



SPECIAL MEETING minutes
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, March 23, 2015 at 6:00 PM
Graton Day Labor Center
2981 Bowen St. Graton, CA

1. **Call to Order 6:04 pm**
2. **Roll Call** - Hendrickson, Coleman, DeLil, Clemmer, Johnson- all present; quorum determined.
3. **APPROVE AGENDA** order of agenda approved.
4. **PUBLIC COMMENT**- none.
5. **Discussion of California Rural Water Association Visit and Recommendations** Board President, Karen Hendrickson opened the meeting by stating that the purpose of the meeting is to be a study session for the board in their process of determining how to select a new general manager. She stated that no decisions were to be made at the meeting. Michael Lane (ML) of California Rural Water Association was present to advise the board of some options make recommendations, and to answer questions the board might have. Hollynn Delil had a question about how the board might go about lowering rates. Mr. Lane said (his organization) could provide support by attending meetings or rate hearings, if needed. KH tonight is about finding out what you do. Are you going to help with a transition plan? ML: (As one option) he would meet w/ GM to assist with training current operators to obtain skills they might need to fill the position. To the extent possible he would try to work with staff already in place. (The district) is better off- utilizing the operators who know the system best. Dave Clemmer: Do you have experience working with districts of our size? ML: Yes, (explained comparable situation in Point Arena). ML you may wish to have us advise monthly (as a resource on various issues) legal, bookkeeping, CPA, other. KH: Would you be able to provide something written for the board to consider? ML would like to meet with GM to determine needs and collaborate. KH question: do you have a schedule of costs? ML assuming an 8 hour day (2 hours travel 6 hours on site) I think it could be less than \$600.00 per day. We come to you the same way a consultant would and you will know up front what the fee structure would be. There would be a contract including a fee schedule. HD how much time would you need? ML Final decisions would be up to the board. We would bring you the information and you (the board) would make the decision. HD question there are several avenues the board could go down. Would you help with the transition? Do you assist with RFP development process? ML: Yes, we can help with that and posting RFPs on our website also. I would think that the entire transition would be 10-18 months at the most. The goal is to provide expertise in the most expeditious path possible. Board can cancel service contract with written notice. Will start with 3 days a week- per day cost to be outlined. KH provided email. ML thanked the board and provided his business card.

GRATON COMMUNITY SERVICES DISTRICT

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6. **CLOSED SESSION**
Public Employee Appointment
(Pursuant to Government Code § 54957)
Title: District General Manager
7. **REPORT OUT OF CLOSED SESSION:** Discussion, direction given and no action taken.
8. **ADJOURNMENT** time 9:10 PM.

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Minutes Approved David H. Clemens . Date 1/20/15 .