

GRATON COMMUNITY SERVICES DISTRICT

250 ROSS LANE • MAIL: PO BOX 534, GRATON, CALIFORNIA 95444 • 707/823-1542 • FAX 707/823-3713



REGULAR MEETING MINUTES Graton Community Services District (GCSD) Meeting of the GCSD Board of Directors

Monday, May 21, 2018 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER 6:10 pm

2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer, A; Devin Drew, H; Board Vice President, Matt Johnson, H; Board Secretary, Karin Lease, H; David Upchurch, H.

3. APPROVE ORDER OF THE AGENDA

The closed session items were moved to be conducted after public comments.

Motion to approve the order of the agenda.

David Upchurch made a motion to approve the agenda order and Devin Drew seconded.

Board President, Dave Clemmer, A; Devin Drew, Y; Board Vice President, Matt Johnson, Y; Board Secretary, Karin Lease, Y; David Upchurch, Y.

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.

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.

John Chao and Dongjing reiterated their interest in annexing to the District. Judy Christensen, Bob Rawson, Ray Touhey, and Brian Kelly spoke in support of Mr. Kelly's request which was to be heard in closed session. Stephanie Blumenthal, Celia Cummings, and Dave Berger were also in attendance but did not speak during the time for public comment since the item of interest was on the agenda.

Open Session was closed at 6:30 pm

Closed Session was opened at 6:31 pm and closed at 7:21 pm

Open Session was reopened at 7:24 pm

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. Confirm Expenditures and Revenue (Transactions) List for April 2018
- B. Review April 2018 Operations and Construction Financial Summaries
- C. Review and approval of the Special Meeting Minutes from April 09, 2018.

The minutes were prepared but were not available in time for this meeting.

- D. Review and approval of Regular Meeting Minutes from April 16, 2018.
- E. Review and approval of the Special Meeting Minutes from April 18, 2018.

The minutes have not been prepared but will be available for review at the June meeting.

- F. Review and approval of the ad-hoc committee meeting minutes from April 26, 2018.
- G. Review and approval of the Special Meeting Minutes from April 30, 2018.

Motion to approve the items on the consent calendar.

Devin Drew made a motion to approve the consent calendar and David Upchurch seconded.

Board President, Dave Clemmer, A; Devin Drew, Y; Board Vice President, Matt Johnson, Y; Board Secretary, Karin Lease, Y; David Upchurch, Y.

6. **ACTION ITEMS**

- A. Review and adopt Resolution 180521A approving preliminary budget for FY 2018-19

Motion to adopt Resolution number 180521A.

5D. 2 of 5

Devin Drew made a motion to adopt and Matt Johnson seconded.

David Clemmer, A; Devin Drew, Y; Matt Johnson, Y; Karin Lease, Y; David Upchurch, Y.

Jose Ortiz described for the Board a breakdown of preliminary budgets for operations, construction, and bond funds. The Board had questions about depreciation, which Jose explained. The proposed preliminary budget is projected to be approximately \$35,000 more for expenditures than anticipated revenue. Part of the reason is that the Board will likely consider salary increases for District employees who have not had an increase in about five years.

- B. Review and adopt resolution 180521B approving the election for members of the board of directors to be held on the same day as the statewide general election, pursuant to Elections Code Section 10404. Motion to adopt Resolution 180521B.

Matt Johnson made a motion to adopt Resolution 180521B and Devin Drew seconded.

David Clemmer, A; Devin Drew, Y; Matt Johnson, Y; Karin Lease, Y; David Upchurch, Y.

7. DISCUSSION ITEMS

- A. Occidental Waste Water Treatment Project.

Jose Ortiz summarized the presentation at the April 18, 2018 community public outreach meeting. He also described in rough terms the terms of an eventual agreement with Occidental County Services District. He reiterated some of the questions that were asked at the April 18 meeting and the responses to those questions. In short, the next steps for the Occidental project are to begin the alternatives analysis that will be essential when the Board considers certification of the environmental document that will be prepared for the project. Jose described some of the alternative locations for receiving the OCSD wastewater that we have already identified and have already connected with those property owners.

Mrs. Cummings conveyed questions about the project that her son, Stuart, asked. Jose read the questions and answered them.

8. GENERAL MANAGER'S REPORT TO THE BOARD

- A. Treatment Plant Operations Update

- Operations report

Jose went over the report, but there were few questions.

- Report on factory protection plan for Capstone C-30.

We received a tentative agreement and warranty reassignment to transfer the maintenance contract from Regatta Solutions to Cal Microturbine. District Counsel reviewed the agreement and made revisions to it. We are awaiting a response from Capstone, Cal Microturbine, and Regatta Solutions.

- Report on Regional board requirements on conducting a tracer dye study.

We received a cost proposal from our District Engineer, GHD, Inc., to conduct the tracer study. We are still negotiating the proposal and coordinating with the Regional Board as to the adequacy of the scope of work.

B. Construction Update

- Report on upsizing the Capstone C30 to a Capstone C65.

We have verified that the C-65 can replace the C-30 in nearly the same footprint. Additional engineering is needed so that we can prepare an estimate of this project.

- ADA Bathroom Project

We have not made any progress on this project but will do so in July. Hopefully, construction bids (and contractors) will be better than they currently are.

C. Report on the Post Meeting Action Items

D. Meetings, Correspondence and Outreach

- Report on Green Valley Development Project (Orrin Thiessen).

Jose reported that Mr. Thiessen estimates that the construction will be completed in about five months.

- Application to modify Purple Wine Company County use permit.

Jose reported that the application is being reviewed to see what impact, if any, will result to the District and its treatment capability.

9. SUGGESTED ITEMS FOR FUTURE AGENDA

A. Pending items/old business

David Upchurch asked staff to research the easement language for the driveway into the treatment plant to see if we are allowed to bring trucks to haul away the sludge. The intent is to have a private company take over the composting operation.

B. Future items/new business

Devin Drew brought up the subject of the website upgrade. Our consultant, Brenda Phillips has prepared a few designs for the District logo. Drew and Karin Lease have been coordinating with Brenda on behalf of the District. The selection of the logo will be a Board decision, probably at the next special or regular meeting.

CLOSED SESSION ITEMS (Opened closed session at 6:31 pm)

10. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

- A. (Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Claimant – Lescure Engineers.

11. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION

- A. (Pursuant to paragraph (4) of subdivision (d) of Section 54956.9)

Initiation of litigation: 1 case.

- B. (Pursuant to paragraph (2) of subdivision (d) of Section 54956.9)

Significant exposure to litigation: 1 case.

12. REPORT OUT OF CLOSED SESSION (Closed session closed at 7:21 pm and open session reopened at 7:24 pm)

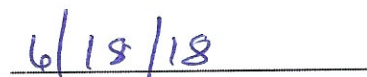
- A. The Board gave direction to District Counsel to initiate litigation against Lescure Engineers.

- B. Direction was given with no reportable action. Matt Johnson informed Mr. Kelly that the Board has received his letter and that staff will prepare a response before the next regular meeting.

ADJOURNMENT 8:59 pm



Minutes Approved



Date

Proposed Forestville/Graton districts ad-hoc committee

MISSION STATEMENT

(As per FWD board meeting of February 13, 2018.)

MISSION STATEMENT

Our mission is to develop and implement opportunities for collaboration and cooperation amongst Sonoma County agencies to better serve internal and external customers, both present and future. Our vision is to function as a harmonious and unified team. Our strategy is commitment to interpersonal excellence through: Accountability, Collaboration, Communications, Cooperation, Fiscal Responsibility, Integrity, Learning, Mutual Support, Reliability, Respect, Shared Responsibilities, and Trust.

GRATON COMMUNITY SERVICES DISTRICT

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PUBLIC MEETING SIGN IN

PLEASE PRINT

DATE: June 18, 2018		
NAME	ADDRESS	EMAIL
Stephanie Blumenthal	3501 Ross Rd, St.	Sablumenthal@yahoo.com
DAVE BERGER	9055 BLESSIES PATH	dauberg@hotmail.com
Stu Cummings	9062 Blessies Pt	cummingscost@hotmail.com
Elia Cummings	"	grmaud@yahoo.com

ADDRESSING THE BOARD

The Board of Directors encourages citizens to participate in the operation of the Community Services District, and in turn desires to be responsive to the needs of our community.

FOR ITEMS ON THE AGENDA: If you wish to address the board regarding an item on the Board Agenda, please complete a Speaker Request Slip and give it to the Board Secretary prior to the start of the meeting. Indicate on the slip the specific agenda item you wish to address and the Board President will call on you to speak when the agenda item is being discussed. Board policy limits individual speakers to three minutes, and limits oral presentations on each agenda item to twenty minutes.

FOR ITEMS NOT ON THE AGENDA: If you wish to address the Board of Directors regarding a matter which is not included on the meeting agenda, but which is within Board jurisdiction, please complete a speaker slip and give it to the Board Secretary prior to the start of the meeting. Please indicate on the slip the specific topic that you wish to address. The Board President will call upon you to speak during the Public Comment portion of the agenda. Board policy limits individual speakers on non-agenda items to three minutes. The Board is prohibited from taking action at the meeting on any matter not included on the posted agenda.

The Board encourages citizens to participate in our meetings. It is expected that individuals who speak during the public meeting will be courteous and avoid remarks which reflect adversely on the character or motives of any person, on race religion, political views or economic status.