CROCKETT COMMUNITY SERVICES DISTRICT

AGENDA FOR WEDNESDAY, NOVEMBER 18, 2026

TIME: 7:00 PM - REGULAR MEETING
LOCATION: Crockett Community Center, 850 Pomona St., Crockett

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

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

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS
   (The Board is prohibited from discussing items not on this agenda. Matters not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. CLOSED SESSION:
   a. Conference with legal counsel – anticipated litigation: Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): (1 potential case) Factual circumstance: Receipt of written demand from C&H/ASR regarding outstanding balance for prior operations and maintenance (O&M) for the Joint Treatment Plant (JTP).
   b. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957.
5. OPEN SESSION:
   a. Report on actions taken during Closed Session(s).
6. CONSENT CALENDAR: Consideration of a motion to approve the following items:
   (Items are subject to removal from the Consent Calendar by request of any Board Member for discussion or by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
   a. Approve the minutes of the CCSD Board meeting on October 28.
   b. Approve the minutes of the CCSD Board special meeting on November 13.
   c. Receive minutes from Commissions and Committees
   d. Receive Monthly C&H billing (September)
   e. Approve payment of District Bills (October).
   f. Receive Cash Account and LAIF Balances.
   g. Receive resignation of Glen Millward from CVSAN.
   h. Approve sewer lateral repair for 1 Rolph Park Drive.
   i. Receive Adopt-A-Highway encroachment permit for Bridgehead area.
7. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR
8. ADMINISTRATIVE:
   a. Consider annual appreciation holiday party for staff, Board members, commissioners, and committee members.
9. BUDGET AND FINANCE:
   a. Discuss financial matters related to the District

10. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS: *(These items are typically for the exchange of information only. No action will be taken at this time.)*
    a. Recreation Manager / Recreation Commission
    b. Crockett and Port Costa Sanitary Department Manager / Crockett Sanitary Commission / Port Costa Sanitary Commission / CVSAN Wastewater Committee
    c. District Secretary
    d. Administrative Services Manager
    e. General Manager / Maintenance Department / Lighting & Landscape Commission
    f. Governmental matters
    g. Announcements and discussion
11. REPORTS FROM BOARD MEMBERS, COMMITTEES, AND AD HOC: *(These items are typically for the exchange of information only. No action will be taken at this time.)*
    a. Legal Negotiations Ad Hoc: Barassi, McDonald
    b. Revival Coffee Lease Ad Hoc: McDonald, Spinner
    c. Police Liaison Committee: Wais (Vice-Chair), Ritchey, Pennisi (Chair), Wehner
    d. Inter-Agency meetings.
12. FUTURE AGENDA ITEMS / BOARD COMMENTS
    a. Consider merging the Recreation Commission and Lighting & Landscaping Commission
    b. Updates to the District Code to change the reporting structure of the Secretary to the Board
    c. Dog Park
13. ADJOURNMENT: until December 16, 2026, one week earlier than usual due to the Christmas holiday.

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

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

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

CROCKETT COMMUNITY SERVICES DISTRICT (CCSD)

P.O. Box 578 | Crockett, CA 94525
850 Pomona Street
Telephone (510) 787-2992
E-mail: districtsecretary@town.crockett.ca.us
Website: www.town.crockett.ca.us

FOR REVIEW

MINUTES OF THE BOARD SPECIAL MEETING ON NOVEMBER 13, 2026.

1. CALL TO ORDER - ROLL CALL: President McDonald called the special meeting to order at 1:02 p.m. Directors Barassi, Mackenzie, McDonald, and Spinner were present. Director Murdock was absent. District Counsel Pio Roda was also present.
2. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Charles Wright asked the Board to consider supporting a Farmers Market in town. He said he is willing to work with others under his rental agreement to use the 1 Rolph Park Drive parking lot as the location. Vendors have been identified, and he has spoken with Norma at the Crockett Chamber of Commerce about the benefit of having a produce and fresh-food-centric market for residents in town.
3. CLOSED SESSION: The Board entered closed session at 1:07 p.m.:
    a. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957.
4. OPEN SESSION: Open session resumed at 1:41 p.m. No reportable action resulted from the closed session.
5. ADJOURNMENT: The special meeting was adjourned at 1:42 p.m.

Respectfully submitted,
Dale McDonald
President

6.b

C&H SUGAR COMPANY INC.
830 Loring Avenue - Crockett, Ca. 94525

To: Crockett Sanitary Department
P.O. Box 578
Crockett, Ca. 94525

DATE: 10/15/26

We Debit Your
Account As Follows:
Form 0043-Accounts Receivable

PREPARED BY: JK	AMOUNT
Billing for Shared Operating Costs: Waste Treatment Plant for the month September 2026	$ 91,540.75

Send Remittance to the address above in care of
[redacted]

6.d

BILLING FOR CROCKETT SANITARY DEPARTMENT

September 2026

		District's Share
Waste Treatment Plant		
Operating		
	Materials and Expense	$82,294.46
	Labor: Professional-Proj. Engr. (inc. Burden)	$0.00
	Quality Assurance (inc. Burden)	$0.00
	Total Operating	$82,294.46
Non-Operating		
	Insurance	$242.00
	Lease	$244.80
	Total Non-Operating	$486.80
	TOTAL COST	$82,781.26
	Less: Credit for Nutrient Chemicals	($481.36)
	Plus: Administrative Expenses @ 10%	$8,278.13
	TOTAL OF DISTRICT'S SHARE	$91,540.75

BILLING FOR CROCKETT SANITARY DEPARTMENT

September 2026

48298 Cost Element	Description		Actual Charges	Basis of Allocation C & H %	Basis of Allocation District %	C & H $share	District $share
[redacted]	Hourly Wages		$0.00	0.7403	0.2597	$0.00	$0.00
	Salary Wages		$0.00	0.7403	0.2597	$0.00	$0.00
	Overtime Wages		$0.00	0.7403	0.2597	$0.00	$0.00
	Stationery and Office Supplies		$0.00	0.7403	0.2597	$0.00	$0.00
	Laboratory Supplies		$4,720.56	0.7403	0.2597	$3,494.63	$1,225.93
	Nutrient Chemicals		$0.00	1.0000	0.0000	$0.00	$0.00
	Disinfectant Chemicals		$22,796.81	0.0000	1.0000	$0.00	$22,796.81
	Polymer		$53,797.82	0.9086	0.0914	$48,880.70	$4,917.12
	Engineering-Science Operating Labor		$131,667.00	0.7403	0.2597	$97,473.08	$34,193.92
	Contract Analytical Work		$7,171.85	0.7403	0.2597	$5,309.32	$1,862.53
	Off Site Sludge Disp.		$47,334.65	0.9086	0.0914	$43,008.26	$4,326.39
	Liquid Oxygen		$0.00	0.9086	0.0914	$0.00	$0.00
	Electrical Power:	C.O.D. Related $ 46,996.59	$29,607.85	0.9086	0.0914	$26,901.69	$2,706.16
		Flow Related	$17,388.74	0.6027	0.3973	$10,480.19	$6,908.55
	Miscellaneous Expenses		$650.00	0.7403	0.2597	$481.20	$168.81
	Surge Tank		$0.00	0.6027	0.3973	$0.00	$0.00
	Chemical Nutrient System		$0.00	1.0000	0.0000	$0.00	$0.00
	Reactor System		$0.00	0.9086	0.0914	$0.00	$0.00
	D.A.F. System		$0.00	0.6027	0.3973	$0.00	$0.00
	Drainage System		$0.00	0.6027	0.3973	$0.00	$0.00
	Chlorination System		$0.00	0.0000	1.0000	$0.00	$0.00
	Sludge System		$0.00	0.9086	0.0914	$0.00	$0.00
	Power Distribution System		$0.00	0.7403	0.2597	$0.00	$0.00
	Buildings		$0.00	0.7403	0.2597	$0.00	$0.00
	M and R Miscellaneous Materials		$12,276.70	0.7403	0.2597	$9,088.44	$3,188.26
	Instrumentation		$0.00	0.7403	0.2597	$0.00	$0.00
	Permit Fee		$0.00	0.5921	0.4079	$0.00	$0.00
	Permit Fee (NPDES Permit)		$0.00	0.9824	0.0176	$0.00	$0.00
		Total	$327,411.98			$245,117.52	$82,294.46

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1010 · Fund 3241 - Recreation				
10/01/2026	AT&T	Alarm System - (510) 787-6881	325.79	10678
10/01/2026	EBMUD	Water - [redacted]	6,520.25	10679
10/01/2026	Fast Times	Summer Concert - October 4, 2026	3,750.00	10680
10/01/2026	PG&E	Gas & Electric - [redacted]	4,012.02	10681
10/01/2026	Sierra Chemical Company	Multichlor, Sodiu Hypochlorite - Invoices 162906 & 162149	2,737.89	10682
10/01/2026	TERRACARE ASSOCIATES	Landscaping Services - Invoices CS50744545, CD50744547, CD50744549	2,280.00	10683
10/01/2026	TERMINIX	Pest Control - Invoice 476195816	213.00	10684
10/01/2026	Special District Risk Management	Health Benefits - Invoices i00714, H50142, H49662, i00701, H49821, H49980	4,639.82	10685
10/01/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #83 - Split	11,929.07	10686
Total 1010 · Fund 3241 - Recreation			36,407.84	
Total 1000 · County Operating Funds			36,407.84	
TOTAL			**36,407.84**	

9/30/26

6.e

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1010 · Fund 3241 - Recreation				
10/19/2026	Campbell Business Solutions	IT Support - Invoice 11834	1,330.00	10687
10/19/2026	Contra Costa Special Districts Asso	Annual Dues for FY 2026/27 - Split	60.00	10688
10/19/2026	EBMUD	Water - [redacted]	2,000.00	10689
10/19/2026	LINCOLN AQUATICS	Pool Supplies - [redacted]	105.86	10690
10/19/2026	Alisa Maria	Reimbursement for Pumpkins & Pool Supplies	647.50	10691
10/19/2026	PG&E	Gas & Electric - [redacted]	1,486.64	10692
10/19/2026	Sierra Chemical Company	Hydrochloric Acid - Invoice 163027	1,152.14	10693
10/19/2026	TERRACARE ASSOCIATES	October Landscaping Services - Invoices CD50744550, CD50744548, CD50744546	2,280.00	10694
10/19/2026	U.S. BANK	Various [redacted]	5,639.25	10695
10/19/2026	CONTRA COSTA COUNTY TREASURER	Calpers - September 2026 - Split	2,714.68	10696
10/19/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #84 - Split	12,929.03	10697
10/19/2026	CSRMA	Annual PIP, JPA, Director Fee - Invoice 7714	10,318.63	10698
Total 1010 · Fund 3241 - Recreation			40,663.73	
Total 1000 · County Operating Funds			40,663.73	
TOTAL			**40,663.73**	

10/16/2026

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
Auditor's Date: _____ Fund: 324200 Account : 0830

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1015 · Fund 3242 - Maintenance				
10/01/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #83 - Split	516.85	760
Total 1015 · Fund 3242 - Maintenance			516.85	
Total 1000 · County Operating Funds			516.85	
TOTAL			**516.85**	

9/30/26

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1015 · Fund 3242 - Maintenance				
10/19/2026	Bruce Adair	Chip Brogh at Bridgehead - Invoice 690519	500.00	761
10/19/2026	Contra Costa Special Districts Asso	Annual Dues for FY 2026/27 - Split	15.00	762
10/19/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #84 - Split	124.04	763
Total 1015 · Fund 3242 - Maintenance			639.04	
Total 1000 · County Operating Funds			639.04	
TOTAL			**639.04**	

10/16/2026

CROCKETT COMMUNITY SERVICES DISTRICT
Crockett Community Services District
Auditor's Date: _____ Fund: 342500 Account : 0830

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1020 · Fund 3425 - PCSan - O&M				
10/01/2026	PG&E	Electric - [redacted]	585.19	2178
10/01/2026	Sierra Chemical Company	Multichlor, Sodium Hypochlorite - Invoice 162284	2,619.14	2179
10/01/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #83 - Split	1,727.87	2180
Total 1020 · Fund 3425 - PCSan - O&M			4,932.20	
Total 1000 · County Operating Funds			4,932.20	
TOTAL			**4,932.20**	

9/30/26

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1020 · Fund 3425 - PCSan - O&M				
10/19/2026	East Bay Municipal Utility District	BACWA Membership FY27 - Invoice 9014024	2,976.68	2181
10/19/2026	Natural System Utilities - CA Inc.	WWPO October Services - Invoice 1212582	7,027.19	2182
10/19/2026	Peterson	Annual Maintenance on Generator - Invoice SW240217526	3,645.85	2183
10/19/2026	CSRMA	Annual PIP, JPA, Director Fee 2026/27 - Invoice 7714	2,293.03	2184
10/19/2026	Contra Costa Special Districts Asso	Annual Dues for FY 2026/27 - Split	15.00	2185
10/19/2026	CONTRA COSTA COUNTY TREASURER	Calpers - September 2026 - Split	807.26	2186
10/19/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #84 - Split	464.47	2187
Total 1020 · Fund 3425 - PCSan - O&M			17,229.48	
Total 1000 · County Operating Funds			17,229.48	
TOTAL			**17,229.48**	

10/16/2026

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
10/01/2026	AT&T	Phone - [redacted]	80.19	7781
10/01/2026	EBMUD	Water - [redacted]	468.14	7782
10/01/2026	Independent Power	Pump Disconnect & Reconnect - Invoice 26-025	860.00	7783
10/01/2026	Let's Dig, Inc.	September Monthly Landscape @ 1 Rolph Park - Invoice #26	344.00	7784
10/01/2026	L.R. PAULSELL CONSULTING	USA Locating - Invoices 26-25 & 26-26	907.50	7785
10/01/2026	PG&E	Gas & Electric - [redacted]	4,831.18	7786
10/01/2026	TERMINIX	Pest Control @ 1 Rolph Park - Invoice 476196430	144.00	7787
10/01/2026	Lincoln National Life Insurance Company	LTD & STD Insurance - [redacted]	84.21	7788
10/01/2026	USA North	Annual Membership - Invoice 1389102026	304.84	7789
10/01/2026	V.W. Housen & Associates	Engineering Support - Invoices 1710 & 1721	2,325.00	7790
10/01/2026	Special District Risk Management	Health Benefits - Invoices i00714, H50142, H49662, i00701, H49821, H49980	10,826.24	7791
10/01/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #83 - Split	23,552.54	7792
10/01/2026	Natural System Utilities - CA Inc.	Outside Laboratory - Invoice 1211055	1,992.18	7793
Total 1025 · Fund 3426 - CVSan - O&M			46,720.02	
Total 1000 · County Operating Funds			46,720.02	
TOTAL			**46,720.02**	

9/30/26

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
10/05/2026	C&H SUGAR CO.	Shared Operating Costs WWTP - August 2026	123,083.68	7794
Total 1025 · Fund 3426 - CVSan - O&M			123,083.68	
Total 1000 · County Operating Funds			123,083.68	
TOTAL			**123,083.68**	

10/5/26

CROCKETT COMMUNITY SERVICES DISTRICT

Crockett Community Services District

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

Date	Name	Memo	Credit	Num
1000 · County Operating Funds				
1025 · Fund 3426 - CVSan - O&M				
10/19/2026	Natural System Utilities - CA Inc.	WWPO October Services - Invoice 1212583	2,780.58	7795
10/19/2026	CSRMA	Annual PIP, JPA, Director Fee 2026/27 - Invoice 7714	10,318.63	7796
10/19/2026	Contra Costa Special Districts Asso	Annual Dues for FY 2026/27 - Split	60.00	7797
10/19/2026	U.S. BANK	Various [redacted]	7,809.85	7798
10/19/2026	CONTRA COSTA COUNTY TREASURER	Calpers - September 2026 - Split	6,621.84	7799
10/19/2026	CONTRA COSTA COUNTY TREASURER	Netchex Payroll #84 - Split	3,221.59	7800
Total 1025 · Fund 3426 - CVSan - O&M			30,812.49	
Total 1000 · County Operating Funds			30,812.49	
TOTAL			**30,812.49**	

10/16/2026

Organization	Contra Costa County
Periods	FY 2026-27 : 01 Jul - 12 Jun
Ledger	Actuals
Ledger Acct/Summary	**0210:INVESTMENTS**
Accounting Worktag	SEE BELOW
Book	Operating Book
Company Currency	USD
Translation Currency	USD
Run	**11/13/2026 07:33 AM**

Accounting Worktag **3241 CROCKETT RECREATION DEPT**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	22,312.87	0.00	22,312.87
Total	0.00	22,312.87	0.00	22,312.87

Accounting Worktag **3242 CROCKETT CSD-MAINT DEPT**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	306,423.25	0.00	306,423.25
Total	0.00	306,423.25	0.00	306,423.25

Accounting Worktag **3425 PORT COSTA SANITARY DEPT**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	221,283.55	0.00	221,283.55
Total	0.00	221,283.55	0.00	221,283.55

Accounting Worktag **3426 CROCKETT SANITARY DEPT**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	492,770.19	0.00	492,770.19
Total	0.00	492,770.19	0.00	492,770.19

Accounting Worktag **3427 CROCK-VALONA SAN CONST**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	1,203,573.74	0.00	1,203,573.74
Total	0.00	1,203,573.74	0.00	1,203,573.74

Accounting Worktag **3429 CROCK-VALONA SAN CAP RES**
Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0210:INVESTMENTS	0.00	84,182.62	0.00	84,182.62
Total	0.00	84,182.62	0.00	84,182.62

Organization	Contra Costa County
Ledger	Actuals
Ledger Account/Summary	**0010:CASH**
	0530:WARRANTS PAYABLE
Run	**11/13/2026 7:23**

Accounting Worktag 3240 CROCKETT COMMUNITY SVCS

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	48,535.08	1,246.61	47,288.47
Total	0.00	48,535.08	1,246.61	47,288.47

Accounting Worktag 3241 CROCKETT RECREATION DEPT

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	948,714.21	699,565.32	249,148.89
Total	0.00	948,714.21	699.565.32	249,148.89

Accounting Worktag 3242 CROCKETT CSD-MAINT DEPT

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	47,437.89	23,548.46	23,889.43
Total	0.00	47,437.89	23,548.46	23,889.43

Accounting Worktag 3425 PORT COSTA SANITARY DEPT

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	357,517.38	143,775.46	213,741.92
Total	0.00	357,517.38	143,775.46	213,741.92

Accounting Worktag 3426 CROCKETT SANITARY DEPT

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	4,717,124.95	3,748,401.41	968,723.54
Total	0.00	4,717,124.95	3,748,401.41	968,723.54

Accounting Worktag 3427 CROCK-VALONA SAN CONSTRUCTION

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	37,887.28	79.00	37,808.28
Total	0.00	37,887.28	79.00	37,808.28

Accounting Worktag 3429 CROCK-VALONA SAN CAP RESERVES

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
0010:CASH	0.00	214.00	6.00	208.00
Total	0.00	214.00	6.00	208.00

Outlook

Sanitary commission business

From Glen Millward <[redacted]>
Date Tue 11/3/2026 12:39 PM
To Mary Wais <[redacted]>
Cc manager@town.crockett.ca.us <manager@town.crockett.ca.us>; districtsecretary@town.crockett.ca.us <districtsecretary@town.crockett.ca.us>; Scott Bartlebaugh <[redacted]>; [redacted]>

Hi Mary,

.

Regrettably, I feel I must resign from my role as commissioner on the Sanitary board. [redacted] have contributed greatly to this decision, as I am unable to keep up with the discussions during meetings. [redacted] When I applied for this position, I was hopeful I could be an effective participant, [redacted]. The board deserves someone who is fully focused (no pun intended). I want to thank you and the other commissioners for your patience and willingness to work with me. I plan on attending the next meeting. I wish you luck in recruiting someone else for this role, and I (reluctantly) offer to stay on as an alternate until you do.

Sincerely,
Glen

6.g

L. R. PAULSELL CONSULTING, INC.

PIPELINE VIDEO INSPECTION AND CLEANING ***GENERAL ENGINEERING CONTRACTOR***

November 2, 2026

Crockett Sanitary Department
PO Box 578
Crockett, CA 94525

Attention: James Barnhill

Subject: 1 Rolph Park Sewer Lateral Replacement.

Gentlemen,

Thank you for your request for proposal to replace the sewer lateral system for 1 Rolph Park Drive. We will replace and upsize 45' of existing 4" VCP pipe with 6" HDPE by pie bursting from the center of the driveway to the manhole in the street. Install a new 6" backwater check valve in an H20 traffic rated box. Then replace 18' of existing 4" VCP to the existing building clean out in front of the building with 6" cast iron pipe by open trench. We also replace 113' of existing 4" sewer from the new check valve to the S/E corner of the building with 6" cast iron pipe by open trench and connect to the existing 3" building drains. I have also included a cost for an additional 4" extension to the N/E corner of the building for a drain connection to Revival Coffee.

New 6" Sewer Lateral:	Lump Sum	$45,000.00
4" Lateral Extension:	Lump Sum	$8,000.00
	Total Price	$53,000.00

I estimate the work will take approximately 1 week to complete. Please contact me at 510-453-6203 if you have any questions. L. R. Paulsell Consulting, Inc. is a State of California certified small business enterprise.

Very truly yours

Lloyd. R. Paulsell

6.h

PO Box 517, Crockett, CA 94525 Phone 510-787-3037 Email lrpcon@aol.com
License No. 849053

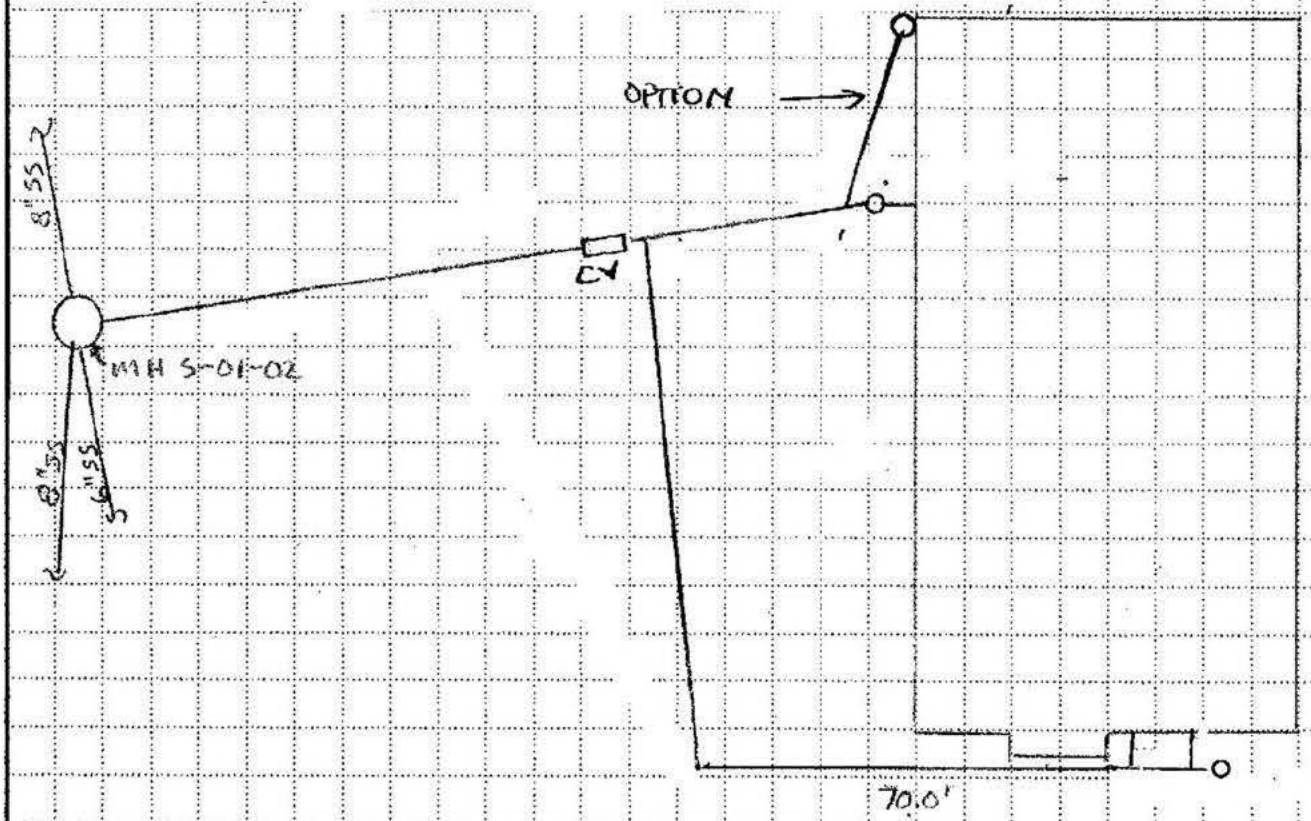
JOB No. _____ SCALE: NTS

JOB DESCRIPTION: _____

PREPARED BY: LRP DATE: 10/24/26

CHECKED BY: _____ DATE: _____

1 Rolph Park



Outlook

Safety Orientation for Crockett Community Services District VC 80 CC 13.5 - 13.7 E/B Bike Path

From Montoya, Jose L@DOT <jose.montoya@dot.ca.gov>
Date Fri 11/13/2026 1:23 PM
To districtsecretary@town.crockett.ca.us <districtsecretary@town.crockett.ca.us>
Cc Jevicky, Michael@DOT <michael.jevicky@dot.ca.gov>; Scott Jr., Steven@DOT <Steven.Scott@dot.ca.gov>; Turner, Stanley@DOT <Stanley.Turner@dot.ca.gov>

6 attachments (5 MB)

Crockett Community Services District 04-26-N-AH-3292 .PDF; Crockett Community Services District SafetyOrientationVolunteers.pdf; 5 Year Plan AAH Application Crockett L&L Signed 09102026.PDF; AAH Tailgate Safety Mtg.pdf; Safety Video; 2026 No Work Days New.pdf;

Good Afternoon Jena & Sonia,

Congratulations, attached is a copy of your new permit, and safety orientation paperwork. You will need to contact **Caltrans Maintenance Supervisor Stanley Turner, Hercules Maintenance Station at (510) 715-6766.** and schedule a safety orientation within 30 days.

I have attached a copy of our **Crew Plans** & **Special Provisions** along with our **Safety Video**. I will need everyone in your group, being trained as a group leader, to watch this video and write down any questions they may have. At the time of your Safety Orientation, the Area Supervisor will answer any questions that they may have regarding the video and go over the Crew Plans & Special Provisions outside, while social distancing and wearing masks, in addition to riding the area with you and providing safety gear, bags, etc..

At the time of your safety orientation, you will be able to discuss any concerns and issues regarding your adoption that you may have, please contact me if you have any additional questions.

Thank you.

Jose Montoya
Assistant Adopt-A-Highway Coordinator
State of California, Dept. of Transportation, District 4.
Cell (510) 715-7277
http://adopt-a-highway.dot.ca.gov
Break the ICE and tell us how we're doing!!!

6.i

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

ENCROACHMENT PERMIT (ADOPT-A-HIGHWAY)

DOT TR-0121 (REV 05/2023)

PERMIT NUMBER
04-26-N-AH-3292

In compliance with

☒ Your application of November 06, 2026

DIST/CO/RTE/PM
04/CC/080/PM 13.5-13.7

APPROVAL DATE
November 09, 2026

TO: Crockett Community Services District
PO Box 780
Crockett, CA 94525
Email: manager@town.crockett.ca.us
Phone: (510)787-2992

, **PERMITTEE**

and subject to the following, PERMISSION IS HEREBY GRANTED to:

Perform the following activities on 04 / CC / 080 / PM 13.5-13.7 / East Bound
DISTRICT/COUNTY/ROUTE/POSTMILE RANGE/DIRECTION(S)

☒ Litter Removal.
☐ Graffiti Removal.
☒ Vegetation Control.
☐ Seedling Tree and Shrub Planting.
☐ Wildflower Planting and Vegetation Control.
☐ "Spot" Wildflower Planting.
☐ Recognition Panel Replacement. (By Contractors only. Panels must be approved by the Department.)
☒ Other, describe: Litter shall be removed a minimum of 2 times per year; Vegetation shall be controlled a minimum of 2 times per year

NO ONE UNDER 16 YEARS OF AGE IS ALLOWED TO PARTICIPATE ON STATE RIGHT-OF-WAY.
THIS PERMIT IS NOT A PROPERTY RIGHT AND DOES NOT TRANSFER WITH THE PROPERTY TO A NEW OWNER.

The following attachments are also included as part of this permit *(Check applicable)*:

☐ Adopt-A-Highway Permit Special Provisions.
☐ Attachment A (Adopt-A-Highway Special Provisions).
☐ Planting Plan, Work Plan, and Work Schedule.
☒ Vegetation Control Plan, Work Plan, and Work Schedule.
☒ Other, describe:

ADVANCED NOTIFICATION OF WORK: Before each work occasion, the Permittee shall notify the Department's Maintenance Field Representative at least five working days, but no more than one month, prior to start of any work to ensure coordination with other activities.

Stanley Turner	Stanley.Turner@dot.ca.gov	(510) 715-6766
DEPARTMENT'S MAINTENANCE FIELD REPRESENTATIVE	EMAIL	PHONE NUMBER

Permittee's work shall be subordinated to State operations and shall not interfere with State forces or State's contractors.

☐ Yes ☒ No The information in the environmental documentation has been reviewed and considered prior to approval of this permit.

This permit expires on November 30 , 2031
This permit is to be strictly construed and no other work other than specifically mentioned is hereby authorized.
No project work shall be commenced until all other necessary permits and environmental clearances have been obtained.

CC:
#1: NEIL HAYES
#2: STANLEY L TURNER
#3: MICHAEL A JEVICKY
#4: CHEN LI

APPROVED

Doanh Nguyen, Acting, District Director

BY

Mohammad Dastmalchian
Mohammad Dastmalchian (Nov 9, 2026 09:42:33 PST)

Mohammad Dastmalchian, District Permit Engineer

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STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

ATTACHMENT A (ADOPT-A-HIGHWAY SPECIAL PROVISIONS)

MTCE-09 (REV 7/2009)

1. DEPARTMENTAL CONTACTS:

District Adopt-A-Highway Coordinator (Processes applications, answers questions regarding program policy, maintains program data, receives contact information changes.)

Name: Michael Jevicky Phone: (510) 715-8338

Address: 111 Grand Avenue, P.O. Box 23660, Oakland, CA 94623-0660

Maintenance Supervisor or Designee (Receives five-day advance notice of work, provides additional supplies and equipment throughout the permit period, arranges for collection of filled litter bags, hazardous materials, and large items.)

Name: Stanley Turner or Landscape Area Supervisor Phone: 925-580-7495

Address: Hercules Maintenance Station, 1369 Willow Avenue, Hercules, CA 94547

Representative Providing Safety Orientation (Answers safety-related questions, provides initial supply of safety equipment.)

Name: Stanley Turner or Landscape Area Supervisor Phone: 510-799-7073

Address: Hercules Maintenance Station, 1369 Willow Avenue, Hercules, CA 94547

2. WORK FREQUENCY: *(Check all that apply)*

- ☑ Litter shall be removed a minimum of 2 times per year. (Litter removal during vegetation control activity is required.)
- ☐ Graffiti shall be removed within ____ calendar days of notification.
- ☑ Vegetation shall be controlled a minimum of 2 times per year.
- ☑ Planting, vegetation control, and other activities shall be performed per permittee's attached plans and schedules.

3. WORK DAYS AND HOURS

Work shall not be scheduled by any permittee during the holiday periods listed in Special Provisions 10. **In addition, work shall not be scheduled:**
No addtional restrictions.

Volunteer litter removal groups shall schedule work during the national cleanup events listed in Special Provisions 11 (weather permitting). **In addition, volunteer litter removal groups shall schedule work:**
No additions.

4. SITE ACCESS – Direction 1: Eastbound

Walk-on entry and exit points?	☑ Yes	☐ No
Shoulders for drop-off and pick-up?	☑ Yes	☐ No
Space to park off of shoulders?	☑ Yes	☐ No

Comments/Recommendations:
None

Site Access – Direction 2:

Walk-on entry and exit points?	☐ Yes	☐ No
Shoulders for drop-off and pick-up?	☐ Yes	☐ No
Space to park off of shoulders?	☐ Yes	☐ No

Comments/Recommendations:

5. WORK AREA DESCRIPTION – Direction 1:

Begin:

End:

WORK AREA DESCRIPTION – Direction 2:

Begin:

End:

6. WORK PROCEDURES:

Direction 1:
Vegetation control shall be performed per approved work plan.

Direction 2:
Vegetation control shall be performed per approved work plan.

GROUP NAME/CONTRACTOR NAME	ADOPTION TYPE AND LOCATION
Crockett Community Services District (Volunteers 18+)	EB VC 80 CC 13.5 - 13.7 Bike Path
ADOPT-A-HIGHWAY COORDINATOR SIGNATURE: Jose Montoya	DATE PREPARED: 11/6/2026

ADA NOTICE: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 9581 4.

ADOPT-A-HIGHWAY PERMIT SPECIAL PROVISIONS

TR–0156 (Rev. 07/2023)

1. **AUTHORITY:** The California Department of Transportation ("Department") has authority to issue encroachment permits under Division 1, Chapter 3, Article 1, Sections 660 through 734 of the Streets and Highways Code.

2. **REVOCATION/CANCELLATION:** Encroachment permits are revocable on five (5) business days' notice unless otherwise stated on the permit or otherwise provided by law, and except as provided by law for public corporations, franchise holders, and utilities. Notwithstanding the foregoing, in an emergency situation as determined by the Department, an encroachment permit may be revoked immediately. These Adopt-A-Highway Permit Special Provisions and all attachments to this permit are subject to modification or abrogation by the Department at any time. Permittees' joint use agreements, franchise rights, reserved rights or any other agreements for operating purposes in State of California ("State") highway right-of-way may be exceptions to this revocation.

3. **PERMITTEE AUTHORIZATION FOR OTHERS TO PERFORM WORK:** This encroachment permit allows only the Permittee and/or Permittee's authorized contractor or agent to work within or encroach upon the State highway right-of-way, and the Permittee may not assign or transfer this encroachment permit. Any attempt to assign or transfer this encroachment permit shall be null and void. Permittee shall provide to the Department a list of Permittee's authorized contractors/agents, in the "Encroachment Permit Applicant: Contractor(s) Authorization Form" (form DOT TR-0429) and at the time specified by the Department but if no time is specified then no later than the safety orientation. Permittee shall keep the list current and shall provide updates to the Department immediately upon any change to the list of authorized contractors/agents, including but not limited to the addition, removal, or substitution of an authorized contractor/agent, or a new address or contact information for an existing authorized contractor/agent. Permittee is responsible for the acts and/or omissions of any person or entity acting on behalf of the Permittee, even if such person or entity is not included on Permittee's list of authorized contractors and/or agents.

4. **ACCEPTANCE OF PROVISIONS:** Permittee and the Permittee's authorized contractors and/or agents understand and agree to accept and comply with these Adopt-A-Highway Permit Special Provisions, any and all terms and/or conditions contained in or incorporated into the encroachment permit, and all attachments to the encroachment permit (collectively "the Permit Conditions"), for any encroachment, work, and/or activity to be performed under this encroachment permit and/or under color of authority of this encroachment permit. Permittee understands and agrees the Permit Conditions are applicable to and enforceable against Permittee as long as the encroachment remains in, under, or over any part of the State highway right-of-way. The Permittee's authorized contractors and/or agents are also bound by the Permit Conditions. Non-compliance with the Permit Conditions by the Permittee's authorized contractor and/or agent, or by any volunteer or employee or other person acting under this Permit, will be deemed non-compliance by the Permittee.

5. **PERMITTEE RESPONSIBILITY:** No person shall enter the State highway right-of-way to perform work until the Department's Maintenance Supervisor or designee has given the Permittee's group/crew leaders or contractor's group/crew leaders a safety orientation, and all participants have received safety training from the Permittee's or contractor's group/crew leaders as described in Special Provisions numbers 20 and 24.

   It is the responsibility of the Permittee to notify the Department's District Adopt-A-Highway Coordinator of any change of Permittee's contact information such as mailing address, e-mail address, phone number, or contact person.

6. **PLAN CHANGES:** Deviations from plans, specifications, and/or the Permit Conditions are not allowed without prior approval from the Department's representative and the Federal Highway Administration ("FHWA") representative if applicable.

7. **AGE OF PARTICIPANTS:** Persons under the age of 16 shall not participate in the program. Persons, sixteen (16) and seventeen (17) years of age, may participate; however, there must be at least one adult supervisor for every five (5) minors present at the work site. The adult supervisor must be at least twenty-one (21) years old and must walk along with the group. Group leaders, alternate group leaders, and crew leaders must be adults who are at least twenty-one (21) years old.

8. **BEGINNING OF WORK:** Work authorized by this permit shall begin only **after a safety orientation has been completed (see Special Provisions numbers 20 and 24) and within thirty (30) calendar days from the date of permit issuance**, regardless of whether or not the Permittee's Adopt-A-Highway courtesy sign(s) and/or recognition panel(s) have been installed. Work shall not be discontinued if the Permittee's courtesy sign is damaged or stolen.

9. **ADVANCE NOTICE OF WORK:** Permittee must notify the Department's Maintenance Supervisor or designee, listed on "Attachment A (Adopt-A-Highway Special Provisions)" (form MTCE-09) of their plans to work at least five (5) business days, but no more than one (1) month, before the event.

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10. **WORK DAYS AND HOURS:** Work must be performed during daylight hours. If weather (or other adverse circumstance) causes decreased visibility or a public hazard, work shall immediately be discontinued. Work shall not be conducted on, or within twenty-four (24) hours preceding an official State holiday. Unless specified otherwise, work may be conducted the day following an official State holiday or holiday weekend.

11. **PARTICIPATION IN STATEWIDE EVENTS:** Weather permitting, volunteer litter removal groups shall schedule work during Spring and Fall Litter Cleanup events in order to support Adopt-A-Highway's participation in statewide, national and international events.

12. **CONFLICTING ENCROACHMENTS:** Permittee shall yield to ongoing, prior authorized, work adjacent to or within the limits of the project site.

13. **PERMIT AT WORK SITE:** Permittee and Permittee's authorized contractors/agents shall keep copies of the complete permit package (Adopt-A-Highway Encroachment Permit, Adopt-A-Highway Permit Special Provisions, and if applicable, plans and work schedule), and current list of authorized contractors/agents, at the work site and show such documents upon request to any Department representative or law enforcement officer. If copies of the permit package and current list of authorized contractors/agents are not kept and made available at the work site, the work shall be suspended. In addition, a copy of the encroachment permit must be openly displayed in the windshield of each vehicle parked on the right of way. Vehicles without openly displayed permits may receive traffic citations.

14. **PARKING AT THE WORK SITE:** Personal vehicles shall not interfere with the free flow of traffic, bicycles, or pedestrians. Vehicles used to transport participants or materials may park on the highway right-of-way provided that they are located completely off of the pavement and a minimum of six (6) feet from any traffic lane. If this is not possible, participants must walk to and from the site or, if the site has a shoulder, participants can use a drop-off and pick-up arrangement.

15. **WORK PROCEDURES:** Work shall proceed in the direction facing traffic. A posted safety lookout shall be used when fellow participants are unable to watch oncoming traffic.

    Work shall not be performed on or within six (6) feet from any traffic lane or anywhere within a median. Participants shall not cross access-controlled highways (freeways or expressways), on-ramps, and/or off- ramps, except at marked crosswalks. Participants shall not work on unstable or slippery ground, on slopes greater than approximately forty (40) degrees, on bridges, in tunnels, or inside culverts. Unless excluded by the aforementioned conditions, or entered on Attachment A, "Work Procedures," litter removal and vegetation control shall be performed behind soundwalls.

16. **PUBLIC TRAFFIC CONTROL:** All forms of traffic control, including shoulder, lane, and ramp closures, signs, cones, vehicles, or any other traffic control device are prohibited under this permit.

17. **PERSONAL PROTECTIVE EQUIPMENT:** All participants shall wear hard hats, retroreflective vests, gloves, and protective eye wear while on the State's highway right-of-way. The Department will provide these and litter pickers, if needed, to non-contractor participants free of charge. In addition, all participants shall wear long pants and substantial leather shoes or boots with ankle support. All Department-furnished personal protective equipment, unused materials, and tools shall be returned to the Department upon termination of the permit.

18. **LITTER BAGS**: Participants shall use the white Adopt-A-Highway bags provided by the Department. Securely tied, filled bags must be placed at least six (6) feet from the edge of traffic lanes and off of paved shoulders. Bags must be placed in locations where they are not obstructing drainage and where Departmental maintenance forces can easily see them and safely retrieve them. Whenever possible, bags should be stacked together and/or placed one hundred (100) feet from structures. It is important for participants to leave their filled bags at the site so that the Department can verify that work frequencies are being met. Also, the monthly count of white bags collected, enables the Department to quantify the value of the Adopt-A-Highway Program. (Participants may take bags of recyclables home.)

19. **STORAGE OF EQUIPMENT AND MATERIALS:** Unless specified in the Permittee's planting and/or work plans, storage of equipment and materials (other than filled, Adopt-A-Highway litter bags) on the State highway right-of-way is not authorized under this permit.

20. **SAFETY PROCEDURES FOR VOLUNTEER GROUPS:**

    A. **Designate group leaders.** Permittee shall designate a group leader and an alternate group leader to represent the group. If no group leader is designated, the Department will assume the group leader is the individual whose name appears on the permit application as the "primary contact" or on the permit as the "Attn:".

    If no alternate group leader is designated, the Department will assume the alternate group leader is the individual whose name appears on the permit application as the "alternate contact."

    B. **Attend a Caltrans safety orientation.** Both the group leader and the alternate group leader shall schedule and attend a safety orientation given by the Department's Maintenance Supervisor or designee. The "Adopt-A-Highway Safety Orientation Checklist for Volunteers" will be reviewed, signed, and copies given to the group leaders.

    C. **Obtain personal protective equipment:** Personal protective equipment and a copy of the Adopt-A-

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Highway safety video may be issued during the Caltrans safety orientation. Participants who need them will also receive Adopt-A-Highway litter bags and litter pickers. Additional equipment and litter bags may be obtained as needed throughout the permit period from the Department's Maintenance Supervisor or designee.

D. **Provide safety training to all group members.** The group leader or alternate group leader shall then provide safety training for all participants before they attend a work event. During the training, the encroachment permit and special provisions shall be explained and part two of the Adopt-A-Highway safety video must be viewed.

E. **Conduct safety reviews before each work event.** The group leader or alternate group leader shall conduct a brief off-site safety review with participants each time a participant goes out to work, before beginning work. The "Safety Requirements for Participants" and the "Bag It, Move It, or Leave It?" handouts shall be reviewed. The group leader or alternate group leader shall ensure that all participants are equipped with personal protective equipment and that minors will be adequately supervised. The group leader or alternate group leader must participate in the work event.

F. **Provide annual safety training.** The group leader or alternate group leader shall hold an annual safety training refresher for all participants. During the annual safety training refresher, the encroachment permit and special provisions shall be explained and part two of the Adopt-A- Highway safety video viewed.

G. **Report injuries, traffic collisions, and incidents.** The following occurrences shall be reported to the Department's District Adopt-A-Highway Coordinator by the next business day: injuries resulting in an individual seeking medical treatment, vehicular damage resulting in an insurance claim and/or police report, and incidents where the California Highway Patrol was contacted.

H. **Report changes in contact information or leadership to the Department's District Adopt-A-Highway Coordinator.** New group leaders or alternate group leaders appointed during the permit period must schedule and attend a safety orientation given by the Department's Maintenance Supervisor or designee, the safety orientation may not be given by the Permittee's previous group leaders.

21. **ADOPT-A-HIGHWAY SIGNS:** The Department shall furnish, install, and maintain an Adopt-A-Highway courtesy sign(s) and standard recognition panel(s) at the adoption site in recognition of the Permittee's contribution. Standard recognition panels shall display the Permittee's name in black, block letters on a white background. Permittees may furnish a customized, recognition panel(s) at their own expense. Specifications for the recognition panel's wording, size, color, type style, placement, and any subsequent modifications shall be solely determined and approved by the Department. (Note: "Spot" Wildflower and Supplemental Litter Removal adoptions do not meet minimum requirements for a courtesy sign.) **Neither the Adopt-A- Highway Program nor its courtesy signs are intended to provide a forum for advertisement, solicitation, or public discourse.**

22. **WHEN AN ADOPT-A-HIGHWAY CONTRACTOR IS UTILIZED:** Individuals, organizations, and businesses may adopt segments of highway and have the required adoption work performed by a professional business (contractor) through contract or agreement. Only contractors that have been pre-approved by the Department may be utilized. Contractors must submit to the Department and maintain the following documents:

A. **Liability Insurance:** Contractors with employees shall maintain at least $1,000,000 of general liability insurance for each occurrence, plus $2,000,000 of excess liability insurance (totaling at least $3,000,000). Contractors who do not utilize paid employees shall maintain at least $1,000,000 in general liability insurance for each occurrence; no excess liability insurance is required. All certificates of liability insurance shall name the State of California, California Department of Transportation, the directors, officers, employees, and/or agents of the State of California and/or of the California Department of Transportation as additional insured.

B. **Automobile insurance,** in the minimum amount of $1,000,000, is required of all contractors.

C. **Worker's compensation insurance,** in the minimum amount of $1,000,000, is required for contractors who employ persons to perform work authorized under this permit.

D. **Professional licensing** as required by the California Contractors State License Board and/or the California Department of Pesticide Regulation to perform work authorized under this permit.

E. **County and/or city business licenses** as required by local governments to perform work authorized under this permit.

F. **Subcontracting** is not allowed under the Adopt-A-Highway Program.

Contractors are required to provide a minimum notice of thirty (30) calendar days to the Department's District Adopt-A-Highway Coordinator or Statewide Adopt-A-Highway Coordinator before any reduction in coverage and/or cancellation of coverage becomes effective.

23. **INSTALLATION OF RECOGNITION PANELS BY ADOPT-A- HIGHWAY CONTRACTORS:** Adopt-A-Highway contractors may install recognition panels at specific locations if the work is authorized on page one of the attached Encroachment Permit (Adopt-A-Highway)

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and they have received an Adopt-A-Highway Service Contractor Recognition Panel Installation Order.

24. **SAFETY PROCEDURES FOR ADOPT-A-HIGHWAY CONTRACTORS:**

A. **Attend a Caltrans safety orientation.** Adopt-A-Highway contractors shall abide by safety requirements set forth by the California Occupational Safety and Health Administration (Cal/OSHA). In addition, the contractor's crew leaders must schedule and attend a safety orientation given by the Department's Maintenance Supervisor or designee. The "Safety Orientation Checklist for Adopt-A-Highway Contractors" will be reviewed, signed, and a copy given to the crew leaders.

B. **Report injuries, traffic collisions, and incidents.** The following occurrences shall be reported to the Department's District Adopt-A-Highway Coordinator by the next business day. Injuries resulting in an individual seeking medical treatment, vehicular damage resulting in an insurance claim and/or police report, and incidents where the California Highway Patrol was contacted.

C. **Contractor's ID Cards.** Contractor's crew must carry identification cards. The cards must list the employee's name, the name of the Adopt-A-Highway contractor, and a phone number where the crew leader can be reached during working hours.

25. **PERMITS FROM OTHER AGENCIES:** This encroachment permit is invalidated if the Permittee has not obtained all permits and approvals necessary and required by law, including but not limited to permits from the California Public Utilities Commission (CPUC), Cal/OSHA, and any other public agency and/or entity having jurisdiction. Permittee warrants all such permits and approvals have been obtained before beginning work under this encroachment permit. The Department may, at the Department's discretion, require the Permittee to demonstrate that Permittee has obtained all such permits/approvals, and Permittee shall demonstrate this at the time and in the manner specified by the Department.

26. **COST OF WORK:** Unless stated otherwise in the encroachment permit or a separate written agreement with the Department, the Permittee must bear all costs incurred for work within the State highway right-of-way and waives all claims for indemnification or contribution from the United States, the State, the Department, and from the Directors, officers, and employees of the State and/or the Department. Removal of Permittee's personal property and improvements shall be at no cost to the United States, the State, and the Department.

27. **PREVAILING WAGES:** Work performed by or under an encroachment permit may require Permittee's contractors and subcontractors to pay appropriate prevailing wages as set by the California Department of Industrial Relations. Inquiries or requests for interpretations relative to enforcement of prevailing wage requirements must be directed to the California Department of Industrial Relations.

28. **UNDERGROUND SERVICE ALERT (USA) NOTIFICATION:** Any excavation requires compliance with the provisions of Government Code section 4216 et seq., including but not limited to notice to a regional notification center, such as Underground Service Alert (USA). The Permittee must provide notification to the Department representative at least five (5) business days before, and the regional notification center at least forty-eight (48) hours before, performing any excavation work within the State highway right-of-way.

29. **ENVIRONMENTAL:**

A) ARCHAEOLOGICAL/HISTORICAL: If any archaeological or historical resources are identified or encountered in the work vicinity, the Permittee must immediately stop work and notify the Department's District Adopt-A-Highway Coordinator.

B) HAZARDOUS MATERIALS: If any hazardous waste or materials (such as underground storage tanks, asbestos pipes, contaminated soil, etc.) are identified or encountered in the work vicinity, the Permittee must immediately stop work and notify the Department's District Adopt-A-Highway Coordinator. Attention is directed to the potential presence of aerially deposited lead (ADL) in unpaved areas along highways. It is the Permittee's responsibility to take all appropriate measures to protect workers in conformance with California Code of Regulations Title 8, Section 1532.1, "Lead," and with Cal-OSHA Construction Safety Orders, and to ensure roadway soil management is in compliance with California Department of Toxic Substances Control (DTSC) requirements.

C) BIOLOGICAL: If any regional, state, or federally listed biological resource is identified or encountered in the work vicinity, the Permittee must immediately stop work and notify the Department's District Adopt-A-Highway Coordinator.

30. **DURATION OF PERMIT:** Unless otherwise specified, this permit is valid for five (5) years from the date of issuance. Permittees may apply for additional five (5)-year permits, provided that the Permittee and/or the Permittee's contractor have satisfactorily met the terms of the existing permit and the site remains suitable for adoption. If the Permittee wishes to reapply, a notice of such intent shall be submitted to the Department's District Adopt-A-Highway Coordinator at least thirty (30) calendar days prior to the expiration date of this permit.

31. **NO PRECEDENT ESTABLISHED:** This permit is issued with the understanding that it does not establish a precedent.

32. **LIABILITY, DEFENSE, AND INDEMNITY:** The Permittee agrees to indemnify and save harmless the United States, the State, the Department, and the Directors, officers,

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employees, agents and/or contractors of the State and/or of the Department, including but not limited to the Director and the Deputy Directors, from any and all claims, demands, damages, costs, liability, suits, or actions of every name, kind, and description, including but not limited to those brought for or on account of property damage, invasion of privacy, violation or deprivation of a right under a state or federal law, environmental damage or penalty, or injury to or death of any person including but not limited to members of the public, the Permittee, persons employed by the Permittee, and/or persons acting on behalf of the Permittee, arising out of or in connection with: (a) the issuance and/or use of this encroachment permit; and/or (b) the encroachment, work, and/or activity conducted pursuant to this encroachment permit, or under color of authority of this encroachment permit but not in full compliance with the Permit Conditions; and/or (c) the installation, placement, design, existence, operation, and/or maintenance of the encroachment, work, and/or activity; and/or (d) the failure by the Permittee or anyone acting on behalf of the Permittee to perform the Permittee's obligations under any part of the Permit Conditions in respect to maintenance or any other obligation; and/or (e) any change to the Department's property or adjacent property, including but not limited to the features or conditions of either of them, made by the Permittee or anyone acting on behalf of the Permittee; and/or (f) a defect or obstruction related to or caused by the encroachment, work, and/or activity whether conducted in compliance with the Permit Conditions or from any cause whatsoever. The duty of the Permittee to indemnify and save harmless includes the duties to defend as set forth in Section 2778 of the California Civil Code.

It is the intent of the Department and the Permittee that except as prohibited by law, the Permittee will defend, indemnify, and hold harmless as set forth in this Provision regardless of the existence or degree of fault or negligence, whether active or passive, primary or secondary, on the part of: the United States, the State; the Department; the Directors, officers, employees, agents and/or contractors of the State and/or of the Department, including but not limited to the Director and the Deputy Directors; the Permittee; persons employed by the Permittee; and/or persons acting on behalf of the Permittee.

The Permittee waives any and all rights to any type of expressed or implied indemnity from or against the United States, the State, the Department, and the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director and the Deputy Directors.

The Permittee understands and agrees to comply with the obligations of Titles II and III of the Americans with Disabilities Act in the conduct of the encroachment, work, and/or activity whether conducted pursuant to this encroachment permit or constituting Unauthorized Work or Activity, and further agrees to defend, indemnify, and save harmless the United States, the State, the Department, and the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director and the Deputy Directors, from any and all claims, demands, damages, costs, penalties, liability, suits, or actions of every name, kind, and description arising out of or by virtue of the Americans with Disabilities Act.

The Permittee understands and agrees the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director and the Deputy Directors, are not personally responsible for any liability arising from or by virtue of this encroachment permit.

For the purpose of this Special Provision and all paragraphs herein, "contractors of the State and/or of the Department" includes contractors, and their subcontractors, under contract to the State and/or the Department.

This Special Provision and all paragraphs herein take effect immediately upon issuance of this encroachment permit, and apply before, during, and after the encroachment, work, and/or activity contemplated under this encroachment permit, regardless of whether such work is or is not in compliance with the Permit Conditions, except as otherwise provided by California law. The Permittee's obligations to defend, indemnify, and save harmless under this Special Provision take effect immediately upon issuance of this encroachment permit and have no expiration date, including but not limited to situations in which this encroachment permit expires or is revoked, the work or activity performed under this encroachment permit is accepted or not accepted by the Department, the encroachment, work, and/or activity is conducted in compliance with the Permit Conditions as defined in or constitutes Unauthorized Work or Activity, and/or no work or activity is undertaken by the Permittee or by others on the Permittee's behalf.

If the United States or an agency, department, or board of the United States is the Permittee, the first two paragraphs of this Special Provision (beginning "The Permittee agrees to indemnify..." and "It is the intent of the parties...") are replaced by the following paragraph:

Claims for personal injury, death, or property damage allegedly caused by the negligent or wrongful act or omission of any employee of the United States acting within the scope of their official duties are subject to the Federal Tort Claims Act, as amended, 28 U.S.C. § 1346 and § 2671 et seq. (Chapter 171).

33. **FEDERAL CIVIL RIGHTS REQUIREMENTS FOR PUBLIC ACCOMMODATION:**

A) As part of the consideration for being issued this encroachment permit, the Permittee, on behalf of Permittee and on behalf of Permittee's personal representatives, successors in interest, and assigns, does hereby covenant and agree that:

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i) No person on the grounds of race, color, or national origin may be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

ii) In connection with the construction of any improvements on said lands and the furnishings of services thereon, no discrimination must be practiced in the selection and retention of first-tier subcontractors in the selection of second-tier subcontractors.

iii) Such discrimination must not be practiced against the public in their access to and use of the facilities and services provided for public accommodations (such as eating, sleeping, rest, recreation), and operation on, over, or under the space of the State highway right-of-way.

iv) The Permittee must use the premises in compliance with all other requirements imposed pursuant to Title 15, Code of Federal Regulations, Commerce and Foreign Trade, Subtitle A. Office of the Secretary of Commerce, Part 8 (15 C.F.R. Part 8) and as said Regulations may be amended.

B) In the event of breach of any of the above nondiscrimination covenants, the State and the Department have the right to terminate this encroachment permit and to re-enter and repossess said land and the facilities thereon and hold the same as if said permit had never been made or issued.

34. **COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA):** All work within the State highway right-of-way to construct and/or maintain any public facility must be designed, maintained, and constructed strictly in accordance with all applicable Federal Access laws and regulations (including but not limited to Section 504 of the Rehabilitation Act of 1973, codified at 29 U.S.C. § 794), California Access laws and regulations relating to ADA, along with its implementing regulations, Title 28 of the Code of Federal Regulations Parts 35 and 36 (28 C.F.R., Ch. I, Part 35, § 35.101 et seq., and Part 36, § 36.101 et seq.), Title 36 of the Code of Federal Regulations Part 1191 (36 C.F.R., Ch. XI, Part 1191, § 1119.1 et seq.), Title 49 of the Code of Federal Regulations Part 37 (49 C.F.R., Ch. A, Part 37, § 37.1 et seq.), the United States Department of Justice Title II and Title III for the ADA, and California Government Code section 4450 et seq., which require public facilities be made accessible to persons with disabilities.

Notwithstanding the requirements of the previous paragraph, all construction, design, and maintenance of public facilities must also comply with the Department's Design Information Bulletin 82, "Pedestrian Accessibility Guidelines for Highway Projects" and Standard Plans & Specifications on "Temporary Pedestrian Access Routes."

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ADOPT-A-HIGHWAY

Safety Requirements for Participants: "C R E W P L A N S"

Contact Caltrans. Notify your Maintenance field representative of your plans to work at least five days, but no more than one month, before the event. If State construction or maintenance activities have been scheduled at your adoption site on that same day, you will not be permitted to work.

Review safety procedures. Review these "Safety Requirements for Participants" and the "Bag It, Move It, or Leave It?" instructions with all participants at an off-site location prior to each work event.

Evaluate weather conditions. Work must be performed during daylight hours. Do not work, or discontinue working, if weather (or other adverse circumstance) decreases visibility or causes a public hazard.

Wear your safety gear. It is required that participants wear safety vests, hard hats, gloves, protective eye wear, long pants, and substantial leather shoes or boots with ankle support. Light-colored clothing and long-sleeved shirts are recommended. Put on your safety gear before travelling to your site and do not take it off on until you have left the roadside.

Park in a safe place. Please carpool. Vehicles must park completely off of paved areas and be at least six feet from any traffic lane. If this is not possible and your site has a shoulder, then use a drop-off and pick-up arrangement instead. Or, enter and exit your site on foot from locations that allow you to face oncoming traffic. If in doubt about the safest way to access your site, please contact your Maintenance field representative for advice.

Look out for danger and look out for each other. Always work facing oncoming traffic. Use a safety lookout when fellow workers are unable to see oncoming traffic. Watch your footing and be alert for snakes, stinging insects, and poisonous plants. If your encroachment permit authorizes minors to participate, you must have at least one adult supervisor over the age of 21 at the site for every five minors present. Do not work alone.

Alert the California Highway Patrol (call 911) if you find an extremely hazardous item. Identify all objects before touching them and handle found items according to the procedures outlined in the "Bag It, Move It, or Leave It" instructions.

Never risk injury. Work shall not be performed on median strips. Stay completely off of paved areas and always remain at least six feet from any traffic lane; this includes crossing freeway on-ramps and off-ramps. Use extreme caution when crossing conventional, two-lane highways; plan to use crosswalks and signals where available. Do not work on unstable or slippery ground, on bridges, in tunnels, or in drainage facilities. Avoid behaviors that will distract motorists; this includes working in groups of more the three or four persons. Drink plenty of water. Use tools to help prevent over exertion. For example, litter removal groups should use litter pickers instead of bending to pickup litter and graffiti removal groups should use rollers instead of brushes to paint large areas.

Stack your bags. Do not overload or compact litter bags and be sure to tie them securely closed. Whenever possible, stack several filled bags together. Place bags completely off of paved areas and at least six feet from any traffic lane. Make sure that the bags are located where Caltrans maintenance crews can easily see them and safely retrieve them.

ADDITIONAL REQUIREMENTS: 1) No person shall enter the State's right of way to perform work until a Caltrans representative has given the permittee's safety leader a safety orientation, and, all participants have received safety training from that safety leader. **2)** A complete encroachment permit "package" (encroachment permit, special provisions, and any plans and schedules) must be present at the site. In addition, a copy of the encroachment permit must be displayed on the dashboard of each vehicle parked on the State's right of way. **3)** Work shall not be conducted on, or within twenty-four hours preceding, holidays or holiday weekends. Refer to your Encroachment Permit Special Provisions for a listing of holidays and possible additional work restrictions specific to your adoption site.

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

ADOPT-A-HIGHWAY PROGRAM APPLICATION

MTCE 018 (REV 07/2009)

FOR CALTRANS' USE:	
DATE RECEIVED - INITIALS	DATE COMPLETED

ADOPT-A-HIGHWAY

Program applications are subject to review and approval. If a requested location is already adopted, your group will be placed on a waiting list. if a requested location is available for adoption, you will be sent an Adopt-A-Highway Encroachment Permit Application to sign and return.

The Adopt-A-Highway Program and it's courtesy signs are not a forum for advertisement or public discourse. Adopters are not guaranteed a sign. Signs will display the name of the individual, organization, agency, or business providing the adoption service. Subject to approval, organizations and businesses may display their logo along with their name, or, they may display their logo by itself.

ADOPTION TYPE(S)

- [X] LR: Litter Removal
- [X] VC: Vegetation Control[1]
- [ ] WC: Wildflower Planting [1]
- [ ] Other
- [X] GR: Graffiti Removal
- [ ] TP: Tree and shrub Planting[1]
- [ ] SWP: "Spot" Wildflower Planting[1,2]

[1] Once a requested location becomes available, you will be required to submit work plans and a work schedule for review and approval

[2] Spot wildflower planting adopters do not receive a sign.

ADOPTION SITE(S) REQUESTED: If you do not know a site's post mile range, please call 1-866-236-7824 for assistance or leave the field empty and your District Adopt-A-Highway Coordinator will call you.

TYPE	COUNTY	ROUTE	POST MILE RANGE - LOCATION TYPE	DIRECTION(S)		DIRECTION(S)	
	CC	80	13.5-13.7	[X] North or East Bound		[ ] South or West Bound	
TYPE	COUNTY	ROUTE	POST MILE RANGE - LOCATION TYPE	DIRECTION(S)		DIRECTION(S)	
				[ ] North or East Bound		[ ] South or West Bound	
TYPE	COUNTY	ROUTE	POST MILE RANGE - LOCATION TYPE	DIRECTION(S)		DIRECTION(S)	
				[ ] North or East Bound		[ ] South or West Bound	
TYPE	COUNTY	ROUTE	POST MILE RANGE - LOCATION TYPE	DIRECTION(S)		DIRECTION(S)	
				[ ] North or East Bound		[ ] South or West Bound	
TYPE	COUNTY	ROUTE	POST MILE RANGE - LOCATION TYPE	DIRECTION(S)		DIRECTION(S)	
				[ ] North or East Bound		[ ] South or West Bound	

APPLICANT INFORMATION: Businesses must submit a copy of their business license or other proof of business name.

INDIVIDUAL, ORGANIZATION, AGENCY, OR BUSINESS NAME			WORK WILL BE PERFORMED BY (Minimum age for participants is 16 years)
Crockett Community Services District			Volunteers: Aged [ ] 16+ [X] 18+ [X] Hired Contractor
ADDRESS	CITY	STATE	ZIP CODE
P.O. Box 780	Crockett	CA	94525-0000
NAME OF PRIMARY CONTACT (Must be at least 21 years old)	TITLE	E-MAIL	
Jena Goodman	General Manager	manager@town.crockett.ca.us	

PHONE NO.	ALT. PHONE NO.	FAX	ALTERNATE CONTACT *(Required, must be at least 21 years old)*	ALT. CONTACT'S PHONE NO.
(510) 787-2992	[redacted]		James Esterday	(925) 812-4771

SIGNATURE OF APPLICANT'S PRIMARY CONTACT ▶ Jena Goodman DATE 9/10/2026

CONTRACTOR INFORMATION: Complete only if application is submitted by contractor on behalf of a sponsor group.

CONTRACTOR'S BUSINESS NAME	CONTRACTOR REPRESENTATIVE	[ ] Recognition Panel Installation and Removal Requested

SIGNATURE OF CONTRACTOR'S REPRESENTATIVE ▶ DATE

APPLICANT ELIGIBILITY APPROVAL - FOR CALTRAN'S USE:

[ ] Approved [ ] Denied	SIGNATURE OF DISTRICT DEPUTY DIRECTOR OF MAINTENANCE ▶	DATE

PERSONAL INFORMATION NOTICE

Pursuant to the Federal Privacy Act (P.L. 93-579) and the Information Practices Act of 1977 (Civil Code Sections 1798, et seq.), notice is hereby given for the request of personal information by this form. The requested personal information is voluntary. The principal purpose of the voluntary information is to facilitate the processing of this form. The failure to provide all or any part of the requested information may delay processing of this form. No disclosure of personal information will be made unless permissible under Article 6, Section 1798.24 of the IPA of 1977. Each individual has the right upon request and proper identification, to inspect all personal information in any record maintained on the individual by an identifying particular. Direct any inquiries on information maintenance to your IPA Officer.

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

ADOPT-A-HIGHWAY VEGETATION CONTROL

HQ-MTCE-17 (NEW 01/2013)

Contact Information

DATE	NAME OF ORGANIZATION/APPLICANT	ADDRESS	CITY, STATE, ZIP CODE
9/10/26 Crockett	Community Services District	P.O. Box 578	Crockett, CA 94525
CONTACT NAME		PHONE	EMAIL
Jena Goodman		(510) 787-2992	manager@town.crockett.ca.us

WORK WILL BE PERFORMED BY A LICENSED CONTRACTOR [X] YES [X] NO

And volunteers

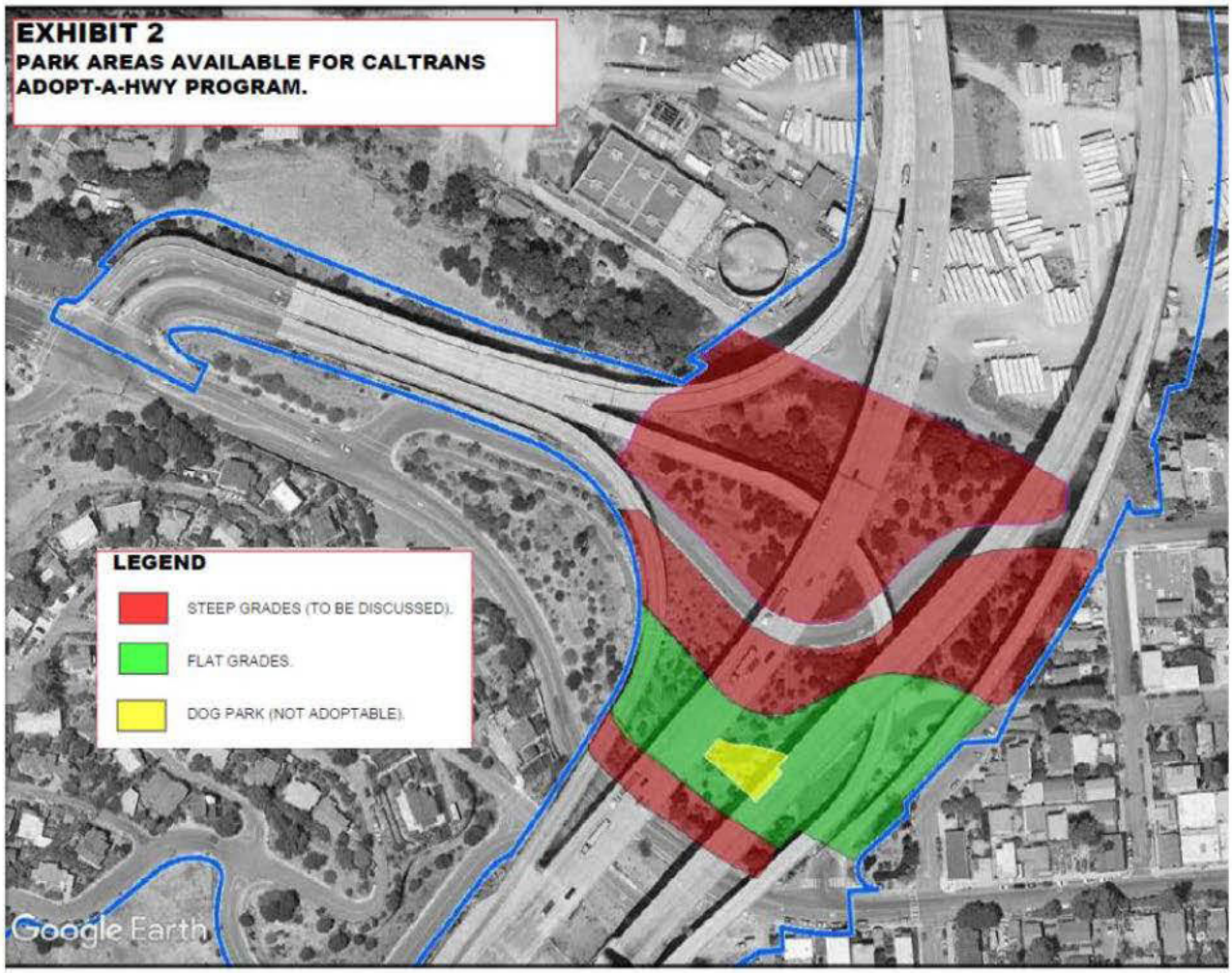
NAME OF CONTRACTOR	CONTRACTOR LICENSE NUMBER	ADDRESS	CITY, STATE, ZIP CODE
Let's Dig	CSLB Lic. #1063363	P.O. Box 69	Crockett, CA 94525
CONTACT NAME		PHONE	EMAIL
James Easterday		925)812-4771	digwithjames@gmail.com

SITE PLAN

LOCATION (City, County, Route, Post Mile, Direction of Travel):

Area below the 80 Freeway Bridgehead area in Crockett.

INSERT LOCATION MAP IMAGE:



LEGEND

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

Work Plan

SITE PREPARATION:

1. DESCRIBE THE VEGETATION CONTROL TO BE PERFORMED:

Manual and mechanical removal of weeds. Tree trimming.

2. DESCRIBE ANY ASSISTANCE TO BE PROVIDED BY CALTRANS (i.e., disposal of debris):

The utilization of the Caltrans pickup yard located at the Bridgehead site parking lot.

3. DESCRIBE TYPE OF VEGETATION TO BE CONTROLLED:

Clean cut, flat weeded areas. Trim suckers from existing shrubs and trees.

Note: Trees or shrubs equal to, or greater than 15 feet in height may not be pruned by adopter.

4. DESCRIBE CONTROL METHOD(S) TO BE USED:

Skid steer mover. weed wacker, hand pulling, clipping and clear cutting. No herbicides will be used. All treated vegetation will be bagged and removed.

5. VEGETATION CONTROL ACTIVITIES TYPICALLY INCLUDE ONE OR MORE OF THE FOLLOWING TASKS:

HAND PULLING	[X] YES	[ ] NO
HOEING	[X] YES	[ ] NO
PRUNING	[X] YES	[ ] NO
MOWING	[X] YES	[ ] NO
WEED WHIP (Weed Eaters)	[X] YES	[ ] NO
MULCHING	[ ] YES	[X] NO

Work Schedule

Work Schedule for Vegetation Control and Maintenance Activities
A five-year work schedule to include a list of dates and activities mentioned in the plans.

YEAR 1

Work will be performed during the spring and summer, depending on plant phenology and density.

YEAR 2

Work will be performed during the spring and summer, depending on plant phenology and density.

YEAR 3

Work will be performed during the spring and summer, depending on plant phenology and density.

YEAR 4

Work will be performed during the spring and summer, depending on plant phenology and density.

YEAR 5

Work will be performed during the spring and summer, depending on plant phenology and density.

TO: CCSD Board

DATE: Nov 18, 2026

The Recreation Department Managers Report highlights items of interest that occurred during the months of October and November, 2026

Community Center

- Ongoing rentals
- Prioritizing projects funded by CBA Grant:
    - Floor resurfacing scheduled for Feb 11-12
    - Ice Machine
    - Dishwasher replacement
    - Lighting in MPR, Bar, Kitchen
    - Water refill station(s)
- Water leak update:
    - LJ Kruse isolated leak in old system control box and valve below CC (split to park bathrooms)
    - Will be installing a new manifold to separate systems
- Sourdough classes scheduled **Nov 28th 10-12pm** and **Dec 4th 6-8 pm**
- Crochet ongoing Sundays 2:00-4:00 pm

Aquatic Center

- Crockett Swim Team fall clinic ending November 19
- Lap swim M/W/F 6:00 – 10:00 am ending November 20
- **The Crockett Mile** raised **$3250.00**
- Pool covers ordered to be replaced with grant from County FIMA program
- Prioritizing projects funded by CBA Grant:
    - cement stairs
    - hydration stations x2
    - metal doors
    - Hoyer lift for poolside

Alexander Park

- Prioritizing projects funded by CBA Grant
    - T.T. removal and replacement
    - hydration stations x2
- Awaiting decision by CCF on grant request for hillside clearance

Tennis Courts

- Introduction of hydration station – postpone until Spring

General/Admin/Financial

- Nothing to report

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

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

TO: Commissioners / Board of Directors
FROM: Department Manager
SUBJECT: Crockett Sanitary Department Managers Report
DATE: November 14, 2026

The Crockett Sanitary Department Managers Report highlights items of interest that occurred since the prior CVSAN meeting.

Operation and Maintenance

- No Sanitary Sewer Spills.
- Crockett Main Pump Station:
    - Pump # 2 was installed on November 13, electrical to be connected on November 16.
    - Pump # 2 seal water/purge line requires partial replacement. The pump will be tested but will be returned to offline condition until the water line repair is completed.
    - Drive belt for wet well ventilation fan has failed. It is a dual belt drive, ventilation is not interrupted.
    - A USAN dig ticket was received with a critical dig area over two sewer lines, including the EQ force main. Will monitor.
    - Discharge header pressure gauge to be replaced with spare.
- Loring Pump Station:
    - Pumps 1 and 2 were oil serviced and inspected on November 3.
- EQ Site:
    - EQ site remains secure

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Commissioners: Scott Bartlebaugh, Mark Manzione (VC), Mary Wais (C), Valerie Leuba, Glen Milward (ALT)

PORT COSTA SANITARY DEPARTMENT

of the Crockett Community Services District

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

TO: Commissioners / Board of Directors
FROM: Department Manager Crockett Sanitary
SUBJECT: Department Managers Report
DATE: October 27, 2026

The Port Costa Sanitary Department Managers Report highlights items of interest.

Operation and Maintenance

- There were no main Sanitary Sewer Spills.
- Port Costa Pump Station:
    - The emergency generator was serviced and load bank tested on September 24.
    - Non-biodiesel dyed fuel was filled for the emergency generator.
    - Wet weather preparedness is nearly complete.
    - NSU continues sand bed weeding.

Capital Improvements / Projects:

- Planning is ongoing for primary treatment chamber 1 FOG removal.

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CROCKETT COMMUNITY SERVICES DISTRICT

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

TO: Board of Directors
FROM: General Manager
SUBJECT: General Managers Report
DATE: November 13, 2026

The General Managers Report highlights items of interest that occurred in the month of November.

Operation, Maintenance, and Departmental Updates:

- Recreation:
    - Sourdough classes scheduled, advertisements and flyers being prepared and posted. $30 per class.
        - Class 1: Intro to Sourdough Sat Nov 28th 10am-12pm – basics and a kit and starter provided
        - Class 2: Artisan Sourdough & Foccacia Fri Dec 4th 6pm-8:30pm – how to stretch & fold, shape, score, and flavor sourdough and focaccia
    - CBA grant awarded: $114,000
        - Scope: Improvements to the Park, Pool, and Community Center. Upgrades and repairs for ongoing usage, safety, and accessibility. More details can be found in prior Recreation Manager report.
- Crockett Sanitary:
    - CBA grant for feasibility study for marina line NOT GRANTED.
        - Staff to pursue environmental study and begin preliminary data gathering to inform project when funds become available.
    - Weekly conference with V. Housen to utilize engineering services for current projects.
    - See Santiary Department managers report for more details.
- Port Costa Sanitary:
    - Ongoing wet weather preparedness for PCSAN.
    - CBA grant for realignment feasibility study NOT GRANTED. No funding available for this project, may revisit grant funding in future.
- Maintenance:
    - Memorial Hall: Staff are working to minimize wet season damage to building.
    - GM working with CPS to replace bulbs in decorative light posts.

Capital Improvements / Projects:

- Building Lateral at 1 Rolph Park Drive needs repair and replacement. See consent calender for this item. Pending board approval as repair is more than GM signing authority.
- ADA complaint received for 1 Rolph Park Drive. Looking into ADA study and parking lot striping.

Administrative/Financial:

- Susan and Jena working to get RGS onboarded to assist with finances and backlog of audits.
- Staff continues to work with Legal and Ad hoc on JUA and ongoing litigation. Current JUA extension is valid until Dec 31st 2026.

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10.d

Members of the Board: Dale McDonald (President), Nick Spinner (VP), Luigi Barassi, John MacKenzie, Gaunt Murdock