



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

1. CALL TO ORDER 6:04 PM

BOARD ROLL CALL

Board President, David Upchurch, H; Board Vice President, Jennifer Butler H;
Max Wilmarth H; Dave Clemmer H; Joseph McIntyre H.

Director Butler made a motion that we change the agenda to discuss the Graton Green first and move to 8C, second the proposed allotment and third the Closed Session. Director Wilmarth seconded.

2. OATH OF OFFICE

All five Directors were present and witnessed the Oath of Office of Director, Max Wilmarth, Director, David Clemmer and Director, Joseph McIntyre were sworn in.

3. 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; Dave Clemmer, Y; Joseph McIntyre Y.

4. 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

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.

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.

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. APPROVE REGULAR MEETING MINUTES FROM THE NOVEMBER 18, 2024 REGULAR MEETING

Minutes of the November 18, 2024 Meeting

B. APPROVE NOVEMBER 2024 GCSD FINANCIAL REPORTS

November 2024 Monthly Cash Summary Report All Funds

November 2024 Financial Summary Report – Operations Fund

November 2024 Financial Summary Report – Construction Fund

November 2024 Financial Summary Report – Town Square Fund

November 2024 Monthly Debt Summary Report

November 2024 Budget to Actual Report – Operations Fund

November 2024 Budget to Actual Report – Construction Fund

November 2024 Budget to Actual Report – Town Square Fund

November 2024 Monthly Transaction Detail Report – All Funds

November 2024 Monthly Cost Report - Operations Fund

November 2024 Monthly Cost Report – Construction Fund

November 2024 Monthly Cost Report – Town Square Fund

Director Butler Motioned to approve the Draft Regular Minutes of November 18, 2024, and Director Wilmarth seconded.

Board President, David Upchurch, Y; Board Vice President, Jennifer Butler Y; Max Wilmarth Y; David Clemmer, Y; Joseph McIntyre Y.

6. CLOSED SESSION: 2 ITEMS

A. Conference with Legal Counsel – Anticipated Litigation

B. District officials Providing Counsel

Government Code 54957

7. REPORT OUT OF CLOSED SESSION

The Board exited Closed Session at 7:22 PM. No action taken.

8. BUSINESS BEFORE THE BOARD

- A. CONDUCT ANNUAL ORGANIZATION AS PER BOARD POLICY NUMBER 4235. SECTION 4235.5 AND SELECT BOARD OFFICER POSITIONS FOR CALENDAR YEAR 2025
Policy No. 4235

The Board chose to stay with the same officers for Board President, David Upchurch and Vice President, Jennifer Butler. They also decided to stay with County of Sonoma as our continued Treasurer.

- B. RECEIVE AN AD HOC COMMITTEE UPDATE ON ACTIVITIES RELATED TO THE GRATON TOWN SQUARE

Director Butler mentioned there was a tree lightening ceremony and they had a great turnout. There were approximately 600 to 1,000 people in attendance. Next year they would like to have a corporate sponsorship so the California Highway Patrol can help with traffic control. She reported it was a really nice event.

- C. RECEIVE AN UPDATE ON THE ACQUISITION OF THE GRATON GREEN PROPERTY

The acquisition agreement went to legal counsel. Legal Counsel recommended that we get a better understanding of the Graton Green Group. Management Consultant Davisson requested a copy of their financial information. We are currently awaiting the information from the Graton Green Group.

- D. DISCUSS CONTENT AND OBJECTIVES AND SET A DATE FOR A BOARD VISIONING RETREAT

We have new Board members; new opportunities and we also have interest in Board based services. The Board would like to set up a meeting for at least four hours. The Board discussed the various subjects they would like to discuss during the meeting.

- E. CONSIDER AUTHORIZING THE DEVELOPMENT OF AN OPERATOR IN TRAINING PROGRAM IN PARTNERSHIP WITH FORESTVILLE WATER DISTRICT AND THE LOCAL COMMUNITY COLLEGE

Draft OIT Program Overview

Davisson asked if the Board would be interested in authorizing the development of an operator in training program in partnership with Forestville Water District and the local community college. He reported it requires 1,800 hours for a license in training. He said he was contacted by a person that was interested but advised there were not any districts that would offer training close to home. Davisson brought the idea to the Board for discussion.

- F. APPROVE A 24-MONTH CONTRACT WITH GOVERNMENT SERVICES ADVISORY GROUP LLC IN AN AMOUNT NOT TO EXCEED \$228,000.

Davisson discussed the 24-month contract with the Government Services Advisory Group LLC with the Board. There was discussions and questions answered.

Director Butler motioned to approve the 24-month contract and Director Clemmer seconded the motion.

Board President, David Upchurch, Y; Board Vice President, Jennifer Butler Y; Max Wilmarth Y; Dave Clemmer, Y; Joseph McIntyre Y.

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

- A. Receive an update on the revised ESD issuance policy

Davisson advised he is still working with legal counsel and he does not have any updates at this time.

- B. Discuss the District's reserve policies, sewer fees and conducting a rate study

GeDavisson reported that he will discuss during Strategic Planning Retreat and that it needs to go into effect July 1, 2025.

- C. Receive an update on the SCWA regionalization feasibility study

This continues to move on. There was a meeting two weeks ago with the stakeholders group. Nothing additional to report currently.

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

Management Consultant Davisson reported that we are still working on this project. With the rain we are having we have been able to discharge a lot of water.

- E. Receive an update on the floating solar array system

Management Consultant Davisson reported that we just received our permit. PGE is going to pay back retroactively.

- F. Receive an update on the Occidental pipeline project

Management Consultant Davisson reported that he does not have an update at this time.

G. Receive an update on the NPDES Permit renewal status

Management Consultant Davisson reported that we are still going back and forth with the Regional Board.

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

General Manger Davisson reported he has not received any updates.

I. Discuss the implementation of the Limble Computerized Maintenance Management System

Limble - \$90.00 per month per user. \$10 per month for non users that enter information.

10. MANAGEMENT CONSULTANT’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.

11. MANAGEMENT CONSULTANT ANNOUNCEMENTS

Management Consultant Davisson announced that he will be out of the area for a few days.

12. BOARD MEMBER REPORTS

None

13. FUTURE AGENDA ITEMS FOR CONSIDERATION

None at this time.

14. ADJOURNMENT 9:27 PM

Minutes Approved

Date