

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
January 2, 2018
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Scott Wemmer, Vice President, John Armstrong, Spencer Edwards, and Janice Kwaitkowski being present. Also present was Office Manager/Board Secretary Jennifer Flores.

Call to Order

Director Wemmer called the meeting to order at 10:00 am.

Absent: Director Swan

Agenda Approval

Motion

Director Armstrong moved, seconded by Director Edwards, and the motion passed to approve the agenda as written.

Ayes: Directors Wemmer, Armstrong, Edwards, and Kwaitkowski

Absent: Director Swan

Action Items to be Considered by the Board of Directors

Discuss and Consider for Approval Issuing Request for Proposal to Consulting Firms for Services to Find an Interim General Manager

Director Edwards, a member of the Ad Hoc GM Recruitment Committee, presented the proposed request for proposal to the Board. He stated that the request for proposal was drafted by the committee and includes a submission deadline of January 12th by 4 p.m. A discussion ensued between the Board, staff, and public. The Board revised the RFP by changing the submission deadline time from 4:00 p.m. to 12:00 p.m.

Motion

Director Armstrong moved, seconded by Director Edwards, and the motion passed to approve the request for proposal to be issued to the selected consulting firms electronically to find an interim General Manager with the amended submission deadline time.

Ayes: Directors Wemmer, Armstrong, Edwards, and Kwaitkowski

Absent: Director Swan

Discuss and Consider for Approval Appointing an Acting General Manager Until Interim General Manager is Selected

Director Edwards presented the item to the Board. He stated that the District needs to have an acting General Manager until the interim position can be filled to perform the day to day duties of the General Manager such as approving Purchase Requests. He further stated that the Ad Hoc Committee discussed the topic at length and felt that Administration Office Manager Jennifer Flores would be the best fit. A discussion ensued between the Board, staff, and public.

Motion

Director Edwards moved, seconded by Director Armstrong, and the motion passed to appoint Administration Office Manager Jennifer Flores as Acting General Manager and to follow the District's existing policy with regard to employees filling in in "Acting" roles.

Ayes: Directors Wemmer, Armstrong, Edwards, and Kwaitkowski

Absent: Director Swan

Adjournment

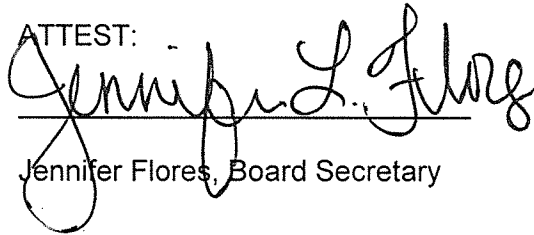
Motion

Director Wemmer moved, seconded by Director Edwards, and the motion passed to adjourn the meeting at 10:59 a.m.

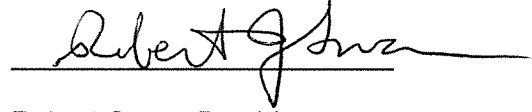
Ayes: Directors Wemmer, Armstrong, Edwards, and Kwaitkowski

Absent: Director Swan

ATTEST:


Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President