

**1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR**

The meeting was called to order at 7:03 PM by CCF Chairperson Marla Parada. Board members Fred Clerici, Jeff Frankel, Nancy Miller, Brian Montgomery, Gaunt Murdock, and Chuck Spoon were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Dean Colombo, Jack Gillespie, John Mackenzie, Dan Robertson, Suzanne Statler, Dave Tateosian, Diane Thomas, Mary Wais, James Wilcox, Ron Wilson.

**2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS**

Dan Robertson reported that the December issue of the Crockett Signal is available with information on holiday activities in the community.

**3 – CONSIDER MICROGRANT APPROVAL**

There were no microgrants received in November.

**4 – FUNDRAISING ASSISTANCE PREAPPROVAL**

There were no fundraising assistance preapprovals submitted in November.

**5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS**

Nancy Miller reported that there were four fundraising assistance deposits reviewed by the Project Funding Committee. The committee recommended approval of two, but had concerns/questions regarding submissions by the John Swett Band Boosters and the John Swett PTSA. The committee recommended that the John Swett Band Boosters submission be approved conditionally, pending receipt of advertising of CCF support. A committee member also had questions regarding whether or not the JSEF Bocce tournament was open to the public. Dean Colombo will submit proof of advertising to Jeanne next week. Marla Parada reported that the JSEF Bocce tournament was open to the public.

Chuck Spoon made a motion to approve the following fundraising assistance deposits (pending receipt of JSBB proof of advertising). Fred Clerici seconded the motion, and the motion carried unanimously.

Organization: Carquinez Toy Train Operating Museum  
Event: Train Show  
Amount: \$1,878.12 (includes \$939.06 CCF Contribution)

Organization: John Swett Education Foundation  
Event: Hybrid Lemonade Sale  
Amount: \$1,838.84 (includes \$919.42 CCF Contribution)

Organization: John Swett Band Boosters  
Event: Sugartown Festival  
Amount: \$3,000.00 (includes \$1,000.00 CCF Contribution)

Organization: John Swett High School PTSA  
Event: Fall Bocce Tournament  
Amount: \$2327.17 (includes \$1,000.00 CCF Contribution)

Nancy Miller reported that organizations are getting sloppy, and submitting incomplete fundraising assistance deposits. She suggested that the Board provide training (i.e., host a workshop/virtual training session) for organizations that participate in our fundraising assistance program. Ron Wilson, Brian Montgomery Jeff Frankel and Marla Parada offered to assist Nancy in this effort. Jeff Frankel suggested that the committee should review and update the application forms as well.

## **6 – DISCUSS AND DETERMINE GRANT PACKAGE**

A lengthy discussion took place in which Board members gave their opinions on funding for each grant application. Fred Clerici reported that there was \$300,000 available for this grant cycle.

Gaunt Murdock made a motion to allocate a grant to the Crockett Carquinez Fire Protection District in the amount of \$250,000 (\$125,000 in December 2021 and \$125,000 in June 2022) for the purchase of a new Water Tender. Fred Clerici seconded the motion, and the motion carried unanimously.

Gaunt Murdock made a motion to allocate a grant to the Carquinez Model Railroad Society in the amount of \$48,132.62 to begin repairs and rehabilitation of the International Order of Odd Fellows/CMRS building. Nancy Miller seconded the motion, and the motion carried unanimously.

Brian Montgomery made a motion to make a grant to the Carquinez Women's Club in the amount of \$3,939.30 to purchase 100 new resin chairs for events at the Old Homestead. Nancy Miller seconded the motion, and the motion carried unanimously.

Fred Clerici made a motion to allocate a grant up to \$100,000 to the Crockett Community Services District for installation of a retaining wall from Rolph Avenue, east on Pomona Street to the Community Center; repairing the steel fence, and installation of stairs from Pomona Street to the pool area. Chuck Spoon seconded the motion, and the motion carried unanimously.

Marla Parada made a motion to approve a grant in the amount \$1,711.93 to the Port Costa Conservation Society to design, purchase the frames, print the graphic on the canvas and display the first of several 20'x8' portable graphical stories about Port Costa – displayed primarily at the Port Costa Museum. Gaunt Murdock seconded the motion, and the motion carried unanimously.

Chuck Spoon made a motion to approve a grant in the amount of \$12,000 to the Port Costa Conservation Society to rewire and replace the 8 exterior security lights and repair the front exterior stairway entry light, as well as rewire all the external lights inside the building. Brian Montgomery seconded the motion, and the motion carried unanimously.

The Crockett Community Services District had previously submitted a grant in the amount of \$81,168 to install green decorative fence at 1 Rolph Park Drive. Gaunt Murdock reported that quotes were too high at this time and decided to remove this grant from consideration and reapply at a later date.

Fred Clerici made a motion to approve the December grant package in the amount \$290,783.85 (\$273,132.62 in allocated grants; \$17,651.23 in grants to be paid out immediately). Chuck Spoon seconded the motion, and the motion carried unanimously.

#### **7 - APPROVE RESOLUTION 2021-1 - ALLOCATION OF PROPERTY TAXES**

The CCF has been working with the various tax-based entities to distribute Crockett Cogeneration property taxes for immediate needs in Crockett. Fred Clerici reported that there is \$132,812 available for distribution at this time. Fred presented a draft of Resolution 2021-1 recommending the allocation of these funds as follows. Crockett Library - \$20,000; Crockett Recreation Department \$43,029; Crockett Carquinez Fire Department \$33,377; Crockett Sanitary Department \$36,406. Marla Parada made a motion to accept the recommendations to allocate funds as described in Resolution No. 2021-1. Chuck Spoon seconded the motion, and the motion carried unanimously. Brian Montgomery had questions regarding the formula used to distribute the funds. Fred will forward the formula to the Brian.

#### **8 - TREASURER'S REPORT**

Fred Clerici gave the Treasurer's report for November 1 thru November 30, which included a year to date accounting on special funds, spreadsheets reflecting projected changes in fund balances, as well as the status of the Foundation's operating expenses and a detail of allocated grants. Various invoices for expenses totaled \$15,848.34, which included EBCF administration fees in the amount \$10,975.88 for the quarter ending September 2021. Total liabilities and equity through November was \$14,169,264.62. Chuck Spoon made a motion to approve the November Treasurer's report. Nancy Miller seconded the motion, and the motion carried unanimously.

#### **9 - SECRETARY'S REPORT AND APPROVAL OF MINUTES**

Nancy Miller reported on correspondence received in November, which included a letter from the Carquinez Model Railroad Society which was addressed by Marla during the grant discussion. Nancy Miller presented minutes from the November Board meeting. Brian Montgomery made a motion to approve the Secretary's report and November minutes. Marla Parada seconded the motion, and the motion carried unanimously.

**10 - COMMITTEE REPORTS**

There were no committee reports.

**11 - FUTURE AGENDA ITEMS**

Election of Officers, Committee Appointments

**12 - BOARD AND PUBLIC COMMENT**

Fred Clerici congratulated the Board for doing a good job putting together the December 2021 grant package. Marla Parada thanked Fred for his creative funding ideas.

**13 - ADJOURNMENT TO JANUARY 6, 2022.**

Marla Parada adjourned the meeting at 8:51 PM until **JANUARY 6, 2022.**

Respectfully submitted,

Jeanne Owens  
Office Secretary