



**REGULAR MEETING AGENDA**

**Graton Community Services District (GCS D)**

**Meeting of the GCS D Board of Directors**

**Monday, August 21, 2023, at 6:00 PM**

**Graton Community Services District, Wastewater Treatment Plant**

**250 Ross Lane, Graton, CA**

**President David Upchurch will be attending the meeting from  
701 N.E. Leach St. Coupeville WA. 98239**

**Members of the Public may attend the meeting remotely at**

**<https://us02web.zoom.us/j/87815202320?pwd=AMg1U1ZyKVUtTDC8GW7gx18se-GNZw.1>**

**Members of the Public may participate and provide public comments as follows:**

1. If you wish to submit a public comment on agenda items in advance of the meeting, please send to [chaddavisson.gcsd@gmail.com](mailto:chaddavisson.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. Any members of the public physically attending the meeting will have the opportunity to provide public comment on any items not on the agenda as well as during discussion of any/all agenda items.

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](mailto:lindamartinez.gcsd@gmail.com).

**1. CALL TO ORDER**

**A. BOARD ROLL CALL**

**2. APPROVAL OF THE AGENDA**

Motion to approve the agenda.

**3. REPORT OUT OF CLOSED SESSION**

- A. Real Property Negotiations - Cal. Gov. Code § 54956.8**  
9155 Graton Road, Graton:

Negotiating party:

District Negotiators: Chad Davisson, General Manager, Debra Johnson, BHHS Sonoma County Properties

Seller Negotiator: Ron Welsh, Sonoma County Real Estate

- B. Existing Litigation – Cal. Gov. Code §54956.9(d)(1) - Case Name: FJM Graton Associates, LLC v. Graton Community Services District (SCV-272534)

**4. PUBLIC COMMENT** - At this time, the public may address the Board on subjects not on the agenda. Comments on agenda items will be taken as each item comes up. 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. For in-person meetings, members of the public are asked to submit a speaker card for public comment in advance of the President calling for public comments.

**5. 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.

- A. REVIEW AND APPROVE SPECIAL MEETING MINUTES FROM THE JULY 21, 2023 MEETING

[Draft Minutes of the July 21, 2023 Special Meeting](#)

**6. BUSINESS BEFORE THE BOARD**

- A. CONSIDER AND POTENTIAL ACTION AMENDING AN EXISTING SERVICE AGREEMENT WITH MANZANA PRODUCTS CO. TO ALLOW INCREASED FLOW VOLUMES

[Manzana Discharge Increase Request](#)

[Current GCSD/Manzana Service Agreement](#)

- B. RECEIVE REPORT REGARDING BOARD POLICIES RELATING TO MEETING AGENDA PREPARATION AND RELATED PROCEDURES

[Board Policies Related to Agenda Preparation and Duties of Board President](#)

- C. RECEIVE REPORT AND UPDATE REGARDING AUTHORIZED SERVICES AND FACILITIES FOR THE DISTRICT UNDER APPLICABLE STATE LAW

[Legal Memo Related to Community Services District Authority](#)

- D. RECEIVE A REPORT FROM THE TOWN SQUARE AD HOC COMMITTEE REGARDING FUNDING FOR PROCUREMENT, DEVELOPMENT AND ONGOING OPERATION/ MAINTENANCE OF THE TOWN SQUARE PROPERTY
- E. RECEIVE A STATUS REPORT FROM THE GENERAL MANAGER ON ACTIVITIES RELATED TO THE GRANT FUNDED SEWER ASSESSMENT PLANNING PROJECT

[Collection System Assessment Project Schedule](#)

[West Yost Firm Background Information](#)

- F. ADOPT RESOLUTION NO. 230821A APPROVING AN AGREEMENT WITH SONOMA COUNTY FOR COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS.

[Resolution Adopting Agreement with Sonoma County for Collection of GCSD](#)

[Sewer Services Fees](#)

[Agreement for Collection of Fees](#)

[Approval of Direct Charge Levy](#)

[Direct Charge Tax Code Detail](#)

- G. REVIEW AND APPROVE FINAL JUNE AND JULY 2023 FINANCIAL REPORTS

[June 2023 YTD Final Budget to Actual Report](#)

[June 2023 Final Monthly Transaction Detail](#)

[June 2023 Final Monthly Cost Report](#)

[July 2023 Monthly Cost Report](#)

- 7. **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 and Recycled Water Activities
- B. Receive an update on the Occidental pipeline project
- C. Receive an update on District Connection Audit
- D. Receive an update on the FY 2022-23 Financial Audit
- E. Receive an update on the NPDES Permit renewal status

9. **GENERAL MANAGER'S REPORT TO THE BOARD**

A. **Treatment Plant Operations Update**

- Operations report  
[July 2023 Operations Report](#)
- Overtime report  
[July 2023 Overtime Report](#)

**10. GENERAL MANAGER ANNOUNCEMENTS**

**11. BOARD MEMBER REPORTS**

**12. FUTURE AGENDA ITEMS FOR CONSIDERATION**

**13. ADJOURNMENT**