

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting AGENDA FOR WEDNESDAY, DECEMBER 21, 2022

TIME: 7:00 PM

PLACE: 850 Pomona Avenue, Crockett**

****IN-PERSON OR BY TELECONFERENCE****

In accordance with Government Code section 54953(e) and the county Board of Public Health, Board members may participate in this meeting remotely. This meeting will be accessible to all members of the public in-person, or by Zoom.

Telephone: Listen to the meeting live by calling Zoom at +1 669 900 9128.

Enter the Meeting ID# 410 765 9435 followed by the pound (#) key.

More phone numbers can be found on *Zoom's* website at <https://zoom.us/u/kb4PW3DxF2>

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/4107659435> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Login through the Zoom mobile app on a smartphone and enter Meeting ID# 410 765 9435.

1. OATH OF OFFICE AND WELCOME NEW BOARD DIRECTORS
2. CALL TO ORDER - ROLL CALL
3. CLOSED SESSION:
 - a. CONFERENCE WITH LEGAL COUNSEL -ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Govt. Code, Section 54956.9, subdivision (d), sections (2), (3), and (4).
4. OPEN SESSION: Announcement of Actions taken during closed session.
5. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
6. 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.)*
7. PUBLIC FORUM/DISCUSSION *(Discussion of topic of public interest, No action will be taken at this time)*
 - a. Port Costa Field Semester

8. **MANAGERS' REPORTS:** *(These items are typically for exchange of information only. No action will be taken at this time.)* Recreation Department.
 - a. Maintenance Department.
 - b. Port Costa Sanitary Department.
 - c. Crockett Sanitary Department.
 - d. Governmental matters.
 - e. Announcements and discussion

9. **REPORTS FROM COMMISSIONERS AND COMMITTEES:**

(This item is typically for exchange of information only. No action will be taken at this time.)

 - a. Personnel Committee - Members Barassi, Bartlebaugh, Cusack, Wilson
 - b. Budget & Finance Committee - Members Mackenzie, Peterson
 - c. Police Liaison Committee -
 - d. Memorial Hall Committee -
 - e. Ad Hoc Committees:
 - f. Inter-agency meetings:

10. **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 or 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, November 16, 2022
 - b. Approve payment of District bills.
 - c. Receive Minutes of Commissions and Committees.
 - d. Receive annual report on compliance with identity theft regulations (FACTA)
 - e. Consider Resolution **22/23-16** authorizing teleconferencing and hybrid meetings for the period of January 1, 2023 through January 30, 2023 in conformity with AB 361.

11. **ADMINISTRATIVE:**
 - a. Consider items removed from Consent Calendar.
 - b. Accept resignation of Charles Davis from Crockett Sanitary Commission.
 - c. Approve bid documents for MCC project.
 - d. Election of officers.
 - e. Approve Payroll Schedule for calendar year 2023.
 - f. Approve Salary Schedule to meet January 2023 requirements

12. **BUDGET AND FINANCE:**
 - a. Consider Monthly Summary Worksheets and Investment Reports and staff report on financial matters.

13. **REPORTS FROM BOARD MEMBERS:**

(These items are typically for exchange of information only. No action will be taken at this time.)

14. **FUTURE AGENDA ITEMS:**

Consider changes to District Code
Annual long-term strategy workshop.

15. **COMMENTS FROM BOARD MEMBERS:**

16. **ADJOURNMENT UNTIL JANUARY 25, 2022**

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (*not to exceed three minutes at staff's cadence*), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 3:00 PM the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. The public can speak up at that time or use the Zoom chat feature to indicate they want to make a public comment. If needed, a short recess (generally less than 10 minutes) will take place during the time public comment is open to allow the comments to be collected. Use Zoom chat or email your comments to manager@town.crockett.ca.us, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all submitted comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

You will find the Minutes of this meeting posted on our website at 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.

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. The Board has designated the District's website located at <https://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.