

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, June 16th 2014 at 6:00 PM Graton Day Labor Center 2981 Bowen St. Graton, CA

1. **Call to Order: 6:05 pm**

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

Wiebe X Kritz X Hendrickson X Coleman X DeLil X

All board members in attendance

3. **Order of the AGENDA** _____.

4. **PUBLIC COMMENT:**

Karen Hendrickson: Board president clarified how the public can participate in the meeting through public comment and how to submit questions for the board.

John Roehl, Karin Lease had comments/questions about the budget will raise them prior to the study session

Mike Wilson: If there are cogent documents the sewer district has to improve general understanding, he requested they be made accessible. *District Engineer, Pete Lescure offered that a link from Lescure Engineer's website to access operations video be posted on the Graton website.*

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 of May Operations and Construction Financial Summaries
- B. Confirm Expenditures and Revenue Lists for May 2014
- C. Review and approval of Special Meeting Minutes from May 19th, 2014
- D. Review and approval of Regular Meeting Minutes from May 19th, 2014
- E. Review and approval of District General Manager's Invoices for
December 2013 and January 2014.
- F. Review and approval of Lescure Engineer's Invoices per April 21, 2014 agreement

Items 5A, 5E and 5F pulled for discussion.

KH Moved to approve the items on the consent calendar 5B, 5C, 5D, Roland Weibe seconded motion. Motion carried unanimously with all Board members present voting "aye".

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Item 5E: Roland Weibe moved to approve GM invoices for December, 2013 and January, 2014. Karen Hendrickson seconded the motion; motion carried (unanimously) with all Board members present voting "aye".

Item 5A, 5B: District Bookkeeper, Denise Bengeurel explained the accounts receivable (AR) process listed on the financial summary. Richard Coleman moved to approve operations and construction financial summaries and confirm expenditures and revenues lists for May 2014.

Item 5F: Roland Weibe moved to approve payment for Lescure Engineer's invoices per 2013 agreement; Karen Hendrickson seconded the motion. Motion carried (unanimously) with all Board members present voting "aye".

ACTION ITEMS

6. **Consideration and Adoption of Resolution 140616 Approving an Amended and Restated Consulting Services Agreement with John Rosenblum, Ph.D.**

Mike Wilson asked for an explanation of what the project is for. GM Bob Rawson explained that the California Energy Commission will pay for energy efficiency upgrades. The district will use lower horsepower pumps for common use and higher horsepower pumps for rare occurrence events that require more power.

Roland Weibe moved; Karen Hendrickson seconded the motion to approve the agreement and adopt resolution 140616. Discussion: Hollynn Delil had concerns about hiring without bids and suggested the board hold the item and get bids.

Motion carried with Weibe, Kritz and Hendrickson voting yes, Coleman abstaining and Delil voting no.

Wiebe __moved__ Kritz __yes__ Hendrickson __2nd__ Coleman __abstain__ DeLil __no__

7. **Discussion and consideration of formation of subcommittee regarding preparation of request for proposals (RFP) for ADA compliant facilities**

Hollynn Delil agreed to assist the district with developing an RFP for designing ADA compliant restroom facilities.

STUDY SESSION

8. **Fiscal Year 2014-2015 Budget Study Session**

Public comment: John Roehl (former board member) asked about the roughly 100k allocated for legal/ attorneys. Is the board anticipating legal problems? Board has promised district employees retirement and he met with staff in the past; all agreed to join CalPERS. Staff should be supported in getting the retirement benefits they deserve.

Karin Lease:

- **Preliminary Budget fiscal year 14-15 available online**
- **Preliminary discussion of potential sewer district connection fee changes**

Roland Weibe left the meeting at 8:30 pm.

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Board reviewed the preliminary budget and will prepare suggested budget modifications before the final budget is approved. Hollyn Delil suggested creating a reserve account for emergencies/ contingencies. Board discussed the suggestion and will look into the feasibility of this option. Board also discussed potential revenue and current treatment capacity options.

INFORMATIONAL REPORTS

9. GENERAL MANAGER'S REPORT

A written report was provided (by GM, Bob Rawson) to the board at the meeting outlining current operations, funding and planning updates for the district.

- A. Construction Update Title 22 testing update
- B. Treatment Plant Operations Update
 - Staff Update
- C. Collection System Repair and Long Term Planning Update
 - Funding update: report back from funding fair
 - Scope of work for technical assistance: feasibility preliminary engineering analysis: staff met with GHD
- D. Meetings and Correspondence
 - SRF Close out Update – final submitted

10. Update regarding Graton CSD Policy Manual Review item was tabled.

11. ADJOURNMENT 9:07 pm

Minutes approved: _____

Taren M. Sandrickson Date 7/21/14