



SPECIAL MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Tuesday, January 20th, 2015 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**

Kritz X Hendrickson X Coleman X DeLil absent Clemmer X
Quorum established

3. **Order of the AGENDA**

Motion to approve agenda of January 20th, 2015. Hendrickson moved, motion seconded by Clemmer.

Kritz aye Hendrickson aye Coleman aye DeLil absent Clemmer aye

4. **PUBLIC COMMENT:**

Karin Lease: Asked the board, in the interest of cost savings, why the attorney was called last meeting to answer questions about voting procedures when the board could have looked up on their own prior to the meeting.

5. **CONSENT CALENDAR**

- A. Review of December Operations and Construction Financial Summaries
- B. Confirm Expenditures and Revenue Lists for December 2014
- C. Review and approval of Regular Meeting Minutes from December, 2014
- D. Review and approval of Special Meeting Minutes from January 12th, 2014
- E. Review and approval of District General Manager's Invoices for February-June 2014.

The board spent time reorganizing the board packets section 5A and 5B. Hendrickson, with general consensus, expressed desire to have the board packets ordered in the following manner every month: The monthly Operations and Construction Financial Summaries (5A) is to include, in order, the balance sheet for operations, balance sheet for construction, budget to actual by fund for operations, budget to actual for construction, the monthly loan, grant, bond, and effluent station project update. The Expenditures and Revenue Lists (5B) for the month is to include, in order, the transaction detail by vendor, transaction detail by operations, transaction detail operations revenue, transaction detail by vendor, construction, transaction detail of construction revenue, and all of the energy statements.

5A. Discussed December 2014 Operations and Construction Financial Summaries. Denise Bengueurel and Bob Rawson answered questions about county accounting and coding the budget in general, the uniform budget, chemical costs, and the bottom line. Revenues are keeping up with expenses. Hollyn DeLil arrived. It was requested Denise Bengueurel add to the monthly loan and

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grant update, bond, and effluent project expenses to date. It was also requested the GM to include an assessment of collection system report in future GM report.

5B. Discussed Expenditures and Revenue Lists for December 2014, of concern was PG&E costs for tertiary treatment and the capstone generator offsetting them.

5C. Made changes to the Regular Meeting Minutes from December 15th 2014.

5D. Made changes Special Meeting Minutes from January 12th 2015.

5E. Discussed District General Manager's December 2014 Invoice

Motion to approve enmass 5A, 5B, and 5E on the consent calendar. Hendrickson moved, motion seconded by Coleman.

Kritz __aye__ Hendrickson __aye__ Coleman __aye__ DeLil __aye__ Clemmer __aye__

Staff was instructed to include amended 5C&D to next meeting agenda for approval. Denise Benguerel, Bob Rawson, Hollyn DeLil, and Karen Hendrickson will arrange a time to meet regarding the preliminary budget that is due in March.

ACTION ITEMS

6. **Motion to reconfirm Sonoma County auditor controller to serve as District Treasurer.** DeLil moved, Hendrickson seconded it.

Kritz __aye__ Hendrickson __aye__ Coleman __aye__ DeLil __aye__ Clemmer __aye__

INFORMATIONAL REPORTS

7. **Ad hoc budget committee preliminary report and recommendations**

Karin and Marilyn requested to create an official a budget committee.

8. **GENERAL MANAGER'S REPORT**

Board congratulated and thanked operators for going over the call of duty during the storms last month. It was discussed selling water was discussed for district revenue. The board requested the GM reach out local growers to sell treated water, whether via pipeline or trucked out by the grower. GM stated would have to enter into agreements with state and users. Board expressed interest in looking at the ground water management plan, as well. GM stated he would contact potential users and come back next meeting with information. Methane capture was discussed. In regard to the uniform company, it was discussed whether to keep the contract for 50% for three years or full price 1 1/2 years. Board requested GM bring to next meeting pros and cons of keeping or getting rid of laundry and uniform service.

Motion to make a standard part of every regular meeting agenda, a last item, prior to any closed sessions, that indicates an opportunity for the board to propose agenda items for the next regular meeting. DeLil motioned, Richard seconded.

Kritz __abstain__ Hendrickson __aye__ Coleman __aye__ DeLil __aye__ Clemmer __aye__

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When requesting an agenda item during the month, not at a regular meeting, email gcsd@sonic.net no later than one week before the regular meeting. It was asked that the request be cc:d to the GM and board president.

Special meeting was arranged for Feb 3rd 2015 at 6pm to discuss GM succession.

CLOSED SESSION

9. CLOSED SESSION

10. REPORT OUT OF CLOSED SESSION-

11. ADJOURNMENT Meeting adjourned 08:49 pm

Minutes approved:

David Clem . Date 2/16/15 .