



REGULAR MEETING AGENDA
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, December 18, 2023, at 6:00 PM
Graton Day Labor Center
2981 Bowen St, Graton, CA 95444

**Board President David Upchurch will be attending the meeting from
701 N.E. Leach St. Coupeville WA. 98239**

**Members of the Public may attend the meeting remotely at
<https://us02web.zoom.us/j/87815202320?pwd=AMg1U1ZyKVUtTDC8GW7gx18se-GNZw.1>**

Members of the Public may participate and provide public comments as follows:

1. If you wish to submit a public comment on agenda items in advance of the meeting, please send to chaddavisson.gcsd@gmail.com. Emails received prior to the meeting will be included in the public record. The Board President will read public comments at the Board meeting, not to exceed three minutes (approximately 300 words).
2. Any members of the public physically attending the meeting will have the opportunity to provide public comment on any items not on the agenda as well as during discussion of any/all agenda items.

Public testimony will be taken at the direction of the Board President and members of the public may only comment during times allotted for public comments. If you wish to request a disability-related modification or accommodation, please contact the District by email at lindamartinez.gcsd@gmail.com.

1. CALL TO ORDER

A. BOARD ROLL CALL

2. APPROVAL OF THE AGENDA

Motion to approve the agenda.

- 3. PUBLIC COMMENT** - At this time, the public may address the Board on subjects not on the agenda. Comments on agenda items will be taken as each item comes up. Comments may not exceed three (3) minutes in length. While State Law prohibits Board action or discussion

on any item not on the agenda, members of the Board may briefly respond to statements or questions from members of the public, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or take action to direct staff to place a matter on a future agenda. For in-person meetings, members of the public are asked to submit a speaker card for public comment in advance of the President calling for public comments.

- 4. CONSENT CALENDAR** - Consent Calendar items are considered routine and will be adopted in one single motion with no separate discussion of the items. Directors or members of the public can request that specific items be removed from the Consent Calendar. When item(s) are removed, the Board will adopt the remaining Consent Calendar items in one single motion. After approval of the Consent Calendar, the Board will take action on pulled items as Business Before the Board.

- A. APPROVE REGULAR MEETING MINUTES FROM THE NOVEMBER 20, 2023 MEETING

[Draft Minutes of the November 20, 2023 Regular Meeting](#)

- B. APPROVE NOVEMBER 2023 GCSD FINANCIAL REPORTS

[November 2023 Budget to Actual Report](#)

[November 2023 Monthly Transaction Detail Report](#)

[November 2023 Monthly Cash Balance Summary Report](#)

[November 2023 Monthly Cash Flow Report](#)

5. BUSINESS BEFORE THE BOARD

- A. RECEIVE AN AD HOC COMMITTEE UPDATE ON ACTIVITIES RELATED TO THE GRATON TOWN SQUARE PROJECT

- B. DISCUSS THE FORMATION OF A CITIZEN’S ADVISORY COMMITTEE TO PROVIDE INPUT ON THE TOWN SQUARE PROJECT

- C. REVIEW AND DISCUSS POLICY NO. 2150 – “RESERVE POLICY” AS REQUESTED BY DIRECTOR DREW

[Policy 2150 - Reserve Policy](#)

[Policy 1000 - Adoption/Amendment of Policies](#)

[Graton Management Study by Matrix Consulting Group](#)

- D. REVIEW AND DISCUSS POLICY NO. 4205 – “BOARD MEETING AGENDA POLICY” AS REQUESTED BY DIRECTOR DREW

[Policy 4205 - Board Meeting Agenda Policy](#)

[Policy 1020 - Board/Staff Communications](#)

[Policy 4120 - Members of the Board of Directors](#)

[Policy 4220 - Minutes of Board Meetings](#)

- E. CONSIDER REQUESTING SONOMA LAFCO INITIATE UPDATING THE DISTRICT'S MUNICIPAL SERVICE REVIEW AS REQUESTED BY DIRECTOR DREW

[Current LAFCo Municipal Service Review of Graton CSD](#)

[Overview of Purpose of Municipal Service Review](#)

- F. INITIATE THE ANNUAL REVIEW PROCESS FOR THE GENERAL MANAGER

[Forestville Water District's GM Evaluation Form](#)

[Ironhouse Sanitary District GM Evaluation Form](#)

[Ironhouse Sanitary District GM Evaluation Form \(Version 2\)](#)

[CSDA GM Evaluation Form Template](#)

- G. DIRECT STAFF TO UTILIZE THE SERVICES OF MACHOLD INVESTIGATIONS, IN AN AMOUNT NOT TO EXCEED \$5,000 TO CONFIRM THE LEGALITY AND REESTABLISH THE LEGITIMACY OF THE ACTIONS OF THE BOARD IN RESPONSE TO ACCUSATIONS BY DIRECTOR DREW ASSERTING THAT THE FORMATION OF THE TOWN SQUARE AD HOC COMMITTEE AND DIRECTION TO PROCEED WITH THE FUNDRAISING AND PURCHASE OF THE PROPERTY LOCATED AT 9155 GRATON ROAD WERE DONE ILLEGALLY

[Investigator Ken MacHold Resume](#)

[MacHold Investigations Fee Sheet 2023](#)

- H. RECEIVE A STATUS UPDATE ON ACTIVITIES RELATED TO THE GRANT FUNDED SEWER ASSESSMENT PLANNING PROJECT

[Progress Update from West Yost](#)

[Preliminary Condition Assessment Slides](#)

- 6. INFORMATIONAL ITEMS FROM STAFF - (No Action Required)** The following items are informational in nature. Staff is available to the Board and Public to provide any additional information requested.

- A. Receive an update on the Forestville/GCSD Operational and Recycled Water Activities
- B. Receive an update on the Occidental pipeline project
- C. Receive an update on the NPDES Permit renewal status

7. GENERAL MANAGER'S REPORT TO THE BOARD

- A. Treatment Plant Operations Update

- Operations report

[November 2023 Operations Report](#)

- Overtime report

[November 2023 Overtime Report](#)

8. GENERAL MANAGER ANNOUNCEMENTS

9. BOARD MEMBER REPORTS

10. FUTURE AGENDA ITEMS FOR CONSIDERATION

11. ADJOURNMENT