

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting

AGENDA FOR WEDNESDAY, FEBRUARY 28, 2024

Time: 6:00 PM - Closed Session
TIME: 7:00 PM – Regular Meeting
PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

1. CALL TO ORDER - ROLL CALL
2. CLOSED SESSION:
 - a. CONFERENCE WITH LABOR NEGOTIATORS.
 - Public Employee Negotiations: District Secretary and Administrative Services Manager. Pursuant to Government Code Section 54957.6.
3. RECONVENE TO REGULAR SESSION:
4. REPORT ON CLOSED SESSION
5. CALL TO ORDER - ROLL CALL
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. 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 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 on January 24, 2024.
 - b. Receive minutes of commissions and committees.
 - c. Approve payment of District bills.
 - d. Receive the 2023 Pollution Prevention Plan Annual Reports for Crockett Sanitary and Port Costa Sanitary departments.
 - e. Approve Resolution 23/24-16: Appoint Dale McDonald as commissioner to the Crockett Sanitary Commission (CVSAN) and Appoint Valerie Quade as commissioner to the Recreation Commission and alternate to the Crockett Sanitary Commission (CVSAN).

10. ADMINISTRATIVE:

- a. Consider items removed from the Consent Calendar.
- b. Consider Resolution No. 23/24-17: Appoint District Secretary.
- c. Consider Resolution No. 23/24-18: Appoint Administrative Services Manager.
- d. Consider Resolution 23/24-19: Appoint Julie Fisk to the Lighting and Landscape Commission.
- e. Consider Resolution 23/24-20: Appoint William Lee Vance as an alternate to the Port Costa Commission (PCSAN).
- f. Approve Resolution No. 23/24-21: Nominate John Mackenzie for a seat on LAFCO Board.
- g. Approve Resolution No. 23/24-22: Add District Engineer and Administrative Services Manager to the Conflict-of-Interest Code and the District Code.
- h. Consider Resolution 23/24-23: Serve as the local government sponsor for Port Costa Community Alliance for public stair repairs.
- i. Consider Employment Agreement Modification for Recreation Department Manager Wilson, increasing salary from Level II Step e, \$2,993 to Level IV Step a \$3,624 per month.
- j. Discuss business matters concerning legal counsel.
- k. Discuss renaming 1 Rolph Park Drive.
- l. Approve Landscape Maintenance Agreement with Caltrans for Bridgehead.
- m. Consider a Memorandum of Understanding with the Dog Park Committee.

11. BUDGET AND FINANCE:

- a. Discuss financial matters related to the District.
- b. Consider report on Budget for FY 2023/24.

12. 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. Maintenance Department
- d. Port Costa Sanitary Department
- e. Crockett Sanitary Department
- f. Lighting & Landscape Commission
- g. Governmental matters
- h. Announcements and discussion

13. 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: Cusack (chair), Martinez, Spinner, Wais, and Wilson
- b. Budget & Finance Committee: Mackenzie and Barassi
- c. Police Liaison Committee: Currington (chair), Wais, Pennisi, and Ritchey
- d. CVSAN Wastewater Committee: Members Bartlebaugh and Manzione (chair)
- e. Memorial Hall Advisory Committee: Members Peterson and Wilson (chair)

- f. Ad Hoc committees
 - Personnel/District Code: Members Brosnan, Cusack, Martinez (chair), Peterson, and Wais.
 - g. Inter-agency meetings
14. FUTURE AGENDA ITEMS/BOARD COMMENTS
15. ADJOURNMENT: until March 27, 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.