

# GRATON COMMUNITY SERVICES DISTRICT

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## SPECIAL MEETING MINUTES Graton Community Services District (GCSD) Meeting of the GCSD Board of Directors Monday, March 12, 2018 at 6:00 PM Graton Day Labor Center, 2981 Bowen St. Graton, CA

### 1. CALL TO ORDER 6:15 PM

### 2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer, Present; Devin Drew, Present; Board Vice President, Matt Johnson, Present; Board Secretary, Karin Lease, Absent; David Upchurch, Present.

### 3. APPROVE ORDER OF THE AGENDA

Dave Upchurch motioned to approve the order of the agenda. Matt Johnson seconded.

Board President, Dave Clemmer, Yes; Devin Drew, Yes; Board Vice President, Matt Johnson, Yes; Board Secretary, Karin Lease, Absent; David Upchurch, Yes.

### 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.*

### 5. DISCUSSION ITEM

#### A. Work/Study Session- Policy manual updates and implementation plan.

RCAC - the MHI survey is complete and Graton is a financially hardship community. This means that GCSD qualifies for forgiveness loans and will be able to work off the existing

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.



loan. Might be able to qualify for further forgiveness loans in the future. It remains valid for approximately five years.

Policy Manual:

**2110 Budget Preparation:** Finalizing discussion.

**2135 Purchasing:** Discussion of designee and approval levels.

**1030 Code of Ethics:** Board accepts the policy,

**Old number 4035: Directors' Health Insurance:** The Board agrees to delete this old policy.

**4230 Rules of Order for Conduct of Board and Committee Meetings:** The board agrees on this policy.

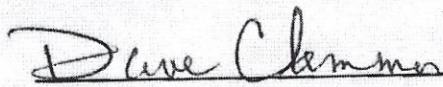
**Old number 6010 Development Improvement Standards:** The board requests information from Jose on whether this old policy is in current practice. If not, is it necessary to incorporate into the new Policy Manual?

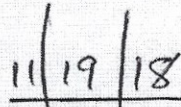
**Old number 6030 Annexation Procedures:** The board would like to keep this policy as is.

Homework:

Upchurch/Drew		Clemmer / Lease		Johnson/Upchurch	
OLD	NEW	OLD	NEW	OLD	NEW
1020	1035	2197	3515	2255	3124
1050	2425	2200		2260	3104
2100		2225	3118	2290	
2190	3108	2250	3136	2295	3106
2192	3520			3030	

**ADJOURNMENT 8:07 PM**

  
Minutes Approved

  
Date