

# CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting  
AGENDA FOR WEDNESDAY, FEBRUARY 26, 2020

TIME: 7:00 PM  
PLACE: 850 Pomona Avenue, Crockett

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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. REPORTS FROM COMMISSIONERS:  
*(This item is typically for exchange of information only. No action will be taken at this time.)*
5. PUBLIC HEARING ON ACQUISITION OF HOSSELKUS CHAPEL:  

Hearing for public comment on the proposed acquisition of the Hosselkus Chapel, 1 Rolph Park Drive, Crockett (APN 354-203-002). Public comments limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.

Board to discuss and consider authorizing staff to purchase Hosselkus Chapel property, to select and approve funding source for acquisition, issue negative CEQA declaration, and direct staff to file CEQA Preliminary Exemption Assessment (Form "A") and Notice of Exemption (Form "B") with Contra Costa County.
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 January 22, 2020.
  - b. Approve payment of District bills.
  - c. Receive Minutes of Commissions and Committees.
  - d. Approve Aquatics Office Manager job description, as recommended by Personnel Committee.
  - e. Receive letter sent to JSUSD on protection of sanitary sewers at Carquinez Middle School.

9. ADMINISTRATIVE:
  - a. Consider consent Items removed from Consent Calendar.
  - b. Adopt revised Policy for Evaluation of General Manager, as approved by the Personnel Committee.
  - c. Adopted Resolution No. 19/20-16 reducing the Police Liaison Committee by attrition.
  - d. Adopt Resolution No. 19/20-17 appointing qualified applicant to fill the vacancy on the Port Costa Sanitary Commission.
  
10. BUDGET AND FINANCE:
  - a. Consider monthly Summary Worksheets and Investment Reports and staff report on financial matters.
  - b. Discuss the possible need for an inter-department loan to the Port Costa Sanitary Department to address anticipated cash shortfall in Fund 3425 later this calendar year, form recommendations and direct staff accordingly.
  
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, Mann and Wilson
  - b. Budget & Finance Committee – Members Mackenzie and Peterson
  - c. Ad Hoc Committees:
  - d. Inter-agency meetings:
  
12. FUTURE AGENDA ITEMS:
  - 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.
  - Consider Ad Hoc Committee on long range planning.
  
13. BOARD COMMENTS:
  
14. ADJOURNMENT to March 25, 2020

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

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*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.*