

# **CROCKETT SANITARY COMMISSION**

## **AGENDA FOR WEDNESDAY, DECEMBER 11, 2024**

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

TIME: 4:00 PM – Regular Meeting

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

---

*The Crockett Sanitary Commission is an agent of the Crockett Community Services District.*

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
*(The Committee 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. PRELIMINARY REVIEW OF PUBLIC HEARINGS: None  
*(The Commission will hear the violation(s) and make a recommendation to the CCSD Board for a final determination. CCSD Board meetings are held on the following Wednesday at 7 PM.)*
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
  - a. Approve Minutes of October 16, 2024.
  - b. Approve Minutes of November 13, 2024
  - c. Receive warrant transmittals.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:
7. ADMINISTRATIVE:
  - a. Election of Officers.
  - b. Consider changing the frequency of meetings.
  - c. Consider Meeting and Holiday Schedule for 2025.
8. REPORTS OF DEPARTMENT MANAGERS:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*
  - a. Update on District administration.
  - b. Update on financial matters.
  - c. Operations, maintenance, and capital improvements.
  - d. Governmental matters.
  - e. Announcements and discussion.
9. REPORTS FROM COMMISSIONERS:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*

- a. Wastewater Committee – Members Bartlebaugh and Manzione
- b. Budget & Finance Committee – Members Trask and Bartlebaugh.
- c. Inter-agency and Trade meetings.

10. FUTURE AGENDA ITEMS

- a. ADU policy for CVSAN.
- b. Payment of repairs at 1 Rolph Park Drive.
- c. Impact Fees for CVSAN.
- d. Discuss when to hire outside consultants for SUC Study and data verification.
- e. JTP Monthly Operations Report ( MOR)

11. COMMENTS FROM COMMISSIONERS:

12. ADJOURNMENT: until January 15, 2025.

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, don't hesitate to get in touch with the District Secretary at (510) 787-2992 or by email at [districtsecretary@town.crockett.ca.us](mailto:districtsecretary@town.crockett.ca.us). Notification at least 48 hours before the meeting or when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Per 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 Secretary 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.

# **CROCKETT SANITARY COMMISSION**

## **AGENDA FOR WEDNESDAY, DECEMBER 11, 2024**

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

TIME: 4:00 PM – Regular Meeting

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

---

*The Crockett Sanitary Commission is an agent of the Crockett Community Services District.*

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
*(The Committee 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. PRELIMINARY REVIEW OF PUBLIC HEARINGS: None  
*(The Commission will hear the violation(s) and make a recommendation to the CCSD Board for a final determination. CCSD Board meetings are held on the following Wednesday at 7 PM.)*
5. CONSENT CALENDAR: Consideration of a motion to approve the following items:
  - a. Approve Minutes of October 16, 2024.
  - b. Approve Minutes of November 13, 2024
  - c. Receive warrant transmittals.
6. CONSIDER ITEMS REMOVED FROM THE CONSENT CALENDAR:
7. ADMINISTRATIVE:
  - a. Election of Officers.
  - b. Consider changing the frequency of meetings.
  - c. Consider Meeting and Holiday Schedule for 2025.
8. REPORTS OF DEPARTMENT MANAGERS:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*
  - a. Update on District administration.
  - b. Update on financial matters.
  - c. Operations, maintenance, and capital improvements.
  - d. Governmental matters.
  - e. Announcements and discussion.
9. REPORTS FROM COMMISSIONERS:  
*(These items are typically for the exchange of information only. No action will be taken at this time.)*

- a. Wastewater Committee – Members Bartlebaugh and Manzione
- b. Budget & Finance Committee – Members Trask and Bartlebaugh.
- c. Inter-agency and Trade meetings.

10. FUTURE AGENDA ITEMS

- a. ADU policy for CVSAN.
- b. Payment of repairs at 1 Rolph Park Drive.
- c. Impact Fees for CVSAN.
- d. Discuss when to hire outside consultants for SUC Study and data verification.
- e. JTP Monthly Operations Report ( MOR)

11. COMMENTS FROM COMMISSIONERS:

12. ADJOURNMENT: until January 15, 2025.

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, don't hesitate to get in touch with the District Secretary at (510) 787-2992 or by email at [districtsecretary@town.crockett.ca.us](mailto:districtsecretary@town.crockett.ca.us). Notification at least 48 hours before the meeting or when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Per 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 Secretary 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.