



**REGULAR MEETING MINUTES**  
**Graton Community Services District (GCSD)**  
**Meeting of the GCSD Board of Directors**  
**Monday, July 16, 2018 at 6:00 PM**  
**Graton Day Labor Center, 2981 Bowen St. Graton, CA**

**1. CALL TO ORDER 6:01 PM**

**2. ROLL CALL - Determination of a Quorum**

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

**3. APPROVE ORDER OF THE AGENDA**

Motion to approve the order of the agenda.

Board President, Dave Clemmer,   Y  ; 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.

## 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 June 2018
- B. Review June 2018 Operations and Construction Financial Summaries
- C. Review and approval of the Regular Meeting Minutes from April 18, 2018.
- D. Review and approval of Special Meeting Minutes from June 12, 2018.
- E. Review and approval of Regular Meeting Minutes from June 18, 2018.

Motion to approve the items on the consent calendar.

Karin Lease made a motion to approve the consent calendar and Devin Drew seconded.

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

## 6. ACTION ITEMS

No Action Items

## 7. DISCUSSION ITEMS

- A. Occidental Waste Water Treatment Project.

Jose Ortiz explained Occidental lost ability to treat wastewater due to their permits expiring. Graton sees this as an opportunity to increase our revenue and possibly avoid rate increases for approximately 5 years. Graton currently has the capacity to treat 50k more gallons a day. Sonoma County has advised they will provide two tanker trucks to haul wastewater. Through most of the year Graton will only need to hire one trucks driver. Jose to provide an update at the next meeting.

## 8. GENERAL MANAGER'S REPORT TO THE BOARD

- A. Treatment Plant Operations Update

- Operations report

Jose reviewed the report with the Board and they had few questions.

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

Jose has not heard from Regatta from Capstone. He will follow up and give an update at the next meeting.

- Report on PTG Systems

Jose advised the part for the repair arrived and the repair appointment is scheduled. We should be up and running in a few days.

## B. Construction Update

### ADA Bathroom Project

This project is now urgent. Our permit expires December 2018. Jose to work with a contractor to draw up plans for this project.

## C. Report on the Post Meeting Action Items

No post meeting Action Items

## D. Meetings, Correspondence and Outreach

- Report on discussions with LAFCO regarding annexation requests.

Jose to call and set up a meeting to discuss status of our requests.

- SWRF Funding Program Application

Jose called to check on the status of our application. He was advised the process is almost complete, and he will update the board when he knows more.

- Newsletter

Karin Lease advised the newsletter is not yet complete. She stated she was looking for suggestions of content to complete the newsletter and encouraged other board members to provide ideas.

- Leadership Conference

Dave Clemmer advised he and Devin Drew attended a Leadership Conference for two and a half days. They told the Board it was a great educational experience and they learned a lot of beneficial information.

**9. SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

B. Future items:/new business

Board would like to know process for rate analysis

Ad Hoc Mission Statement

Logo Vote/Approval

**CLOSED SESSION**

**10. CONFERENCE WITH LABOR NEGOTIATORS**

(Pursuant to Government Code Section 54957.6)

Agency designated representative: Board President and District Counsel

Unrepresented employee: District General Manager

**RETURN TO OPEN SESSION** 8:11 pm

**11. REPORT OUT OF CLOSED SESSION**

The Board will consider an amended and restated services agreement at the August 20 Regular Board meeting.

**ADJOURNMENT** 8:12 pm

Dave Clemens

Minutes Approved

8-20-18

Date