

Crockett Community Services District

AGENDA FOR WEDNESDAY, DECEMBER 18, 2024

(This meeting was moved one week earlier due to the Christmas Holiday.)

TIME: 6:00 PM – Closed Session

TIME: 7:00 PM – Regular Business Meeting

PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

1. CALL TO ORDER - ROLL CALL
2. SEATING OF NEWLY ELECTED DIRECTORS AND OATH OF OFFICE: DALE MCDONALD AND GAUNT MURDOCK
3. CLOSED SESSION: Conference With Labor Negotiators.
 - a. Public Employee Negotiations: Interim Recreation Manager, Interim General Manager, and Sanitary Department Manager Pursuant to Government Code Section 54957.6.
4. RECONVENE TO REGULAR SESSION:
5. REPORT ON CLOSED SESSION:
 - a. Announcement of actions taken during closed session.
6. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
7. 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.)
8. PUBLIC HEARING: None.
(Public comments are limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)
9. ELECTION OF OFFICERS:
10. CONSENT CALENDAR: Consideration of a motion to approve the following items: *(Items are subject to removal from the Consent Calendar by request of any Board Member on request for discussion or by a member of the public.)*
 - a. Approve Minutes of the CCSD Board meeting on November 20, 2024.
 - b. Receive minutes of commissions and committees.
 - c. Approve payment of District Bills.
 - d. Receive annual report on compliance with identity theft regulations (FACTA).
 - e. Receive Annual Report on the use of recreation taxes (Gov't Code Sec. 50075.3)
11. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR.
12. REPORTS FROM BOARD MEMBERS AND COMMITTEES:

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

- a. Personnel Committee/e: Cusack (chair), Martinez, Spinner, Wais, Wesselmann
- b. Budget & Finance Committee: Mackenzie and Barassi
- c. Police Liaison Committee: Pennisi (chair), Ritchey (vice-chair), and Wais
- d. CVSAN Wastewater Committee: Members Bartlebaugh and Manzione (chair)
- e. Memorial Hall Advisory Committee: Members Goodman (chair)
- f. Inter-agency meetings.

13. MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:

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

- a. Recreation Department
- b. District Secretary
- c. Administrative Services Manager
- d. Port Costa Sanitary Department
- e. Crockett Sanitary Department
- f. Maintenance Department
- g. Lighting & Landscape Commission
- h. Governmental matters
- i. Announcements and discussion

14. ADMINISTRATIVE:

- a. Approve Resolution 24/25-07; Appoint Diana Cantú-Rayna to the Crockett Police Liaison Committee.
- b. Approve Resolution 24/25-08; Re-appoint Louise Choquette to Recreation Commission.
- c. Approve Resolution 24/25-09; Appoint Alisa Maria as the Recreation Manager.
- d. Approve Resolution 24/25-10; Appoint Jena Goodman as General Manager.
- e. Approve contract for Sanitary Department Manager.
- f. Update on Dog Park and insurance requirements.
- g. Consider and approve the Meeting and Holiday schedule for calendar year 2025.
- h. Approve Payroll Schedule for calendar year 2025.
- i. Approve Salary Schedule to meet January 2025 requirements.
- j. Review and approve a Recreation Logo.

15. BUDGET AND FINANCE:

- a. Discuss financial matters related to the District.

16. FUTURE AGENDA ITEMS/BOARD COMMENTS

- a. 1 Rolph Park Drive ad hoc committee.
- b. Records and Retention Policy.
- c. Update on Caltrans MOU/Adopt-A-Highway.
- d. Dog Park Memorandum of Understanding (MOU).

17. ADJOURNMENT: until January 22, 2024.

HOW TO SUBMIT PUBLIC COMMENTS:

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

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 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 related 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 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.