|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |
| --- |
|  |

|  |
| --- |
|  |
|  |
|  |  |
|

|  |
| --- |
| **GCSD Board Meeting Minutes (04/22/2025)** |

 |
|  |  |
| **Summary** |
|  |  |
| Gary Abel, the board president, led the meeting discussing ongoing operations, challenges, and potential solutions for the GCSD, including regionalization and consolidation options. The board learned from the GM about issues related to road stability, infrastructure damage, budgeting for permits and fees, and the need for a new auditor. Lastly, the board touched on some positive feedback from clients, approved the formation of a budget subcommittee, and the potential for declaring a state of emergency due to recent storms.  |
| **Anchor Bay Operations**  |
| Chris Troyan, the general manager, discussed the ongoing operations in Anchor Bay in which they are working on a sewer mainline replacement project and have identified the poorest conditions in segments of that line. John Perdi is currently working on the first design and draft. He also explained the differences between regionalization and consolidation, with regionalization being the most supportive option. GM Troyan also mentioned that he and John Pedri are working on a construction grant application, and he emphasized that the state has prioritized regionalization and consolidation projects, and that these options would allow for the fixing of issues before any further steps are taken.  |
|  |  |
| **GM Report** |
| The GM began his report by discussing the most current issues, beginning with access road stability and infrastructure damage due to recent storms. He is also working to regionalize our current rehab project to get higher priority and secure emergency funding from the State Water Board. The GM mentioned that USDA was contacted but does not have any funds allocated for wastewater projects. The GM also explained that the golf course has not signed the new cost agreement, which would lower their costs by approximately $10,000 annually, but instead continues to pay the old flat rate of approximately $5,600 a month. |
| **FD Report** |
| Before the FD began with her report, the GM mentioned that on the budget for the CSA6 Water Processing Fees, he calculated the money received too high, which makes the budget look way off for the income portion. He explained it is hard to predict how much water the district will receive from CSA6 as it is dependent on the amount of rainfall received in the winter months. He explained he predicted we would receive more rain over a more extended period and wasn’t expecting the storms this year to be so spread out. The FD also mentioned that there are a few commercial customers who are refusing to pay their monthly sewer bill. She also expressed hope for getting started with a new CPA. She also discussed the possibility of collecting payments from the commercial customers who are refusing to pay monthly by adding them back to the tax roll. The GM said he confirmed this with District counsel and informed the board that notices will be sent to the customers who are behind to let them know that they can either pay the amount they owe and continue to pay their monthly sewer bill, or the District will place the sewer fees back on their property taxes.In conclusion, the FD noted that there are some accounting discrepancies in the balance sheet due to an unposted transfer, which she will rectify soon. |
|  |  |
| **Budget Subcommittee and Auditor Hiring**  |
| Board president Gary Abel called the first action item, which is to form a budget subcommittee for the upcoming fiscal year, July 1, 2025, to June 30, 2026. The board discussed and the subcommittee will consist of the GM, the FD, admin assistant, board president Gary Abel, and board member Randy Burke. Board secretary De Denten made a motion, and the motion was seconded by board member Randy Burke to approve the formation of that subcommittee and confirm its membership. The board voted unanimously 5-0 to approve that motion. The board discussed the possibility of hiring a new auditor, who verbally provided the GM a ballpark figure of $15,000 to $20,000 to do the 2024-2025 audit, but that auditor is still looking over reviewing the District’s books and will give the District an actual estimate soon. The FD also mentioned a problem within QuickBooks that needs to be addressed, as the bridge loan the District received from RCAC in 2023 was initially set up as a line of credit in QuickBooks but instead should have been entered as a loan tied to a specific project. She said she will fix this soon.The GM asked the board to postpone agenda action item B, the hiring of a new auditor, until all the issues with the books are resolved. Board member Randy Burke moved, and the motion was seconded by board Vice-President John Denten to postpone hiring a new auditor to a future board meeting. The motion was unanimously approved by a 5-0 vote.  |
|  |
| **State of Emergency**  |  |
| The last action item on the agenda was the board to consider acting on ratifying Sonoma County’s Declaration of State of Emergency resulting from the recent storms. District counsel clarified that only cities and counties have the authority under the state’s emergency statutes to declare emergencies, and that the Board should acknowledge and ratify the county's emergency declaration. The GM also mentioned that with the existing issues with the lift stations and the new issues with the access road leading to the WWTP occurrence of a major catastrophe is not a matter of if but a matter of when.  |
|  |  |
| **Board Requirements and Future Agenda Items** |
| The last item on the discussions was board member requirements, which the GM informed the board that all members need to complete their AB1234 (ethics) and sexual harassment training this year and can complete it either at home using their computers or arrange a time to watch it at the office or the WWTP. He mentions that the CSDA training can be watched for free. In Conclusion the board asked for any future agenda items. The GM asked to add the action item of hiring a new auditor to the board meeting in March. With no other comment or items on the agenda Board president Gary Abel adjourned the meeting at 3:30 p.m. |
|  |  |

 |