



SPECIAL MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Thursday, April 30, 2020 at 6:00 PM

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

1. CALL TO ORDER 6:17PM

2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer, H; Board Vice President, Vacant; 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 Dave Upchurch seconded.

Board President, Dave Clemmer, Y; Board Vice President, Vacant; 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 February 2020
- B. Review and confirm February 2020 Operations and Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from February 18, 2020
- D. Review and approval of Special Meeting (Ad Hoc Committee) Minutes from January 30, 2020.
- E. Confirm Expenditures and Revenue (Transactions) List for March 2020
- F. Review and confirm March 2020 Operations and Construction Financial Summaries

David Upchurch Motioned to approve the items on the consent calendar and Karin Lease seconded.

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

6. ACTION ITEMS

1. Resolution 200427A to conditionally approve Outside Service Area Agreement with Manzana Products Company. APN 130-090-20 and declaring the extension of sewer services to this parcel categorically exempt from CEQA Section 15301 (b) based on minor alterations to existing facilities.

Matt Johnson Motioned and Dave Upchurch seconded to approve Resolution 200427A

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

2. Resolution 200427B to conditionally approve Outside Service Area Agreement with Manzana Products Company, APN 130-090-21 and declaring the extension of sewer services to this parcel categorically exempt from CEQA Section 15301 (b) based on minor alterations to existing facilities.

Dave Upchurch Motioned and Matt Johnson seconded to approve Resolution 200427B

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

3. Review and approve Auditor's Report for Fiscal Year ending June 30, 2019

Karin Lease Motioned and David Upchurch seconded to approve the Auditor's Report

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

4. Nominations of Board Vice President; Close of Nominations: Election of Vice President

Karin Lease nominated Matt Johnson and he accepted the nomination. Dave Clemmer nominated David Upchurch and he has also accepted the nomination.

The Board took a vote and elected Matt Johnson as the new Vice President and he has accepted.

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

7. DISCUSSION ITEMS

A. Status of the website update project.

Jose advised the Board that Linda has been working with Brenda on the website and we have made great progress. The website is almost ready to be launched. Linda will speak with Brenda and provide an update at the next Regular

B. Status of the Newsletter

Jose stated progress is being made on the newsletter. Several article ideas were discussed for the newsletter. It should be completed shortly.

C. Update on Small Homes Community Project, Simon Farmer

The County is on the Board of this project. Several questions were brought up such as, what will the sewer connection fees be for this project? Jose mentioned he will invite Simon Farmer to the next meeting. The Board was asked to compile a listing of questions that should be addressed to the Small Homes Community Board for the next meeting.

8. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

- Operations Report

- Overtime report

The Overtime and Operations reports were reviewed and discussed.

B. Construction Update

Jose advised the Board that our application to the State Water Resources Control Board for a \$500,000 grant from the State Revolving Fund was granted. Under authority granted the General Manager in 2017, Jose executed the agreement. The next steps are to prepare and circulate a Request For Proposals and to interview responding consultants.

- Report on Post Meeting Action Items
None

- Meetings, Correspondence & Outreach
None

C. Preliminary Budget Fiscal Year 2020/2021

Postponed until next agenda

9. **SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

None

B. Future items/new business

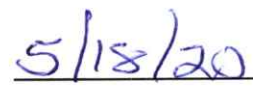
Place Simon Farmer – Small Tiny House as a meeting item on the next agenda

Matt Johnson Motioned that we adjourn the meeting, Karin Lease seconded.

ADJOURNMENT 7:45 PM



Minutes Approved



Date