



**REGULAR MEETING MINUTES**  
**Graton Community Services District (GCSD)**  
**Meeting of the GCSD Board of Directors**  
**Monday, September 16, 2019 at 6:00 PM**  
**Graton Day Labor Center, 2981 Bowen St. Graton, CA**

**1. CALL TO ORDER 6:05PM**

**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, A; David Upchurch, H.

**3. APPROVE ORDER OF THE AGENDA**

Devin Drew Motioned to approve the order of the agenda Dave Upchurch seconded.

Board President, Dave Clemmer, Y; Devin Drew, Y; Board Vice President, Matt Johnson, Y; Board Secretary, Karin Lease, A; 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 August 2019
- B. Review August 2019 Operations and Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from August 19, 2019
- D. Review and approval of Special Meeting Minutes from September 4, 2019

Matt Johnson Motioned to approve the items on 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, A; David Upchurch, Y.

**6. ACTION ITEMS**

- A. Resolution 190916 to amend and restate contract with Jose L. Ortiz

Motion to adopt Resolution 190916

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

Devin Drew Motioned to adopt Resolution 190916 and Dave Upchurch seconded.

**7. DISCUSSION ITEMS**

- A. Status of the website update project.

Jose advised the Board the website project is still ongoing. Jose advised he will upload the Bios.

- B. Status of the Newsletter

Jose advised the Board the newsletter will be going out next week.

- C. Status of the SCWA and preliminary engineering for the Occidental Wastewater transport project

The Board will vote during the first week of December on the Occidental Wastewater transport project. During August of 2020 the District will execute the agreement.

D. Status of 2019 Election

Jose advised the Board Dave Clemmer will remain as Director. The GM and Board will try and keep Matt and Karin on the Board.

E. Schedule Next Work Study Session – Policy Updates

Next work study is scheduled on September 19, 2019.

F. Request to reduce fees for accessory dwelling units

The request to reduce fees for accessory dwelling units was tabled at this time.

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

A. Treatment Plant Operations Update

- Operations report
- Overtime report

B. Construction Update

- Status of SWR SRF Funding Program Application.
- Report on Post Meeting Action Items

Plant trailer hit high center, damaging landing leg. Operators repaired and raised the height of the landing leg and are using a higher trailer hitch.

- Meetings, Correspondence & Outreach

Meeting with LAFCO on September 19, 2019 to discuss expanding the Sphere of Influence

**9. SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

None

B. Future items/new business

None

Devin Drew motioned to adjourn the meeting Dave Upchurch seconded.

**ADJOURNMENT** 9:04 PM

*Dave Clemmer*

Minutes Approved

10/21/2019

Date