



**REGULAR MEETING MINUTES**  
**Graton Community Services District (GCSD)**  
**Meeting of the GCSD Board of Directors**  
**Monday, May 18, 2020 at 6:00 PM**

**Various Locations – Teleconference Meeting Pursuant to Executive Order N-29-20**

**1. CALL TO ORDER 6:10 PM**

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

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

**3. APPROVE ORDER OF THE AGENDA**

Matt Johnson Motioned to approve the order of the agenda Karin Lease seconded.

Board President, Dave Clemmer, 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

- A. Confirm Expenditures and Revenue (Transactions) List for April 2020
- B. Review and confirm April 2020 Operations and Construction Financial Summaries
- C. Review and approval of Special Meeting Minutes from April 30, 2020

Karin Lease Motioned to approve the items on the consent calendar and Matt Johnson seconded.

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

## 6. ACTION ITEMS

- A. Resolution 200518 to approve the preliminary budget for fiscal year 2020 – 2021.

Matt Johnson Motioned and Karin Lease seconded to approve Resolution 200518

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

## 7. DISCUSSION ITEMS

- A. Status of the website update project.

Jose & Linda are currently working with Brenda to set up a virtual meeting. Once they work together and learn from Brenda how to upload files and manipulate the new website, the former website will be taken down and replaced with the new one.

- B. Status of the Newsletter

Jose stated progress is being made on the newsletter. Since we have had the recent Board member opening, he will be posting detailed information about the position. In addition, he would like to post an article about the disposal of the flushable wipes and providing an update on the Occidental project.

- C. Update on Small Homes Community Project, Simon Farmer

Simon Farmer advised the Board the County is currently assisting with zoning changes. They will be applying for a mobile home park permit and plan on building 16–20 small structures. Mr. Farmer will keep the Board apprised of the progress.

D. Update on State Water Resource Control Board State revolving fund application

Jose advised we now have an executed agreement with the State Water Resource Control Board. We have been approved for \$500,000 and will prepare a request for proposal and set up to interview with consultants.

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

A. Treatment Plant Operations Update

- Operations Report
- Overtime report
- Status Report on Non-Routine Issues

The Overtime and Operations reports were reviewed and discussed. The report on non-routine issues was also discussed and questions answered.

B. Construction Update

- Report on Post Meeting Action Items

Jose has meeting via teleconference regarding Occidental project for turnout on Green Valley Road and will update Board at their next meeting.

- Meetings, Correspondence & Outreach

None

**9. SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

None

B. Future items/new business

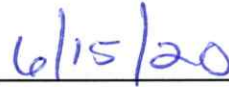
The Board decided to set up a Special Meeting to discuss various items. A Special Meeting is set to be scheduled for June 1<sup>st</sup> at 6:00 PM.

Dave Upchurch Motioned that we adjourn the meeting, Matt Johnson seconded.

**ADJOURNMENT 7:57 PM**

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Minutes Approved

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Date