# CHESTER PUBLIC UTILITY DISTRICT

Board of Directors — Special Meeting

**MINUTES**

Thursday, June 25, 2026 — 6:00 PM — 251 Chester Airport Rd., Chester, CA 96020

## 1. Call to Order

Board Chair Stephen Graffweg called the meeting to order at 6:00 PM.

**Pledge of Allegiance**
Led by Board Chair Stephen Graffweg.

**Roll Call**
**Present at the time of call to order:** Stephen Graffweg, Kimberly Green, Rick Paulsen, Tami Tharpe

**Absent:** None. Director Justin Bottini arrived at 6:02 PM; all five directors were present.

Also present: General Manager Bonnie Mullaney; Board Clerk Kelly Sanders. A quorum was established.

**Mission Statement**
Board Chair Graffweg recited the District's mission statement.

## 2. Agenda Approval

No changes were requested to the posted agenda.

**Motion by** Director Rick Paulsen, seconded by Director Kimberly Green, to approve the agenda as presented. **Vote:** 5 ayes, 0 noes, 0 absent. **Approved**.

## 3. Conflict of Interest

Board Chair Stephen Graffweg recused himself from the Proposition 218 public hearing and related action pursuant to Government Code Section 87100. Director Graffweg disclosed that the basis of the conflict is his ownership of District water service connections that would be directly affected by the proposed rate schedule, specifically:

- Four (4) one-inch meters; and
- One (1) one-and-one-half-inch meter, currently being downsized to three-quarter-inch.

Director Graffweg did not participate in the discussion of, or vote on, Items 4 through 8. Vice Chair Tami Tharpe presided over Items 4 through 8.

## 4. Open Public Hearing

Vice Chair Tami Tharpe formally opened the public hearing pursuant to Article XIII D, Section 6 of the California Constitution. No motion was required.

## 5. Presentation by Staff and PACE Engineering

Staff presented an overview of the proposed five-year water and sewer rate study prepared by PACE Engineering, including the proposed rates, cost drivers, financial impacts, and comparison to similar utilities. The Board discussed the proposed rate schedule.

The Board discussed whether language regarding annual evaluation of future rate increases should be included in the Resolution. Staff advised that such language would be more appropriately placed in Board policy. Staff was directed to prepare a proposed policy amendment for future Board consideration.

No action was taken.

## 6. Public Comment and Written Protests

No members of the public offered oral comments.

Board Clerk Kelly Sanders confirmed that, under Article XIII D, Section 6 of the California Constitution, only written protests are counted; oral and electronic comments are not counted as protests.

Eight (8) written protests were received. Seven (7) were determined to be valid; one (1) was determined not to be valid. The written protests were retained as part of the administrative record.

## 7. Close Public Hearing and Tabulation

Vice Chair Tharpe closed the public hearing at 6:10 PM.

Board Clerk Kelly Sanders served as tabulator of written protests and reported the tabulation to the Board.

**Parcels subject to the proposed rates:** 1,423.

**Valid written protests received:** 7 (approximately 0.5 percent of affected parcels).

**Threshold for a majority protest:** written protests from more than one-half of the 1,423 affected parcels, or 712 or more.

The Board found that the number of valid written protests received was substantially below the majority-protest threshold, that no majority protest existed, and that the Board was therefore authorized to proceed with adoption of the proposed rates.

The Board discussed public participation during the Proposition 218 process.

## 8. Board Deliberation and Action

The Board deliberated in open session. Director Green temporarily stepped away at 6:15 PM, and the Board recessed until 6:19 PM.

**Motion by** Director Kimberly Green, seconded by Director Justin Bottini, to adopt Resolution No. 446 establishing water and sewer utility rates, superseding prior rate resolutions, based upon the 2026 Rate Study prepared by PACE Engineering. **Roll call vote:** Graffweg — recused; Green — aye; Bottini — aye; Paulsen — aye; Tharpe — aye. **4 ayes, 0 noes, 1 recusal. Approved**.

Board Chair Graffweg resumed the Chair.

## 9. Other Business

**Direction to Staff**

- Update the billing software to implement the new rates.
- Prepare winter usage verification data.
- Notify customers of the rate changes.
- Post the adopted rates on the District website.

No formal action was taken.

## 10. Adjournment

There being no further business, the meeting was adjourned at 6:27 PM.

**CERTIFICATION**

Approved by the Board of Directors at its meeting of July 30th 2026.

Certified by the Vice Chair as presiding officer for Items 4 through 8, Board Chair Graffweg having recused himself from those items.

Kelly Sanders
Board Clerk Kelly Sanders

Tami Tharpe
Board Vice Chair Tami Tharpe