

# CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting  
AGENDA FOR WEDNESDAY, JUNE 27, 2018

TIME: 7:00 PM  
PLACE: 850 Pomona Avenue, Crockett

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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 brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)*
4. REPORTS FROM COMMISSIONERS:  
*(This item is typically for exchange of information only. No action will be taken at this time.)*
5. PUBLIC HEARINGS:
  - a. Hearing on proposed increase of annual sewer use charges, within the area served by the Crockett Sanitary Department, to be collected on the tax roll; Receive confirmation of Prop. 218 mailing to property owners and report on how many properties would constitute majority protest in Crockett; Waive reading of ordinance; Tabulate written responses from property owners; determine whether a majority protest exists; Consider adoption of Ordinance No. 18-2 determining charges; Consider adoption of Resolution No. 17/18-25 overruling objections to the method of collection, confirm acceptance of the Department Manager's Sewer Use Charge Report originally presented April 25, 2018 and levying charges on the tax roll.
  - b. Hearing on proposed increase of annual sewer use charges, within the area served by the Port Costa Sanitary Department, to be collected on the tax roll; Receive confirmation of Prop. 218 mailing to property owners and report on how many properties would constitute majority protest in Port Costa; Waive reading of ordinance; Tabulate written responses from property owners; determine whether a majority protest exists; Consider adoption of Ordinance No. 18-3 determining charges; Consider adoption of Resolution No. 17/18-26 overruling objections to the method of collection, confirm acceptance of the Department Manager's Sewer Use Charge Report originally presented April 25, 2018 and levying charges on the tax roll.
  - c. Hearing on proposed budget for FY 2018/19; Consider Resolution No. 17/18-27 adopting budget for FY 2018/19.
6. MANAGERS' REPORTS:  
*(These items are typically for exchange of information only. No action will be taken at this time.)*
  - a. Recreation Department.
  - b. Maintenance Department.
  - c. Port Costa Sanitary Department.
  - d. Crockett Sanitary Department.
  - e. Governmental matters.
  - f. Announcements and discussion.

7. **CONSENT CALENDAR:** Consideration of a motion to approve the following items:  
*(Items are subject to removal from 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 May 23, 2018.
  - b. Approve payment of District bills.
  - c. Receive Minutes of Commissions and Committees.
  - d. Receive Catalog of Information Systems used by the District (*Gov. Code Sec. 6270.5*)
  - e. Approve cost allocation rates for FY 2018/19.
  - f. Approve cost of services – billable rates effective July 1, 2018.
  - g. Approve appointment list for Recreation Pool / Park Personnel (*Dist. Code Sec. 4.04.020*).
8. **ADMINISTRATIVE:**
- a. Consider consent Items removed from Consent Calendar.
  - b. Resolution No. 17/18-28 appointing Vanessa Eskildsen to the Crockett Recreation Commission.
  - c. County Elections Special District Worksheet, consider action to be taken in the event of a tie vote between candidates on the upcoming election of November 6, 2018 (*EC 15651*).
  - d. Receive report from General Manager on Commissioners who expressed interest in serving on the District's Ad-Hoc Committee for Strategic Planning, form recommendations and/or take action to appoint.
  - e. Approve Crockett Engaged Newsletter for July/August edition.
9. **BUDGET AND FINANCE:**
- a. Consider monthly Summary Worksheets, Investment Report, and staff report on financial matters.
  - b. Consider Resolution No. 17/18-29 a Resolution of the Crockett Community Services District Levying an Annual Recreation Special Tax for Fiscal Year 2018/19 in the amount of \$110 on all residential parcels within the District.
  - c. Consider Resolution No. 17/18-30 adopting revised appropriations limit.
10. **REPORTS FROM BOARD MEMBERS:**  
*(These items are typically for exchange of information only. No action will be taken at this time.)*
- a. Personnel Committee – Members Barassi, Burnett, Clerici, Mann and Wilson
  - b. Budget & Finance Committee – Members Mackenzie and Peterson
  - c. Ad Hoc Committees:
  - d. Inter-agency meetings:
11. **FUTURE AGENDA ITEMS:**
- Hearings on ordering collection of specific charges on tax roll for various parcels (July).  
Review and adopt ADA compliance plan.  
Adopt purchasing procedures and spending limits.  
Adopt policy for use of private devices and e-accounts.  
Develop policy on proposals for new programs without established funding.  
Consider Ad Hoc Committee on long range planning.

12. BOARD COMMENTS:
13. ADJOURNMENT to July 25, 2018

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

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

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