



REGULAR MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, April 17, 2023 at 6:00 PM

1. CALL TO ORDER 6:06 PM

A. BOARD ROLL CALL - Determination of a Quorum

B.

Board President, David Upchurch, H; Board Secretary, Jennifer Butler H; Max Wilmarth H; Devin Drew H; Ravi Alimchandani H.

2. APPROVE ORDER OF THE AGENDA

Jennifer Butler Motioned to approve the order of the agenda and Max Wilmarth Seconded

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler Y; Max Wilmarth Y; Devin Drew, Y; Ravi Alimchandani Y.

3. PUBLIC COMMENT

At this time, the public may address the Board on subjects not on the agenda. Comments may not exceed three (3) minutes in length. While State Law prohibits Board action or discussion on any item not on the agenda, members of the Board may briefly respond to statements or questions from members of the public, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or take action to direct staff to place a matter on a future agenda. Members of the public are asked to submit a speaker card for public comment in advance of the Chair calling for public comments.

There were no public comments at this time.

4. CONSENT CALENDAR

Consent Calendar items are considered routine and will be adopted in one single motion with no separate discussion of the items. Directors or members of the public can request that specific items be removed from the Consent Calendar. When item(s) are removed, the Board will adopt the remaining Consent Calendar items in one single motion. After approval of the Consent Calendar, the Board will take action on pulled items as Business Before the Board.

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.

A. REVIEW AND CONFIRM MONTHLY FINANCIAL SUMMARIES FOR MARCH 2023

March 2023 Cash Summary

March 2023 Budget to Actual

March 2023 Monthly Transaction Detail

March 2023 Monthly Cost

March 2023 Over Budget Line Item Variance Report

B. REVIEW AND APPROVE SPECIAL MEETING MINUTES FROM MARCH 27, 2023

Draft Minutes of March 27, 2023 Meeting

Devin Drew Motioned to approve the items on the Consent Calendar and Ravi Alimchandani Seconded to approve the March 27, 2023, Special Meeting Minutes.

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler Y; Max Wilmarth Y; Devin Drew Y; Ravi Alimchandani Y.

5. BUSINESS BEFORE THE BOARD

A. RECEIVE AN UPDATE ON THE FLOATING SOLAR PROJECT STATUS

Mr. Brian Hines reported to the Board the solar panels, optimizers are both on order. Floats are ready to ship in addition to the attachments. He received a letter from the County and will be sending back to them next week with the information they requested. The State received 150,000 applications prior to the cut off, so it will be a while before we hear back from them.

B. RECEIVE AN UPDATE FROM THE AD HOC COMMITTEE MEMBERS RELATED TO EXPANDING THE DISTRICT'S SERVICES

Director Wilmarth and Director Butler reported having a Zoom call with the real estate agent. The agent provided information about the seller. They think the owner would be available to discuss things with them and work together. They are currently working on creating another meeting to discuss the particulars and will report back to the Board. General Manager Davisson recommended that the Board schedule a closed session to discuss the property acquisition terms, etc. issue more fully.

6. INFORMATIONAL ITEMS FROM STAFF – (No action required) The following items are informational in nature. Staff is available to the Board and Public to provide any additional information requested.

A. Board Member completion of Form 700, Statement of Economic Interests

Director Butler mentioned she hadn't sent in her form 700 yet. The rest of the Board reported they had already submitted their forms. General Manager Davisson advised Director Butler if she needed any assistance, he was available to assist her.

B. Board Member required training in Ethics and Sexual Harassment

General Manager Davisson advised the Board to make sure they complete their required courses in Ethics and Sexual Harassment. CSDA has sent everyone their login information for the website that allows access to the required training. He requested that any Board member that has not received their login information for the CSDA website to please contact him.

C. Receive an update on the Fiscal year 2021-22 financial audit

General Manager Davisson reported the auditors now have everything they need to finalize the audit. They hope to have the audit ready by the next meeting for the Board to review.

D. Receive an update on the Forestville/GCSD Ad Hoc Committee activities

General Manager Davisson reported the Ad Hoc Committee attended the Ad Hoc meeting and discussed working together on items that maximize the use of both facilities. President Upchurch is working with the Forestville President, and they are very excited to work on things together and make improvements. Director Devin Drew stated he would like to be on the Ad Hoc committee if possible.

E. Receive an update on the Occidental pipeline feasibility study

General Manager Davisson stated he had a meeting with Sonoma County Water District. He advised they currently have the project out to bid for the pipeline services but are awaiting funding. Sonoma County Water would like to present to our Board at our June meeting.

F. Receive an update on on-going operations and engineering assessments by Coleman Engineering

General Manager Davisson advised the Board that we have hired Coleman Engineering to do an assessment of how to operate the plant most efficiently. They will issue a report to show what has been modified and how it affects the operations. Their report will identify where the bottlenecks are in the system. We are hoping to have an initial assessment within the next six weeks to show the Board.

7. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

- **Operations Report**
- **Overtime report**

The Operations and Overtime reports were reviewed and discussed. Questions were asked and answers were provided to the Board. General Manager Davisson advised the Board he will work with the Chief Plant Operator to add more clarity to the reports.

B. Collection System Operations and Maintenance Update

- Status of GCSO Sewer Repair and Rehabilitation needs

General Manager Davisson advised we submitted an extension for the grant. He does not see any reason it would not be approved. We are still waiting to hear back if our extension was granted. If we do not hear anything within the next seven days, General Manager Davisson will call and request a follow-up on our request.

8. GENERAL MANAGER ANNOUNCEMENTS

Nothing to report at this time.

9. BOARD MEMBER REPORTS

Director Max Wilmarth advised the Board he is leaving for 2-1/2 weeks.

10. FUTURE AGENDA ITEMS FOR CONSIDERATION

None

11. ADJOURNMENT

Meeting Adjourned 7:56 PM

Minutes Approved

Date