



REGULAR MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Monday December 19, 2022 at 6:00 PM
Various Locations – Teleconference Meeting Pursuant to
Executive Order N-29-20

1. CALL TO ORDER 6:05 PM

A. BOARD ROLL CALL - Determination of a Quorum

Board President, David Upchurch, H; Board Secretary, Jennifer Butler H; Max Wilmarth H; Lindsay Parker H; Devin Drew A; Ravi Alimchandani H.

2. APPROVE ORDER OF THE AGENDA

Jennifer Butler Motioned to approve the order of the agenda and David Upchurch seconded

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler Y; Max Wilmarth Y; Lindsay Parker Y; Devin Drew, A; Ravi Alimchandani Y.

3. PUBLIC COMMENT

At this time, the public may address the Board on subjects not on the agenda. 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. Members of the public are asked to submit a speaker card for public comment in advance of the Chair calling for public comments.

There were no public comments at this time.

4. SWEARING IN OF NEW BOARD MEMBER, RAVI ALIMCHANDANI

New Board member Ravi Alimchandani was sworn in by General Manager Chad Davisson. The Board welcomed Director Alimchandani to the Board and are looking forward to working together.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format or requires another person to assist you while attending this meeting, please contact staff at the Graton Community Services District office at (707) 823-1542 as soon as possible (no later than 10 days before the scheduled meeting) to ensure that arrangements for accommodation may be provided.

5. **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.

CONFIRM EXPENDITURES AND REVENUE (TRANSACTIONS) LIST FOR NOVEMBER 2022

A. *November 2022 Transaction Detail Report*
YTD Budget to Actual Report

B. **REVIEW NOVEMBER 2022 OPERATIONS & CONSTRUCTION FINANCIAL SUMMARIES**
November 2022 Cash Balance Summary
November 2022 Monthly Cost Report

C. **REVIEW AND APPROVAL OF REGULAR MEETING MINUTES FROM DECEMBER 19, 2022**
Draft Minutes of the December 19, 2022 Board of Directors Meeting

D. **REVIEW AND ADOPT RESOLUTION NO. 221219A TO CONTINUE VIRTUAL MEETINGS**
Resolution No. 221219A - Remote Meetings

Jennifer Butler Motioned to approve the items on the Consent Calendar and Max Wilmarth Seconded

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler Y; Max Wilmarth Y; Lindsay Parker Y; Devin Drew Y; Ravi Alimchandani Y.

6. **STUDY SESSION (NO ACTION REQUIRED)**

A. RECEIVE A MID YEAR BUDGET UPDATE

General Manager Davisson reviewed the midyear budget providing a six-month snapshot of where we are now in comparison to our projected budget. He explained we look good from a future revenue standpoint. He also discussed various amount variances with the Board.

B. RECEIVE AN OVERVIEW OF PUBLIC MEETING REQUIREMENTS AFTER THE CALIFORNIA GOVERNOR'S STATE OF EMERGENCY REQUIREMENTS ARE LIFTED

General Manager Davisson explained to the Board, prior to the State of Emergency and Covid pandemic, meeting requirements had strict restrictions. The Governor has stated he will end the State of Emergency on February 28, 2023. The Board will take action under AB2449.

7. **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 information requested.

A. Receive an update on Fiscal Year 2021 – 22 financial audit

General Manager Davisson checked with the auditor and they confirmed all necessary documentation required to complete the audit has been received. The audit should be ready by the February meeting for approval by the Board.

B. Receive an update on the coordination with Forestville for use of recycled water

General Manager Davisson reported he is working with Forestville on the amount of water discharged to the creek. Water is stored in two different ponds. If the amount of water exceeds the capacity of the two ponds, the remaining water gets discharged to the creek. We are working with Forestville to send water to Iron Horse Winery vineyard, and it would minimize, if not prevent discharging to the creek.

C. Receive an update on the Occidental pipeline feasibility study

General Manager Davisson told the Board he had a meeting with Sonoma County Water Agency last week. Sonoma County Water Agency is very motivated. They have already received funding for the design. They advised in January or February they would like to have an agreement between GCSD and Sonoma County Water Agency. There is no upfront cost for GCSD. General Manager Davisson will keep the Board apprised of any updates.

D. Receive an update on the floating solar project

General Manager Davisson advised the Board he visited the plant last week. The soil was being evaluated. Brian Hines said panels are now local and they are feeling optimistic that we should have the panels soon. General Manager Davisson asked the Board to prepare questions for Mr. Hines prior to his attendance at our next meeting.

E. Receive an update on the conversion to liquid sodium hypochlorite for interim disinfection

The liquid storage tank has been installed. The analyzer will be installed on January third. We now have a much more robust and accurate system so chlorine will not be wasted. General Manager Davisson expects to have pictures for the Board at their next meeting.

F. Receive an update on the Lift Station Generator Repair/Replacement assessment

We have been assessing the lift station generator to help determine if it makes better sense to repair or replace the generator. The lift station generator is functional, but it leaks a lot of oil. General Manager Davisson advised the Board our insurance will provide a large part if not all the money required to replace it. He will investigate a little further and report back to the Board.

G. Receive an update on treatment pond concrete failure

General Manager Davisson told the Board the concrete liner around the treatment ponds have failed. Two ponds are reaching the end of their service life. There are

currently significant patches being used. We are doing testing and will be assessing that issue. We will have a structural engineer come out and look at the ponds. Once that happens the Board will be updated with additional information.

8. GENERAL MANAGER’S REPORT TO THE BOARD

A. Treatment Plant Operations Update

- Operations Report
- Overtime report

The Operations and Overtime reports were reviewed and discussed. Questions were asked and answers were provided to the Board.

B. Collection System Operations and Maintenance Update

GCSD Sewer Repair and Rehabilitation needs

General Manager Davisson has been chatting with them to extend the deadline, so we do not lose our funding. More information to come at the next meeting.

9. GENERAL MANAGER ANNOUNCEMENTS

General Manager Davisson did not have any announcements.

10. BOARD MEMBER REPORTS

None at this time

11. FUTURE AGENDA ITEMS FOR CONSIDERATION

Brian Hines will be requested to attend the next meeting

12. ADJOURNMENT 8:16 PM

Minutes Approved

Date