

# CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting  
AGENDA FOR WEDNESDAY, JUNE 26, 2019

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

---

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 report of annual sewer use charges within the area served by the Crockett Sanitary Department to be collected on the tax roll; Receive confirmation of public hearing and report on how many properties would constitute majority protest in Crockett; Tabulate written responses from property owners; determine whether a majority protest exists; Consider adoption of Resolution No. 18/19-21 overruling objections to the method of collection, approve the General Manager's Sewer Use Charge Report dated May 30, 2019 and levying charges on the tax roll.
  - b. Hearing on report 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 public hearing and report on how many properties would constitute majority protest in Port Costa; Tabulate written responses from property owners; determine whether a majority protest exists; Consider adoption of Resolution No. 18/19-22 overruling objections to the method of collection, approve the General Manager's Sewer Use Charge Report dated May 30, 2019 and levying charges on the tax roll.
  - c. Hearing on proposed budget for FY 2019/20; Consider Resolution No. 18/19-23 adopting budget for FY 2019/20.
6. REPORT OF DISTRICT COUNSEL:
7. 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.

8. 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 April 24 and May 22, 2019.
  - 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 2019/20.
  - f. Approve cost of services – billable rates effective July 1, 2019.
  - g. Approve appointment list for Recreation Pool / Park Personnel (*Dist. Code Sec. 4.04.020*).
  
9. ADMINISTRATIVE:
  - a. Consider consent Items removed from Consent Calendar.
  - b. Consider Resolution No. 18/19-24 revising the Standard Specifications for design, construction and use of sanitary sewers in the towns of Crockett and Port Costa.
  - c. Consider Resolution No. 18/19-25 adopting policy on property tax reapportionment.
  - d. Consider Resolution No. 18/19-26 increasing salaries and updating the Pay Schedule of Wages for District Employees, as recommended by the Personnel Committee and received by the Budget and Finance Committee.
  
10. BUDGET AND FINANCE:
  - a. Consider monthly Summary Worksheets and Investment Reports and staff report on financial matters.
  - b. Consider Resolution No. 18/19-27 adopting revised Appropriations Limit.
  
11. 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, Bartlebaugh, Cusack, Sutton and Wilson
  - b. Budget & Finance Committee – Members Mackenzie and Peterson
  - c. Ad Hoc Committees:
  - d. Inter-agency meetings:
  
12. FUTURE AGENDA ITEMS:
  - Resolution demanding preservation of historic building and access to waterfront (July).
  - Policy on supporting non-District projects (Sept).
  - 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.
  
13. BOARD COMMENTS:
  
14. ADJOURNMENT to July 24, 2019

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.*