

# Crockett Community Services District

## Regular Business Meeting

AGENDA FOR WEDNESDAY, OCTOBER 23, 2024

TIME: 7:00 PM – Regular Meeting

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

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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. 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.)*
5. 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. Items removed from the Consent Calendar will be considered with the Administrative Items.)*
  - a. Approve Minutes of the CCSD Board meeting on September 25, 2024.
  - b. Receive minutes of commissions and committees.
  - c. Approve payment of District Bills.
  - d. Accept the resignation of Director Martinez
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR.
7. 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), Peterson
  - f. Inter-agency meetings.
8. CALENDAR:
9. 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
10. ADMINISTRATIVE:
- a. Approve Resolution 24/25-06 Appoint Elena Gomez to the Lighting & Landscape Commission.
  - b. Approve extension of the Joint Use Agreement (JUA) to January 2025.
  - c. Discuss and recommend a change to the sewer lateral at 730 Kendall.
  - d. Discuss hiring an attorney for fines incurred in 2022.
  - e. Discuss Recreation Manager job posting.
  - f. Discuss hosting a public town hall meeting.
  - g. Update on Caltrans MOU/Adopt-A-Highway.
  - h. Consider an appreciation holiday dinner for staff, Board members, commissioners, and committee members.
11. BUDGET AND FINANCE:
- a. Discuss financial matters related to the District.
12. FUTURE AGENDA ITEMS/BOARD COMMENTS
- a. 1 Rolph Park Drive ad hoc committee.
  - b. Records and Retention Policy.
  - c. Dog Park Memorandum of Understanding (MOU).
13. ADJOURNMENT: until November 20, 2024. The November meeting has been moved earlier due to the Thanksgiving holiday.

**HOW TO SUBMIT PUBLIC COMMENTS:**

You will find the Minutes of this meeting posted on our website at [www.town.crockett.ca.us/meetings](http://www.town.crockett.ca.us/meetings) Visit our [website](http://www.town.crockett.ca.us/meetings) 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](http://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.*