



REGULAR MEETING AGENDA
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, August 16, 2021 at 6:00 PM

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

Notice of Teleconferenced Meeting

Pursuant to the Governor's Executive Order N-29-20 (dated March 17, 2020), members of the Board of Directors may participate via teleconference. Teleconference locations are not open to the public pursuant to California Governor Executive Order N-29-20. For this meeting, there will be no physical location from which members of the public may observe/comment.

Board Members Teleconferencing: Dave Clemmer, Jennifer Butler, Max Wilmarth, Karin Lease, and David Upchurch. **Members of the Public may participate and provide public comments to teleconference meetings as follows:**

1. If you wish to submit a public comment on agenda items in advance of the meeting, please send to joseortiz.gcsd@gmail.com. Emails received prior to the meeting will be included in the public record. The Board President will read public comments at the Board meeting, not to exceed three minutes (approximately 300 words).
2. If you wish to submit a public comment during the meeting, please use the following information: <https://www.zoom.us/j/881138002> or dial by your location United States
Meeting ID: 881138002
Join from a PC, Mac, iPad, iPhone or Android device:

In the event of a Zoom Bombing, the Zoom meeting will be terminated and a new meeting, login credentials below, will be used to continue the District's business. The log-in credentials will not be made public and only written comments will be allowed for the remainder of the meeting.

Public testimony will be taken at the direction of the Board President and members of the public may only comment during times allotted for public comments. If you wish to request a disability-related modification or accommodation, please contact the District by email at lindamartinez.gcsd@gmail.com.

1. **CALL TO ORDER** _____
2. **ROLL CALL** - Determination of a Quorum

Board President, Dave Clemmer, _____; Board Vice President, David Upchurch _____
Board Secretary, Jennifer Butler, _____; Karin Lease, _____ Max Wilmarth _____.

3. APPROVE ORDER OF THE AGENDA

Motion to approve the order of the agenda.

Board President, Dave Clemmer, ____; Board Vice President, David Upchurch ____
Board Secretary, Jennifer Butler, ____; Karin Lease, _____ Max Wilmarth _____.

4. PUBLIC COMMENT

Members of the public are invited to address the Board on those items which fall under the authority of the Board. The Public Comment section is intended to provide an opportunity for members of the public to address the Board on items that are not on the Agenda. For items that are on the Agenda, speakers are encouraged to provide comments at the time the item is taken up by 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.

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 2021 year-end report
- B. Review June 2021 Year End Report for Operations & Construction Financial Summaries
- C. Confirm Expenditures and Revenue (Transactions) List for July 2021
- D. Review and confirm July 2021 Operations and Construction Financial Summaries
- E. Review and approval of Regular Meeting Minutes from July 19, 2021

Motion to approve the items on the consent calendar.

Board President, Dave Clemmer, ____; Board Vice President, David Upchurch____
Board Secretary, Jennifer Butler, ____; Karin Lease, _____ Max Wilmarth_____

6. ACTION ITEMS

None

7. DISCUSSION ITEMS

- A. Report on operator recruitment results
- B. Report on General Manager RFP
- C. Update on Plant Security
- D. Update on obtaining outside professional services for legal contract preparation

8. GENERAL MANAGER'S REPORT TO THE BOARD

- A. Treatment Plant Operations Update
 - Operations report
 - Overtime report
- B. Construction Update
 - Meetings, Correspondence & Outreach

9. SUGGESTED ITEMS FOR FUTURE AGENDA

- A. Pending items/old business
- B. Future items/new business

CLOSED SESSION

10. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Neighbors for a Clean Graton v. Graton Community Services and Does 1-20

11. CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to Government Code Section 54957.6) Agency designated representative: District General Manager; Employee organization: International Order of Operating Engineers, Local 39

OPEN SESSION

12. REPORT OUT OF CLOSED SESSION

ADJOURNMENT _____

Expenditure Transactions

Criteria: Post On = 6/1/2021..6/30/2021; Fund = 77101,77103; Transaction Type = Actual; Accounting Period = 1..12

Posted Date	Journal Date	Journal ID	Fund	Department	Account	TCA	Amount	Journal Header Description	Line Description
Fund Code 77101 -- Graton CSD - Sanitation									
Account Type 00005 -- All Expense/Expenditure Accts									
Character 50000 -- Salaries and Employee Benefits									
Category 50700 -- Local Bd Salaries and Wages									
Account 50701 -- Perm Position - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50701	GCSD100	5,416.21	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>5,416.21</u>		
Total Perm Position - Local Bds									
Account 50703 -- Overtime - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50703	GCSD100	305.03	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>305.03</u>		
Total Overtime - Local Bds									
Account 50706 -- Vacation Pay - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50706	GCSD100	447.40	Graton Community Services District	GCSD Payroll PPE 5/31/21
7/20/2021	6/30/2021	0000244965	77101	62030100	50706	GCSD100	26,186.67	GCSD FY 20-21 Compensated Abse	GCSD FY 20-21 Comp Abs
							<u>26,634.07</u>		
Total Vacation Pay - Local Bds									
Account 50707 -- Standby Pay - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50707	GCSD100	1,358.42	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>1,358.42</u>		
Total Standby Pay - Local Bds									
Account 50710 -- Sick Pay - Local Boards									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50710	GCSD100	786.98	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>786.98</u>		
Total Sick Pay - Local Boards									
Account 50711 -- Holiday Pay - Local Boards									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50711	GCSD100	854.10	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>854.10</u>		
Total Holiday Pay - Local Boards									
							<u>35,354.81</u>		
Total Local Bd Salaries and Wages									
Category 50750 -- Local Boards - Retirement									
Account 50753 -- FICA Retirement - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50753	GCSD100	568.42	Graton Community Services District	GCSD Payroll PPE 5/31/21
7/20/2021	6/30/2021	0000244965	77101	62030100	50753	GCSD100	1,623.57	GCSD FY 20-21 Compensated Abse	GCSD FY 20-21 Comp Abs
							<u>2,191.99</u>		
Total FICA Retirement - Local Bds									
Account 50755 -- PERS - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50755	GCSD100	580.26	Graton Community Services District	GCSD Payroll PPE 5/31/21
							<u>580.26</u>		
Total PERS - Local Bds									
Account 50756 -- Medicare - Local Bds									
6/14/2021	6/9/2021	AP00239853	77101	62030100	50756	GCSD100	132.93	Graton Community Services District	GCSD Payroll PPE 5/31/21
7/20/2021	6/30/2021	0000244965	77101	62030100	50756	GCSD100	379.71	GCSD FY 20-21 Compensated Abse	GCSD FY 20-21 Comp Abs
							<u>512.64</u>		
Total Medicare - Local Bds									
							<u>3,284.89</u>		
Total Local Boards - Retirement									
							<u>38,639.70</u>		
Total Salaries and Employee Benefits									
Character 51000 -- Services and Supplies									
Category 51020 -- Communication Expense									
Account 51021 -- Communication Expense									
7/2/2021	6/30/2021	AP00242103	77101	62030100	51021	GCSD100	326.54	US Bank National Association	Graton May Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	51021	GCSD100	354.49	US Bank National Association	Graton June Cal Card
							<u>681.03</u>		
Total Communication Expense									
							<u>681.03</u>		
Category 51030 -- Household Expense									
Account 51031 -- Waste Disposal Services									
7/7/2021	6/30/2021	AP00242504	77101	62030100	51031	GCSD100	68.50	US Bank National Association	Graton June Cal Card
							<u>68.50</u>		
Total Waste Disposal Services									
							<u>68.50</u>		
Total Household Expense									
Category 51040 -- Insurance Expense									
Account 51042 -- Insurance - Premiums									
7/7/2021	6/30/2021	AP00242504	77101	62030100	51042	GCSD100	47.50	Special District Risk Management Auth	Additional Insured Cert.
							<u>47.50</u>		
Total Insurance - Premiums									
							<u>47.50</u>		
Total Insurance Expense									
							<u>47.50</u>		
Category 51060 -- Maintenance - Equipment									
Account 51061 -- Maintenance - Equipment									
7/2/2021	6/30/2021	AP00242103	77101	62030100	51061	GCSD100	1,002.36	US Bank National Association	Graton May Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	51061	GCSD300	1,067.34	EandM Electric & Machinery	Aerator Motor Maintenance
7/7/2021	6/30/2021	AP00242504	77101	62030100	51061	GCSD400	1,125.12	EandM Electric & Machinery	Aerator Motor Maintenance
7/7/2021	6/30/2021	AP00242504	77101	62030100	51061	GCSD100	927.76	US Bank National Association	Graton June Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	51061	GCSD300	10.82	US Bank National Association	Graton June Cal Card
							<u>4,133.40</u>		
Total Maintenance - Equipment									
							<u>4,133.40</u>		
Category 51070 -- Maintenance - Bldg & Improve									
Account 51071 -- Maintenance - Bldg & Improve									
7/13/2021	6/30/2021	AP00243612	77101	62030100	51071	GCSD300	7,445.02	BARTLEY PUMP PM LLC	Maintenance
							<u>7,445.02</u>		
Total Maintenance - Bldg & Improve									
							<u>7,445.02</u>		
Total Maintenance - Bldg & Improve									
							<u>7,445.02</u>		
Category 51200 -- Professional & Specialized									
Account 51207 -- Client Accounting Services									
6/7/2021	6/7/2021	0000239018	77101	62030100	51207	GCSD100	310.97	Client Acct Svcs PPE 5-3-21	Client Acct Svcs PPE 5-3-21
6/9/2021	6/9/2021	0000239297	77101	62030100	51207	GCSD100	176.99	Client Acct Svcs PPE 5-17-21	Client Acct Svcs PPE 5-17-21
6/15/2021	6/14/2021	0000239866	77101	62030100	51207	GCSD100	255.97	Client Acct Svcs PPE 5-31-21	Client Acct Svcs PPE 5-31-21
6/25/2021	6/25/2021	0000241123	77101	62030100	51207	GCSD100	1,315.82	Client Acct Svcs PPE 6-14-21	Client Acct Svcs PPE 6-14-21
7/6/2021	6/30/2021	0000242135	77101	62030100	51207	GCSD100	779.90	Client Acct Svcs PPE 6-28-21	Client Acct Svcs PPE 6-28-21
7/6/2021	6/30/2021	0000242138	77101	62030100	51207	GCSD100	176.99	Client Acct Svcs PPE 6-30-21	Client Acct Svcs PPE 6-30-21
7/21/2021	6/30/2021	0000245226	77101	62030100	51207	GCSD100	(1,279.00)	Client Acct Svcs FY 20-21 Fin	Client Acct Svcs 20-21 Final
							<u>1,737.64</u>		
Total Client Accounting Services									
Account 51212 -- Outside Counsel - Legal Advice									
6/9/2021	6/4/2021	AP00239367	77101	62030100	51212	GCSD100	1,410.00	EDWARD LOUIS KREISBERG	Labor & Employ Legal Svcs May
6/21/2021	6/17/2021	AP00240542	77101	62030100	51212	GCSD100	947.65	MEYERS NAVE A PROFESSIONAL CORP	General Advice 2021050024
							<u>2,357.65</u>		
Total Outside Counsel - Legal Advice									

Account 51226 -- Consulting Services									
6/16/2021	6/11/2021	AP00240144	77101	62030100	51226	GCS100	1,558.00	LINDA MARTINEZ	Bookkeeping Svc 5/1/21-5/31/21
6/16/2021	6/11/2021	AP00240144	77101	62030100	51226	GCS100	1,520.00	LINDA MARTINEZ	Bookkeeping Svc 4/6/21-4/30/21
Total Consulting Services							3,078.00		
Account 51231 -- Testing/Analysis									
6/9/2021	6/4/2021	AP00239367	77101	62030100	51231	GCS100	1,495.80	Brelje & Race Laboratories Inc	Samples Submitted in May
7/7/2021	6/30/2021	AP00242504	77101	62030100	51231	GCS100	558.00	Brelje & Race Laboratories Inc	Samples submitted in June
Total Testing/Analysis							2,053.80		
Account 51237 -- Process Service									
6/14/2021	6/9/2021	AP00239853	77101	62030100	51237	GCS100	253.04	Graton Community Services District	GCS100 Payroll PPE 5/31/21
Total Process Service							253.04		
Account 51244 -- Permits/License/Fees									
7/2/2021	6/30/2021	AP00242103	77101	62030100	51244	GCS100	30.00	State of California	Modular Bldg Renewal
7/6/2021	6/30/2021	0000242155	77101	62030100	51244	GCS100	(2,332.00)	AR21 - Graton CSD Lescure Sett	Refund Dup Pymt Health Svcs
Total Permits/License/Fees							(2,302.00)		
Total Professional & Specialized							7,178.13		
Category 51400 -- Rents and Leases - Equipment									
Account 51401 -- Rents and Leases - Equipment									
7/2/2021	6/30/2021	AP00242103	77101	62030100	51401	GCS100	436.80	US Bank National Association	Graton May Cal Card
Total Rents and Leases - Equipment							436.80		
Total Rents and Leases - Equipment							436.80		
Category 51800 -- Other Services									
Account 51801 -- Other Services									
7/15/2021	6/30/2021	0000244231	77101	62030100	51801	GCS100	102.07	Graton CSD Pymt SoCo Assessor	SoCo Assessor Inv. AR13266
Total Other Services							102.07		
Account 51803 -- Other Contract Services									
7/15/2021	6/30/2021	AP00244301	77101	62030100	51803	GCS100	925.00	Brenda Phillips	Graton Website Changes
Total Other Contract Services							925.00		
Total Other Services							1,027.07		
Category 51900 -- Interfund Expenses									
Account 51902 -- Telecommunication Usage									
7/2/2021	6/30/2021	AP00242103	77101	62030100	51902	GCS100	664.20	US Bank National Association	Graton May Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	51902	GCS100	61.75	US Bank National Association	Graton June Cal Card
Total Telecommunication Usage							725.95		
Account 51916 -- County Services Chgs									
7/1/2021	6/23/2021	0000240831	77101	62030100	51916		7,221.00	FY20-21 Accounting Service Cha	County Services Chgs
7/12/2021	6/30/2021	0000242910	77101	62030100	51916		(1,029.00)	FY20-21 CORRECTING Accounting	County Services Chgs
Total County Services Chgs							6,192.00		
Account 51934 -- ERP System Charges									
7/8/2021	6/30/2021	0000242596	77101	62030100	51934		19.91	FY 20-21 EFS Final Billing to	FY 20-21 EFS FINAL BILLING
Total ERP System Charges							19.91		
Account 51935 -- Unclaimable ERP System Charges									
7/8/2021	6/30/2021	0000242596	77101	62030100	51935		(0.34)	FY 20-21 EFS Final Billing to	FY 20-21 EFS FINAL BILLING
Total Unclaimable ERP System Charges							(0.34)		
Total Interfund Expenses							6,937.52		
Category 52060 -- Maintenance - Equipment									
Account 52061 -- Fuel/Gas/Oil									
7/2/2021	6/30/2021	AP00242103	77101	62030100	52061	GCS100	186.36	US Bank National Association	Graton May Cal Card
7/2/2021	6/30/2021	AP00242103	77101	62030100	52061	GCS100	16.88	US Bank National Association	Graton May Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	52061	GCS100	244.21	US Bank National Association	Graton June Cal Card
Total Fuel/Gas/Oil							447.45		
Account 52062 -- Tires/Lubes									
7/7/2021	6/30/2021	AP00242504	77101	62030100	52062	GCS100	1,756.97	US Bank National Association	Graton June Cal Card
Total Tires/Lubes							1,756.97		
Account 52063 -- Vehicle Parts									
7/2/2021	6/30/2021	AP00242103	77101	62030100	52063	GCS100	17.47	US Bank National Association	Graton May Cal Card
Total Vehicle Parts							17.47		
Total Maintenance - Equipment							2,221.89		
Category 52070 -- Maintenance - Bldg & Improve									
Account 52072 -- Chemicals									
7/7/2021	6/30/2021	AP00242504	77101	62030100	52072	GCS100	446.84	Heron Innovators Inc	Parts
Total Chemicals							446.84		
Total Maintenance - Bldg & Improve							446.84		
Category 52100 -- Other Supplies									
Account 52101 -- Other Supplies									
7/2/2021	6/30/2021	AP00242103	77101	62030100	52101	GCS100	76.51	US Bank National Association	Graton May Cal Card
Total Other Supplies							76.51		
Total Other Supplies							76.51		
Category 52110 -- Office Supplies Expense									
Account 52111 -- Office Supplies									
7/2/2021	6/30/2021	AP00242103	77101	62030100	52111	GCS100	131.90	US Bank National Association	Graton May Cal Card
7/7/2021	6/30/2021	AP00242504	77101	62030100	52111	GCS100	11.99	US Bank National Association	Graton June Cal Card
Total Office Supplies							143.89		
Total Office Supplies Expense							143.89		
Category 52140 -- Minor Equipment									
Account 52141 -- Minor Equipment/Small Tools									
7/2/2021	6/30/2021	AP00242103	77101	62030100	52141	GCS100	199.28	US Bank National Association	Graton May Cal Card
Total Minor Equipment/Small Tools							199.28		
Total Minor Equipment							199.28		
Category 52180 -- Transportation and Travel									
Account 52181 -- Business Meals/Supplies									
7/7/2021	6/30/2021	AP00242504	77101	62030100	52181	GCS100	60.29	US Bank National Association	Graton June Cal Card
Total Business Meals/Supplies							60.29		
Total Transportation and Travel							60.29		

Category 52190 -- Utilities Expense

Account 52191 -- Utilities Expense

6/9/2021	6/4/2021	AP00239367	77101	62030100	52191	GCSD100	17.70	PACIFIC GAS & ELECTRIC	Graton Gas Svcs April
6/9/2021	6/4/2021	AP00239367	77101	62030100	52191	GCSD200	15.93	PACIFIC GAS & ELECTRIC	Graton Gas Svcs April
6/9/2021	6/4/2021	AP00239367	77101	62030100	52191	GCSD200	375.12	PACIFIC GAS & ELECTRIC	Graton Gas Svcs April
6/9/2021	6/4/2021	AP00239367	77101	62030100	52191	GCSD300	5,290.28	PACIFIC GAS & ELECTRIC	Graton Gas Svcs April
6/9/2021	6/4/2021	AP00239367	77101	62030100	52191	GCSD400	1,208.14	PACIFIC GAS & ELECTRIC	Graton Gas Svcs April
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD300	1,209.68	PACIFIC GAS & ELECTRIC	GEG/GNR 1 gas svc Ross Ln A
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD100	19.68	PACIFIC GAS & ELECTRIC	4780 Ross Rd - Elec gen & deli
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD200	327.81	PACIFIC GAS & ELECTRIC	Ross Rd Graton Lift #1
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD200	14.30	PACIFIC GAS & ELECTRIC	3280 Ross Rd - Graton Lift #2
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD300	3,837.61	PACIFIC GAS & ELECTRIC	250 Ross Ln/Graton Elec gen
6/16/2021	6/11/2021	AP00240144	77101	62030100	52191	GCSD400	265.80	PACIFIC GAS & ELECTRIC	250 Ross Ln Trans Pump
6/21/2021	6/17/2021	AP00240542	77101	62030100	52191	GCSD100	241.22	PACIFIC GAS & ELECTRIC	Decom & Public Purpose Pgm Chg
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD100	16.95	PACIFIC GAS & ELECTRIC	Graton Gas Svc. May 2021
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD200	14.55	PACIFIC GAS & ELECTRIC	Graton Gas Svc. May 2021
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD200	337.71	PACIFIC GAS & ELECTRIC	Graton Gas Svc. May 2021
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD300	4,766.85	PACIFIC GAS & ELECTRIC	Graton Gas Svc. May 2021
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD400	164.30	PACIFIC GAS & ELECTRIC	Graton Gas Svc. May 2021
7/2/2021	6/30/2021	AP00242103	77101	62030100	52191	GCSD100	234.67	PACIFIC GAS & ELECTRIC	Decom & Public Purpose Program
7/15/2021	6/30/2021	AP00244301	77101	62030100	52191	GCSD300	932.06	PACIFIC GAS & ELECTRIC	GEG/GNR1 Gas Svc June 2021
Total Utilities Expense							<u>19,290.36</u>		
Total Utilities Expense							<u>19,290.36</u>		
Total Services and Supplies							<u>50,394.03</u>		
Total All Expense/Expenditure Accts							<u>89,033.73</u>		
Total Graton CSD - Sanitation							<u>89,033.73</u>		

Fund Code 77103 -- Graton CSD - Sanitation Const.

Account Type 00001 -- All Asset Accounts

Character 19000 -- Capital Assets

Category 19800 -- Proprietary Capital Purchases

Account 19831 -- Acq-CIP-Bldg & Impr

6/21/2021	6/17/2021	AP00240542	77103	62030300	19831	GCSD504	111.49	MEYERS NAVE A PROFESSIONAL CORP	Waste Water Plant 2021050025
6/30/2021	6/30/2021	0000241452	77103	62030300	19831	GCSD501	5,059.18	Graton CSD Correct V100037 Acc	Corr V100037 Acct to Capital
7/2/2021	6/30/2021	AP00242103	77103	62030300	19831	GCSD501	4,158.50	GHD Inc	Occ. Waste Wtr Receive Station
7/7/2021	6/30/2021	AP00242504	77103	62030300	19831	GCSD501	728.00	GHD Inc	Occ. Receive Station Project
7/15/2021	6/30/2021	AP00244301	77103	62030300	19831	GCSD504	6,264.00	GHD Inc	Expense Distribution
Total Acq-CIP-Bldg & Impr							<u>16,321.17</u>		
Total Proprietary Capital Purchases							<u>16,321.17</u>		
Total Capital Assets							<u>16,321.17</u>		
Total All Asset Accounts							<u>16,321.17</u>		

Account Type 00005 -- All Expense/Expenditure Accts

Character 51000 -- Services and Supplies

Category 51200 -- Professional & Specialized

Account 51212 -- Outside Counsel - Legal Advice

6/21/2021	6/17/2021	AP00240542	77103	62030300	51212	GCSD501	5,059.18	MEYERS NAVE A PROFESSIONAL CORP	Occidental WW Plant 2021050026
6/30/2021	6/30/2021	0000241452	77103	62030300	51212	GCSD501	(5,059.18)	Graton CSD Correct V100037 Acc	Corr V100037 Acct to Capital
Total Outside Counsel - Legal Advice							<u>-</u>		
Total Professional & Specialized							<u>-</u>		
Total Services and Supplies							<u>-</u>		

Character 53000 -- Other Charges

Category 53100 -- Long Term Debt Retirement

Account 53103 -- Interest on LT Debt

7/13/2021	6/30/2021	0000242321	77103	62030300	53103		21,364.06	Graton CSD 20-21 Debt Accruals	GCSD Cap Lease Int Accrual
Total Interest on LT Debt							<u>21,364.06</u>		

Account 53104 -- Other Interest Expense

7/13/2021	6/30/2021	0000242321	77103	62030300	53104		3,863.90	Graton CSD 20-21 Debt Accruals	GCSD Ref. Amort.
Total Other Interest Expense							<u>3,863.90</u>		
Total Long Term Debt Retirement							<u>25,227.96</u>		
Total Other Charges							<u>25,227.96</u>		
Total All Expense/Expenditure Accts							<u>25,227.96</u>		
Total Graton CSD - Sanitation Const.							<u>41,549.13</u>		
Total							<u>130,582.86</u>		

Run: 7/29/2021 9:45 AM Data Last Updated: 7/29/2021 5:52:35 AM

**Graton Community Services District
Summary Report
6-30-2021**

OPERATIONS					Year to Date	Actuals with Estimates	Budget
	July-Sept	Oct-Dec	Jan-March	April-June			
Beginning Cash Balance:	614,355	343,785	652,372	392,651			
Revenues							
Property Taxes	(32,299)	534,796	-	497,849	1,000,346	1,000,346	1,031,891
Sewer Fees	2,598	7,373	157	17,003	27,131	27,131	29,000
Disaster Reimbursement / Grants	-	-	-	-	-	-	-
Sewer Permits	-	-	-	-	-	-	-
Other Miscellaneous	(3,549)	1,427	651	5,304	3,833	3,833	16,500
Total Revenue	(33,251)	543,597	809	520,157	1,031,311	1,031,311	1,077,391
Expenses							
Salaries & Employee Benefits	42,820	85,230	67,514	84,042	279,605	279,605	352,200
Utilities	22,903	26,103	33,137	22,574	104,717	104,717	120,000
Legal Services	-	-	-	-	-	-	-
Contract Services	8,978	38,791	8,370	1,010	57,149	57,149	102,000
Testing (Brelje & Race)	2,572	2,528	7,042	5,024	17,166	17,166	20,000
Chemicals	9,628	-	17,497	4,604	31,729	31,729	50,000
Accounting Services	-	7,500	-	-	7,500	7,500	12,600
Consulting Services	3,116	5,026	4,707	5,966	18,815	18,815	35,000
Depreciation	-	-	-	-	-	-	475,000
Equipment	-	-	-	-	-	-	(7,000)
Transfers Out (To Construction) - Debt Svc	103,450	-	103,450	-	206,900	206,900	506,900
Other Miscellaneous	60,361	69,832	18,813	42,327	191,333	191,333	220,850
Total Expenses	253,827	235,010	260,530	165,547	914,914	914,914	1,887,550
Other Cash Inflows/Outflows:							
- SRF Loan Proceeds	-	-	-	-			
- Audit Adjustment - PY SRF Loan proceeds	-	-	-	-			
Cash Adjustments (Accruals):	16,508	-	-	(3,399.83)			
Ending Cash Balance - Operations:	343,785	652,372	392,651	743,861			

CONSTRUCTION					Year to Date	Actuals with Estimates	Budget
	July-Sept	Oct-Dec	Jan-March	April-June			
Beginning Cash Balance:	86,415	70,381	136,687	118,668			
Revenues							
Connection Fees	18,634	66,253	2,070	-	86,957	86,957	167,716
State Grant Revenue (adjusted to Revenue)	-	-	-	-	-	-	-
Transfers In (From Operations) - Debt Service	103,450	-	103,450	-	206,900	206,900	506,900
Other Miscellaneous	(499)	210	171	50,820	50,702	50,702	(500)

Total Revenue	121,584	66,463	105,692	50,820	344,559	344,559	674,116
Expenses							
Capital Asset Expenses	12,231	157	20,260	103,691	136,339	272,678	325,000
Interest Expense - Municipal Finance	25,315	-	46,620	25,228	97,163	194,325	94,585
Disposed Capital Asset	-	-	-	-	-	-	-
Total Expenses	37,546	157	66,880	128,919	233,502	467,004	419,585

Other Cash Inflows / Outflows:

- SRF Loan Proceeds	-	-	-	-	-	-	-
- Principal Payments - Municipal Finance	(55,485)	-	(56,831)	-	-	-	-
- Audit Adjustment - PY SRF Loan proceeds	-	-	-	-	-	-	-
Cash Adjustments (Accruals):	(44,586.79)	-	-	(14,112.93)	-	-	-

Ending Cash Balance - Construction:	70,381	136,687	118,668	26,456			
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Capital Project Summary	Proj Balance 7/1/2020	Year to Date Expenses	Project Total Life to Date
- Receiving Station (GCSD501)	117,287.08	59,700	176,987
- Plant Improvements (GCSD504)	10,057,967	73,610	10,131,577
- Groundwater Mointoring Wells (GCSD505)	-	1,868	1,868
- Totals	10,175,254	135,177	10,310,432

Graton Community Services District - Debt Summary

Municipal Finance Corporation

- Interest Rate: 4.85%
- Maturity Date: 4/5/2033
- Outstanding Balance 6/30/20: **\$1,977,945.85**

	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Totals	Principal Balance YE
Payments:						
- Principal	55,485	-	56,831	-	112,316	1,865,630
- Interest	47,965	-	46,620	21,364	94,585	
Total MFC Payments	103,450	-	103,450	21,364	206,901	

Revenue and Expenditure Balances YTD

Criteria: As Of = 6/30/2021 (100% of Year Elapsed); Fund = 77101,77103; Accounting Period = 1..12; Group = Report,Fund9,Account2,Account3,Account4,Account5

Account	Title	Original Budget	Adjusted Budget	Month-To-Date Actual	Quarter-To-Date Actual	Year-To-Date Actual	Year-To-Date Pre-Encumb.	Year-To-Date Encumbrances	Year-To-Date Remaining Balance
Fund Code 77101 -- Graton CSD - Sanitation									
Account Type 00001 -- All Asset Accounts									
Character 19000 -- Capital Assets									
Category 19800 -- Proprietary Capital Purchases									
19820	Acq-Machinery and Equipment	4,000.00	(7,000.00)	-	-	-	-	-	(7,000.00)
Total Proprietary Capital Purchases		4,000.00	(7,000.00)	-	-	-	-	-	(7,000.00)
Total Capital Assets		4,000.00	(7,000.00)	-	-	-	-	-	(7,000.00)
Total All Asset Accounts		4,000.00	(7,000.00)	-	-	-	-	-	(7,000.00)
Account Type 00004 -- All Revenues									
40002	Prop Tax - CY,Secured	-	-	-	-	0.23	-	-	(0.23)
40003	Direct Charges - CY	995,000.00	1,005,391.00	26,764.14	462,880.97	987,492.57	-	-	17,898.43
40050	Property Tax Accrual	5,000.00	6,000.00	24,912.36	24,912.36	1,051.05	-	-	4,948.95
40101	Prop Taxes - CY, Unsecured	-	-	-	-	33.93	-	-	(33.93)
40111	Supplemental Prop Taxes - CY	-	-	-	-	47.97	-	-	(47.97)
40202	Direct Charges - Prior Year	20,000.00	20,000.00	4,266.48	8,131.50	9,796.38	-	-	10,203.62
40999	Penalties and Costs on Taxes	500.00	500.00	1,924.58	1,924.58	1,924.58	-	-	(1,424.58)
44002	Interest on Pooled Cash	5,000.00	12,500.00	946.47	1,873.35	3,951.60	-	-	8,548.40
44050	Unrealized Gains and Losses	5,000.00	6,000.00	3,329.03	3,329.03	(220.05)	-	-	6,220.05
45221	Sewer/Water Usage Fees	15,000.00	29,000.00	-	17,003.09	27,131.48	-	-	1,868.52
46027	Insurance Claims Reimbursement	-	(1,000.00)	-	-	-	-	-	(1,000.00)
46040	Miscellaneous Revenue	-	(1,000.00)	101.84	101.84	101.84	-	-	(1,101.84)
Total All Revenues		1,045,500.00	1,077,391.00	62,244.90	520,156.72	1,031,311.58	-	-	46,079.42
Account Type 00005 -- All Expense/Expenditure Accts									
50701	Perm Position - Local Bds	340,000.00	322,200.00	5,416.21	32,326.82	135,491.14	-	-	186,708.86
50703	Overtime - Local Bds	-	-	305.03	1,702.10	6,440.96	-	-	(6,440.96)
50706	Vacation Pay - Local Bds	-	-	26,634.07	26,991.99	36,675.35	-	-	(36,675.35)
50707	Standby Pay - Local Bds	-	-	1,358.42	6,552.15	28,551.30	-	-	(28,551.30)
50710	Sick Pay - Local Boards	-	-	786.98	2,809.27	8,437.21	-	-	(8,437.21)
50711	Holiday Pay - Local Boards	-	-	854.10	1,708.20	10,655.90	-	-	(10,655.90)
50753	FICA Retirement - Local Bds	-	-	2,191.99	4,469.62	14,027.61	-	-	(14,027.61)
50755	PERS - Local Bds	30,000.00	30,000.00	580.26	2,911.06	12,763.46	-	-	17,236.54
50756	Medicare - Local Bds	-	-	512.64	1,045.32	3,280.66	-	-	(3,280.66)
50757	HSA Reimbursement - Local Bds	-	-	-	-	782.49	-	-	(782.49)
50801	Health Ins - Local Bds	-	-	-	3,054.64	18,449.68	-	-	(18,449.68)
50803	Dental - Local Bds	-	-	-	429.20	2,901.13	-	-	(2,901.13)
50805	Vision - Local Bds	-	-	-	41.20	280.60	-	-	(280.60)
50806	Unemployment - Local Bds	-	-	-	-	868.00	-	-	(868.00)
51021	Communication Expense	8,500.00	5,150.00	681.03	1,439.35	7,673.92	-	-	(2,523.92)
51031	Waste Disposal Services	3,500.00	3,700.00	68.50	68.50	996.14	-	-	2,703.86
51042	Insurance - Premiums	37,000.00	49,000.00	47.50	47.50	38,010.74	-	-	10,989.26
51061	Maintenance - Equipment	25,000.00	25,000.00	4,133.40	8,441.25	31,967.78	-	-	(6,967.78)
51071	Maintenance - Bldg & Improve	8,000.00	13,300.00	7,445.02	7,445.02	11,544.32	-	-	1,755.68
51206	Accounting/Auditing Services	12,600.00	12,600.00	-	-	7,500.00	-	-	5,100.00
51207	Client Accounting Services	34,000.00	34,000.00	1,737.64	5,378.82	30,488.50	-	-	3,511.50
51212	Outside Counsel - Legal Advice	18,000.00	26,000.00	2,357.65	4,251.41	18,100.83	-	-	7,899.17
51225	Training Services	1,500.00	(1,000.00)	-	-	-	-	-	(1,000.00)
51226	Consulting Services	35,000.00	35,000.00	3,078.00	5,966.00	18,814.68	-	-	16,185.32
51231	Testing/Analysis	20,000.00	20,000.00	2,053.80	5,024.20	17,166.33	-	-	2,833.67
51237	Process Service	2,800.00	3,600.00	253.04	991.60	3,260.44	-	-	339.56
51244	Permits/License/Fees	9,000.00	8,000.00	(2,302.00)	30.00	11,756.75	-	-	(3,756.75)
51301	Publications and Legal Notices	600.00	1,200.00	-	420.00	1,408.00	-	-	(208.00)
51401	Rents and Leases - Equipment	2,000.00	4,500.00	436.80	436.80	589.80	-	-	3,910.20

51402	Rents and Leases - Heavy Eq	-	1,200.00	-	-	-	-	1,200.00
51421	Rents and Leases - Bldg/Land	1,200.00	-	-	-	-	-	-
51601	Training/Conference Expenses	1,500.00	2,000.00	-	-	225.39	-	1,774.61
51602	Business Travel/Mileage	2,500.00	1,000.00	-	-	-	-	1,000.00
51801	Other Services	8,900.00	9,300.00	102.07	102.07	9,040.03	-	259.97
51803	Other Contract Services	96,000.00	102,000.00	925.00	1,010.00	57,148.67	-	44,851.33
51902	Telecommunication Usage	-	-	725.95	1,266.17	1,266.17	-	(1,266.17)
51916	County Services Chgs	7,500.00	7,500.00	6,192.00	6,192.00	6,192.00	-	1,308.00
51934	ERP System Charges	-	-	19.91	19.91	474.71	-	(474.71)
51935	Unclaimable ERP System Charges	-	-	(0.34)	(0.34)	10.28	-	(10.28)
52021	Clothing, Uniforms, Personal	1,500.00	1,500.00	-	-	422.67	-	1,077.33
52041	Household Supplies Expense	-	-	-	-	138.28	-	(138.28)
52042	Janitorial Supplies	500.00	500.00	-	-	116.64	-	383.36
52043	Safety Supplies/Equipment	-	-	-	-	85.74	-	(85.74)
52061	Fuel/Gas/Oil	3,000.00	3,000.00	447.45	711.45	1,797.99	-	1,202.01
52062	Tires/Lubes	-	-	1,756.97	1,756.97	1,803.52	-	(1,803.52)
52063	Vehicle Parts	-	2,400.00	17.47	134.67	3,325.49	-	(925.49)
52071	Materials and Supplies Expense	-	-	-	26.19	26.19	-	(26.19)
52072	Chemicals	60,000.00	50,000.00	446.84	4,604.23	31,728.86	-	18,271.14
52081	Medical/Laboratory Supplies	500.00	500.00	-	-	605.37	-	(105.37)
52091	Memberships/Certifications	5,000.00	5,000.00	-	-	3,861.00	-	1,139.00
52101	Other Supplies	1,500.00	1,500.00	76.51	117.76	763.38	-	736.62
52111	Office Supplies	2,000.00	500.00	143.89	339.46	1,266.80	-	(766.80)
52114	Freight/Postage	-	-	-	114.45	129.60	-	(129.60)
52117	Mail and Postage Supplies	-	-	-	102.10	102.10	-	(102.10)
52141	Minor Equipment/Small Tools	3,000.00	2,000.00	199.28	290.42	1,678.48	-	321.52
52142	Computer Equipment/Accessories	-	5,000.00	-	-	-	-	5,000.00
52162	Special Department Expense	-	-	-	1,992.00	1,992.00	-	(1,992.00)
52181	Business Meals/Supplies	750.00	500.00	60.29	211.60	211.60	-	288.40
52191	Utilities Expense	105,000.00	120,000.00	19,290.36	22,574.10	104,717.17	-	15,282.83
53402	Depreciation Expense	475,000.00	475,000.00	-	-	-	-	475,000.00
54333	Computer Equipment	5,000.00	5,000.00	-	-	-	-	5,000.00
57011	Transfers Out - within a Fund	356,900.00	506,900.00	-	-	206,900.00	-	300,000.00
Total All Expense/Expenditure Accts		1,724,750.00	1,894,550.00	89,033.73	165,547.23	914,913.85	-	979,636.15
Total Graton CSD - Sanitation		683,250.00	810,159.00	26,788.83	(354,609.49)	(116,397.73)	-	926,556.73
Fund Code 77103 -- Graton CSD - Sanitation Const.								
Account Type 00001 -- All Asset Accounts								
19831	Acq-CIP-Bldg & Impr	215,000.00	325,000.00	16,321.17	103,690.99	136,339.24	-	188,660.76
19832	Acq-CIP-Infrastructure	175,000.00	350,000.00	-	-	-	-	350,000.00
Total All Asset Accounts		390,000.00	675,000.00	16,321.17	103,690.99	136,339.24	-	538,660.76
Account Type 00004 -- All Revenues								
44002	Interest on Pooled Cash	-	(500.00)	106.42	328.48	709.74	-	(1,209.74)
44050	Unrealized Gains and Losses	-	-	491.39	491.39	(7.87)	-	7.87
46024	Connection Fees	186,350.00	167,716.00	-	-	86,956.80	-	80,759.20
46200	PY Revenue - Miscellaneous	-	-	50,000.00	50,000.00	50,000.00	-	(50,000.00)
47101	Transfers In - within a Fund	356,900.00	506,900.00	-	-	206,900.00	-	300,000.00
Total All Revenues		543,250.00	674,116.00	50,597.81	50,819.87	344,558.67	-	329,557.33
Account Type 00005 -- All Expense/Expenditure Accts								
53103	Interest on LT Debt	104,850.00	94,585.00	21,364.06	21,364.06	93,298.69	-	1,286.31
53104	Other Interest Expense	-	-	3,863.90	3,863.90	3,863.90	-	(3,863.90)
59004	Administrative Control Account	102,051.00	102,051.00	-	-	112,315.74	-	(10,264.74)
59005	Admin Control Acct Clearing	(102,051.00)	(102,051.00)	-	-	(112,315.74)	-	10,264.74
Total All Expense/Expenditure Accts		104,850.00	94,585.00	25,227.96	25,227.96	97,162.59	-	(2,577.59)
Total Graton CSD - Sanitation Const.		(48,400.00)	95,469.00	(9,048.68)	78,099.08	(111,056.84)	-	206,525.84
Total		634,850.00	905,628.00	17,740.15	(276,510.41)	(227,454.57)	-	1,133,082.57

Expenditure Transactions

Criteria: Post On = 7/1/2021..7/31/2021; Fund = 77101,77103; Transaction Type = Actual; Accounting Period = 1..12

Posted Date	Journal Date	Journal ID	Fund	Department	Account	TCA	Amount	Journal Header Description	Line Description
Fund Code 77101 -- Graton CSD - Sanitation									
Account Type 00005 -- All Expense/Expenditure Accts									
Character 50000 -- Salaries and Employee Benefits									
Category 50700 -- Local Bd Salaries and Wages									
Account 50701 -- Perm Position - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50701	GCS100	3,888.22	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50701	GCS100	3,907.14	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50701	GCS100	2,707.66	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Perm Position - Local Bds							10,503.02		
Account 50703 -- Overtime - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50703	GCS100	506.68	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50703	GCS100	67.11	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50703	GCS100	67.11	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Overtime - Local Bds							640.90		
Account 50706 -- Vacation Pay - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50706	GCS100	2,918.07	Graton Community Services District	GCS100 Payroll PPE 6-15-21
Total Vacation Pay - Local Bds							2,918.07		
Account 50707 -- Standby Pay - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50707	GCS100	1,293.39	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50707	GCS100	1,342.20	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50707	GCS100	1,342.20	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Standby Pay - Local Bds							3,977.79		
Account 50710 -- Sick Pay - Local Boards									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50710	GCS100	402.23	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50710	GCS100	119.46	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50710	GCS100	397.29	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Sick Pay - Local Boards							918.98		
Account 50711 -- Holiday Pay - Local Boards									
7/22/2021	7/21/2021	AP00245500	77101	62030100	50711	GCS100	447.40	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Holiday Pay - Local Boards							447.40		
Total Local Bd Salaries and Wages							19,406.16		
Category 50750 -- Local Boards - Retirement									
Account 50753 -- FICA Retirement - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50753	GCS100	558.53	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50753	GCS100	337.03	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50753	GCS100	307.62	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total FICA Retirement - Local Bds							1,203.18		
Account 50755 -- PERS - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50755	GCS100	557.36	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50755	GCS100	311.34	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50755	GCS100	274.67	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total PERS - Local Bds							1,143.37		
Account 50756 -- Medicare - Local Bds									
7/20/2021	7/16/2021	AP00245081	77101	62030100	50756	GCS100	130.62	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	50756	GCS100	78.82	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	50756	GCS100	71.94	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Medicare - Local Bds							281.38		
Total Local Boards - Retirement							2,627.93		
Category 50800 -- Local Boards - Emp. Benefits									
Account 50803 -- Dental - Local Bds									
7/19/2021	7/15/2021	AP00244812	77101	62030100	50803	GCS100	135.00	WOLFPACK INSURANCE SERVICES INC August Dental & Vision	
7/19/2021	7/15/2021	AP00244812	77101	62030100	50803	GCS100	(10.20)	WOLFPACK INSURANCE SERVICES INC August Dental & Vision	
Total Dental - Local Bds							124.80		
Account 50805 -- Vision - Local Bds									
7/19/2021	7/15/2021	AP00244812	77101	62030100	50805	GCS100	10.40	WOLFPACK INSURANCE SERVICES INC August Dental & Vision	
7/19/2021	7/15/2021	AP00244812	77101	62030100	50805	GCS100	(79.60)	WOLFPACK INSURANCE SERVICES INC August Dental & Vision	
Total Vision - Local Bds							(69.20)		
Total Local Boards - Emp. Benefits							55.60		
Total Salaries and Employee Benefits							22,089.69		
Character 51000 -- Services and Supplies									
Category 51030 -- Household Expense									
Account 51031 -- Waste Disposal Services									
7/30/2021	7/27/2021	AP00246085	77101	62030100	51031	GCS100	99.72	RECOLOGY SONOMA MARIN	Waste Svc Jul-Sep.
Total Waste Disposal Services							99.72		
Total Household Expense							99.72		
Category 51200 -- Professional & Specialized									
Account 51212 -- Outside Counsel - Legal Advice									
7/30/2021	7/27/2021	AP00246085	77101	62030100	51212	GCS100	2,996.66	MEYERS NAVE A PROFESSIONAL CORP Gen Advice, Plant & OCC Waste	
Total Outside Counsel - Legal Advice							2,996.66		
Account 51237 -- Process Service									
7/20/2021	7/16/2021	AP00245081	77101	62030100	51237	GCS100	116.34	Graton Community Services District	GCS100 Payroll PPE 6-15-21
7/20/2021	7/16/2021	AP00245081	77101	62030100	51237	GCS100	253.04	Graton Community Services District	GCS100 Payroll PPE 6-30-21
7/22/2021	7/21/2021	AP00245500	77101	62030100	51237	GCS100	116.34	Graton Community Services District	GCS100 Payroll PPE 7-15-2021
Total Process Service							485.72		
Total Professional & Specialized							3,482.38		
Category 51600 -- Transportation and Travel									
Account 51602 -- Business Travel/Mileage									
7/19/2021	7/16/2021	AP00244813	77101	62030100	51602	GCS100	86.24	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51602	GCS100	85.12	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51602	GCS100	92.96	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
Total Business Travel/Mileage							264.32		
Total Transportation and Travel							264.32		
Category 51800 -- Other Services									
Account 51803 -- Other Contract Services									
7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCS100	8,100.00	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCS100	8,910.00	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021

7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCSD100	8,572.50	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCSD100	8,235.00	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCSD100	8,775.00	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
7/19/2021	7/16/2021	AP00244813	77101	62030100	51803	GCSD100	9,652.50	JOSE LUIS ORTIZ	GM Svcs Jan.-June 2021
Total Other Contract Services							<u>52,245.00</u>		
Total Other Services							<u>52,245.00</u>		

Category 52070 -- Maintenance - Bldg & Improve

Account 52072 -- Chemicals

7/19/2021	7/15/2021	AP00244812	77101	62030100	52072	GCSD300	2,104.85	AQUA BEN CORPORATION	Hydrofloc 820 - 275 Gal Tote
7/30/2021	7/27/2021	AP00246085	77101	62030100	52072	GCSD300	2,086.49	AQUA BEN CORPORATION	Hydrofloc 820 275 Gal Tote
Total Chemicals							<u>4,191.34</u>		
Total Maintenance - Bldg & Improve							<u>4,191.34</u>		

Category 52190 -- Utilities Expense

Account 52191 -- Utilities Expense

7/30/2021	7/27/2021	AP00246085	77101	62030100	52191	GCSD100	15.58	PACIFIC GAS & ELECTRIC	Graton Gas Svcs June
7/30/2021	7/27/2021	AP00246085	77101	62030100	52191	GCSD200	366.95	PACIFIC GAS & ELECTRIC	Graton Gas Svcs June
7/30/2021	7/27/2021	AP00246085	77101	62030100	52191	GCSD200	15.39	PACIFIC GAS & ELECTRIC	Graton Gas Svcs June
7/30/2021	7/27/2021	AP00246085	77101	62030100	52191	GCSD300	4,917.98	PACIFIC GAS & ELECTRIC	Graton Gas Svcs June
7/30/2021	7/27/2021	AP00246085	77101	62030100	52191	GCSD400	760.37	PACIFIC GAS & ELECTRIC	Graton Gas Svcs June
Total Utilities Expense							<u>6,076.27</u>		
Total Utilities Expense							<u>6,076.27</u>		

Total Services and Supplies

Total All Expense/Expenditure Accts

Total Graton CSD - Sanitation

Fund Code 77103 -- Graton CSD - Sanitation Const.

Account Type 00001 -- All Asset Accounts

Character 19000 -- Capital Assets

Category 19800 -- Proprietary Capital Purchases

Account 19831 -- Acq-CIP-Bldg & Impr

7/30/2021	7/27/2021	AP00246085	77103	62030300	19831	GCSD501	473.82	MEYERS NAVE A PROFESSIONAL CORP Gen Advice, Plant & OCC Waste	
7/30/2021	7/27/2021	AP00246085	77103	62030300	19831	GCSD504	1,031.26	MEYERS NAVE A PROFESSIONAL CORP Gen Advice, Plant & OCC Waste	
Total Acq-CIP-Bldg & Impr							<u>1,505.08</u>		
Total Proprietary Capital Purchases							<u>1,505.08</u>		
Total Capital Assets							<u>1,505.08</u>		
Total All Asset Accounts							<u>1,505.08</u>		
Total Graton CSD - Sanitation Const.							<u>1,505.08</u>		
Total							<u><u>89,953.80</u></u>		

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**Graton Community Services District
Summary Report
7-31-2021**

OPERATIONS	Estimates				Year to Date	Actuals with Estimates	Budget
	July	Aug-Oct	Nov-Feb	Mar-June			
Beginning Cash Balance:	743,861	630,298	291,776	583,131			
Revenues							
Property Taxes	-	(32,299)	534,796	497,849	-	1,000,346	1,003,340
Sewer Fees	-	3,910	6,061	17,161	-	27,131	15,000
Disaster Reimbursement / Grants	-	-	-	-	-	-	-
Sewer Permits	-	-	-	-	-	-	-
Other Miscellaneous	-	1,427	651	5,304	-	7,382	2,000
Total Revenue	-	(26,963)	541,509	520,314	-	1,034,860	1,020,340
Expenses							
Salaries & Employee Benefits	22,090	68,152	90,999	104,110	22,090	285,351	360,000
Utilities	6,076	32,764	27,300	44,653	6,076	110,793	105,000
Legal Services	2,997	-	-	9,861	2,997	12,858	-
Contract Services	52,245	28,553	27,586	1,010	52,245	109,394	106,000
Testing (Brelje & Race)	-	3,853	7,297	6,016	-	17,166	15,000
Chemicals	4,191	3,374	13,279	8,822	4,191	29,667	60,000
Accounting Services	-	-	7,500	-	-	7,500	12,600
Consulting Services	-	4,684	8,165	5,966	-	18,815	35,000
Depreciation	-	-	-	-	-	-	475,000
Equipment	-	-	-	-	-	-	4,000
Transfers Out (To Construction) - Debt Srvc	-	103,450	-	103,450	-	206,900	206,900
Other Miscellaneous	850	66,730	68,027	43,615	850	179,221	209,630
Total Expenses	88,449	311,560	250,153	327,503	88,449	977,665	1,589,130
Other Cash Inflows/Outflows:							
- SRF Loan Proceeds	-	-	-	-			
- Audit Adjustment - PY SRF Loan proceeds	-	-	-	-			
Cash Adjustments (Accruals):	(25,114.15)	-	-	-			
Ending Cash Balance - Operations:	630,298	291,776	583,131	775,942			
	257,831						

CONSTRUCTION	Estimates				Year to Date	Actuals with Estimates	Budget
	July	Aug-Oct	Nov-Feb	Mar-June			
Beginning Cash Balance:	26,456	63,801	158,900	150,895			
Revenues							
Connection Fees	-	28,986	55,901	2,070	-	86,957	124,224
State Grant Revenue (adjusted to Revenue)	-	-	-	-	-	-	-
Transfers In (From Operations) - Debt Service	-	103,450	-	103,450	-	206,900	206,900
Other Miscellaneous	-	210	171	50,820	-	51,201	-

Total Revenue	-	132,645	56,072	156,340	-	345,058	331,124
Expenses							
Capital Asset Expenses	1,505	12,231	7,247	116,861	1,505	137,844	105,000
Interest Expense - Municipal Finance	-	25,315	-	71,848	-	97,163	89,071
Disposed Capital Asset	-	-	-	-	-	-	-
Total Expenses	1,505	37,546	7,247	188,709	1,505	235,007	194,071

Other Cash Inflows / Outflows:

- SRF Loan Proceeds	-	-	-	-	-	-	-
- Principal Payments - Municipal Finance	-	-	(56,831)	-	-	-	-
- Audit Adjustment - PY SRF Loan proceeds	-	-	-	-	-	-	-
Cash Adjustments (Accruals):	38,849.50	-	-	-	-	-	-
Ending Cash Balance - Construction:	63,801	158,900	150,895	118,526			

Capital Project Summary	Proj Balance 7/1/2021	Year to Date Expenses	Project Total Life to Date
- Receiving Station (GCSD501)	176,987.02	474	177,461
- Plant Improvements (GCSD504)	10,131,577	1,031	10,132,608
- Groundwater Mointoring Wells (GCSD505)	1,868	-	1,868
- Totals	10,310,432	1,505	10,311,937

Graton Community Services District - Debt Summary

Municipal Finance Corporation

- Interest Rate: 4.85%
- Maturity Date: 4/5/2033
- Outstanding Balance 6/30/21: **\$1,865,630.11**

	<u>Jul- Sep</u>	<u>Oct - Dec</u>	<u>Jan - Mar</u>	<u>Apr - Jun</u>	<u>Totals</u>	<u>Principal Balance YE</u>
Payments:						
- Principal	-	-	56,831	-	56,831	1,921,115
- Interest	25,315	-	46,620	21,364	71,935	
Total MFC Payments	25,315	-	103,450	21,364	128,765	

Revenue and Expenditure Balances YTD

Criteria: As Of = 7/31/2021 (8% of Year Elapsed); Fund = 77101,77103; Accounting Period = 1..12; Group = Report,Fund9,Account2,Account3,Account4,Account5

Account	Title	Original Budget	Adjusted Budget	Month-To-Date Actual	Quarter-To-Date Actual	Year-To-Date Actual	Year-To-Date Pre-Encumb.	Year-To-Date Encumbrances	Year-To-Date Remaining Balance
Fund Code 77101 -- Graton CSD - Sanitation									
Account Type 00001 -- All Asset Accounts									
Character 19000 -- Capital Assets									
Category 19800 -- Proprietary Capital Purchases									
19820	Acq-Machinery and Equipment	4,000.00	4,000.00	-	-	-	-	-	4,000.00
Total All Asset Accounts		4,000.00	4,000.00	-	-	-	-	-	4,000.00
Account Type 00004 -- All Revenues									
40003	Direct Charges - CY	998,340.00	998,340.00	-	-	-	-	-	998,340.00
40005	Prop Taxes - RDA Increment	(5,000.00)	(5,000.00)	-	-	-	-	-	(5,000.00)
40202	Direct Charges - Prior Year	10,000.00	10,000.00	-	-	-	-	-	10,000.00
44002	Interest on Pooled Cash	5,000.00	5,000.00	-	-	-	-	-	5,000.00
44050	Unrealized Gains and Losses	(3,000.00)	(3,000.00)	-	-	-	-	-	(3,000.00)
45221	Sewer/Water Usage Fees	15,000.00	15,000.00	-	-	-	-	-	15,000.00
Total All Revenues		1,020,340.00	1,020,340.00	-	-	-	-	-	1,020,340.00
Account Type 00005 -- All Expense/Expenditure Accts									
50701	Perm Position - Local Bds	340,000.00	340,000.00	10,503.02	10,503.02	10,503.02	-	-	329,496.98
50703	Overtime - Local Bds	-	-	640.90	640.90	640.90	-	-	(640.90)
50706	Vacation Pay - Local Bds	-	-	2,918.07	2,918.07	2,918.07	-	-	(2,918.07)
50707	Standby Pay - Local Bds	-	-	3,977.79	3,977.79	3,977.79	-	-	(3,977.79)
50710	Sick Pay - Local Boards	-	-	918.98	918.98	918.98	-	-	(918.98)
50711	Holiday Pay - Local Boards	-	-	447.40	447.40	447.40	-	-	(447.40)
50753	FICA Retirement - Local Bds	-	-	1,203.18	1,203.18	1,203.18	-	-	(1,203.18)
50755	PERS - Local Bds	20,000.00	20,000.00	1,143.37	1,143.37	1,143.37	-	-	18,856.63
50756	Medicare - Local Bds	-	-	281.38	281.38	281.38	-	-	(281.38)
50803	Dental - Local Bds	-	-	124.80	124.80	124.80	-	-	(124.80)
50805	Vision - Local Bds	-	-	(69.20)	(69.20)	(69.20)	-	-	69.20
51021	Communication Expense	8,500.00	8,500.00	-	-	-	-	-	8,500.00
51031	Waste Disposal Services	2,500.00	2,500.00	99.72	99.72	99.72	-	-	2,400.28
51042	Insurance - Premiums	38,000.00	38,000.00	-	-	-	-	-	38,000.00
51061	Maintenance - Equipment	25,000.00	25,000.00	-	-	-	-	-	25,000.00
51071	Maintenance - Bldg & Improve	8,000.00	8,000.00	-	-	-	-	-	8,000.00
51206	Accounting/Auditing Services	12,600.00	12,600.00	-	-	-	-	-	12,600.00
51207	Client Accounting Services	34,000.00	34,000.00	-	-	-	-	-	34,000.00
51212	Outside Counsel - Legal Advice	25,000.00	25,000.00	2,996.66	2,996.66	2,996.66	-	-	22,003.34
51225	Training Services	1,500.00	1,500.00	-	-	-	-	-	1,500.00
51226	Consulting Services	35,000.00	35,000.00	-	-	-	-	-	35,000.00
51231	Testing/Analysis	15,000.00	15,000.00	-	-	-	-	-	15,000.00
51237	Process Service	4,430.00	4,430.00	485.72	485.72	485.72	-	-	3,944.28
51244	Permits/License/Fees	12,000.00	12,000.00	-	-	-	-	-	12,000.00
51301	Publications and Legal Notices	1,500.00	1,500.00	-	-	-	-	-	1,500.00
51401	Rents and Leases - Equipment	2,500.00	2,500.00	-	-	-	-	-	2,500.00
51421	Rents and Leases - Bldg/Land	1,200.00	1,200.00	-	-	-	-	-	1,200.00
51601	Training/Conference Expenses	1,500.00	1,500.00	-	-	-	-	-	1,500.00
51602	Business Travel/Mileage	1,500.00	1,500.00	264.32	264.32	264.32	-	-	1,235.68
51801	Other Services	9,000.00	9,000.00	-	-	-	-	-	9,000.00
51803	Other Contract Services	106,000.00	106,000.00	52,245.00	52,245.00	52,245.00	-	-	53,755.00
51916	County Services Chgs	7,500.00	7,500.00	-	-	-	-	-	7,500.00
52021	Clothing, Uniforms, Personal	1,500.00	1,500.00	-	-	-	-	-	1,500.00
52042	Janitorial Supplies	500.00	500.00	-	-	-	-	-	500.00
52061	Fuel/Gas/Oil	2,500.00	2,500.00	-	-	-	-	-	2,500.00
52063	Vehicle Parts	3,000.00	3,000.00	-	-	-	-	-	3,000.00

52072	Chemicals	60,000.00	60,000.00	4,191.34	4,191.34	4,191.34	-	-	55,808.66
52081	Medical/Laboratory Supplies	500.00	500.00	-	-	-	-	-	500.00
52091	Memberships/Certifications	5,000.00	5,000.00	-	-	-	-	-	5,000.00
52101	Other Supplies	1,500.00	1,500.00	-	-	-	-	-	1,500.00
52111	Office Supplies	1,500.00	1,500.00	-	-	-	-	-	1,500.00
52141	Minor Equipment/Small Tools	3,000.00	3,000.00	-	-	-	-	-	3,000.00
52162	Special Department Expense	1,500.00	1,500.00	-	-	-	-	-	1,500.00
52181	Business Meals/Supplies	500.00	500.00	-	-	-	-	-	500.00
52191	Utilities Expense	105,000.00	105,000.00	6,076.27	6,076.27	6,076.27	-	-	98,923.73
53402	Depreciation Expense	475,000.00	475,000.00	-	-	-	-	-	475,000.00
54333	Computer Equipment	5,000.00	5,000.00	-	-	-	-	-	5,000.00
57011	Transfers Out - within a Fund	206,900.00	206,900.00	-	-	-	-	-	206,900.00
Total All Expense/Expenditure Accts		1,585,130.00	1,585,130.00	88,448.72	88,448.72	88,448.72	-	-	1,496,681.28
Total Graton CSD - Sanitation		568,790.00	568,790.00	88,448.72	88,448.72	88,448.72	-	-	480,341.28
Fund Code 77103 -- Graton CSD - Sanitation Const.									
Account Type 00001 -- All Asset Accounts									
19831	Acq-CIP-Bldg & Impr	105,000.00	105,000.00	1,505.08	1,505.08	1,505.08	-	-	103,494.92
19832	Acq-CIP-Infrastructure	175,000.00	175,000.00	-	-	-	-	-	175,000.00
Total All Asset Accounts		280,000.00	280,000.00	1,505.08	1,505.08	1,505.08	-	-	278,494.92
Account Type 00004 -- All Revenues									
46024	Connection Fees	124,224.00	124,224.00	-	-	-	-	-	124,224.00
47101	Transfers In - within a Fund	206,900.00	206,900.00	-	-	-	-	-	206,900.00
Total All Revenues		331,124.00	331,124.00	-	-	-	-	-	331,124.00
Account Type 00005 -- All Expense/Expenditure Accts									
53103	Interest on LT Debt	89,071.00	89,071.00	-	-	-	-	-	89,071.00
59004	Administrative Control Account	117,829.00	117,829.00	-	-	-	-	-	117,829.00
59005	Admin Control Acct Clearing	(117,829.00)	(117,829.00)	-	-	-	-	-	(117,829.00)
Total All Expense/Expenditure Accts		89,071.00	89,071.00	-	-	-	-	-	89,071.00
Total Graton CSD - Sanitation Const.		37,947.00	37,947.00	1,505.08	1,505.08	1,505.08	-	-	36,441.92
Total		606,737.00	606,737.00	89,953.80	89,953.80	89,953.80	-	-	516,783.20

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REGULAR MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Monday, July 19, 2021 at 6:00 PM

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

1. CALL TO ORDER 6:04 PM

2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer, H; Board Vice President, David Upchurch H; Board Secretary, Jennifer Butler H; Karin Lease, A.

3. APPROVE ORDER OF THE AGENDA

Dave Upchurch Motioned to approve the order of the agenda and Jennifer Butler seconded.

Board President, Dave Clemmer, Y; Board Vice President, David Upchurch Y; Board Secretary, Jennifer Butler, Y Karin Lease, A.

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 June 2021
- B. Review June 2021 Operations & Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from June 21, 2021
- D. Review and approval of Special Standing Committee Meeting Minutes from June 22, 2021

Dave Upchurch Motioned to approve the items on the consent calendar and Jennifer Butler seconded.

Board President, Dave Clemmer, Y ; Board Vice President, David Upchurch Y ; Board Secretary Jennifer Butler Y ; Karin Lease, Y .

6. ACTION ITEMS

- A. Appointment of a new Board director.

The Board received one applicant, Maxwell Wilmarth, to fill a board vacancy to serving the remainder of Matt Johnson's term of service, through December 1, 2024 and become a Director on the Board.

Mr. Wilmarth discussed his education, experience and qualifications to serve on the Board. The Board members asked Mr. Wilmarth several questions regarding his qualifications. After hearing his background and expertise, the Board decided he would be an excellent candidate to serve Matt Johnson's remaining term and would be a great asset to the Board.

Dave Upchurch Motioned to appoint Maxwell Wilmarth as a new Director and Karin Lease seconded.

Board President, Dave Clemmer, Y ; Board Vice President, David Upchurch Y
Board Secretary, Jennifer Butler, Y ; Karin Lease, Y .

- B. Administer Oath of Office for New Director

Dave Clemmer administered the Oath of Office to Maxwell Wilmarth. The Board congratulated Max and welcomed him to the Board.

7. DISCUSSION ITEMS

- A. Report on floating grid solar panels. Presentation by Brian Hines of North Coast Solar

Brian Hines provided the Board with a through presentation on floating solar panels. He discussed the proposal to place approximately 360 solar panels on the large pond. He also provided the Board with information regarding the cost, savings and benefits of having solar panels installed and the various options for financing. The Board asked Mr. Hines many questions regarding the bottom line cost, the manufacturer and additional questions regarding the solar panels. Mr. Hines said he would provide the Board with the requested information and will follow up with the Board once he has the answers to all of their questions.

B. Report on Operator recruitment results

Jose advised the Board we have a few applicants, and he hopes to interview the first week of August and hire one of them to fill the open position. He will update the Board at their next meeting and advise them how the interviews went.

C. Report on General Manager RFP

Jose mentioned to the Board he is working on updating the GM RFP. He advised the Board he thought it would be a good idea to meet for two days and have a meeting and go over the possible applicants and interview them. The Board agreed with Jose's recommendation and will set up the meetings.

D. Report on special meeting with Forestville Water District for use of the intertie

Jose explained to the Board we have water to dispose of and Forestville does not have enough to give. We would utilize Forestville intertie to distribute water. The price is approximately 40% less than municipal rates. We would sell water to Forestville clients as they need it. We would receive about 35% and Forestville would receive approximately 5%. We need the permit in place and the agreement signed. An update will be provided at the next meeting.

E. Report on Bob Rawson in the Sonoma Gazette

Jose discussed the Bob Rawson article with the Board. He advised the Board the article written by Mr. Rawson did not contain a lot of accurate information. Dave Clemmer wrote an article and distributed it to the Board with facts and clarifying the information. Jose announced David Clemmer's article will also be posted in the local newspaper.

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. Questions were asked and answers were provided.

B. Construction Update

- Report on Post Meeting Action Items

Nothing to report at this time.

- Meetings, Correspondence & Outreach

Jose stated the Section 218 Agreement was enclosed in the meeting packet. The operators wanted to contribute to both Social Security and CalPERS. Jose is working on preparing the Section 218 Agreement.

9. **SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

None

B. Future items/new business

Dave Upchurch suggested bringing on new legal counsel as a consultant to prepare contracts in addition to Meyers Nave. Getting an update on the website project was requested. Considering a tiered rate structure was also mentioned.

Entered Closed Session at 8:08 p.m.

CLOSED SESSION

10. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Graton Community Services v. Lescure Engineers

Direction giving/ No action taken

Claire Lai reported out of #10

11. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Neighbors for a Clean Graton v. Graton Community Services and Does 1-20

Direction giving/No action taken

12. REPORT OUT OF CLOSED SESSION 8:56 p.m.

Dave Upchurch Motioned that we adjourn the meeting Karin Lease seconded.

ADJOURNMENT 8:58 PM

Minutes Approved

Date



August 12th, 2021
Prepared by John Gibson

July 14th - August 11th 2021 Operations Report

July 14th Verbally informed the vineyard managers at Kendal Jackson and Chenoweth Vineyards that GCSD will be charging for recycled water matching Forestville Water Districts recycled water rate currently at \$3.25/1,000 gallons.

July 19th – 20th Miguel from MP Grading performed the mowing on GCSD irrigation fields, outfall line and around the plant roadways.

July 21st Completed and submitted the 2nd Quarter Electronic Self-Monitoring Report and Discharge Monitoring report and submitted to the NCRWQCB.

July 22nd The 75hp effluent pump had abnormal vibrations when running. Contacted PumpMan regarding the issue, Jason sent two technicians out to the plant to troubleshoot. Disassembled the coupler and inspected, checked alignment and tightened mounting bolts. After reassembly and restarting the vibrations were greatly reduced. Completed spreading the finished compost from bay #2 in the irrigation field.

July 26th Pulled nail from rear tire on the sludge dewatering trailer and patched.

July 27th Moved raw sludge pile mixed with wood chips from bay #1 to bay #2 and covered with insulating layer for processing. Installed compost thermometers for monitoring.
Call from Miguel at KJ Vineyard stating there is a break in his recycled water influent line to their storage pond. Closed the valve in the bike path leading to KJ and checked the spill area. All the recycled water was contained in the vineyard and no runoff to the creek was observed.

August 9th – 11th Anthony from NSU training and assisting with plant operations.

GCSD Overtime Report for July 14th - August 11th, 2021

Operator	Date	Time	OT Hrs.	Alarm Call	Operator Response
John	7/22/2021		0.25		Working over 10 hours in a day.