



REGULAR MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, February 19, 2024 at 6:00 PM

1. CALL TO ORDER 6:12 PM

A. BOARD ROLL CALL - Determination of a Quorum

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

2. APPROVAL OF THE AGENDA

Director Alimchandani Motioned to approve the order of the agenda and Director Drew Seconded

Board President, David Upchurch, Y; Board Vice President, 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 was one public comment from John Martin. He wanted to discuss how the rainwater is affecting operations.

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

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.

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.

A. REVIEW AND APPROVE SPECIAL MEETING MINUTES FROM FEBRUARY 19, 2024

Draft Minutes of February 19, 2024 Meeting

B. APPROVE JANUARY 2024 FINANCIAL REPORTS

January 2024 Monthly Cost Report

January 2024 Monthly Cash Summary

January 2024 Monthly Transaction Detail Report

January 2024 Budget to Actual Report

Vice President Butler Motioned to approve the February 2024 Financial Reports and January 2024 Draft Minutes and Director Drew Seconded.

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

5. BUSINESS BEFORE THE BOARD

A. ACCEPT THE FY 2022-23 FINANCIAL AUDIT

FY 2022-2023 Audit MOIC

FY 2022-2023 Audit BFS

General Manger Davisson advised the Board the auditor was not available to present the audit due to the holiday. He reviewed the audit with the Board in great detail. He advised the Board that we have a clean audit and answered any questions the Board had regarding the audit.

Director Wilmarth Motioned to approve the Fiscal year 2022-2023 Financial Audit, Director Drew Seconded.

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

B. RECEIVE AN OVERVIEW OF A PROPOSED HIGH DENSITY RESIDENTIAL PROJECT AT 8525 GRATON ROAD AND PROVIDE DIRECTION TO STAFF FOR NEXT STEPS

Project Summary

We have been approved by the developer Simon Farmer who is interested in developing the property at 8525 Graton Road. Mr. Farmer appeared in front of the Board. Mr. Farmer reached out to General Manager Davisson several times and was eager to speak to our Board. One of the key aspects to this project is to see if it can be sewerred. It would be sewerred by Graton and we would need to check and see how

that impacts us and what our ordinances are. A project summary was distributed to the Board. The Board asked Mr. Farmer several questions about the possible project.

C. RECEIVE A STATUS UPDATE ON ACTIVITIES RELATED TO THE GRANT FUNDED SEWER ASSESSMENT PLANNING PROJECT

Draft Technical Memo

We received a draft technical memo that was distributed to the Board. Anne Girtz, a professional engineer working with West Yost reviewed the technical memo in great detail with the Board. She explained the items that have already been done and advised the Board on the additional steps that still need to be completed. The Board asked several questions, and all questions were answered by Ms. Girtz to the Board's satisfaction.

D. RECEIVE AN AD HOC COMMITTEE UPDATE ON ACTIVITIES RELATED TO THE GRATON TOWN SQUARE PROJECT

Director Wilmarth advised the Board that the Town Square property closed as planned. He discussed with the Board they all need to work on a timeline. In addition, he would like to discuss with the public what their ideas are and what they would like to see done with the property. He also mentioned the Board needs to discuss how the things we would like done to the property will be paid for. He also stated they would like to make the property available as soon as we can.

E. REVIEW THE PROPOSED DESIGN ELEMENTS OF THE NEWLY ACQUIRED TOWN SQUARE PROJECT AND PROVIDE FEEDBACK TO THE AD HOC COMMITTEE

This item is being moved to the next Regular Meeting Agenda

F. ADOPT RESOLUTION NO. 240219A ESTABLISHING "EVENTS/FUNDRAISING" AND DESIGN COMMITTEES RELATED TO THE TOWN SQUARE PROJECT

Resolution No. 2402198A

Draft Town Square Budget

General Manager Davisson advised the Board we have two committees. We have a design committee and an events fundraising committee. Once the committees are established, General Manager Davisson provided a sample invitation to try to recruit some well-qualified residents within the community and some community stakeholders to participate. The two committees can be filled with however the Board see fit to fill them. Most of the money will come from grants and donations, not sewer fees.

Director Wilmarth made a motion and Director Drew seconded.

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

G. **ADOPT RESOLUTION NO. 240219B APPROVING THE TOWN SQUARE FUND BUDGET**
Resolution No. 240219B
Draft Town Square Budget

Director Davisson advised this resolution is time sensitive. We are currently working with the County, and they are currently managing our funds and are in charge of setting up a fund that is exclusively for the town square so there is no comingling of funds. In order for the County to be able to pay expenses out of that fund they need a budget adopted by the Board and that is the reason for this budget. It will be in effect until the end of the fiscal year.

Director Alimchandani made a Motion to approve Resolution No. 240219B and President Upchurch seconded.

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

The Motion passes with 4 Yes and 1 No vote made by Director Drew

H. **CONSIDER POSSIBLE ACTIONS RELATED TO TRANSITION FROM MEYERS NAVE FOR DISTRICT LEGAL COUNSEL SERVICES**

General Manager Davisson advised the Board that Claire Lai and other attorneys at Meyer Nave Law Firm are opening their own law firm and will be leaving Meyers Nave. The Board provided General Manager Davisson to put legal counsel services out with through the RFP process.

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. Receive an update on the Forestville/GCSD Operational Recycled Water Activities
General Manager Davisson mentioned there has not been a lot of need right now for recycled water. We have been coordinating with Forestville and since they don't have a lot of storage space to hold their water, so they send water to us in the winter for storing. In the summer they have recycled water customers so we can send the recycled water out. General Manager Davisson also announced effective April 1st he will be the new General Manager for Forestville Water District and will be retiring from Iron House. He is very excited because there is a lot of opportunities to look at our two plants as one system and work together. The Board was very excited for him and feels it will be a great thing because both Boards are very eager to work together.

- B. Receive an update on the Occidental pipeline project
General Manager Davisson had a conversation with Sonoma County Water Agency and the MOU that came before the Board it is was executed and signed.
- C. Receive an update on the NPDES Permit renewal status

General Manager Davisson received an email that states the permit writer wants to come out and do an inspection of the plant before the end of the month as part of the permit process. This inspector is also working with Forestville with their plant General Manager Davisson is considering asking the state how can work together and have one permit to cover both areas.

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 wanted to discuss the solar. He mentioned we received the permit to operate from PG&E but that he believes they missed the deadline. Vice President Butler confirmed they missed the deadline and mentioned many districts are experiencing the same problem, so PG&E has postponed quite a few payments for people. The company that Vice President Butler is working with is reaching out to the IRS and see is there is any concessions. The IRS is going to give the tax incentive for the current year and if you don’t have a permit to operate then you must wait until the following year. We can apply for the credit for the next 10 years.

8. GENERAL MANAGER ANNOUNCEMENTS

2024 Regular Board Meeting Schedule

The calendar lists the regularly scheduled Board meetings. Please advise General Manager Davisson if you are unable to attend any of the listed Board meetings so we can make sure we will have a quorum.

9. BOARD MEMBER REPORTS

Director Wilmarth advised he talked to one of the owners along the access to the Plant. He advised the Board he was flagged down because a homeowner advised him there is a part of the gravel turnout that is sliding and causing a problem. General Manager Davisson said he would check and see if we are responsible for maintaining it.

10. FUTURE AGENDA ITEMS FOR CONSIDERATION

- Director Drew would like a look at reserves over time.
- Director Wilmarth asked if it is possible for us to get property tax money from our district brought back from the County?
- Director Drew asked if Graton could add water service. Can we look at that?
- Can we become Graton.gov instead or Graton.org

11. ADJOURN TO CLOSED SESSION 9:32

12. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to Government Code Section 54957) Position: General Manager

13. REPORTS OF ANY ACTIONS (IF ANY) TAKEN IN CLOSED SESSION

No action to report

14. ADJOURNMENT

Minutes Approved

Date