



**SPECIAL MEETING MINUTES**  
**Graton Community Services District (GCS D)**  
**Meeting of the GCS D Board of Directors**  
**Tuesday, February 23, 2016 at 6:00 PM**  
**Graton Day Labor Center**  
**2981 Bowen St. Graton, CA**

**1. Call to Order: 6:03pm**

**2. Roll Call - Determination of a Quorum**

David Clemmer (DC), Hollynn DeLil (HD), Richard Coleman (RC), Matt Johnson (MJ), and Karin Lease (KL) were all present at the meeting.

**3. APPROVE AGENDA:** KL moved to table item #7 to a regular meeting; motion seconded by RC. Vote DC: no; HD: no; RC: yes; MJ: yes; KL: yes. Motion carried: item #7 tabled.

**4. PUBLIC COMMENT:** Bob Rawson asked if the district had followed up with a LAFCO request regarding an email received. MP responded that the LAFCO application was sent out. Hope Sturges expressed support for MP to be district administrator. Ellen Swenson asked the board what the process was for filling vacancies for the board. MP responded that vacancy notices are posted on the Graton.org website at the base of the home page; also on the notice board at the Graton post office.

**5. CONSENT CALENDAR**

**A. Review and approval of District General Manager's January 2016 Invoice- Lane.**

RC moved to pass (approve) the invoice; KL seconded the motion. DC, MJ, RC, KL, HD all voted yes. **Item #5A approved.**

**6. DISCUSSION AND CONSIDERATION of routing district invoices through the board president for final review and approval on a temporary basis**

HD moved to discuss the item; KL 2<sup>nd</sup> the motion. All approved the motion.

Discussion: DC stated that he consulted with legal and other consultants who are of the opinion that it is appropriate for the board president to approve invoices. He stated this would be needed on a temporary basis. KL stated that the board should trust the staff to do this work. RC suggested that authorizing the board president review and approval of invoices might help them understand the district's financial picture. DC stated that the information Hope Sturges provided to the board outlining government codes for special districts supports his position. MP expressed concern about board roles and the timely payment of claims and invoices. MJ said the district could still receive the services such as pump repairs but could hold up payment of the invoices, if there was a question. HD moved to route invoices through the board president for final review and approval on a temporary basis. MJ seconded the motion. Vote DC, MJ, RC, HD voted yes. KL voted no. **Motion passed.**

7. *DISCUSSION AND CONSIDERATION of a letter to Sonoma County Agricultural Preservation and Open Space District supporting the Graton Green Group's application for a matching grant for the purchase of land in central Graton for a park.*

Item #7 tabled to a regular meeting.

**CLOSED SESSION**

8. **PUBLIC EMPLOYEE DISMISSAL**  
(Pursuant to Government Code Section 54957)

**REPORT OUT OF CLOSED SESSION: Contract with Michael Lane (SUSP) terminated effective: March 25<sup>th</sup>, 2016.**

9. **PUBLIC EMPLOYEE APPOINTMENT**  
(Pursuant to Government Code Section 54957)  
Title: District General Manager

**REPORT OUT OF CLOSED SESSION: Direction given: no action taken**

**ADJOURNMENT**

2566135.2

Minutes approved Dave Clavin . Date 3/21/16 .