



REGULAR MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, September 16, 2024 at 6:00 PM
Graton Day Labor Center
2981 Bowen Street, Graton, CA 95444

1. CALL TO ORDER 6:12 PM

BOARD ROLL CALL

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

2. APPROVAL OF THE AGENDA

Director Butler Motioned to approve the order of the agenda and Director Wilmarth 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.

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 REGULAR MEETING MINUTES FROM JULY 17, 2024

Draft Regular Meeting Minutes of July 17, 2024 Meeting

B. APPROVE JULY & AUGUST 2024 GCSO FINANCIAL REPORTS

July 2024 Budget to Actual Report All Funds

July 2024 Monthly Transaction Detail Report All Funds

July 2024 Cash Summary Report

July 2024 Monthly Cost Report

August 2024 Budget to Actual Report All Funds

August 2024 Monthly Transaction Detail Report All Funds

August 2024 Monthly Cash Report

August 2024 Monthly Cost Report

Director Drew Motioned to approve the Consent Items and President Upchurch 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. RECEIVE AN AD HOC COMMITTEE UPDATE ON ACTIVITIES RELATED TO THE GRATON TOWN SQUARE PROJECT

General Manager Davisson reported the submission of the Open Space Grant was submitted successfully. He also reported \$25,000 was received from Sonoma Land Trust. Director Wilmarth is pursuing additional grants. Director Butler mentioned there have been two workdays. We have received donations of an office; tree donations and seeding was completed. They had a great turn out of volunteers. They had a potluck and a band. T-shirts have been designed and ordered. They have two sponsors, Manzana and West Yost. A stage was also built for bands. We have received some raffle donations but are still looking for more. We also need new vendors. Graton Day sign will go up and we are still looking for someone to do the fund raising. Manzana stated they would like to put up an apple juice stand for Graton Day.

B. CONSIDER QUIT CLAIM OF GRATON GREEN AND PROVIDE DIRECTION TO STAFF

General Manager Davisson explained that we were approached by Graton Green to have them quit claim the Graton Green site to the district. They would continue all of the maintenance as is and we would continue to get portable water over to the site. The big motivation is that they have a fairly large liability insurance payment, and they need to do fund raising to pay for it and do not want to compete with the Town Square. One of the benefits is there are no structures on the property, and we are confident that

it would be covered under our current liability insurance. The only way that our insurance would go up would be if we had structures on it. However, General Manager Davisson will confirm everything. There are current easements on the property that would transfer over with the property.

Director Davisson said based on Orrin's daughter Emily's explanation and the Board's questions he is clear of the direction the Board would like him to take and no formal action by the Board is needed at this time.

- C. ADOPT RESOLUTION NO. 240819A OF THE BOARD OF DIRECTORS OF THE GRATON COMMUNITY SERVICES DISTRICT ADOPTING A POLICY FOR THE ALLOCATION OF FUTURE SEWER CONNECTIONS WITHIN THE DISTRICT
Resolution No. 240916A – ESD Issuance Policy
Attachment A- ESD Issuance Policy
Ordinance No. 101E
Resolution No. 150420C

The district had a policy that reflected 8 maximum ESD connections per year. We are proposing a new policy with 8 maximum ESD in addition to any 0.8 ADU or 1 single family residence. The Board suggested some additional changes. There was a comment made by Director Drew that possibly legal counsel review might be a good idea. General Manager Davisson will address suggested changes by the Board and bring them back for approval.

- D. EVALUATE POTENTIAL LEGAL COUNSEL OPTIONS AND PROVIDE DIRECTION TO STAFF
Gallery Barton Legal Counsel Information
Jessee Barton Resume
Burke Williams Sorensen Legal Counsel Information
Meyers Nave Legal Counsel Information
Redwood Public Law Counsel Information
Claire Lai Rate Confirmation

General Manager Davisson explained to the Board the hourly rates that each firm charges and discussed each firm and their experience. After the Board reviewed the different firms and asked questions, they told General Manager Davisson that they would like to enter into an engagement with Gallery & Barton Legal Counsel. General Manager Davisson told the Board that he would contact the firm and advise them of the Board's decision.

- E. RECEIVE A STATUS UPDATE ON ACTIVITIES RELATED TO THE GRANT FUNDED SEWER ASSESSMENT PLANNING PROJECT
Project Update 9-12-2024
Preliminary Engineers Report Final Draft
First Quarter 2024 Report to State for Funding
Second Quarter 2024 Report to State for Funding
State Reimbursement to Date
Action Items from August 21, 2024 Meeting with State

General Manager Davisson advised the Board the intertie assessment is completed and has been provided to the District. The Preliminary Engineers Report has been finalized and provided. The initial CEQA work has been drafted and is under review by West Yost. Though work to date, our environmental subconsultant has confirmed the rehab/replacement of the sanitary sewer system will meet the requirements for CEQA exemption and further CEQA work will not be required. The Grant second quarter 2024 report was submitted August 30th and disbursement request submitted September 10th. The amount of disbursement requests to date is \$361,034 and the amount paid to West Yost to date is \$243,707. The amount invoiced by West Yost to date is \$376,952.

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. Discuss the district’s reserve policies, sewer fees and conducting a rate study

Not a lot to update. The goal is to be prepared if there is any rate change to put it into effect July 1, 2025. There will be a lot of things that will take place before this is completed.

B. Receive an update on the SCWA regionalization feasibility study

There was a workshop, and a report handed out. It wasn’t a workshop that was super useful.

C. Receive an update on the Forestville/GCSD Operational and Recycled Water Activities

The Forestville and GCSD Operational and Recycled Activities are the main focus of the study that is being done by Sonoma County Water Agency. Part of the study is what opportunities could look like. We need to have an Ad Hoc committee meeting and another joint meeting. They want to look at what type of collaboration opportunities may exist.

General Manager Davisson advised President Upchurch he would like to set a meeting sometime this week.

D. Receive an update on the floating solar array systems

General Manager Davisson reported they fixed the component that was not functional. They are in the stage of putting one on the roof and we have an extra panel or two that they will be mounting on the roof.

E. Receive an update on the Occidental pipeline project

General Manager Davisson advised they had their hearing at the ECC and the good thing is that the sooner that gets built the sooner they can plan collaboratively to share expenses, etc.

F. Receive an update on the NPDES Permit renewal status

General Manager Davisson stated there are a couple of things that we need to do studies on. We are looking get an increase in our discharge during wet weather from 1% of the creek flow to 10% of the creek flow. We are also looking at a change in the location of our discharge monitoring because it is dangerous to get to.

G. Receive an update on proposed high-density residential development at 8525 Graton Road

General Manager Davisson advised that we will not be issuing any kind of Will Serve Letter for any amount of ESDs until they have a proposed scope that was approved by the County and that it was not realistic for them to give us just any amount of ESDs.

7. CLOSED SESSION: Liability Claims: Claimant Ohlin pursuant to S54961

8. REPORT OUT OF CLOSED SESSION:

Nothing to report out of closed session.

9. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

- Operations Report
- Overtime Report

The reports were reviewed by the Board and questions were asked and answered.

10. GENERAL MANAGER ANNOUNCEMENTS

None

11. BOARD MEMBER REPORTS

None

12. FUTURE AGENDA ITEMS FOR CONSIDERATION

Will bring back the recurring alarms that can be addressed without coming in.

13. ADJOURNMENT: 9:09 PM

Minutes Approved

Date