

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting
AGENDA FOR WEDNESDAY, APRIL 24, 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. Consider establishing informal bidding procedures under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), along with public comments, and the adoption of *Ordinance No. 19-1* to be added to Crockett Community Services District Code.
 - b. Contra Costa County Local Agency Formation Commission (LAFCO) Municipal Service Review (MSR) / Sphere of Influence (SOI) Update, “City Services” (2nd Round), receive Chapter 1 Overview of the Public Review Draft MSR and Chapter 21 Crockett Community Services District, along with public comments, and provide input.
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 March 27, 2019.
 - b. Approve payment of District bills.
 - c. Receive Minutes of Commissions and Committees.

9. ADMINISTRATIVE:
 - a. Consider consent Items removed from Consent Calendar.
 - b. Receive General Liability Insurance report and consider increasing Excess Liability coverage, from \$4M to \$9M as supported by the Recreation, Port Costa, and Commissions.
 - c. Authorize entering into agreement with Regional Government Services Authority (RGS) to provide administrative and Human Resources (HR) assistance to the District as needed.

10. BUDGET AND FINANCE:
 - a. Consider monthly Summary Worksheets and Investment Reports and staff report on financial matters.
 - b. Receive Preliminary FY 19/20 Budget Report, set date for public hearing on budget, and form recommendations.
 - c. Consider no Sewer Use Charge (SUC) rate increases for the towns of Port Costa and Crockett for FY 2018/19 as recommended by the Port Costa and the Crockett Sanitary Commissions, confirming suspension of SUC Study reports for FY 2018/19, and confirming requirements of Prop. 218 do not apply as no rate increase will be imposed.
 - d. Resolution No. 18/19-13 confirming overruling objections to the method of collection of sewer service charges for Crockett.
 - e. Resolution No. 18/19-14 confirming overruling objections to the method of collection of sewer service charges for Port Costa.
 - f. Resolution No. 18/19-15 reallocating funds used by the Crockett Recreation Department.
 - g. Resolution No. 18/19-16 establishing a policy on fiscal sponsorship for Crockett Community Foundation grant applicants who are not tax-exempt charities.

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, Burnett, Bartlebaugh, Sutton and Wilson
 - b. Budget & Finance Committee – Members Mackenzie and Peterson
 - c. Ad Hoc Committees:
 - d. Inter-agency meetings:

12. FUTURE AGENDA ITEMS:

Consider annual Recreation Special Tax for FY 2019/20 (May).
Resolution Demanding Preservation of Historic Building and Access to Waterfront (May).
Adopt budget for FY 2019/20 (June).
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 May 22, 2019

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 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.