

# PORT COSTA SANITARY COMMISSION (PCSAN)

of the Crockett Community Services District

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TO: Board of Directors  
FROM: District Secretary  
SUBJECT: Port Costa Sanitary Commissioners  
DATE: August 2025

Chair Surge submitted his resignation from the PCSAN Commission in August, creating a vacancy. The District requires a 30-day notice to be posted when a vacancy occurs. The PCSAN currently has an active alternative that regularly attends meetings, whether a quorum is present. PCSAN has not met since the Chair's resignation, and the next scheduled meeting is September 2.

## District Code

### Section 2.06.020 Appointment, Vacancy, Removal.

Commission members shall be appointed by Resolution of the Board of Directors to serve collectively as advisors to the Board.

The Board may accept the resignation of a Commissioner at any time and declare that seat vacant. Alternately, the Board may declare that a Commission seat is vacant for any of the following reasons:

- a. A Commissioner has failed to attend three out of any six Commission meetings in sequence, except for reason of temporary illness or injury, or work-related if the District office is notified in advance.
- b. A Commissioner has failed to be present during substantial portions of six Commission meetings in a row, except for reason of temporary illness or injury.
- c. A Commissioner has acted in a manner not in compliance with the District Code, or not in compliance with State Government Code, or for cause.

The District Board generally prefers to make such determinations after receiving the recommendations of its Commissioners. If a Commission is unable to make such a recommendation (e.g., a tie vote or lack of a quorum), the District Board may at any time act on its own to declare a vacancy on a Commission.

When a commission vacancy exists, that commission shall advertise for applicants for no less than 30 days, shall interview all applicants in open session, shall conduct its selection process in open session, and shall make its recommendation to the District Board for appointment.

Commissioners may be removed by the Board without cause, notice or hearing. The District Board shall have sole authority and responsibility for removal of commissioners from appointed office (Government Code Section 61048).

<b>Commissioners</b>	<b>BEGAN SERVICE</b>	<b>TERM EXPIRES</b>
Tom Cusack (Vice-Chair)	Nov. 2007	Dec. 2025
Karen Klaiber	Feb. 2020	Feb. 2026
Tom List	Feb. 2020	Feb. 2026
Anne Scheer	Feb. 2019	Dec. 2025
Joe Surges (former Chair)	Feb. 2008	<del>Dec. 2025</del> Resigned Aug 2025
William Lee Vance (Alternate)	Mar. 2024	Mar. 2026