



REGULAR MEETING AGENDA
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Tuesday, February 16th 2016 at 6:00 PM
Graton Day Labor Center
Bowen St. Graton, CA

1. Call to Order

2. Roll Call - Determination of a Quorum

Clemmer____ DeLil____ Coleman____ Johnson ____ Lease _____

3. APPROVE ORDER OF THE AGENDA

4. PUBLIC COMMENT

Members of the public are invited to address the Board on those items which fall under the authority of the Board. For those wishing to address the Board on any Agenda or non-agendized item, please complete a Speaker Card located at the entrance to the and submit it to the Board President. Please be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. Comments will be limited to three minutes per speaker. Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda.

GOVERNMENT CODE 54954.2. (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

5. CONSENT CALENDAR

All items listed on the consent calendar are considered to be routine and non-controversial by staff. However, if discussion is required, the item(s) will be removed from the consent agenda and will be discussed after the consent agenda is approved.

- A.** Review and approval of Regular Meeting Minutes from January 19th 2016
- B.** Review and approval of Special Meeting Minutes from February 1st 2016
- C.** Review and approval of District General Manager's January 2016 Invoice- Lane.

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.

Motion to approve the items on the consent calendar

Clemmer____ DeLil____ Coleman____ Johnson ____ Lease _____

ACTION ITEMS

6. **Discussion and Consideration of approving Resolution 160216A granting a request for a Variance from Ordinance 101E to allow for 1.8 additional ESDs for the Green Valley Village (Thiessen) Downtown Graton development**

Clemmer____ DeLil____ Coleman____ Johnson ____ Lease _____

7. **Financial Report, Budget Discussion and Adoption of Adjusted Final Budget for Fiscal Year 2015-16**

- A. Confirm Expenditures and Revenue (Transactions) Lists for January 2016
- B. Review of January 2016 Operations and Construction Financial Summaries
- C. Discussion and consideration of **Resolution 160216B** approving the adjusted final budget for fiscal year 15-16

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8. **Introduction of an Ordinance (101J) revising Section 3.19 to increase the annual Equivalent Single Family Dwelling (ESD) limit on new sewer connections within the District, from 8 ESDs to 12 ESD per year, and allowing for carry over, subject to available capacity**

- A. Staff Report and Recommendations
- B. Introduction of an Ordinance revising Section 3.19, and waive further reading

Clemmer____ DeLil____ Coleman____ Johnson ____ Lease _____

9. **Discussion and consideration of hiring a new district engineer**

- A. District Engineer Peter Lescure submitted resignation – effective March 6, 2016
- B. Consideration of draft scope of services for a district engineer
- C. Discussion of issuing a RFP for a new District Engineer and interim options

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INFORMATIONAL REPORTS

10. **Capital improvements planning/ funding**

- A. Collection system rehabilitation grant outreach
 - CFCC funding fair in Sacramento April 13th

- B. Line maintenance schedule development

11. GENERAL MANAGER'S REPORT

A. Treatment Plant Operations Update

- Operations report
- Staffing update- new OIT's
- Retirement benefits update

B. Construction Update

- ADA restroom facilities - update
- Effluent Pump Station project discussion
 - Project bid process
 - John Rosenblum- update
- PG&E use charts and analysis

C. Meetings, Correspondence and Outreach

- Staff meeting – February 4th
- Inquiries for new connections- update
- Langworthy – Atelier One- site visit update
- Newsletter mailing
- Other general plant updates

12. SUGGESTED ITEMS FOR FUTURE AGENDAS

- **Pending items/old business**
 - Review vendors
 - Capital reserve budget development- ongoing
 - Policy manual updates – ongoing
- **Future items/new business**
 - Preliminary budget FY 16-17
 - Transition plan for District bookkeeping services

CLOSED SESSION

13. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Claimant - Pasteurization Technology Group Inc.

14. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Pursuant to Government Code Section 54957)

Title: District General Manager

15. Report out of Closed Session

16. ADJOURNMENT 2602547.1