

CROCKETT COMMUNITY SERVICES DISTRICT (CCSD)

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MINUTES OF THE BOARD MEETING ON JUNE 24, 2026.

1. CALL TO ORDER - ROLL CALL: President McDonald called the meeting to order at 7:01 PM. Directors Mackenzie, McDonald, Murdock, and Spinner were present at roll call. Director Barassi arrived at 7:04 PM. General Manager (GM) Goodman, Sanitary Department Manager (SDM) Barnhill, Recreation Department Manager (RDM) Maria, and District Secretary (DS) Rivas were present. Crockett Sanitary Commissioners (CVSAN) Manzione, Wais, and Alternate Millward were present; quorum requirements for the CVSAN Commission were discussed in relation to the Brown Act and referenced as having been “waived” in prior meetings. Staff was directed to clarify quorum rules with legal counsel going forward.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: The closed session (Item 5) was pulled; there would be no closed session. By consensus, the Board agreed to take Items 9a (decorative baskets) and 9b (privacy fence) immediately after public comments on non-agenda items
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
 - A resident described a long-term drainage and infrastructure problem affecting her property. The Board directed staff to review any District sewer responsibilities, coordinate with applicable agencies, and return with findings if Board action is warranted.
 - Commissioner Manzione stated he intends to oppose the proposed Crockett Sanitary Sewer Use Charge rate increase, questioning whether the financial plan adequately examines spending controls. He asked if a rate lower than the maximum noticed rate could be adopted; staff confirmed the Board may adopt any rate up to but not exceeding the noticed maximum under Prop 218.
4. PUBLIC HEARING: None.
5. CLOSED SESSION: Canceled; no reportable action.
 - a. CONFERENCE WITH LEGAL COUNSEL – significant exposure to litigation pursuant to paragraph (4) of subdivision (d) of California Government Code Section 54956.9.
6. OPEN SESSION: Not applicable.
 - a. REPORT ON CLOSED SESSION: Not applicable.

CONSIDER ITEMS OUT OF ORDER: Items 9a and 9b

9a. CONSIDER AND APPROVE ADDITIONAL DECORATIVE HANGING BASKETS ON DISTRICT-OWNED DECORATIVE STREETLIGHTS PROPOSED BY THE CROCKETT CHAMBER OF COMMERCE (CCOC): GM Goodman summarized the existing MOU with the Crockett Chamber for decorative hanging baskets on District-owned streetlights on Pomona Street, and the Chamber's request to add six additional basket pairs on Second Street for a total of 12 baskets. Staff to confirm insurance coverage and MOU language. Motion to approve the CCoC's request to add six additional decorative hanging basket pairs to district-owned streetlamps, pending minor MOU updates and insurance confirmation passed. (Murdock 1st, Barassi 2nd, 5/0)

9b. CONSIDER CROCKETT IMPROVEMENT ASSOCIATION'S (CIA) REQUEST FOR INPUT ON INSTALLATION OF A PRIVACY FENCE ON DISTRICT PROPERTY, KNOWN AS THE UPPER

TERRACE BEHIND THE DOWNTOWN PLAZA, TO PROVIDE BOTH SECURITY AND PRIVACY):

President McDonald recused himself due to his role as CIA President; Vice President Spinner chaired this item.

The GM summarized activity at the District owned Plaza and CIA representatives described ongoing conflict between a neighboring tenant and CIA volunteers working on the upper terrace butterfly habitat, including harassment and vandalism. The upper terrace is District property managed by CIA under an MOU; it is not a public-access area. The Fire Chief has confirmed that the upper terrace is not a fire egress for any abutting properties. CIA proposes to install a solid fence (minimum 6 feet, metal panels) along the boundary with the neighboring property to provide safety, security, and privacy. Directors discussed property lines, access routes (including permission from a nearby property owner), fence design and color, emphasizing safety while minimizing visual impact. Public comments supported the fence, citing safety concerns and the need to protect volunteers. Contacting the property owner was recommended.

Motion to approve installation of a fence on District-owned property on the upper terrace behind the Plaza, to be funded and installed by the CIA, providing security and privacy consistent with applicable codes, passed. (Barassi 1st, Spinner 2nd, 4/0, 1 abstain) President McDonald returned after action was taken)

7. CONSENT CALENDAR: Item 7a and 7d were pulled for discussion. A motion to approve Items 7b, c and 7e-j passed. (Spinner 1st, Barassi 2nd, 5/0)

- a. Approve the minutes of the CCSD Board meeting on May 27.
- b. Approve the minutes of the CCSD Board meeting on April 22.
- c. Receive minutes from Commissions and Committees
- d. Approve payment of District Bills.
- e. Receive Cash Account Balance.
- f. Approve Resolution 25/26-11: Levying of Annual Maintenance Tax for FY 2026/27.
- g. Approve Resolution 25/26-12: Levying of Annual Recreation Special Tax for FY 2026/27.
- h. Approve Resolution 25/26-13: COLA Increase for FY 2026/27 not to exceed 3.8%.
- i. Approve Resolution 25/26-14: Ordering Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order.
- j. Approve Resolution 25/26-15: Appoint Glen Millward to the CVSAN Commission)

8. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:

7a. APPROVE THE MINUTES OF THE CCSD BOARD MEETING ON MAY 27: Minutes were amended per public and board feedback for clarity and accuracy: Brown Act quorum language, attribution of statements to the financial consultant vs. the Board, description of C&H-related financial adjustments. Concern over the length and detail of minutes; staff were asked to present the District's policy on minutes at a future agenda for discussion. Motion to approve May 27 minutes as amended passed. (Barassi 1st, McDonald 2nd, 5/0)

7d. APPROVE PAYMENT OF DISTRICT BILLS: Director Barassi raised concerns about the size of expenditures on tree and landscaping work, noting legal uncertainty around lighting and landscaping assessments statewide and urging caution in spending. It was noted that more than half of the referenced landscaping work was grant-funded, and that the last significant hillside weed abatement was paid for by grants. Motion to approve payment of District bills passed. (Barassi 1st, Spinner 2nd, 5/0)

9. ADMINISTRATION

- a. Consider and approve additional decorative hanging baskets on District-owned decorative streetlights proposed by the Crockett Chamber of Commerce: Discussed earlier out of order.

- b. Consider Crockett Improvement Association's request for input on installation of a privacy fence on CSD property, known as the upper terrace behind downtown Plaza, to provide both security and privacy: Discussed earlier out of order.

10. BUDGET AND FINANCE:

- a. DISCUSS FINANCIAL MATTERS RELATED TO THE DISTRICT: The final financial study/rate analysis by consultant Hildebrand is now available and has been posted on the District website. Prop 218 notices for the proposed maximum 30% sewer rate increase were mailed on time in advance of the July 22 public hearing. Director Barassi noted the financial study provided value and would like it to become an annual report. No action taken.

11. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:

- a. GENERAL MANAGER / MAINTENANCE DEPARTMENT / LIGHTING & LANDSCAPE COMMISSION: The 2023 audit is in progress, multiple public records requests are being processed, and administrative workload is high.
- b. DISTRICT SECRETARY: DS Rivas reported routine duties and an update on the State Lands / Nantucket property: Crockett Public Services (CPS) will pursue a lease directly with the State Lands Commission; CCSD is no longer being asked to assume the lease and the District will continue to enjoy access rights to District property.
- c. RECREATION MANAGER: The pool is in full operation; there was a strong and favorable response to the Phillips 66 water safety initiative: 70 passes and 48 swim lesson scholarships issued. The RDM is now a lifeguard instructor and has trained 24 lifeguards and 9 staff in CPR/first aid/AED, reducing certification costs. A major water leak at the Community Center was linked to excessive water pressure after upstream utility work, which has been damaging irrigation lines. A contractor will replace the pressure-reducing valve, and the District will seek credits/reimbursement from East Bay MUD.
- d. CROCKETT AND PORT COSTA SANITARY DEPARTMENT MANAGER: Crockett Sanitary: The NPDES (is being reviewed by Larry Walker Associates) permit renewal process is ongoing; public comment period open until July 10, with a hearing on August 12. The treatment plant continues under the existing permit until the new order is adopted. Routine system maintenance in Crockett continues. In Port Costa, a significant amount of scum was removed in the first tank chamber; a future full pump-out is anticipated.
- e. GOVERNMENTAL MATTERS: Director Barassi noted statewide legal/ballot activity potentially affecting Lighting and Landscape assessments and urged caution in spending from those revenues.
- f. ANNOUNCEMENTS AND DISCUSSION: A Town Hall on the Cogen lease renewal is being planned with a date to be determined, followed by future town-selected topics. A policy for no-charge community-wide events at the Community Center does not exist but falls under the discretion of the Recreation Department.

12. REPORTS FROM BOARD MEMBERS AND COMMITTEES:

- a. BUDGET & FINANCE COMMITTEE: The committee will reconvene after further guidance from legal counsel in closed session.
- b. LEGAL NEGOTIATIONS AD HOC: No formal report; timing will depend on upcoming closed sessions.
- c. POLICE LIAISON COMMITTEE: PLC met in June and will not meet in July, no major items to report. Refund of license-plate-reader grant monies to the Crockett Community Foundation has been returned.

d. INTER-AGENCY MEETINGS:

13. FUTURE AGENDA ITEMS / BOARD COMMENTS: Director Spinner reminded everyone to vote on June 9.

- Consider merging the Recreation Commission and Lighting & Landscaping Commission based on recommendations from existing commissions.
- Policy on minutes
- Organizational Chart
- Records Retention
- Dog Park

14. ADJOURNMENT: The meeting was adjourned at 8:50 PM until July 22, 2026.

Respectfully submitted,
Sonai Rivas, MBA
District Secretary