

# CROCKETT COMMUNITY SERVICES DISTRICT

## Regular Business Meeting

AGENDA FOR WEDNESDAY, OCTOBER 25, 2023

Time: 6:00 PM - Closed Session  
TIME: 7:00 PM – Regular Meeting  
PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

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1. CALL TO ORDER - ROLL CALL
2. CLOSED SESSION:
  - a. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957.
3. RECONVENE TO REGULAR SESSION:
4. CALL TO ORDER - ROLL CALL
5. REPORT ON CLOSED SESSION
6. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
7. 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.)*
8. PUBLIC HEARING:  
*(Public comments are limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)*
9. 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 on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)*
  - a. Approve Minutes of CCSD Board meeting on August 23, 2023.
  - b. Approve Minutes of CCSD Board special meeting on September 20, 2023.
  - c. Approve Minutes of CCSD Board meeting on September 27, 2023.
  - d. Approve Minutes of CCSD Board Personnel Committee special meeting on August 8 and August 15, 2023.
  - e. Approve payment of District bills.
  - f. Receive Minutes of Commissions and Committees.
  - g. Consider an appointment of Michael Pennisi to the Police Liaison Committee.
  - h. Approve the expenditure of sewer lateral replacement for 754 Alhambra.

10. ADMINISTRATIVE:
  - a. Consider consent items removed from the Consent Calendar.
  - b. Consider applications for District Board vacancy:
    1. Ms. Valerie Quade;
    2. Ms. Diana Martinez; and
    3. Mr. Randy Valdez.
  - c. Consider the creation of an Ad Hoc committee to correct and update the District Code, specifically sections pertaining to personnel policies.
  - d. Discuss audio recordings of meetings by the District Secretary for the purpose of preparing minutes.
  - e. Define District policy on owner responsibility for lateral tee connections.
11. BUDGET AND FINANCE:
  - a. Discuss financial matters related to the District.
12. 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 Department
  - b. District Secretary
  - c. Maintenance Department
  - d. Port Costa Sanitary Department
  - e. Crockett Sanitary Department
  - f. Lighting & Landscape Commission
  - g. Governmental matters
  - h. Announcements and discussion
13. REPORTS FROM BOARD MEMBERS ASND COMMITTEES:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*
  - a. Personnel Committee: Members Cusack (chair), Barassi, Spinner, Wais, and Wilson
  - b. Budget & Finance Committee: Members Mackenzie and Spinner
  - c. Police Liaison Committee: Members Currington (chair), Wais and Richey
  - d. CVSAN Wastewater Committee: Member Manzione (chair)
  - e. Memorial Hall Advisory Committee: Members Wilson (chair) and Peterson
  - f. Ad Hoc committees
  - g. Inter-agency meetings
14. FUTURE AGENDA ITEMS/BOARD COMMENTS
15. ADJOURNMENT until November 15, 2023. Due to the holidays, this meeting is scheduled for the third Wednesday of November.

## HOW TO SUBMIT PUBLIC COMMENTS:

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us/meetings](http://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 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 related 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 [www.town.crockett.ca.us/meetings](http://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.*