

Minutes from Commissions and Committees

For CCSD Meeting on May 27, 2026

RECREATION COMMISSION

- March 30 – Joint meeting with L&L

PORT COSTA COMMISSION

- April 7

LIGHTING & LANDSCAPE

- February 17

CROCKETT POLICE LIAISON COMMITTEE

- April 14

CROCKETT SANITATION COMMISSION

- March 18
- April 22 – Special Meeting

SPECIAL JOINT MEETING OF THE CROCKETT RECREATION COMMISSION AND LIGHTING & LANDSCAPING COMMISSION

of the Crockett Community Services District

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MINUTES OF THE SPECIAL JOINT MEETING OF THE CROCKETT RECREATION COMMISSION AND LIGHTING & LANDSCAPING COMMISSION MEETING ON MARCH 30, 2026.

1. CALL TO ORDER – ROLL CALL (REC): Meeting was called to order at 6:05 PM. Commissioners Airoldi, Choquette, and Cusack were present. Commissioner Leuba was absent (excused).
2. CALL TO ORDER – ROLL CALL (L&L): Commissioners Fisk, Garbis, Gomez, Mitzel, and Pennell were present. General Manager Goodman and CVSAN Commissioner Wais were present.
3. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
4. PUBLIC COMMENTS ON NON-AGENDA ITEMS
5. CONSENT CALENDAR: Warrant date range was corrected to reflect February dates. A motion to approve Board Actions and Recreation-related items passed. (Choquette 1st, Airoldi 2nd, 3/0, 1 absent). A motion to approve Board Actions and Maintenance-related items passed. (Pannell 1st, Mitzel 2nd, 5/0).
 - a. Receive report on Actions Taken by the Board (February 25 and March 25).
 - b. Receive REC Warrant Transmittals (February).
 - c. Receive L&L Warrant Transmittals (February).
 - d. Receive Cash Account Balances (March).
 - e. Receive LAIF balances report.
6. ITEMS PULLED FROM CONSENT CALENDAR: None.
7. ADMINISTRATIVE:
 - a. UPDATE ON RECREATION BALLOT MEASURE EFFORTS: GM Goodman reported that the Recreation Ad Hoc committee opted to defer a ballot measure raising Recreation taxes until the next regular election cycle in two years. A combination of a low number of poll responses, limited manpower to run a campaign, and the estimated campaign costs (about \$15,000) was overwhelming. A government-led initiative requires a 2/3 vote, whereas a community-led effort requires a simple majority (50% plus one)

RDM Maria explained the recreation department's financial challenges and the need for increased funding. Recreation has been operating under a 2012 tax measure that only generates \$136,800 annually. Operations rely heavily on the enterprise function of the department, such as community center rentals, pool passes, and grants. Discussion on the potential impact of not passing the tax increase and the need for better community outreach

- b. UPDATE ON COUNTY'S COMMUNITY BENEFIT AGREEMENT AND STAFF'S EFFORTS TO REQUEST GRANTS: GM Goodman explained the Community Benefits Agreement (CBA) between Phillips 66 and the local community, which provides funds for offsetting negative impacts from the Rodeo Renewal project. The minimum grant ask is \$50,000, and interested applicants must attend an upcoming bidders conference in person or virtually to apply for CBA funds. The GM is working with the two sanitary departments to apply for grants. Recreation is considering the potential use of CBA funds for Memorial Hall and recreation projects, including replacing tennis courts and new play structures

The Let's Dig payment dated February 9 for \$36,508 included multiple projects with a significant portion of grant funds from the Crockett Community Foundation (CCF). The work included the removal of trees, pathway repair (corrected from parkway), and sprinkler repair.

A short discussion ensued on the need for structural repairs at Memorial Hall and the potential for community events. There is significant interest from the public in restoring the structure due to the importance of Memorial Hall and its historical significance. Commissioner Gomez expressed interest in applying for grant funds to trim public trees. There was concern that the project may not meet the minimum threshold of \$50,000. The tree trimming concept did not receive formal support from the Commissioners.

- c. RECEIVE AND DISCUSS ORDINANCE FOR MEASURE L: SCOPE OF WORK: Attention was brought to section three in the ordinance, which explains the use of L and L funds for maintenance and landscaping. Also discussed the need for reimbursement from property owners for certain projects. Recently, a tree that belonged to an HOA fell and blocked a highly used sidewalk. The ordinance allows the District to remove obstructions from the public right of way. In this example, the District will request reimbursement from the HOA. The Maintenance line item in accounting was created before L&L was created and holds funds for multiple sub-accounts. These subaccounts are coded and tracked accordingly internally through QuickBooks. Memorial Hall lawn mower service is being paid for by Recreation.
- d. DISCUSS A MERGER OF RECREATION AND LIGHTING & LANDSCAPE, ORGANIZATION OF THE COMMISSION, AND AGENDA STRUCTURE: The Board President has proposed the idea of merging the Recreation and Lighting and Landscaping commissions to streamline operations and improve efficiency. The agenda was prepared so that Commissioners would get a full sense of a merged commission. A discussion ensued on the potential benefits and challenges of a joint meeting. A consensus was reached that merged meetings could be valuable with structure. A final suggestion was to have quarterly joint meetings and maintain individual meetings.

8. BUDGET AND FINANCE:

- a. UPDATE ON FINANCIAL MATTERS: The second installment of use charges and tax from the county is expected to hit the accounts mid-April. A letter of engagement has been signed with David Farnsworth, CPA, to move forward with the fiscal year 23 audit. The District has experienced challenges over the last few years and efforts, and there is a need for better documentation and administrative work. Findings from the last audit included issues with credit card management and missing billings. Steps have been taken to address these issues and improve financial management.

9. DEPARTMENT MANAGER REPORT:
 - a. RECREATION MANAGER'S REPORT: Report by RDM Maia presented. An Easter Egg hunt was held the previous Sunday. The event was successful and filled with kids and families. Staff will be applying for a micro-grant to offer an introductory American Mahjong class to Crockett. This was generated from the community's interest in programming for older populations. Recreational programs have diminished significantly since COVID. Recreation has not generated enough traction to generate income for programs and has been relying on grants.
 - b. MAINTENANCE MONTHLY REPORT: None.
10. REPORTS/COMMENTS FROM COMMISSIONERS:
 - a. REC: BALLOT MEASURE AD HOC: CHOQUETTE, LEUBA (CHAIR), SPINNER: None.
 - b. COMMISSION'S THOUGHTS ON THE JOINT AGENDA MEETING. Commissioners expressed concern about the length of joint meetings and their impact on volunteer commissioners. Limiting speaking turns was suggested to help manage time. Recreation Chair Cusack suggested that each commission attend the other's meeting to learn more about their areas of oversight
11. FUTURE AGENDA ITEMS: None.
 - a. L&L: Discuss the distribution of responsibilities between L&L and the Crockett Public Services as they pertain to maintenance needs.
 - b. L&L: Update on CIA's modified maintenance plan for the Plaza.
 - c. L&L: Weed abatement/maintenance plan.
12. ADJOURNMENT: The meeting was adjourned at 7:45 pm by Recreation Chair Cusack and L&L Chair Pannell.

Minutes of this meeting are posted on our website at <https://www.town.crockett.ca.us/meetings>
 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.

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PORT COSTA SANITARY COMMISSION (PCSAN)

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MINUTES OF REGULAR MEETING, APRIL 7, 2026.

1. CALL TO ORDER - ROLL CALL: Chair Surges called the meeting to order at 6:05 PM. Commissioners Cusack, Klaiber, List, Scheer, and Surges were present. Alt. Vance was absent (excused). Staff present included GM Goodman and Sanitary Department Manager (SDM) Barnhill.

2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: NONE

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: NONE

4. CONSENT CALENDAR: Approve PCSAN Minutes of March 3. Approved. (Cusack 1st, List 2nd, 5/0)

a. Approve PCSAN Minutes of March 3.

b. Receive Actions Taken by the Board (February 25 and March 25).

c. Receive the Self-Monitoring Report cover letter.

d. Receive warrant transmittals (March).

e. Receive Cash Account and LAIF Balance.

5. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:

Item 4C was discussed here in addition to under 9a, Self-Monitoring Report. According to the operators (NSU), the exceedance was due to an underdosing of sodium hypochlorite into the system. There may be a penalty assigned, but staff will wait to hear from the Water Quality Control Board and report back to the Commissioners if necessary.

6. ADMINISTRATIVE:

a. Discuss and approve Programmable Logic Controller (PLC) grant project.

Funds have been received from the Crockett Community Foundation for the purchase and installation of a new PLC for the Treatment Plant. The grant was based on a quote of \$30,844.62 from NSU, the current operators of the treatment plant. After the grant was awarded, a second quote for the project was received from Telstar, which is approximately \$10,000 more than the quote received from NSU. Staff have expressed a desire to accept the Telstar quote and requested additional funds from the Crockett Community Foundation, which were denied. Staff have reported that we have sufficient funds in our LAIF account to cover the difference between the granted funds and the new quote. An ensuing discussion was held by Staff and Commissioners on why we would go over budget by \$10,000 on the project. A decision was made for Staff to go back and review the scope of both bids and to request an updated quote from NSU. This item will be placed on next month's agenda for an update from Staff.

7. GRANTS COMMITTEE

Update from Grants Ad Hoc Committee. Commissioner Scheer reported that she is working with Commissioners Surges, List, and staff on two new grant proposals for the Phillips 66 Community Benefit Agreement. One project is the Feasibility Study for relocation of the Canyon Lake Drive sewer, and the second is for the Repair and Relocation of the Prospect sewer line (P-01-06 and P-01-03). These two projects would be completed in fiscal year 2026-2027, and applications are due to Contra Costa County by April 30, 2026. Commissioner Surges has spoken with Mark Styers from State Assembly Member Avila Farias' office regarding a salary survey for the residents of Port Costa. The survey would entail one of the following: 1. An email to property owners and rental residents; 2. A door-to-door visit to each housing unit with a resulting form; or 3. A mail-in form that would require a mandated threshold of returns. The Commissioners have no desire to undertake a survey at this time. This item will be moved to a future agenda.

8. BUDGET AND FINANCE:

- a. Update on District financial matters. GM Goodman reported that there will be a public meeting on April 13, 2026, at the Crockett Community Center regarding the 2026-2027 preliminary budget. She also reported that the 2023 Audit is soon to be in progress and is expecting it to be one of the more challenging audits for Staff, as findings are expected.

9. REPORT OF DEPARTMENT MANAGER:

- a. OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS: The Self-Monitoring Report was discussed as noted above in Item 5.
- b. GOVERNMENTAL MATTERS: None.
- c. ANNOUNCEMENTS AND DISCUSSION: None.

10. REPORTS / COMMENTS FROM COMMISSIONERS: None.

11. FUTURE AGENDA ITEMS:

- a. Replacement of a line segment on Prospect (P-01-06 and P-01-03).
- b. Feasibility Study for Canyon Lake Drive sewer line replacement.
- c. Income survey to determine if Port Costa qualifies as a disadvantaged community.
- d. Discuss sludge removal from the septic tank

12. ADJOURNMENT: The meeting was adjourned at 6:58 PM until May 5, 2026.

Respectfully submitted,
Anne Scheer
PCSAN Commissioner

LIGHTING & LANDSCAPE COMMISSION (L&L)

of the Crockett Community Services District

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MINUTES FOR LIGHTING & LANDSCAPING COMMISSION MEETING FEBRUARY 17, 2026.

1. CALL TO ORDER – ROLL CALL: Chair Pannell called the meeting to order at 7:02 p.m. Commissioners Fisk, Garbis, Gomez, and Pannell were present. Commissioner Mitzel arrived at 7:11 PM. General Manager (GM) Goodman and District Secretary (DS) Rivas were present. Recreation Commission Chair Cusack was in attendance.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Chair Pannell welcomed Recreation Commission Chair Cusack to the meeting. The GM reported that Supervisor Scales-Preston rescheduled office hours to Monday, February 25th from 5 PM – 6:30 PM at the Community Center.
4. CONSENT CALENDAR: Motion to approve the Consent Calendar as presented, passed. (Pannell 1st, Gomez 2nd, 4/0, 1 absent).
 - a. APPROVE MINUTES FOR DECEMBER 16.
 - b. RECEIVE ACTIONS TAKEN BY THE BOARD (DECEMBER AND FEBRUARY 4).
 - c. RECEIVE WARRANT TRANSMITTALS (DECEMBER AND JANUARY).
 - d. RECEIVE CASH ACCOUNT AND LAIF BALANCES.
 - e. RECEIVE SIGNED MOU BETWEEN CCSD AND THE CROCKETT CHAMBER OF COMMERCE FOR THE HANGING BASKETS ON DECORATIVE LIGHT POSTS.
 - f. RECEIVE FORM 700. TO BE COMPLETED AND RETURNED BEFORE APRIL 1:
5. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: None
6. ADMINISTRATIVE:
 - a. DISCUSS NEXT STEPS WITH CREEC REGARDING MAINTENANCE NEEDS AT THE BRIDGEHEAD: The Bridgehead area is maintained by L&L, CIA volunteers, and CREEC, with no set boundaries outside of steep grades that will remain under the care of Caltrans. L&L focuses on trash and graffiti abatement and weed removal. Previous discussions had focused on the possibilities of partnering with CREEC through the Adopt-A-Highway program, but it became clear that a collaboration would be too difficult to manage. A consensus was reached not to move forward with CREEC.
 - b. DISCUSS SCHEDULING A JOINT MEETING WITH RECREATION AND RECOMMEND A POSSIBLE DATE: The Board President recommended merging the Recreation and L&L Commissions in an effort to reduce the number of meetings that Staff attend, and commissions could benefit from cost savings. How the meetings are run, the number of commissioners, and the length can be discussed and determined as time goes by. Funds would remain separate from each other. To manage labor costs, Staff adjust working hours to align as closely as possible to the position's allocated hours; the DS will take a few hours off in the middle of a meeting day, and when possible, the GM will take time off to prevent going over 40 hours when possible. The Board has asked for feedback on merging from the commissioners. Commissioners were open to a trial joint meeting with Recreation on Monday, March 16th at 6 pm.
7. BUDGET AND FINANCE:
 - a. DISCUSS L&L QUARTERLY BUDGET REPORT FOR Q2 (October – December) for Fiscal Year 2025/26: The GM presented the Q2 financial report for L&L. The report shows revenues and expenses for Q2. Grant funds for Memorial Hall will be reflected in the Q3 report. The last column was corrected from

percent remaining to percent spent. L&L expenses for Q2 have been low (19.65% of its budget), likely due to bad weather.

b. UPDATE ON DISTRICT FINANCIAL MATTERS: The cash account balance is \$34,716 as of January 5.

8. ELECTION OF OFFICERS: GM Goodman recommended keeping the current leadership in place until a final decision on a merger is made. Chair Pannell will remain the Chair, and Commissioner Gomez will remain as Vice-Chair.

9. REPORT FROM STAFF: None.

10. REPORTS / COMMENTS FROM COMMISSIONERS: The issue of trash piling up in visible areas and how reporting it should be addressed was raised. The GM responded that private property is outside of the scope of L&L's authority. Chair Pannell reported that she had reported a similar issue to the County's Code Enforcement mobile app with much success. Issues with items or overgrown brush in the public right-of-way will be reported to the County. On occasion, if a significant amount of time has passed since an issue was reported and has not been corrected, the GM may address the issue directly and seek reimbursement afterward. The public Park & Ride lot just off the freeway on Pomona is subject to frequent dumping, as is the corner caddy-corner from the North-bound freeway entrance. Ms. Morales reported that overnight parking is only allowed with permits, and illegal dumping is typically reported by one of the neighbors adjacent to the lot.

The 2026-27 budget schedule was presented and approved by the Board in January. The GM proposed that, rather than holding multiple independent department budget meetings, she recommended that each department representative attend the Board's Budget & Finance Committee meeting for a one-and-done budget discussion.

11. FUTURE AGENDA ITEMS:

- Discuss the distribution of responsibilities between L&L and the Crockett Public Services as they pertain to maintenance needs.
- Update on CIA's modified maintenance plan for the Plaza.
- Resolution to update Ad Valorem tax distribution to include L&L.
- Weed abatement/maintenance plan

12. ADJOURNMENT: Adjourned at 8:08 pm until March 17, 2026, or March 16th if a joint meeting with Recreation is scheduled.

Respectfully submitted,
Sonia Rivas
District Secretary

CROCKETT POLICE LIAISON COMMITTEE

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, APRIL 14th, 2026.

1. CALL TO ORDER: Chair Pennisi called the meeting to order at 7:00 PM. Committee members Pennisi, Wais, and Ritchey were present. None absent.
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: Vice Chair Wais made a reminder that Tax Day is tomorrow, 4/15. A resident noted that some of the C&H trucks have been speeding, going up to 40mph in front of the school, and going down incorrect/non-approved routes.
4. CONSENT CALENDAR: Vice Chair Wais motions to approve the consent calendar, and Committee member Ritchey seconds. The minutes were approved (3 ayes / 0 nays)
5. LAW ENFORCEMENT ISSUES AND REPORTS
 - a. REPORT FROM RESIDENT DEPUTY HANDELL: Lieutenant Fitzgerald and Deputy Handell were both present, and Lt. Fitzgerald provided the report. In March, there were 302 calls to service, which generated 23 reports. The reports included an altercation at Toot's where the subject was taken into custody, an auto burglary, a commercial burglary, grand theft of vehicle parts, petty theft from a vehicle and from a building, and some vandalism. Statistically, this was a slight uptick in reports. Deputy Handell also announced that he is continuing to ticket and tow cars that do not belong.
 - b. REPORT FROM CHP ON TRAFFIC ISSUES: Not in attendance.
 - c. NEIGHBORHOOD WATCH: None.
6. ADMINISTRATIVE:
7. UPDATE ON LPRS (LICENSE PLATE READERS): No update
8. REPORTS FROM COMMITTEE MEMBERS: None.
9. FUTURE AGENDA ITEMS:
10. ADJOURNMENT: The meeting was adjourned at 7:04 PM until May 12th, 2026.

Respectfully submitted,
Michael Pennisi
Police Liaison Committee Chair

CROCKETT SANITARY COMMISSION (CVSAN)

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MINUTES OF REGULAR MEETING OF MARCH 18, 2026.

1. CALL TO ORDER - ROLL CALL: Chair Wais opened the meeting at 4:01 PM. Commissioners Bartlebaugh, Manzione, Wais, and Alternate Milward were present. Commissioner Leuba was absent (excused). Staff present included General Manager (GM) Goodman, Sanitary Department Manager (SDM) Barnhill, and District Secretary Rivas.
2. CLOSED SESSION: Began at 4:01 PM
 - a. CONFERENCE WITH LEGAL COUNSEL - anticipated litigation pursuant to paragraph (4) of subdivision (d) of California Government Code Section 54956.9.
3. OPEN SESSION: Resumed at 4:14 PM
 - a. REPORT ON CLOSED SESSION: No reportable actions.
4. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.
5. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
6. PUBLIC HEARINGS: None.
7. CONSENT CALENDAR: All items were pulled for discussion.
 - a. Approve Minutes for February 18.
 - b. Receive Actions Taken by the Board for February 25.
 - c. Receive warrant transmittals (February).
8. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR: Motion to approve items pulled for discussion passed (Bartlebaugh 1st, Manzione 2nd, 4/0).
 - 7a. APPROVE MINUTES FOR FEBRUARY 1: DS to make corrections to Section 8a and Section 7b.
 - 7b. RECEIVE ACTIONS TAKEN BY THE BOARD FOR FEBRUARY 25: GM to update the District Code to reflect the DS to report to the GM.
 - 7c. RECEIVE WARRANT TRANSMITTALS (FEBRUARY) No action items required.
9. ADMINISTRATIVE:
 - a. UPDATE ON CVSAN VACANCY: The DS to reach out to older applicants for possible interest. Commissioners to look out for prospective applicants.
10. BUDGET AND FINANCE:
 - b. OTHER FINANCIAL MATTERS OF THE DISTRICT: No action items required.
11. REPORT OF DEPARTMENT MANAGER:
12. OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENTS: The GM will continue to request monthly reports from C&H.
 - a. GOVERNMENTAL MATTERS: None.
 - b. ANNOUNCEMENTS AND DISCUSSION: None.
13. REPORTS / COMMENTS FROM COMMISSIONERS: No discussion.
 - a. WASTEWATER COMMITTEE: Have not met.
 - b. BUDGET & FINANCE AD HOC: Have not met.
 - c. COMMISSIONERS: The GM to prepare and submit the cost of the Marina Line realignment Study

for a grant through the Phillips 66 Community Benefits Agreements upcoming grant cycle.

- d. INTER-AGENCY AND TRADE MEETINGS: Staff to attend inter-agency meetings in person or virtually when time allows.

14. FUTURE AGENDA ITEMS:

- a. CCTV repair study prepared by the Engineer of Record when available.
- b. Monthly C&H billing.
- c. Capacity/impact fees
- d. District's role and authority regarding the county's processes for new development.

15. ADJOURNMENT: The meeting was adjourned at 5:07 PM until April 15, 2026.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary

CROCKETT SANITARY COMMISSION (CVSAN)

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MINUTES OF SPECIAL MEETING OF APRIL 22, 2026.

1. CALL TO ORDER - ROLL CALL: Chair Wais opened the meeting at 4:00 PM. Commissioners Bartlebaugh, Wais, and Alternate Milward were present. Commissioner Leuba and Manzione were absent (excused). Staff present included General Manager (GM) Goodman, Sanitary Department Manager (SDM) Barnhill, and District Secretary Rivas. Director Barassi was present.
2. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.
3. ADMINISTRATIVE:
 - a. RECEIVE, DISCUSS, AND APPROVE STAFF'S RECOMMENDATION FOR THE CVSAN SEWER USE CHARGE (SUC) FOR FISCAL YEAR 2026/27: GM Goodman presented the proposed CVSAN sewer use charge (SUC) for FY 2026-27. The County released property tax totals the morning of the meeting and after the budget was prepared; therefore, the proposed budget will reflect an excess balance of \$191,274, corrected from \$34,120.

The District recently withdrew approximately \$2.7 million from reserves to pay for C&H liabilities (outstanding invoices) that accumulated since 2020, leaving just under \$500,000 in reserves. Staff recommended not increasing the SUC for FY 2026-27 and suggested conducting a new rate study (Study) at an estimated cost of \$20,000-\$25,000; the current calculation method uses a 20-year-old rate study. Commissioner Bartlebaugh inquired how the GM proposed to recoup reserves. GM noted that any excess funds will automatically be allocated to reserves. A new SUC study will take into consideration current operations, maintenance, and how reserves are allocated to establish a base for the next five years. She noted that the \$2.7 million in reserves took 10 years to build.

Commissioner Bartlebaugh expressed serious concerns regarding the Department's financial management following his return to the Commission in 2023. He stated that, despite the involvement of outside agencies, the Department's financial issues remain unresolved and continue to reflect significant mismanagement.

In response, the GM stated that the underlying financial mismanagement originated under the previous GM's administration, noting that the prior GM was never publicly criticized for those actions. The GM further stated that she finds Commissioner Bartlebaugh's characterization of the current administration's efforts as "mismanagement" to be highly offensive. She emphasized that staff inherited a severely disorganized financial system and have been working diligently to correct longstanding deficiencies and restore order to financial operations that were already in substantial disarray.

There was no disagreement among the Commissioners, Board, or Staff that a new Rate Study is necessary. However, the District's financial records had been in such significant disarray that establishing a reliable financial baseline would be difficult. It was acknowledged that the District's accounting practices had been negligent, finances had been mismanaged, and C&H invoices had gone unpaid from approximately mid-2020 through 2024, when a professional accounting firm was hired to reconcile the accounting records. The District is now prepared to proceed with the 2023 audit.

Although the financial records are not yet fully reconciled, the depletion of reserves has created a sense of urgency. Staff stated that the current level of financial reconciliation should be sufficient to support a reasonable and defensible sewer rate analysis, allowing the District to move forward with a new Study.

Chair Wais read comments submitted by Commissioner Manzione, who was unable to attend the meeting. Commissioner Manzione recommended consideration of significant austerity measures, including a hiring freeze, firing (of staff), the potential sale of the Sanitary District office building, and development of a policy requiring the Recreation Department to align its expenditures with revenues generated through its enterprise operations.

A discussion followed regarding the need for a rate increase to replenish reserves, with an annual target of \$540,000. A motion was made to reject Staff's recommendation not to impose a SUC increase for FY 2026–27 and instead direct Staff to revise the budget to rebuild reserves over five years. The motion passed. (Bartlebaugh 1st. Wais 2nd, 3/0, 2 absent). Commissioner Bartlebaugh also requested that the budget include a statement regarding outstanding C&H liabilities.

4. ADJOURNMENT: The meeting was adjourned at 5:18 PM until May 20, 2026.

Respectfully submitted,
Sonia Rivas, MBA
District Secretary