJ	Rolloff Straightjob			4.000	HR	68.0000	No Charge
	VACGUZZLER	Wet/Dry High Powered Vacuum Truck/Guzzler			10.000	HR	129.0000	\$1,290.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
	HOSEFLEX6	Hose - Flex ADS, 6 in X 100 ft Roll			1.000	ROL	350.0000	\$350.00

**08 Jan 2020**

	VACGUZZLER	Wet/Dry High Powered Vacuum Truck/Guzzler			10.000	HR	129.0000	\$1,290.00
	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08



42 Longwater Drive  
 P.O. Box 9149  
 Norwell, MA 02061-9149

**INVOICE**  
 Invoice No 1003217325  
 Revision 1 of 1003214549

**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			2.000	HR	70.2600	\$140.52
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
	HOSEFLEX6	Hose - Flex ADS, 6 in X 100 ft Roll			1.000	ROL	350.0000	\$350.00

**09 Jan 2020**

	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			1.000	DAY	137.0000	\$137.00
	VACGUZZLER	Wet/Dry High Powered Vacuum Truck/Guzzler			10.500	HR	129.0000	\$1,354.50
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
	HOSEFLEX6	Hose - Flex ADS, 6 in X 100 ft Roll			1.000	ROL	350.0000	\$350.00

**10 Jan 2020**

	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			7.000	HR	77.1500	\$540.05
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08



42 Longwater Drive  
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**INVOICE**  
 Invoice No 1003217325  
 Revision 1 of 1003214549

**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
<b>11 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	30.0000	\$60.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
<b>12 Jan 2020</b>								
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	30.0000	\$90.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	PM	Supervisor			8.500	HR	70.2600	\$597.21
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			0.500	HR	84.5500	\$42.28
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			0.500	HR	84.5500	\$42.28
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
<b>13 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	VACGUZZLER	Wet/Dry High Powered Vacuum Truck/Guzzler			10.000	HR	129.0000	\$1,290.00
	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	ENTRY	Confined Space Entry Gear (Retrieval & Rescue Equip)			1.000	DAY	285.0000	\$285.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPEC2	Level C w/CPF1,2 or Polytyvec/Changeout			7.000	EA	60.0000	\$420.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08



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**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			3.500	HR	89.4500	\$313.08
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00
	RAGS	Rags, 50 lb / 23 kg			1.000	BOX	61.0000	\$61.00

**14 Jan 2020**

	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	ENTRY	Confined Space Entry Gear (Retrieval & Rescue Equip)			1.000	DAY	285.0000	\$285.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	PM	Project Manager			8.000	HR	85.0000	\$680.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
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	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			3.500	HR	89.4500	\$313.08
	HTMISC	Misc. Handtools			1.000	DAY	65.0000	\$65.00

**15 Jan 2020**

	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	185.0000	\$185.00
	COMP	Air Compressor 175-185 CFM			1.000	DAY	262.0000	\$262.00
	ENTRY	Confined Space Entry Gear (Retrieval & Rescue Equip)			1.000	DAY	285.0000	\$285.00
	HOSEOIL3	Hose - Suction, 3 in X 25 ft			4.000	DAY	42.0000	\$168.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			7.000	EA	30.0000	\$210.00
	PUMPDD2	Pump - Double Diaphragm, 2 in			2.000	DAY	137.0000	\$274.00
	PM	Project Manager			8.000	HR	85.0000	\$680.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			3.500	HR	84.5500	\$295.93
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			3.500	HR	89.4500	\$313.08
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38



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**TASK 1906720180-003 - Cleaning of Septic Tank**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			2.500	HR	84.5500	\$211.38
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			2.500	HR	89.4500	\$223.63
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			3.500	HR	84.5500	\$295.93
<b>16 Jan 2020</b>								
	8280CLEANU	ASTM D2216-92 (Percent Solids)			2.000	EA	26.4500	\$52.90
<b>SUBTOTAL</b>								<b>\$74,151.26</b>
<b>TAX</b>								<b>\$0.00</b>
<b>TASK TOTAL</b>								<b>\$74,151.26</b>

**TASK 1906720180-005 - Trans and Disposal**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>17 Jan 2020</b>								
	SODATANKWATANK	WASHING SERVICES			1.000	EA	300.0000	\$300.00
<b>22 Jan 2020</b>								
NONHAZ12220 1	DISPSL / CNOS	Septic Tank Cleanout Sulfide PHLF-20-031	10	TON	9.420	TON	162.0000	\$1,526.04
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			9.420	T	1.4000	\$13.19
NONHAZ12220	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
NONHAZ122202 1	DISPSL / CNOS	Septic Tank Cleanout Sulfide PHLF-20-031	12	TON	12.330	TON	162.0000	\$1,997.46



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**TASK 1906720180-005 - Trans and Disposal**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	FEE-DISP	California Non-Hazardous Waste Landfill Fee	12.330		12.330	T	1.4000	\$17.26
NONHAZ122202	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>23 Jan 2020</b>								
NONHAZ23201	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	12	TON	18.210	TON	162.0000	\$2,950.02
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			12.000	T	1.4000	\$16.80
NONHAZ2320	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
NONHAZ232021	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	12	TON	11.000	TON	162.0000	\$1,782.00
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			12.000	T	1.4000	\$16.80
NONHAZ23202	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>24 Jan 2020</b>								
NONHAZ124201	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	10	TON	9.600	TON	162.0000	\$1,555.20
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			9.600	T	1.4000	\$13.44
NONHAZ12420	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>03 Feb 2020</b>								
NONHAZ232031	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	18	TON	18.210	TON	162.0000	\$2,950.02
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			18.000	T	1.4000	\$25.20
NONHAZ23203	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>04 Feb 2020</b>								
NONHAZ24201	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	16	TON	16.510	TON	162.0000	\$2,674.62
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			15.000	T	1.4000	\$21.00
NONHAZ2420	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
NONHAZ242021	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	11	TON	10.740	TON	162.0000	\$1,739.88
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			11.000	T	1.4000	\$15.40
NONHAZ24202	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>05 Feb 2020</b>								
NONHAZ25201	DISPSL / CNOS	Septic Tank Cleanout Suldge PHLF-20-031	9	TON	9.540	TON	162.0000	\$1,545.48
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			9.540	T	1.4000	\$13.36
NONHAZ2520	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00





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**TASK 1906720180-005 - Trans and Disposal**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
NONHAZ25202 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	13	TON	12.670	TON	162.0000	\$2,052.54
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			12.670	T	1.4000	\$17.74
NONHAZ25202	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>06 Feb 2020</b>								
NONHAZ2620 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	11	TON	11.280	TON	162.0000	\$1,827.36
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			11.000	T	1.4000	\$15.40
NONHAZ2620	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>07 Feb 2020</b>								
NONHAZ2720 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	13	TON	13.140	TON	162.0000	\$2,128.68
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			13.000	T	1.4000	\$18.20
NONHAZ2720	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>13 Feb 2020</b>								
		SODATANKWATANK WASHING SERVICES			1.000	EA	431.2500	\$431.25
<b>17 Feb 2020</b>								
NONHAZ21720 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	13	TON	13.190	TON	162.0000	\$2,136.78
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			13.140	T	1.4000	\$18.40
NONHAZ21720	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
NONHAZ217202 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	10	TON	9.760	TON	162.0000	\$1,581.12
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			10.000	T	1.4000	\$14.00
NONHAZ217202	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>18 Feb 2020</b>								
NONHAZ21820 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	15	TON	14.430	TON	162.0000	\$2,337.66
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			15.000	T	1.4000	\$21.00
NONHAZ21820	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>19 Feb 2020</b>								
NONHAZ221920 1	DISPSL / CNOS	Septic Tank Cleanout Sudge PHLF-20-031	10	TON	10.000	TON	162.0000	\$1,620.00
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			10.000	T	1.4000	\$14.00
NONHAZ221920	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>20 Feb 2020</b>								



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**TASK 1906720180-005 - Trans and Disposal**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
		SODATANKWATANK WASHING SERVICES			1.000	EA	431.2500	\$431.25
NONHAZ22020 1	DISPSL / CNOS	Septic Tank Cleanout Sulfide PHLF-20-031	9	TON	8.520	TON	162.0000	\$1,380.24
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			9.000	T	1.4000	\$12.60
NONHAZ22020	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
<b>24 Feb 2020</b>								
	HANDLINGFE	Handling/Service Fee			1.000	EA	175.0000	\$175.00
	CARRAA	California Road Repair and Accountability Act			10,812.000	EA	0.0500	\$540.60
	FEE	Recovery Fee			10,812.000	EA	0.1300	\$1,405.56
<b>SUBTOTAL</b>								<b>\$48,164.55</b>
<b>TAX</b>								<b>\$0.00</b>
<b>TASK TOTAL</b>								<b>\$48,164.55</b>

**TASK 1906720180-006 - Additional Manpower Per Day**

Item ID	Description	Qty	Units	Unit Price	Amount
<b>16 Jan 2020</b>					
FOR WIER CONSTRUCTION – WITH NIGHT SHIFT BYPASS PUMPING		1.000	Day	3,633.5400	\$3,633.54
<b>17 Jan 2020</b>					
		1.000	Day	3,633.5400	\$3,633.54
<b>18 Jan 2020</b>					
		1.000	Day	3,633.5400	\$3,633.54
<b>SUBTOTAL</b>					<b>\$10,900.62</b>
<b>TAX</b>					<b>\$0.00</b>
<b>TASK TOTAL</b>					<b>\$10,900.62</b>

**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>02 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			6.000	HR	70.2600	\$421.56
	EO	Equipment Operator			4.000	HR	77.1500	\$308.60
<b>03 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	HTMISC	Misc. Handtools			1.000	DAY	34.0000	\$34.00
<b>08 Jan 2020</b>								
	EO	Equipment Operator			4.000	HR	77.1500	\$308.60
<b>09 Jan 2020</b>								



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**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			0.500	HR	89.4500	\$44.73
<b>10 Jan 2020</b>								
	EOOT	Equipment Operator, Overtime			0.500	HR	89.4500	\$44.73
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
<b>13 Jan 2020</b>								
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			0.500	HR	89.4500	\$44.73
<b>20 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			4.000	EA	22.0000	\$88.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
<b>21 Jan 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			4.000	HR	89.4500	\$357.80
<b>22 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	WASHER10	1000psi Pressure Washer			1.000	DAY	200.0000	\$200.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			3.000	HR	84.5500	\$253.65
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
	HTMISC	Misc. Handtools			1.000	DAY	34.0000	\$34.00
<b>23 Jan 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00



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**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
<b>24 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	SUP	Supervisor			7.500	HR	70.2600	\$526.95
	FT	Field Technician			7.500	HR	70.2600	\$526.95
<b>25 Jan 2020</b>								
	TRACTROLSJ	Rolloff Straightjob			10.000	HR	68.0000	No Charge
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUPOT	Supervisor, Overtime			9.500	HR	84.5500	\$803.23
	FTOT	Field Technician Overtime			9.500	HR	84.5500	\$803.23
	EOOT	Equipment Operator, Overtime			9.500	HR	89.4500	\$849.78
<b>29 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
<b>30 Jan 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	HTMISC	Misc. Handtools			1.000	DAY	34.0000	\$34.00
<b>31 Jan 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20



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**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
<b>01 Feb 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	WASHER10	1000psi Pressure Washer			1.000	DAY	200.0000	\$200.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
<b>04 Feb 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			0.500	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	EO	Equipment Operator			3.500	HR	77.1500	\$270.03
<b>05 Feb 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
	EOOT	Equipment Operator, Overtime			1.500	HR	89.4500	\$134.18
<b>06 Feb 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	WASHER10	1000psi Pressure Washer			1.000	DAY	200.0000	\$200.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			2.000	EA	22.0000	\$44.00
	EO	Equipment Operator			1.500	HR	77.1500	\$115.73
	FT	Field Technician			7.500	HR	70.2600	\$526.95
<b>17 Feb 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			1.000	EA	22.0000	\$22.00
	SUP	Supervisor			7.500	HR	70.2600	\$526.95
	EO	Equipment Operator			5.750	HR	77.1500	\$443.61
	FT	Field Technician			5.500	HR	70.2600	\$386.43
	FT	Field Technician			5.500	HR	70.2600	\$386.43
<b>18 Feb 2020</b>								
	EO	Equipment Operator			3.000	HR	77.1500	\$231.45
	FT	Field Technician			3.000	HR	70.2600	\$210.78
<b>19 Feb 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00
	FT	Field Technician			6.000	HR	70.2600	\$421.56
	FT	Field Technician			3.000	HR	70.2600	\$210.78



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**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>20 Feb 2020</b>								
	PPED1	Modified Level D (Tyvec, Gloves and Boots)			3.000	EA	22.0000	\$66.00
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			8.000	HR	70.2600	\$562.08
	SUPOT	Supervisor, Overtime			1.500	HR	84.5500	\$126.83
	FT	Field Technician			8.000	HR	70.2600	\$562.08
	FTOT	Field Technician Overtime			1.500	HR	84.5500	\$126.83
<b>21 Feb 2020</b>								
	TRACTROLSJ	Rolloff Straightjob			8.000	HR	68.0000	No Charge
	EO	Equipment Operator			8.000	HR	77.1500	\$617.20
<b>29 Feb 2020</b>								
	TKPU	Pickup/Van/Car/Crew Cab			1.000	DAY	145.0000	\$145.00
	SUP	Supervisor			7.500	HR	70.2600	\$526.95
	FT	Field Technician			7.500	HR	70.2600	\$526.95
	EO	Equipment Operator			7.500	HR	77.1500	\$578.63
	FEE	Recovery Fee			3,355.000	EA	0.1300	\$436.15
							<b>SUBTOTAL</b>	<b>\$37,227.52</b>
							<b>TAX</b>	<b>\$0.00</b>
							<b>TASK TOTAL</b>	<b>\$37,227.52</b>

**TASK 1906720180-013 - Vacuum Box Rental CH**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>25 Jan 2020</b>								
	VACBOX	Container Rental: #CHVB0929 01/09/2020 - 01/25/2020			10.000	DAY	13.0000 T	\$130.00
	VACBOX	Container Rental: #CHVB0944 01/10/2020 - 01/25/2020			10.000	DAY	13.0000 T	\$130.00
<b>21 Feb 2020</b>								
	VACBOX	Container Rental: #CHVB0957 01/09/2020 - 02/21/2020			10.000	DAY	13.0000 T	\$130.00
	VACBOX	Container Rental: #CHVB0934 01/10/2020 - 02/21/2020			10.000	DAY	13.0000 T	\$130.00
							<b>SUBTOTAL</b>	<b>\$520.00</b>
							<b>TAX</b>	<b>\$42.92</b>
							<b>TASK TOTAL</b>	<b>\$562.92</b>

**TASK 1906720180-014 - Trans and Disposal Solids**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
<b>27 Feb 2020</b>								
NON0079842 1	DISPSL / CNO	Septic Solids PHLF-20-092	11	TON	10.690	TON	142.2500	\$1,520.65



**INVOICE**  
Invoice No 1003217325  
Revision 1 of 1003214549

42 Longwater Drive  
P.O. Box 9149  
Norwell, MA 02061-9149

FEE-DISP

California Non-Hazardous Waste  
Landfill Fee

10.690 T 1.4000 \$14.97

NON0079842

TRAN

TRANSPORTATION

1.000 EA 636.0000 \$636.00

**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**



42 Longwater Drive  
 P.O. Box 9149  
 Norwell, MA 02061-9149

**INVOICE**  
 Invoice No 1003217325  
 Revision 1 of 1003214549

TASK 1906720180-014 - Trans and Disposal Solids

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
28 Feb 2020								
NONHAZ22820 1	DISPSL / CNO	Septic Solids PHLF-20-092	5	TON	1.000	MIN	750.0000	\$750.00
	FEE-DISP	California Non-Hazardous Waste Landfill Fee			4.720	T	1.4000	\$6.61
NONHAZ22820	TRAN	TRANSPORTATION			1.000	EA	636.0000	\$636.00
	CARRAA	California Road Repair and Accountability Act			1,272.000	EA	0.0500	\$63.60
	FEE	Recovery Fee			1,272.000	EA	0.1300	\$165.36
							<b>SUBTOTAL</b>	<b>\$3,793.19</b>
							<b>TAX</b>	<b>\$0.00</b>
							<b>TASK TOTAL</b>	<b>\$3,793.19</b>

T indicates SALES TAXABLE ITEM

Invoice Date: 10 Mar 2020





42 Longwater Drive  
P.O. Box 9149  
Norwell, MA 02061-9149

# INVOICE

Invoice No 1003224148

**REMIT TO:**

Clean Harbors Industrial Services, Inc.  
PO Box 734867  
Dallas, TX 75373-4867

**OFFICE:**

Clean Harbors Industrial Services Inc.  
4101 Industrial Way  
Benicia, CA 94510  
(707) 747-6699

MDG2020 00000016 01



James Barnhill  
Port Costa Sanitary Dept  
Crockett Community Services District  
Attn: Port Costa Sanitation P.O. Box 578 Crockett, CA 94525  
Crockett, CA 94525 - 0000

*If you have any questions regarding this invoice, please contact your customer service representative at the telephone number listed above*

**JOB SITE/GENERATOR:**

Port Costa Sanitary Dept  
850 Pomona Street  
Crockett, CA 94525 - 0000

EIN: 52-2339707

Job Description: Clean Septic Tank

\*\* Payable in USD funds \*\*

Last Service Date	Invoice No	Customer	Branch	Sales Order	Purchase Order	Terms
13 Feb 2020	1003224148	PO24063	3M	1906720180	PC 2020	Net 15 Days

Last Service Date	Task	Task Type	Description	Total
21 Feb 2020	1906720180-012	GENERAL	Set Up, Storage Tank Cleaning and Breakdown	\$8,461.57
13 Jan 2020	1906720180-013	GENERAL	Vacuum Box Rental CH	\$23,948.47

**SUBTOTAL** \$32,410.04

**TAX** \$1,050.41

**PLEASE PAY THIS AMOUNT → INVOICE TOTAL** **\$33,460.45**

**REMIT PAYMENT BY → DUE DATE** **01 Apr 2020**

**PLEASE NOTE: YOUR PAYMENT REMIT TO ADDRESS HAS CHANGED.**  
For electronic payments via ACH/Wire please see updated banking information in separate cover included with this invoice.

FUND <u>PGSAN</u>
ACCOUNT _____
APPROVED _____

Interest will be charged at a rate of 1.5% per month for all past due amounts.



**INVOICE**  
Invoice No 1003224148

42 Longwater Drive  
P.O. Box 9149  
Norwell, MA 02061-9149

**TASK 1906720180-012 - Set Up, Storage Tank Cleaning and Breakdown**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
21 Feb 2020								
	VACBOX	VACBOX 25 YARD			2.000	MO	956.8000 T	\$1,913.60
	VACBOX	VACBOX 25 YARD			2.000	MO	956.8000 T	\$1,913.60
	TANKRENTAL	TANK RENTAL			2.000	DAY	192.8205 T	\$385.64
	LABOR	GENERAL LABORER, JOB RELATED			1.000	EA	2,269.8125	\$2,269.81
	HOSEFITTIN	HOSE FITTINGS, ADAPTERS, REDUCERS, TEES, CAM.			1.000	WK	1,978.9200	\$1,978.92
<b>SUBTOTAL</b>								<b>\$8,461.57</b>
<b>TAX</b>								<b>\$347.56</b>
<b>TASK TOTAL</b>								<b>\$8,809.13</b>

**TASK 1906720180-013 - Vacuum Box Rental CH**

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
07 Jan 2020								
	FILTMISC	BOX FILTERS			1,967.000	EA	1.1500	\$2,262.05
	FITTINGS	HOSE FITTINGS, HOSES & PIPES			4,578.000	EA	1.1500	\$5,264.70
	LABOR	GENERAL LABORER, JOB RELATED			1.000	EA	3,709.6355	\$3,709.64
	MOBE-RENTA	DELIVERY, MOBE, MOBILIZATION OF RENTAL EQUIPMENT			1.000	HR	3,466.0080 T	\$3,466.01
	TANKRENTAL	TANK RENTAL			20.000	DAY	192.8205 T	\$3,856.41
	COUPLERS	COUPLERS, ADAPTERS & REDUCERS			18.000	DAY	225.4000	\$4,057.20
	AFTERHRFEE	AIR QUALITY FEE			1.000	EA	135.4585	\$135.46
13 Jan 2020								
	VACDEWATER	Container Rental: #CHDH20078 01/07/2020 - 01/13/2020			7.000	DAY	171.0000 T	\$1,197.00
<b>SUBTOTAL</b>								<b>\$23,948.47</b>
<b>TAX</b>								<b>\$702.85</b>
<b>TASK TOTAL</b>								<b>\$24,651.32</b>

T indicates SALES TAXABLE ITEM

Invoice Date: 17 Mar 2020

## LOAN AGREEMENT

This Inter-Department Loan Agreement ("**Agreement**") is entered into effective as of, \_\_\_\_\_ ("**Effective Date**") by and between the *Port Costa Sanitary Department* of the Crockett Community Services District ("**PCSAN**") and the *Crockett Sanitary Department* of the Crockett Community Services District ("**CVSAN**"). The PCSAN and CVSAN departments are collectively referred to herein as the "**Parties**."

**WHEREAS**, following the formation of Crockett Community Services District (CSD) in 2006, a Port Costa Sanitary Commission was appointed by the District Board to oversee transfer of the sewage facilities to a new Port Costa Sanitary Department (PCSAN); and

**WHEREAS**, the Port Costa Sanitary Commission approved project to decant and clean the Port Costa wastewater settling tank and perform necessary baffle repairs ran over budget, depleting the operating reserves of PCSAN; and

**WHEREAS**, PCSAN would run out of operating funds if it were to pay the outstanding balance due Clean Harbors Environmental Services, Inc in the amount of \$ \_\_\_\_\_; and

**WHEREAS**, PCSAN would like to take borrow funds from CVSAN's rate stabilization funds to protect the community of Port Costa from having to resort to extreme measures; including but not limited to reduction of service and implementing substantial increases to the sewer use charges collected on the tax roll; and

**WHEREAS**, CVSAN will allow PCSAN to repay the amount due over some reasonable time period, with interest; and

**WHEREAS**, CVSAN will benefit from a higher rate of return on its investment than what it currently receives from the Local Agency Investment Fund (LAIF); and

**WHEREAS**, PCSAN will benefit from a lower interest rate than what is currently available in the private market; and

**WHEREAS**, the Port Costa Sanitary Commission, the Crockett Sanitary Commission, and the Crockett Community Services District Board approve paying off the loan for mutual benefit.

### **NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

1. CVSAN transfer the amount of \$ \_\_\_\_\_ from their rate stabilization reserves, kept in Fund 3426, to PCSAN's Operating Fund #3425.
2. PCSAN will pay CVSAN over 10-years, based on the amortization schedule below, plus an interest amount equivalent to 1.5% more than the interests the District receives on its LAIF accounts for the quarter ending June 30 on the balance, by October 15 of each year beginning on October 15, 2021. Interest is only an estimate in amortization schedule below.
3. PCSAN agrees to pay the loan in full no later than October 15, 2030.

4. PCSAN agrees that if an annual payment is late or missed, that interest on the balance will continue to accrue and that it will increase its sewer use charge assessed on the property tax roll to cover the shortfall of the amount not paid, plus interest, the following year.

5. PCSAN can choose to prepay either the partial or full loan balance at any time without penalty.

6. In exchange for benefiting from this program, PCSAN agrees to pay the full amount due to CVSAN and waives any right to protest the amounts billed.

*\*\*\* INSERT AMORITIZATON TABLE SCHEDULE HERE ONCE TERMS ESTABLISHED \*\*\**

Dated: \_\_\_\_\_, 2020

CROCKETT SANITARY DEPARTMENT of the CSD

By: \_\_\_\_\_  
General Manager / Crockett Sanitary Department Manager

PORT COSTA SANITARY DEPARTMENT of the CSD

By: \_\_\_\_\_  
Port Costa Department Manager

Adopted by the CROCKETT COMMUNITY SERVICES DISTRICT BOARD on \_\_\_\_\_.

Board President: \_\_\_\_\_

## Options for proposed Inter-department Loan from CVSan to PCSan

Rate 1.5% over LAIF, 1st year est. 3.60% - Term 10-years

### Installment Loan Amortization Schedule - \$100,000

Date	Payment	Interest	Principal	Balance
31-Dec-20	\$3,600	\$3,600	\$0	\$100,000
31-Dec-21	\$3,600	\$3,600	\$0	\$100,000
31-Dec-22	\$3,600	\$3,600	\$0	\$100,000
31-Dec-23	\$17,886	\$3,600	\$14,286	\$85,714
31-Dec-24	\$17,372	\$3,086	\$14,286	\$71,428
31-Dec-25	\$16,857	\$2,571	\$14,286	\$57,142
31-Dec-26	\$16,343	\$2,057	\$14,286	\$42,856
31-Dec-27	\$15,829	\$1,543	\$14,286	\$28,570
31-Dec-28	\$15,315	\$1,029	\$14,286	\$14,284
31-Dec-29	\$14,798	\$514	\$14,284	\$0
	<b>\$125,200</b>	<b>\$25,200</b>	<b>\$100,000</b>	

### Installment Loan Amortization Schedule - \$125,000

Date	Payment	Interest	Principal	Balance
31-Dec-20	\$4,500	\$4,500	\$0	\$125,000
31-Dec-21	\$4,500	\$4,500	\$0	\$125,000
31-Dec-22	\$4,500	\$4,500	\$0	\$125,000
31-Dec-23	\$22,358	\$4,500	\$17,858	\$107,142
31-Dec-24	\$21,714	\$3,857	\$17,857	\$89,285
31-Dec-25	\$21,071	\$3,214	\$17,857	\$71,428
31-Dec-26	\$20,428	\$2,571	\$17,857	\$53,571
31-Dec-27	\$19,786	\$1,929	\$17,857	\$35,714
31-Dec-28	\$19,143	\$1,286	\$17,857	\$17,857
31-Dec-29	\$18,500	\$643	\$17,857	\$0
	<b>\$156,500</b>	<b>\$31,500</b>	<b>\$125,000</b>	

### Installment Loan Amortization Schedule - \$150,000

Date	Payment	Interest	Principal	Balance
31-Dec-20	\$5,400	\$5,400	\$0	\$150,000
31-Dec-21	\$5,400	\$5,400	\$0	\$150,000
31-Dec-22	\$5,400	\$5,400	\$0	\$150,000
31-Dec-23	\$26,829	\$5,400	\$21,429	\$128,571
31-Dec-24	\$26,058	\$4,629	\$21,429	\$107,142
31-Dec-25	\$25,286	\$3,857	\$21,429	\$85,713
31-Dec-26	\$24,515	\$3,086	\$21,429	\$64,284
31-Dec-27	\$23,743	\$2,314	\$21,429	\$42,855
31-Dec-28	\$22,972	\$1,543	\$21,429	\$21,426
31-Dec-29	\$22,197	\$771	\$21,426	\$0
	<b>\$187,800</b>	<b>\$37,800</b>	<b>\$150,000</b>	

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

FROM: Department Manager

SUBJECT: PORT COSTA Sewer Use Charge Study, FY 2020/2021

INTRODUCTION

The results of a review of the current operating and maintenance costs and capital costs of the Port Costa Sanitary Department of the Crockett Community Services District are summarized in this report. The costs expected to be incurred through the next fiscal year (July 1, 2020 through June 30, 2021) are predicted in order to provide a basis for determining a rate structure for sewer use charges for the coming year.

DISTRICT REORGANIZATION

The Crockett Community Services District was formed in July, 2006, merging the functions of the Crockett-Valona Sanitary District with the functions of two recreation organizations and Port Costa's sanitary sewer agency. Responsibility for the latter did not transfer to Crockett CSD until May, 2008, however.

This Sewer Use Charge Study Report is concerned only with sewer service to be provided in the town of Port Costa.

BACKGROUND

The small town of Port Costa has a population of 190 people as of the 2010 census. Within the District's boundaries there are 113 properties, of which 85 are receiving sewer service. There is an additional property outside of the District boundaries that is also being served by the Port Costa Sanitary Department. The average daily dry weather flow rate is less than 15,000 gallons. The primary source of revenue received by the Department is from sewer service charges. No property taxes are available to fund operations of the sewage treatment plant and collection system.

From the revenue collected, Port Costa Sanitary Dept. must pay for operating and maintenance expenses and capital replacements (O&M&R), plus capital improvements and long-term debt service.

This review will determine the amount of money needed for operating, maintaining and improving the Department's sewerage facilities during FY 2020/21 and the available sources and amounts of revenue.

6.d.

Sewer Use Charge Study  
 FY 2020/21

CURRENT COSTS

A review of revenue and expenditures during FY 2019/20 reveals the revenue and expenses (partially predicted) shown in TABLE 1.

TABLE 1

PROJECTED DISTRICT, FY 2019/2020

REVENUE

Sewer Use Charges	\$ 272,528
Annexation Charge	0
Grants	0
Interest	\$1,575
Permit Fees	\$60
Cost Recovery/Non-Operating	\$3,712
<b>TOTAL REVENUE</b>	<b>\$277,875</b>

<u>EXPENSES</u>		
	Sewage Treatment	\$ 336,738
	Sewage Collection	17,069
	Administration/General	44,241
	Recoverables	0
	Insurance	0
	County Charges	0
	Capital Projects	38,061
	Operating Reserve	0
	Debt Service (Principle & Interest)	0

**TOTAL EXPENDITURES \$436,109**

**CY NET O&M&R \$ -158,234**

**PY Operating Reserve carried forward \$ 116,221**

## FUTURE OPERATING REQUIREMENTS

This analysis is concerned only with the costs of operating and maintaining sewerage facilities in Port Costa for the fiscal year 2020/21.

State, regional and county regulatory agencies imposed many new requirements on sanitary agencies through the 1990's to the present. A five-year discharge permit was issued to Port Costa by the RWQCB effective December 1, 2014, which further expanded these requirements. Violations of wastewater permit limits in 2003 resulted in mandatory upgrades of the Port Costa sewage treatment plant. These upgrades were completed by the end of 2007 at the cost of about \$1,000,000 by Contra Costa County. The Regional Water Quality Control Board (RWQCB) certified the upgrade. Plant operations have been carried out by contract operators since the district took ownership. The current contract is with Valley Operators LLC.

The District took control over the Port Costa facilities in 2008 from Contra Costa County. Contra Costa County left no inventory of the system, no inspection data, no repair records, no condition assessment, and has admitted to performing no preventive maintenance on the system. The District must therefore anticipate significant costs to bring the collection system up to current standards of reliability within as short a timeframe as possible. The District finds that such expenditures must be postponed because Port Costa cannot support such costs through sewer service charges.

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

1. Sewage Treatment:

The treatment plant is a facility operated and maintained by Valley Operators. The Department has reduced chemical costs by changing suppliers and streamlining the distribution. Pre-treatment occurs at an 86,000 gallon septic tank. Septic tank cleaning has been limited this year due to budgetary constraints. The costs associated with treatment for the next fiscal year are budgeted at **\$106,887** excluding Loan principle.

2. Sewage Collection:

The collection system consists of approximately 7,108 LF of 4" to 10" sewer piping. There are no lift stations. Maintenance will be performed by outside contractors. The Port Costa Sanitary Department has benefited from the inclusion, with the Crockett Sanitary Department, into the Crockett Community Service's District's Sanitary Sewer Management Plan (SSMP). Bi-annual audits of the SSMP are performed by the District.



The cost for the collection system operations, maintenance, and repairs are estimated at **\$19,131** for the coming year. The collection system should have few other costs during FY 2020/21 absent emergency unforeseen cleaning or repair.

3. Administration/General expenses:

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

Administrative (O&M) salary, professional services, office costs and miscellaneous expenses such as membership dues, printing, vehicle, etc. are budgeted at **\$40,337**.

4. Capital improvements budget:

The District maintains records that divide General Fund 3425 into an operating account and a capital account. Money that is budgeted for capital projects will be rolled-over when spending is delayed. Capital expenditures may therefore exceed the budget appropriation for a given year.

As a result of the 2007 plant upgrade project, the District inherited the enormous debt burden of \$1,035,000 from the County. This budget includes **\$126,022** for debt service.

No additional long-term debt is anticipated in FY 2020/21. The Department was able to refinance one of the existing loans in 2014 and the second loan in 2015. This reduced the interest rate on all debts burdening Port Costa. A third inter-department loan is anticipated in May 2020 and is included in the debt service due next year.

5. Contingencies:

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

Unfortunately, the Port Costa facilities were inherited with no operating reserves. On the contrary, this budget acknowledges a pre-existing debt of **\$24,233** to the Crockett Sanitary Dept, of which nothing can be paid this year. The budget can therefore provide only **\$17,551 (10%)** for operating contingencies. Only \$4,000 could be contributed to the WWTP Capital Reserve, \$8,000 for the septic tank

Sewer Use Charge Study  
 FY 2020/21

reserve, \$3,000 for RWQCB operating reserves and \$10,000 toward the discharge permit reserve in 2020/2021.

TABLE 2

PROJECTED DISTRICT BUDGET DETAIL, FY 2020/21

REVENUE (Excluding sewer use charges)

Carry-over unallocated cash	\$ 57,987
Prior Year Contingency Surplus	0
Tank Cleaning/Rehabilitation Reserve	0
Discharge Permit Reserve	0
WWTP Reserve	0
RWQCB Operating Reserve	0
Loans/Grants	0
Permit Fees	180
Capacity Charges/Annexation Charges	0
Annexation Interest	314
Cost Recovery	<u>2,783</u>
<b>TOTAL REVENUE</b>	<b>\$ 61,264</b>

EXPENSES

Sewage Collection	\$ 19,131
Sewage Treatment	106,687
Administration/General	40,337
Capital Replacement Projects	26,500
O&M Contingencies	17,551
Septic Tank Rehabilitation/Cleaning Reserve	8,000
WWTP Reserve	4,000
Discharge Permit Reserve	10,000
RWQCB Operating Reserve	3,000
Rate Stabilization Reserve	0
Debt service	<u>126,022</u>
<b>TOTAL EXPENDITURES</b>	<b>\$361,428</b>
<b>APPARENT DEFICIT</b>	<b>\$300,164</b>

## SUMMARY

This budget of **\$361,428** for FY 2020/21 is about equal to what was originally budgeted in FY 2019/20. However, it is anticipated that actual expenditures will exceed the budget for FY 2019/20 by \$70,831 and the operating reserves will be depleted by June 30, 2020. A revised budget for FY 2019/20 will be required. To rebuild the operating reserves and cover ongoing operating expenses a larger than normal sewer use charge increase, the only significant source of revenue for the department, will be required.

## PROJECTED REVENUE

The preceding review of next year's budget requirements indicates that **\$361,428** will be needed. Sources of this needed revenue are primarily sewer service charges.

The preceding expense and revenue information is summarized in TABLE 2. As can be seen from TABLE 2 there is an apparent deficit of **\$300,164**. A deficit is an annual occurrence and can be covered by a Sewer Use Charge, as described below.

## PROPOSED SEWER USE CHARGE RATE

The sewer services to be provided by the Port Costa Sanitary Department have been determined to include 76 single family dwellings and 15 apartments, plus 3 non-residential and 3 mixed-use properties (containing another 22 apartments).

Since 1964, the County has charged Port Costa properties for sewer service based on a schedule of multipliers. The categories "single-family residence" and "apartment" have always been charged the same rate. In a 2008 rate analysis conducted by a County consultant, that methodology was labeled inequitable. Unfortunately, that study proposed an alternate methodology that is ludicrous when applied to a tiny community struggling to survive. Secondly, the alternate methodology is inconsistent with that used by the Crockett Sanitary Dept, which would make no sense. In the interest of equitable rates, Crockett adopted a methodology in 1992 based on the actual wastewater flow from each property or category. The smaller the town, the more important this methodology becomes. The Crockett methodology is now being used in Port Costa.

To calculate average use of the sewer system by residential units, water use for irrigation must be factored out. To do this, data from only the wet-weather months of December, January and February is used, using **69** single-family residences as the mean. As a result of the latest analysis, each single-family residential building (considered one discharge unit) is now assumed to contribute **5852** cubic feet per year to the sewer system. This becomes the Department's standard for water consumption per discharge unit in Port Costa. Each apartment is also assumed to contribute **5852**

Sewer Use Charge Study  
 FY 2020/21

cubic feet per year to the sewer system, equivalent to 1.0 discharge unit. Water averages over the last six years were used to calculate the use factor.

Non-residential uses are charged an equitable share based on water consumption during a previous 12 month period, with a minimum charge set equal to the charge for one apartment. Mixed use properties are similarly charged, with a minimum set by the charge for each dwelling on the property.

The sewer services provided by the District are tabulated in TABLE 3. The second column in TABLE 3 indicates the relative flow rating ("use factor") of the various types of users. The last column is the product of the number of units and the use factor. The total of the last column gives 133.70 discharge units.

TABLE 3  
INVENTORY OF EXISTING CONNECTIONS - AUGUST 2019

<u>EQUIVALENT TYPE OF OCCUPANCY/USE</u>	NUMBER		USE FACTOR
	<u>OF UNITS</u>	<u>PER UNIT</u>	<u>UNITS</u>
Single family dwelling	76	1.00	76.00
Apartment	15	1.00	15.00
Non-residential property	3	varies	4.91
Mixed-use property	3	varies	<u>37.79</u>
	<b>Discharge Units</b>		<b>133.70</b>

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

OPERATING DEFICIT	\$300,164		
	-----	=	\$2,245/UNIT
NO. DISCHARGE UNITS	133.70		

By this method, the recommended annual sewer use charge per single family residence is \$2,245. The recommended annual sewer use charge per apartment is also \$2,245.

The charges for other properties would vary with water consumption in proportion to the District standard for residential uses. The recommended charge is \$2,245 plus \$38.36 per 100 cubic feet of water consumption in excess of 5852 cubic feet per year.

The budgets going forward intend to build a Port Costa septic tank heavy cleaning reserve of \$50,000, to be built up over 5 years, so that the septic tank may be cleaned as the need arises. A NPDES discharge permit is due every five years and it is prudent to develop a reserve of \$40,000 to pay for permit reissuance application process. It is also prudent to keep a reserve for potential fines by the Regional Water Quality Control Board (RWQCB). Excess operating revenue (if any) will roll over for contingency funds and/or remain in a rate stabilization reserve that exists to smooth out fluctuations in rates. Such excess revenue could also be allocated to sewer repairs, capital improvements or debt service, if required.

The Port Costa Sanitary Commission recognizes that it does not maintain a prudent level of capital reserves to respond to unanticipated situations and emergencies. Nor does this budget contain an adequate contingency fund, nor provide adequately for collection system maintenance, or repay outstanding debt to the Crockett Sanitary Department. The heavy burden of high service charges on Port Costa properties is a source of deep frustration and anxiety for everyone, and it prevents the Commission from achieving its goal of a prudent budget. It will take years to achieve financial stability, and this budget should be seen as only an initial step.

## RECOMMENDATION

The Department's financial outlook will improve slowly as the District continues to provide sewer service in Port Costa. With the development of a ten-year revenue program, the Department can chart a course toward financial stability. Eventually, the Port Costa Sanitary Commission will have every reason to believe that its finances are in order and that it remains capable of serving the Port Costa community into the future.

The General Manager, Department Manager and Assistant District Secretary are the only salaried positions in the Sanitary Department. All O&M&R services are contracted out to others regularly engaged in this type of work. This is believed to be the most economical way of getting this work done.

The District is under pressure from regulatory agencies to rehabilitate the collection system so that sewer overflows never occur. The Department does not know at this time how much must be spent on rehabilitation within even the next five years. In the initial years of transition from County management, the Port Costa Sanitary Dept. has spent very little on system rehabilitation. It appears that regular increases in sewer use charges will be required annually just to fund operating costs and debt service.

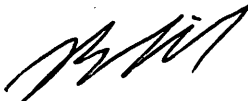
Sewer Use Charge Study  
FY 2020/21

**It is therefore recommended that this Sewer Use Charge Study Report be accepted by the Board of Directors and that sewer use charges are raised to \$2,245 per single family residence and equivalent unit for FY 2020/21 as a source of revenue to balance the budget.**

TABLE 4 sets forth the actual sewer use charge anticipated for each property served by the District.

Revenue raised through this sewer use charge would be **\$300,165**. There will be a net increase of 13.79% equal to \$272 annually on residential user fees for the fiscal year.

Respectfully submitted,



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James Barnhill  
Port Costa Department Manager

April 14, 2020

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TABLE 4

RECOMMENDED SEWER SERVICE CHARGES FOR THE TAX ROLL

A	Parcel No.	Levy		Revenue	Levy
		Code	Fund		Amount
A	368132002	GB	3425	9796	2,245.00
A	368132003	GB	3425	9796	2,245.00
A	368132004	GB	3425	9796	2,245.00
A	368132005	GB	3425	9796	2,245.00
A	368132007	GB	3425	9796	2,245.00
A	368132012	GB	3425	9796	2,245.00
A	368132013	GB	3425	9796	2,245.00
A	368132014	GB	3425	9796	2,245.00
A	368132015	GB	3425	9796	2,245.00
A	368132016	GB	3425	9796	2,245.00
A	368132017	GB	3425	9796	2,245.00
A	368132020	GB	3425	9796	2,245.00
A	368132022	GB	3425	9796	2,245.00
A	368132023	GB	3425	9796	2,245.00
A	368132024	GB	3425	9796	2,245.00
A	368132025	GB	3425	9796	2,245.00
A	368132026	GB	3425	9796	2,245.00
A	368133003	GB	3425	9796	2,245.00
A	368133007	GB	3425	9796	2,245.00
A	368133010	GB	3425	9796	2,245.00
A	368133012	GB	3425	9796	2,245.00
A	368134003	GB	3425	9796	4,490.00
A	368134004	GB	3425	9796	4,490.00
A	368134011	GB	3425	9796	2,245.00
A	368134012	GB	3425	9796	4,490.00
A	368135004	GB	3425	9796	2,245.00
A	368135005	GB	3425	9796	2,245.00
A	368135008	GB	3425	9796	2,245.00
A	368135009	GB	3425	9796	2,245.00
A	368135012	GB	3425	9796	2,245.00
A	368135013	GB	3425	9796	2,245.00
A	368135014	GB	3425	9796	2,245.00
A	368141003	GB	3425	9796	2,245.00
A	368141004	GB	3425	9796	4,490.00
A	368141005	GB	3425	9796	2,245.00
A	368141009	GB	3425	9796	2,245.00
A	368142006	GB	3425	9796	2,245.00
A	368142007	GB	3425	9796	2,245.00
A	368142008	GB	3425	9796	2,245.00
A	368143001	GB	3425	9796	4,490.00
A	368143003	GB	3425	9796	2,245.00
A	368143004	GB	3425	9796	2,245.00

Sewer Use Charge Study  
 FY 2020/21

A	368143005	GB	3425	9796	2,245.00
A	368143006	GB	3425	9796	2,245.00
A	368143007	GB	3425	9796	2,245.00
A	368144003	GB	3425	9796	2,245.00
A	368144004	GB	3425	9796	4,490.00
A	368144012	GB	3425	9796	4,490.00
A	368145001	GB	3425	9796	2,245.00
A	368145002	GB	3425	9796	2,245.00
A	368145003	GB	3425	9796	2,245.00
A	368145006	GB	3425	9796	2,245.00
A	368145007	GB	3425	9796	2,245.00
A	368145008	GB	3425	9796	2,245.00
A	368145009	GB	3425	9796	2,245.00
A	368145010	GB	3425	9796	2,245.00
A	368145014	GB	3425	9796	2,245.00
A	368145015	GB	3425	9796	2,245.00
A	368145019	GB	3425	9796	5,140.00
A	368145024	GB	3425	9796	2,245.00
A	368145025	GB	3425	9796	2,245.00
A	368145027	GB	3425	9796	35,023.00
A	368146001	GB	3425	9796	3,644.00
A	368146002	GB	3425	9796	2,245.00
A	368146003	GB	3425	9796	2,245.00
A	368146007	GB	3425	9796	2,245.00
A	368146010	GB	3425	9796	2,245.00
A	368146014	GB	3425	9796	2,245.00
A	368146017	GB	3425	9796	2,245.00
A	368146021	GB	3425	9796	2,245.00
A	368146022	GB	3425	9796	2,245.00
A	368146023	GB	3425	9796	2,245.00
A	368146024	GB	3425	9796	2,245.00
A	368146025	GB	3425	9796	2,245.00
A	368147004	GB	3425	9796	15,715.00
A	368147005	GB	3425	9796	11,225.00
A	368147006	GB	3425	9796	34,102.00
A	368148002	GB	3425	9796	2,245.00
A	368148003	GB	3425	9796	2,245.00
A	368148004	GB	3425	9796	2,245.00
A	368148005	GB	3425	9796	2,245.00
A	368148013	GB	3425	9796	2,245.00
A	368148014	GB	3425	9796	2,245.00
A	368148015	GB	3425	9796	2,245.00
A	368148018	GB	3425	9796	2,245.00

Assesment on Tax Roll 297,919.00

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To **Port Costa** Customers of the Crockett Community Services District:  
 (Please forward this notice to the ratepayer and property owner)

**PROPOSED INCREASE IN SEWER USE CHARGE EFFECTIVE  
 JULY 1, 2020, AND NOTICE OF PUBLIC HEARING ON THE MATTER**

The Crockett Community Services District provides sewage collection, treatment and disposal services to properties in **Port Costa**. Property owners are charged annually for these services on their property tax bills.

As recommended by the Port Costa Sanitary Commission, the District proposes a Sewer Use Charge (SUC) increase effective July 1, 2020. The SUC increase is necessary to fund the current and anticipated costs of the operations and maintenance functions and capital improvements of the District for the 2020/21 fiscal year (including new federal, state and regional water quality requirements) and to provide for the repayment of loans. Following are the proposed charges:

PRESENT ANNUAL SEWER USE CHARGE	USER CLASSIFICATION	PROPOSED ANNUAL SEWER USE CHARGE
\$1,973 per year per SFR*	Single Family Residence (SFR)	\$2,245 per year per SFR*
\$1,973 per year per APT	Apartment (APT)	\$2,245 per year per APT
\$1,973 plus \$33.44 per 100 cubic feet of water consumption in excess of 5901 cubic feet per year	Hotel and Non-residential Accounts	\$2,245 plus \$38.36 per 100 cubic feet of water consumption in excess of 5852 cubic feet per year
\$1,973 plus \$33.44 per 100 cubic feet of water consumption in excess of 5901 cubic feet per year (min. \$1,973 per APT)	Mixed-use Accounts	\$2,245 plus \$38.36 per 100 cubic feet of water consumption in excess of 5852 cubic feet per year (min. \$2,245 per APT)

\*Based on average discharge of sewage per unit of the user classification.

A public hearing on the matter will be held on Wednesday, June 24, 2020 at 7:00 PM at the Crockett Community Center, 850 Pomona Street, Crockett, CA. The Crockett Community Services District phone number is (510) 787-2992.