

REGULAR MEETING OF THE BOARD OF DIRECTORS
Groveland Community Services District

AGENDA
February 13, 2017
10:00 a.m.

District Office
Groveland Community Services District
18966 Ferretti Road
Groveland, CA 95321

Call to Order

Pledge of Allegiance

Roll Call of Board Members

Robert Swan, President
Bruce Carter, Vice President
John Armstrong, Director
Maureen Grier, Director
Scott Wemmer, Director

Public Comment- (3 minutes per person; estimated time required: 10 minutes total)

The public may speak on any item not on the Agenda. We want you to understand that we are listening carefully. However, no action may be taken by the Board. The Board will only hear questions, no responses or answers will be provided. Any item that requires lengthy discussion or Board action shall be submitted in writing to the District Secretary. This will enable the meeting to proceed with decorum, and to facilitate an orderly and respectful business meeting. Thank you.

1. Agenda Approval

Information Items

- 2. Receive Cal Fire Monthly Board Report**
- 3. Recognition of Past Directors Steve Perreira and Virgil McVicker for their Service on the Board**
- 4. Presentation by Charge Point Representative Munni Krishna Regarding Electric Vehicle Fast Charging Corridors**

Action Items to be Considered by the Board of Directors

- 5. Consent Calendar**
 - A. Approve Minutes from the January 9, 2017 Regular Board Meeting
 - B. Approve Minutes from the February 1, 2017 Special Meeting
- 6. Consider for Approval Revisions to the District's Operational Policies and Procedures Manual Regarding the District Billing Adjustments for Water Breaks/Leaks**
- 7. Introduce and Waive the First Reading of Water Ordinance 2-17 Repealing and Replacing Ordinance 2-10 and all Amendments Thereto**

Information Items

- 8. Review Mid-Year Budget Adjustments**
- 9. Distribute and Discuss Water Bond Customer Charge Recalculation**
- 10. Staff Report Regarding Condition of Flume**
- 11. Staff Update on District Grants**
- 12. Discuss and Direct Staff to Look for Possible Locations to Relocate the "A" Fire Station**
- 13. Staff Update on Sewer Rate Study Progress**
- 14. Ad Hoc Committees Reports**
 - A. Board of Director's Policy Manual (Director Swan)
 - B. Equipment Review Committee (Directors Wemmer & Armstrong)
 - C. Survey Committee (Directors Carter & Armstrong)
 - D. Budget Committee (Directors Swan & Grierfer)
 - E. Fire Department (Directors Carter & Armstrong)
 - F. Drought Ordinance Revision Committee (Directors Swan & Wemmer)
 - G. General Manager Recruitment Committee (Directors Carter & Grierfer)
- 15. Standing Committee Reports**
 - A. Park Committee (Directors Wemmer & Grierfer)
 - B. Water Conservation (Directors Swan & Carter)
 - C. Finance Committee (Director Swan & Director Grierfer)
- 16. Staff Reports**
 - A. General Manager's Comments
 - B. Operations and Maintenance
 - C. Admin/Finance
 - a. List of January Payables
 - b. Review 2nd Quarter Financial Statement
- 17. Director Comments**

18. Adjournment

ALL AGENDA MATERIAL MAY BE INSPECTED IN THE GROVELAND COMMUNITY SERVICES DISTRICT OFFICE AT 18966 FERRETTI ROAD, GROVELAND, CALIFORNIA

Summary of Guidelines for Public Comments at District Board Meetings (Excerpt from Exhibit B of Policy Manual for the Board of Directors)

1. Persons wishing to speak on any Agenda Item may be asked to complete a Speaker Request Card to be given to the Board Secretary prior to the meeting, all speakers can remain anonymous.
2. The Presiding Officer will:
 - Announce the Agenda Item
 - Staff will provide a report and any associated recommended actions to be considered by the Board of Directors.
 - Members of the public will be identified by the Presiding Officer and asked to present their comments and submittals
 - The Presiding Officer will close the hearing and bring the issue back to the Directors for discussion and possible action.
3. Oral comments will typically be limited to 3 minutes and must be relevant to the Agenda Item.

California Elections Code Section 18340 states: Every person who, by threats, intimidations, or unlawful violence, willfully hinders or prevents electors from assembling in public meetings for the consideration of public questions is guilty of a misdemeanor.

California Penal Code Section 403 states: Every person who, without authority of law, willfully disrupts or breaks up any assembly or meeting that is not unlawful in its character...is guilty of a misdemeanor.

As presiding officer, the President of the Board has the authority to preserve order at all Board of Director meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.
(Sec. 6 Policy Manual for the Board of Directors)

Any person who has any questions concerning this agenda may contact the District Secretary.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at 209-962-7161. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11)

**Groveland Community Services District
Fire Department / CALFIRE**

18966 Ferretti Road Groveland, CA 95321

Staff Report
February 13, 2017

To: Board of Directors

From: Paul Avila, Assistant Chief
By: Jude R. Acosta, Battalion Chief

Subject: Monthly Activity Report – January 2, 2017 to February 5, 2017

Operations:

On January 21st Groveland Fire responded to a public assist at the PML Stables. Upon arriving at scene, there was a large horse having difficulty standing. Personnel improvised by using webbing and straps to assist in lifting the horse. After several attempts the horse was able stand on its own. Our crew utilized technical skills learned from the Low Angle Rope Rescue Operations (LARRO) combined with an understanding of the horse's behavior resulting in a successful assist.

On January 24th CAL FIRE and Groveland Fire units responded to a report of a residential structure fire at 12678 Cresthaven. The first arriving unit reported a three-story residential structure with smoke coming from the first level. Firefighters executed forcible entry and immediately extinguished the fire, containing it to the first floor preventing any additional fire spread. Personnel assisted with ventilation, debris removal, and checked for extension of fire. The additional Amador staffed fire station significantly contributed in the minimal fire loss and firefighter safety. The cause of the fire was determined to be an electrical short in a wall heater.

Apparatus and Equipment:

All equipment is in service and available

Training:

In addition to our monthly Emergency Medical Technician (EMT) curriculum and engine company performance standards, Battalion personnel received the following specialized training:

- FC Rock and Engineer Chunn attended Continued Professional Training (CPT)
- Engineer Shade attended Certified Purchaser
- EMS Skills
- Hazardous Materials
- Forcible Entry Door Prop
- Swiftwater Rescue Awareness



RESPONSE ACTIVITY TALLY REPORT

55045

GROVELAND CSD

Alarm Date From: 1/2/2017 To: 2/5/2017

Report Date 2/7/2017

INCIDENT TYPE	INCIDENT TYPE DESCRIPTION	INCIDENT COUNT
GCS		
111	Building fires	1
321	EMS call, excluding vehicle accident with injury	32
322	Vehicle accident with injuries	1
324	Motor vehicle accident with no injuries	1
400	Hazardous condition, other	3
550	Public service assistance, other	6
551	Assist police or other governmental agency	2
700	False alarm or false call, other	4
	Subtotal	50
GRV		
321	EMS call, excluding vehicle accident with injury	5
	Subtotal	5
FDID 55045	GROVELAND CSD	Grand Total 55



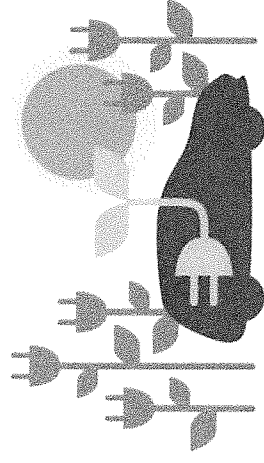
Electric Vehicle Fast Charging Corridors

Groveland Community Services District

February 13, 2017

—chargepoint—

The World's Largest EV Charging Network



32,000+

Largest Community of EV drivers

- + 250,000+ EV Drivers
- + A driver plugs into the ChargePoint network every 4 seconds

Charging Everywhere

- + 6,000+ companies
- + 400+ DC ports on the network

We're Established and Growing

- + \$165 million in funding
- + 70%+ share of commercial smart charging

We Are the Industry Leader

According to Time, Bloomberg, CNBC, Navigant Research
and many others

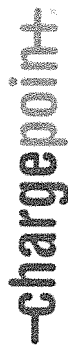
Drivers Choose Us Because

- + With over 32,000 charging spots, we're the largest EV charging network in the world
- + Our free mobile app helps them find available stations, start charging and more
- + We partner with automakers for a seamless driving and charging experience
- + **Any driver in any car can use ChargePoint**

—chargepoint



Our Accolades



The United Nations Recognizes ChargePoint for Leading the Way

In 2015, ChargePoint was one of 16 companies from around the world to win The United Nations Momentum For Change award in recognition of our innovative and scalable approach to tackling climate change.



MOMENTUM FOR CHANGE

Global Cleantech 100 (5 years straight)

100% CNBC DISRUPTOR 50

TIME

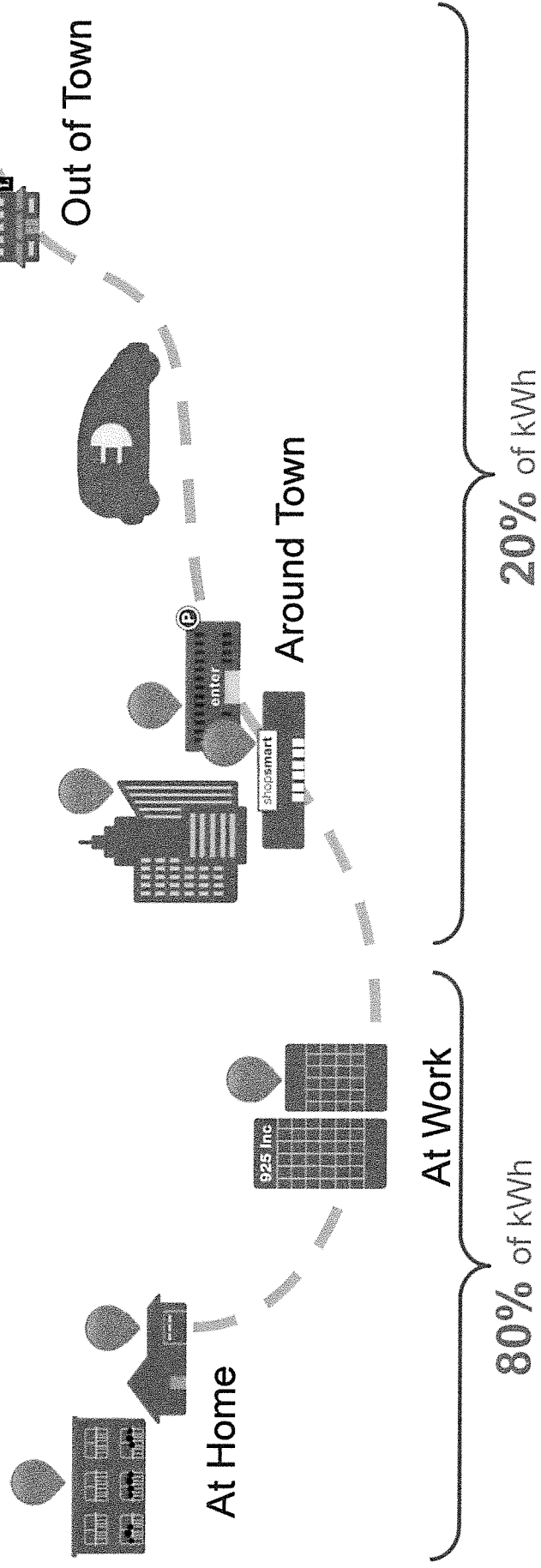
SUSTAINIA

Bloomberg Businessweek

World Leader in Sustainable Innovation

20 Small Businesses of the Future

EV Charging Happens Where Life Happens



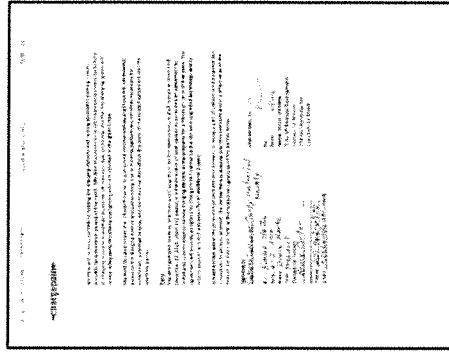
—chargepoint—

The Project Puts the Groveland Museum On a List of the World's Best-Known Brands with EV Charging

Workplace	Retail	Parking	Hospitality	Multi-family	Energy	Fleet	Municipalities	Education	Healthcare

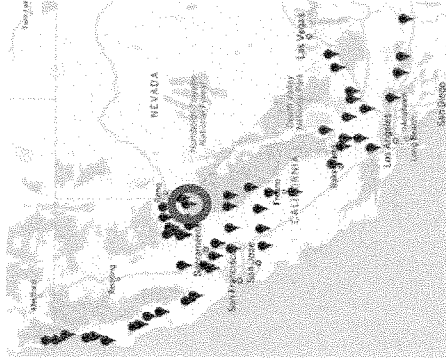
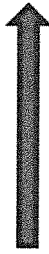
-chargepoint-

California Energy Commission Grant Overview



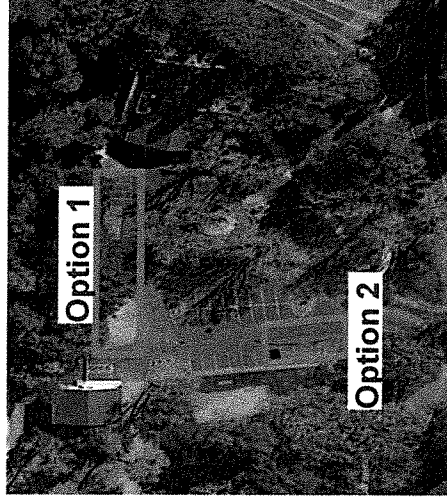
June 2016

Groveland Museum provided commitment letter to be considered for CEC grant along with ChargePoint to install EV Charging stations on site



October 2016

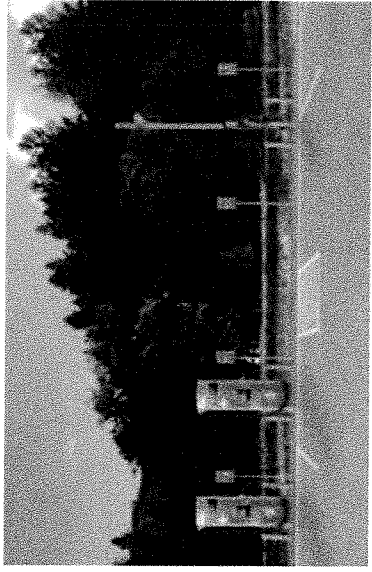
ChargePoint awarded all 15 corridors (54 sites) to create a connected network of high speed charging in California with valuable site partners, including the Museum



January 2017

Museum Board chooses "Option 1" as preferable for the project as it adds parking; GCS D owns the easement!

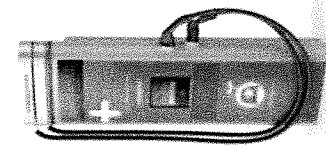
Electric Vehicle Charging Project Overview



Sample site rendering

+ Proposed Scope of Work for Initial Install:

- (2) ChargePoint Express DC Fast Charging Stations
- (1) ChargePoint CT4000 dual port Level 2 Charging Station
 - Serves all electric vehicles, including Tesla
- 100% of installation costs, including new utility service and all permitting/engineering fees covered by the project and managed by ChargePoint
- Project includes on site and on-freeway signage provided by Caltrans
- ChargePoint will also "future-proof" the install to include wiring/conduit for additional DC Fast Charging Stations
 - (8-10) total parking stalls licensed to account for future growth
- (7) year initial term for site license with (7) year renewal
- ChargePoint carries their own insurance and maintains stations under the Assure program under a site license agreement with Museum/GCSD



DC Fast Charging Station



Level 2 Charging Station

+ Museum/GCSD responsibilities:

- Making the charging stations available 24/7/365 to all guests
- Dusting down of the stations during routine parking lot clean up

Just Introduced - Express Plus Station

-chargepoint-

+ Power Capabilities

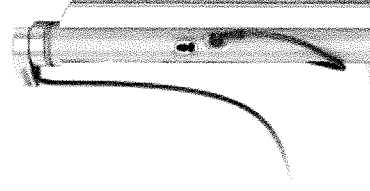
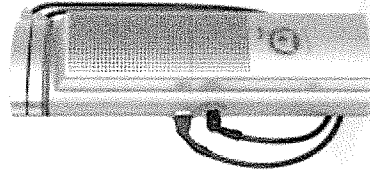
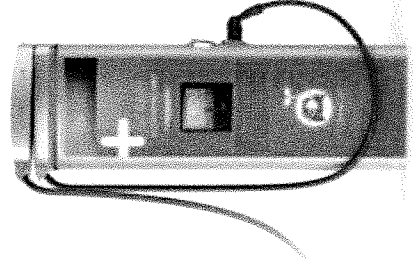
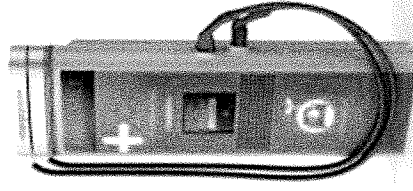
- Standalone supports 2 power modules to deliver up to **62.5 kW**
- Two stations can share power for 125kW available to either
- Power level can be augmented by sharing with nearby Power Cube with up to 16 more modules
- Capable of 400 A max @ 1000 V max (up to 400 kW output!)

+ Aesthetically pleasing, functional design

- Dual Displays (10" LCD w/touch for interaction, 20" LED display for status/notification)
- Light weight, flexible, liquid-cooled cables with cable management
- 1 to 3 Connectors from the following types: CCS Type1, CCS Type2, CHAdeMO, GB, and others on an as needed basis

+ Future Proof Technology

- Add power cube with more shared power when needed
- Standardized power modules in stations and cubes
- License plate detection, occupancy detection, vehicle identification etc.



Business Decision Behind Site License Format

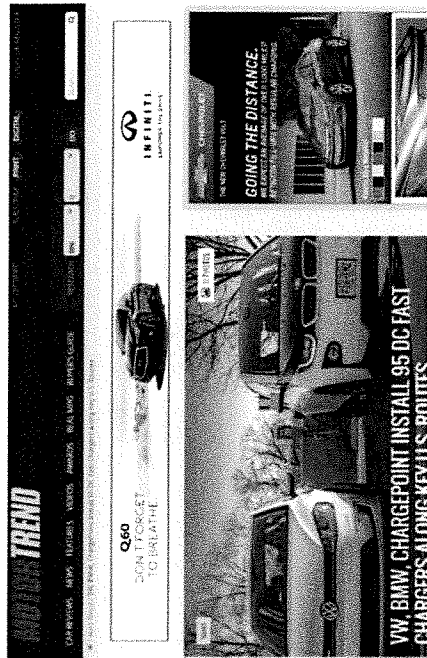
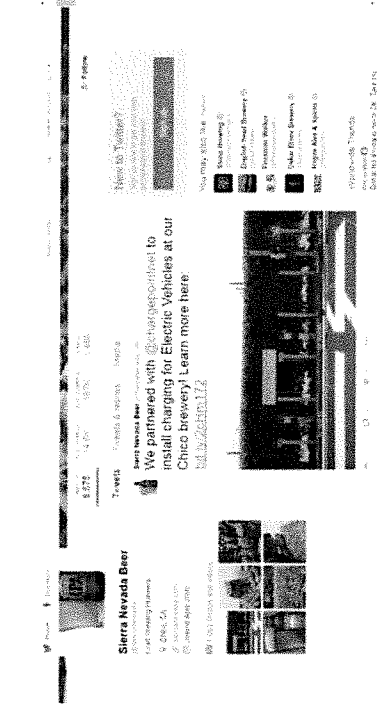
- CEC asking for one entity owning all awarded corridor locations**
 - Ensure one entity is responsible for meeting 7 year commitment to State of California
 - Avoid individual site hosts shutting down locations because they are not recovering costs
 - Enable aggregation of costs between multiple locations (accounts for variable utilization)
 - Ongoing demand charge exposure:

Equipment Scope	PG&E Rate	Monthly Demand & Meter Charge *	Yearly Demand & Meter Charge *	Qty of EV Sessions per Month to Break Even (\$4.50/ Session)
(2) 50kW DC Fast Chargers	A10	\$1,780	\$21,360	396
(4) 62.5kW DC Fast Chargers	A10	\$3,575	\$42,900	795
(12) 62.5kW DC Fast Chargers	E19	\$21,412	\$256,936	4758

*Does not include energy charges (kWh)

Key Takeaways for GCSD

- + Electric vehicle usage is increasing but utilization is not expected to provide payback for at least another 6-7 years
- + GCSD can choose to grant the Museum the easement or enter into the site license agreement with ChargePoint
- + CEC has allocated the project for Groveland – before working with private site hosts, we want to offer the project to the Museum as a point of economic benefit for the Historical Society
 - Benefits local sales tax, improves local air quality, and brings a highly visible marketing program sponsored by the State to the property
 - Examples of press received for the BMW/VW Express Corridor in California below:



~~—chargepoint—~~

We Look Forward to Working With You!

Munni Krishna

munni.krishna@chargepoint.com

925-698-2281

ChargePoint Facts: February 2017

World's Largest and Most Open Electric Vehicle (EV) Charging Network

- More than 32,400 total charging spots and over 420 Express DC fast locations
- More than 21,500,000 charges delivered
- Drivers plug into a ChargePoint station every 4 seconds
- Drivers have avoided over 21,100,000 gallons of gas, 67,000,000 kgs of CO₂ emissions and 70,600,000 kgs of GHG emissions
- More than 525,000,000 electric miles have been driven on the ChargePoint® Network
- ChargePoint® stations have dispensed more than 168,000 Megawatt hours (MWh) of electric fuel

Reliability

- 24x7 driver support
- 24x7 centralized station monitoring
- Remote diagnosis, repair, and upgrade of stations
- Smartphone support on Android and iPhone

Awards

2017

- Electrek Best of CES 2017: Best EV Accessory



2016

- Edison Awards: Silver in the Electric Energy & Propulsion Systems category
- Climate Change Business Journal: Business Model Innovation for Energy and Carbon Management



MOMENTUM FOR CHANGE

2015

- United Nations: Momentum for Change
- Goldman Sachs: 100 Most Intriguing Entrepreneurs
- Verizon: Supplier Award for Environmental Excellence
- Smart Grid Today: 2015 Smart Grid Pioneer
- Global Cleantech 100 winner for 6 years running



2014

- CNBC: Disruptor 50: The End of the Gas Station?
- Sustainia: World's 100 Leading Sustainability Innovations



2013

- Pike Research: Top electric vehicle charging station manufacturer
- World Economic Forum: "Technology Pioneer" Winner
- Green Parking Council: "Sustainability Leadership Pioneer"

PikeResearch
A SPERFECA COMPANY

2012

- AlwaysOn: Top 200 green tech companies
- Winner Sustainia100, a top sustainable solution announced at the Rio+20 conference
- "The Green Garage" races into The Tech Museum, display



2011

- Top ranking and top overall score in Pike Research report of the EV supply equipment industry;

SUSTAINIA
PROUDLY PART OF

2010

- Time Magazine: 50 Best Inventions
- Edmund's Green Car Breakthrough Award
- BusinessWeek: 20 Small Businesses of the Future
- Greentech Media: Top 50 VC-Funded Startups

TIME

Bloomberg
Businessweek

Partners

Car Makers: BMW, Cadillac, Chevrolet, Energica, Fiat, Nissan, Mercedes-Benz, smart USA, Toyota and Volkswagen

In-vehicle and hand-held navigation systems:

BMW, Fiat, Nissan, Airbiquity, SiriusXM, TomTom and MapQuest

EVSE suppliers with ChargePoint stations:

BMW i DC Fast Charger, Efacec, Fuji Electric, Leviton, Nissan and Schneider Electric

For More Information

www.chargepoint.com/about

www.chargepoint.com/contact

info@chargepoint.com

6,500+ Customers

Employers

3M, Adobe, Astra Zeneca, Computer Associates, Compuware, Dell, eBay, Facebook, GM, Google, Johnson & Johnson, LinkedIn, MasterCard, Microsoft, Netflix, SAP, Whirlpool and hundreds more.



Retail & Hospitality

Bellevue Square (WA), Best Western, Courtyard by Marriott, Fashion Island Shopping Center (CA), Hyatt, Kohl's, Meijer, McDonald's, Safeway, Sheraton Hotels & Resorts, South Coast Plaza, Stanwood Hotels & Resorts, Target, The Ritz-Carlton, Whole Foods and hundreds more.



Cities

San Francisco, San Jose, New York, San Antonio, Boston, Orlando, Bellevue, Tampa, Detroit, Washington DC, Grand Rapids, Baltimore and many more.



Government

US Department of the Treasury, Department of Transportation (DC, NY, NC, fleet services), US General Services Administration (VA), Department of Public Works (DC, MA), Port Authority (MA), Transit Authority (MD) and many more.

Utilities

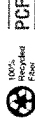
North America: LA Dept of Water & Power, Orlando Utilities Commission, Madison Gas & Electric, San Diego Gas & Electric, Austin Energy, CPS Energy, Toronto Hydro, Hydro Quebec, Kansas City Power & Light, National Grid, Detroit Edison, Consumer's Energy, Tampa Electric, ComEd and many more.

Regional & National Parking Service Providers

Edison Properties, Icon Parking, Central Parking, and Sylvan Parking in New York, Priority Parking in San Francisco and Sacramento, InterPark (major cities nationwide), Ace Parking in San Jose and many more.

ChargePoint, Inc.
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**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
January 9, 2017
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Robert Swan, President, Bruce Carter, Vice President, Maureen Grier, and Scott Wemmer being present. Also present was General Manager Jon Sterling and Office Manager/ Board Secretary Jennifer Flores.

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

Absent: Director Armstrong

Public Comment

None.

Agenda Approval

Motion

Director Carter moved, seconded by Director Wemmer, to approve the agenda as submitted.

Staff requested to move Info Item 8 after Item 2.

Vote

Noes: Directors Swan, Carter, Wemmer, and Grier

Absent: Director Armstrong

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed to approve the agenda as amended to reflect staff's request to move Item 8 after Item 2.

Ayes: Directors Swan, Carter, Wemmer, and Grier

Absent: Director Armstrong

Information Item

Presentation by Cal Fire

- A. Schedule "A" Amendment Regarding Personnel Cost Increases
Paul Avila presented the schedule "A" Amendment cost increase breakdown to the Board. A discussion ensued between the Board and Mr. Avila.

Director Carter asked to schedule a meeting to discuss the possible relocation of the Groveland Fire House. A meeting was scheduled for Friday, January 13th at 1:00 pm.

- B. Discussion Regarding Fire Budget and Cal Fire Labor Rate Increase
Mr. Avila stated that nothing has been formally decided and will inform the District once accurate information has been received.

Update on LS 10 Sanitary Sewer Overflow

General Manager Jon Sterling presented the item to the Board. He stated there was a force main failure at Lift Station 10 on Wednesday, December 28th. He further stated that staff made the repair, reported the incident, and disinfected the entire area.

Operations and Maintenance Manager Luis Melchor briefed the Board on the incident. A brief discussion ensued between the Board and staff.

Action Items to be Considered by the Board of Directors

Consent Calendar

- C. Approve Minutes from December 12, 2016 Regular Board Meeting
- D. Approve Minutes from December 19, 2016 Special Board Meeting

A typo was discovered on page three of the December 12, 2016 minutes.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the Consent Calendar with the correction of the typo as mentioned.

Ayes: Directors Swan, Carter, Wemmer, and Grierfer

Absent: Director Armstrong

Consider for Approval Letter to be Sent to CALNET

Office Manager and Board Secretary Jennifer Flores presented the item to the Board. She stated the California Department of Technology offers negotiated reduced rates for government agencies. Once approved, the District would be able to receive a reduced rate for services provided from AT&T. A brief discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve and send letter to CALNET.

Ayes: Directors Swan, Carter, Wemmer, and Grierfer

Absent: Director Armstrong

Consider for Approval Awarding Contract to Land & Structure to Provide Topographical Surveying Services for the Water Distribution System Improvement Project

Mr. Sterling presented the item to the Board. He stated that surveying is the next step to identify the existing water lines and to potentially relocate the main water line. He further stated the funds would be coming from the Prop 1 planning grant for Big Oak Flat /Downtown Groveland Water Line Replacement. A discussion ensued between the Board and staff.

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed to approve Awarding Contract to Land & Structure to Provide Topographical Surveying Services for the Water Distribution System Improvement Project in the Amount of \$57,420.

Ayes: Directors Swan, Carter, Wemmer, and Grierfer

Absent: Director Armstrong

Information Items

Review Revised Water Ordinance and Direct Staff to Begin Formal Document Adoption Process

The Board went through the Ordinance draft and discussed needed changes.

Director Swan asked for any objection from the Board regarding the direction given to staff. There was no objection. Staff was directed to insert Amendment No.1 into Ordinance, correct the minor grammatical issues, and to move forward with formal adoption process.

Update on District Grants

Lift Station 16

Mr. Sterling stated that coating of the wet and dry well has been completed. Electrical work has been delayed due to the weather.

Downtown Groveland/Big Oak Flat Water Line Replacement

Mr. Sterling stated that as approved earlier, surveying will be conducted, and meetings will need to be established with Caltrans and AT&T to coordinate the project.

Downtown Groveland/Big Oak Flat Sewer Line Rehabilitation Project

Mr. Sterling stated that the application for the initial construction work is being completed. A presentation for the Board will take place in February.

KaBOOM! Playground Grant

Ms. Flores stated that a timeline has been created by the Park committee, and an additional grant has been submitted to Lowe's Home Improvement for the surfacing of the playground.

Discuss Finalizing Calendar Year 2017 Committee Member Assignments

Director Grier was appointed to the Board of Director's Policy Manual Committee and Finance Committee.

2. Ad Hoc Committees Reports

A. Board of Director's Policy Manual (Director Swan & Grier)

No report.

B. Equipment Review Committee (Directors Wemmer & Armstrong)

No report.

C. Survey Committee (Directors Carter & Armstrong)

Director Carter stated that the current billing invoices include the survey flier.

Budget Committee (Directors Swan & Grier)

Meeting set for January 17th at 9:00 am.

D. Fire Department (Directors Carter & Armstrong)

Meeting set for January 13th at 1:00 pm.

E. Drought Ordinance Revision Committee (Directors Swan & Wemmer)

Meeting set for January 19th at 10:00 am.

F. General Manager Recruitment Committee (Directors Carter & Grier)

Meeting set for January 17th at 10:00 am.

Standing Committee Reports

A. Park Committee (Directors Wemmer & Griefer)

Director Wemmer stated discussions involving the Ballfield and the feasibility of GAP running and maintaining the ballfield have been discussed. He further stated the Park Master plan is being revised.

B. Water Conservation (Directors Swan & Carter)

Next meeting will occur January 17th at 8:00am.

Director Carter left the meeting at 10:59 am.

C. Finance Committee (Director Swan & Griefer)

Director Swan requested that meetings occur on a quarterly basis. Staff will send email of quarterly endings, meetings will be scheduled accordingly.

Staff Reports

A. General Manager's Comments

Mr. Sterling stated AWS is in its seventh day of operation, and that staff has been able to meet demand. The wastewater treatment plant received significant flows with the heavy rain fall, causing staff to work longer hours to maintain the plant.

B. Operations and Maintenance

The Operations Report was presented to the Board.

C. Admin/Finance

a. List of December Payables

Ms. Flores presented the item to the Board. She also announced that new Administrative staff member, Amanda Livingston had started. She further stated that cross training is still taking place with Accounts Payables and Utility Billing.

Director Comments

None.

Adjournment

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 11:07 am.

Ayes: Directors Swan, Wemmer, and Griefer

Absent: Directors Armstrong and Carter

APPROVED:

Robert Swan, President

ATTEST:

Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
February 1, 2017
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bruce Carter, Vice President, Scott Wemmer, Maureen Grierfer, and John Armstrong being present. Also present was General Manager Jon Sterling and Office Manager/Board Secretary Jennifer Flores.

Director Carter called the meeting to order at 10:03 am.

Director Swan was absent.

Agenda Approval

Motion

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

Ayes: Directors Carter, Wemmer, Grierfer, and Armstrong

Absent: Director Swan

Information Item

Presentation by BHI Consulting and Discussion Regarding GM Recruitment Process

Brent Ives with BHI Consulting made a presentation to the Board regarding the services his company provides regarding General Manager recruitment. He stated he has many years of experience working closely with Special Districts and conducting executive staff searches. A discussion ensued between the Board, staff, and Mr. Ives.

Action Items to be Considered by the Board of Directors

Consider for Approval Retaining BHI Consulting for GM Recruitment Services

Motion

Director Armstrong moved, seconded by Director Wemmer, and the motion passed to Retain BHI Consulting not to exceed \$25,000 for GM Recruitment Services.

Ayes: Directors Carter, Wemmer, Grierfer, and Armstrong

Absent: Director Swan

Adjournment

Motion

Director Wemmer moved, seconded by Director Armstrong, and the motion passed to adjourn the meeting at 11:07 am.

Ayes: Directors Carter, Wemmer, Grierfer, and Armstrong

Absent: Director Swan

APPROVED:

Robert Swan, President

ATTEST:

Jennifer Flores, Board Secretary

DRAFT

AGENDA SUBMITTAL

To: GCSO Board of Directors
From: GCSO Staff
Date: February 13, 2017
Subject: Consider for Approval Revisions to the District's Operational Policies and Procedures Manual Regarding the District Billing Adjustments for Water Breaks/Leaks

Summary

Staff has revised *Section 106.14 Water & Sewer Account Leak Adjustment Requests* of the District's OPPM as directed by the Board. A newly revised policy incorporating the Board's requests is attached.

Attachment:

1. Section 106.14 Water & Sewer Account Leak Adjustment Requests

Recommended Action

Approve the revised *Section 106.14 Water & Sewer Account Leak Adjustment Requests*

106.14 Water and Sewer Account Leak Adjustment Requests

The General Manager, or the Office Manager in his/her absence, is authorized to adjust a customer's water or sewer service account when ~~his/her~~their bill reflects usage that is significantly greater than normal, due to accidental loss of water through broken pipes or other failures in the property's plumbing system, subject to the following conditions:

- A. The customer account shows no record of being delinquent for more than 60 days during the past 24 months.
- B. One (1) leak adjustment will be granted within a 24 month period and may not span more than one billing cycle.
- C. No adjustment for an irrigation leak will be given (any leaks associated with irrigation systems are not eligible).
- D. Immediate steps were taken, after detection of the leak, to prevent further loss of water AND customer must have repaired the leak within 14 days of being notified or when the leak was discovered.
- E. Leak must be deemed undetectable by the homeowner; no adjustment will be granted for internal plumbing leaks which should be considered a household maintenance responsibility; and/or eligible for insurance payment.
- F. Hoses or faucets left on by customer are not eligible for adjustments.
- G. Leak adjustments must be applied for in writing within 30 days of receipt of billing.
- H. Proof of the repair must be provided (receipts for any materials or services related to that repair).
- I. Only leaks in excess of three times the owner's last year consumption for the same read period will be considered for adjustment.
- J. All gallons in excess will be rebilled at the District's Baseline Usage Rate and be due and payable upon the next billing cycle.
- K. No leak adjustments will be granted during District declared drought status.
- L. No leak adjustments will be granted during the District's operation of its Alternative Water Supply (AWS).

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2016/17 Mid-Year Budget Adjustments			
	Current Budget	Mid Yr. Adjustment	Increase
Gen Mgr Recruitment			
050-150-52-150-00	\$ 2,000	\$ 8,333	\$ 6,333
060-150-52-150-00	\$ 2,000	\$ 8,333	\$ 6,333
070-150-52-150-00	\$ 1,000	\$ 4,167	\$ 3,167
080-150-52-150-00	\$ 1,000	\$ 4,167	\$ 3,167
	\$ 6,000	\$ 25,000	\$ 19,000
2017 Chevy Silverado			
050-800-80-460-00	\$ -	\$ 11,610	\$ 11,610
060-800-80-460-00	\$ -	\$ 11,610	\$ 11,610
	\$ -	\$ 23,220	\$ 23,220
Transfer P/R Wages			
050-100-50-201-00	\$ 156,609	\$ 186,609	\$ 30,000
050-200-50-201-00	\$ 130,810	\$ 100,810	\$ (30,000)
060-100-50-201-00	\$ 150,374	\$ 180,374	\$ 30,000
060-200-50-201-00	\$ 131,385	\$ 101,385	\$ (30,000)
			\$ - No Inc.
Total Mid Yr Adj. by Fund			
	Current Bottom Line	New Bottom Line	Increase
050-Water Total	\$ (180,314)	\$ (198,257)	\$ 17,943
060-Sewer Total	\$ (360,031)	\$ (377,974)	\$ 17,943
070-Fire Total	\$ (278,376)	\$ (281,543)	\$ 3,167
080-Park Total	\$ (40,369)	\$ (43,536)	\$ 3,167
			\$ 42,220

CURRENT CHARGES

Meter Size	EMU Ratio*	Monthly Rate	2013	2014	Monthly Rate	Diff
5/8-3/4"	1.0	20.58	9.83	10.75	20.58	0
1.0-inch	1.6	32.93	15.73	17.20	32.93	0
1.5-inch	2.6	53.51	25.56	27.95	53.51	0
2.0-inch	3.5	72.04	34.41	37.63	72.04	0
3.0-inch	5.5	113.2	54.07	59.13	113.2	0
4.0-inch	7.8	160.52	76.67	83.85	160.52	0
			48%	52%	100%	0

No. of Accounts Monthly Rate

Meter Size	No. of Accounts	Monthly Rate	2013	2014	Total Monthly Charge	Diff	Monthly Charge - % of Total
5/8-3/4"	3186	20.58	31,318	34,250	65,568	-	96.34%
1.0-inch	31	32.93	488	533	1,021	-	1.50%
1.5-inch	4	53.51	102	112	214	-	0.31%
2.0-inch	6	72.04	206	226	432	-	0.64%
3.0-inch	3	113.2	162	177	340	-	0.50%
4.0-inch	3	160.52	230	252	482	-	0.71%
			32,507	35,549	68,056	-	100%

DEBT SERVICE SCHEDULES

Year	Principal	Interest	Totals	Months	Payments per Month
2017	219,449	86,396	305,845	3	April-June 2017
2018	229,449	78,277	307,725	12	7/1/17-6/30/18
2019	239,448	69,787	309,236	12	7/1/18-6/30/19
2020	249,448	60,928	310,376	12	7/1/19-6/30/20
2021	259,448	51,698	311,146	12	7/1/20-6/30/21
2022	269,449	42,098	311,547	12	7/1/21-6/30/22
2023	279,449	32,129	311,577	12	7/1/22-6/30/23
2024	289,448	21,789	311,238	12	7/1/23-6/30/24
2025	299,447	11,080	310,527	12	7/1/24-6/30/25
2026 (1/10/26)				6	pass on 10 days in January
2027					
2028					
O/S @ 4/1/17	2,335,035	454,181	2,789,217	105	

2015 Water/Sewer 2014

Year	Principal	Interest	Totals	Months	Payments per Month
2017	261,186	117,212	378,398	3	April-June 2017
2018	270,807	107,591	378,398	12	7/1/17-6/30/18
2019	280,781	97,617	378,398	12	7/1/18-6/30/19
2020	291,124	87,274	378,398	12	7/1/19-6/30/20
2021	301,847	76,551	378,398	12	7/1/20-6/30/21
2022	312,964	65,434	378,398	12	7/1/21-6/30/22
2023	324,492	53,906	378,398	12	7/1/22-6/30/23
2024	336,444	41,954	378,398	12	7/1/23-6/30/24
2025	348,836	29,562	378,398	12	7/1/24-6/30/25
2026	361,685	16,713	378,398	12	7/1/25-6/30/26
2027	185,807	3,391	189,198	12	7/1/26-6/30/27
2028 (7/10/28)					pass, only 10 days
O/S @ 4/1/17	3,275,973	697,205	3,973,178	123	

CALCULATIONS FOR NEW RATES

	Feb 2013 Water	2015 Water (Series 2014)	Total
O/S @ 41/117	2,789,217	3,973,178	6,762,395
Funds available as of 1/1/717	436,414	399,066	835,480
Difference	2,352,802	3,574,112	
Number of Months remaining for bond payments	105	123	
Monthly Charge	22,407.64	29,057.83	51,465
Monthly Charge:			
April 2017 -		51,465	Final payment due 1/1/026
December 2025			
Monthly Charge:			
Jan 2026-June 2028	29,058		Final payment due 7/1/028

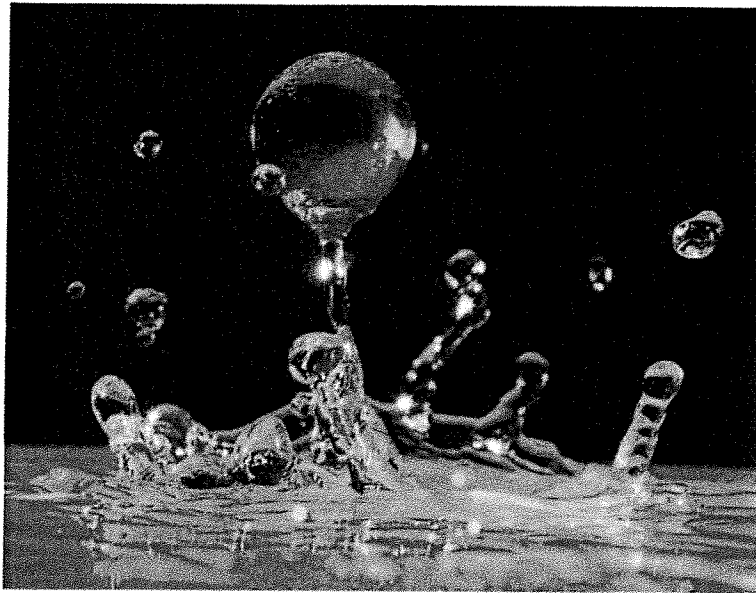
Monthly Charge: April 2017-December 2025

	Monthly Charge		Monthly Rate per Customer		Before	Diff	% of total before	% of total after
	2013	2014	Total	Total				
5/8-3/4"	21,588	27,995	49,584	6.78	8.79	15.56	20.58	(5.02)
1.0-inch	336.11	435.86	771.97	10.84	14.06	24.90	32.93	(8.03)
1.5-inch	70.47	91.39	161.86	17.62	22.85	40.47	53.51	(13.04)
2.0-inch	142.32	184.55	326.87	23.72	30.76	54.48	72.04	(17.56)
3.0-inch	111.81	145.00	256.81	37.27	48.33	85.60	113.2	(27.60)
4.0-inch	158.55	205.61	364.17	52.85	68.54	121.39	160.52	(39.13)
	22,407.64	29,057.83	51,465.47			342.40	452.78	

Monthly Charge: Jan 2026-June 2028

	Monthly Charge		Monthly Rate per Customer	
	2014	Total	2013	2014
5/8-3/4"	27,995.41	27,995.41	-	8.79
1.0-inch	435.86	435.86	-	14.06
1.5-inch	91.39	91.39	-	22.85
2.0-inch	184.55	184.55	-	30.76
3.0-inch	145.00	145.00	-	48.33
4.0-inch	205.61	205.61	-	68.54
	29,057.83	29,057.83		

Double checks



ACCOUNTS PAYABLE CHECK LISTING

January, 2017

Fiscal Year 16/17

Board Approval _____

Bank Reconciliation

Checks by Date

dpercoco
 Printed: 02/06/2017 - 1:59PM
 Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
114647	1/5/2017	Motherlode Bank		AP	1/31/2017	712.50
114648	1/5/2017	Operating Engineers Local #3		AP	1/31/2017	235.40
114649	1/5/2017	Rabobank, N.A.		AP	1/31/2017	712.50
114650	1/5/2017	US Treasury		AP	1/31/2017	92.35
901683	1/5/2017	Dept of Child Support Services		AP	1/31/2017	482.41
901684	1/5/2017	EDD - Electronic		AP	1/31/2017	3,541.24
901685	1/5/2017	Federal EFTPS		AP	1/31/2017	9,609.51
901686	1/5/2017	Pers - Electronic		AP	1/31/2017	5,763.18
901687	1/5/2017	TD Ameritrade Trust Co.		AP	1/31/2017	800.00
114625	1/6/2017	John Armstrong		PR		92.35
114626	1/6/2017	Jonathan Sterling		PR	1/31/2017	2,955.24
114628	1/6/2017	David Young		PR	1/31/2017	874.27
15020	1/10/2017	American Textile & Supply		AP	1/31/2017	406.85
15021	1/10/2017	Aqua Labs		AP	1/31/2017	2,950.00
15022	1/10/2017	Columbia Communications		AP	1/31/2017	456.43
15023	1/10/2017	CWEA		AP	1/31/2017	172.00
15024	1/10/2017	Dataprose Inc.		AP	1/31/2017	2,191.14
15025	1/10/2017	Department of Forestry & Fire Protectic		AP	1/31/2017	216,900.31
15026	1/10/2017	Theo Edwards		AP	1/31/2017	890.00
15027	1/10/2017	Ferguson Enterprises Inc. #1423		AP	1/31/2017	2,436.65
15028	1/10/2017	GCSD		AP	1/31/2017	4,360.70
15029	1/10/2017	GCSD Petty Cash		AP	1/31/2017	17.37
15030	1/10/2017	Gilbert Associates, Inc.		AP	1/31/2017	3,100.00
15031	1/10/2017	GreatAmerica Financial Services		AP	1/31/2017	186.36
15032	1/10/2017	Daniel & Nikki Grimes		AP	1/31/2017	72.96
15033	1/10/2017	Hach		AP	1/31/2017	2,549.58
15034	1/10/2017	Holt Of California		AP	1/31/2017	39.58
15035	1/10/2017	Hopkins Technical Products		AP	1/31/2017	6,489.34
15036	1/10/2017	J.S. West Propane Gas		AP	1/31/2017	888.83
15037	1/10/2017	KC Auto Parts		AP	1/31/2017	2.17
15038	1/10/2017	KC Courier, LLC		AP	1/31/2017	309.00
15039	1/10/2017	Patricki Kerrigan		AP	1/31/2017	158.63
15040	1/10/2017	Kimball Midwest		AP	1/31/2017	106.00
15041	1/10/2017	Edward & Viola Mazenko		AP	1/31/2017	2.48
15042	1/10/2017	Moore Bros. Savenger Co., Inc.		AP	1/31/2017	879.34
15043	1/10/2017	Mother Lode Answering Service		AP	1/31/2017	169.00
15044	1/10/2017	Mountain Oasis Water Systems		AP	1/31/2017	100.50
15045	1/10/2017	Mountain Valley Environmental Service		AP	1/31/2017	2,000.00
15046	1/10/2017	Nationwide Long Distance Service, Inc.		AP	1/31/2017	9.52
15047	1/10/2017	Viraj Patwardhan		AP	1/31/2017	153.32
15048	1/10/2017	Ronald Percoco		AP	1/31/2017	2,058.00
15049	1/10/2017	PG&E		AP	1/31/2017	718.42
15050	1/10/2017	PML Hardware & Supply Inc.		AP	1/31/2017	781.54
15051	1/10/2017	LaRay Pretzer		AP		12.46
15052	1/10/2017	Ray Sues Insurance & Invst		AP	1/31/2017	7,693.55
15053	1/10/2017	RTC Construction Management, Inc.		AP	1/31/2017	74,300.45

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
15054	1/10/2017	San Francisco Public Utilities Commissi		AP	1/31/2017	11,735.78
15055	1/10/2017	Michael & Carol Sellers		AP	1/31/2017	154.91
15056	1/10/2017	Sonora Regional Medical Center		AP	1/31/2017	216.00
15057	1/10/2017	Streamline		AP	1/31/2017	600.00
15058	1/10/2017	SWRCB		AP	1/31/2017	120.00
15059	1/10/2017	Univar Usa Inc.		AP	1/31/2017	1,104.57
15060	1/10/2017	Usa Blue Book		AP	1/31/2017	4,826.59
15061	1/10/2017	Western Communications, Inc.		AP	1/31/2017	142.00
15062	1/10/2017	WorkSmart Automation, Inc.		AP	1/31/2017	435.00
114667	1/18/2017	Operating Engineers Local #3		AP	1/31/2017	235.40
901688	1/18/2017	Dept of Child Support Services		AP	1/31/2017	482.41
901689	1/18/2017	EDD - Electronic		AP	1/31/2017	3,607.06
901690	1/18/2017	Federal EFTPS		AP	1/31/2017	10,210.83
901691	1/18/2017	Pers - Electronic		AP	1/31/2017	5,936.72
901692	1/18/2017	TD Ameritrade Trust Co.		AP	1/31/2017	800.00
114651	1/20/2017	Amanda Livingston		PR	1/31/2017	1,050.19
114652	1/20/2017	Jonathan Sterling		PR	1/31/2017	2,955.23
15065	1/23/2017	Dennis & Julie Allen		AP	1/31/2017	91.37
15066	1/23/2017	AM Consulting Engineers, Inc.		AP	1/31/2017	11,516.25
15067	1/23/2017	AT&T		AP	1/31/2017	1,626.47
15068	1/23/2017	AT&T Long Distance		AP	1/31/2017	1,204.25
15069	1/23/2017	Bartle Wells Associates		AP		2,255.00
15070	1/23/2017	Board Of Equalization		AP		179.04
15071	1/23/2017	Bogie's Pump Systems		AP		38,222.66
15072	1/23/2017	CWEA		AP		285.00
15073	1/23/2017	Data Support Company		AP		670.32
15074	1/23/2017	Rod Diehl		AP	1/31/2017	175.00
15076	1/23/2017	Jason Goff		AP		9.35
15077	1/23/2017	Itron Electric Metering Co Inc		AP	1/31/2017	684.24
15078	1/23/2017	J.S. West Propane Gas		AP	1/31/2017	994.50
15079	1/23/2017	J Lunn		AP	1/31/2017	61.99
15080	1/23/2017	Amelia Mae Nickell		AP		51.86
15081	1/23/2017	Rabobank Visa Card		AP	1/31/2017	1,221.13
15082	1/23/2017	SDRMA		AP	1/31/2017	100.00
15083	1/23/2017	Staples Credit Plan		AP	1/31/2017	900.69
15084	1/23/2017	SWRCB		AP		100.00
15085	1/23/2017	Richard T. Todd		AP	1/31/2017	650.00
15086	1/23/2017	Tuo. Co. Public Power Agency		AP	1/31/2017	25,933.51
15087	1/23/2017	Univar Usa Inc.		AP	1/31/2017	1,621.77
15088	1/23/2017	Verizon Wireless 7706		AP	1/31/2017	204.34
114668	1/27/2017	Jeffery Jones		PR	1/31/2017	1,857.44
15089	1/30/2017	American Industrial Equip LLC		AP		8,459.30
15090	1/30/2017	Atkinson, Andelson, Loya, Rudd & Ror		AP		5,670.00
15091	1/30/2017	Blue Shield of California		AP		13,991.43
15092	1/30/2017	W. H. Breshears		AP		3,740.77
15093	1/30/2017	Carbon Copy Inc.		AP		69.36
15094	1/30/2017	Central California Generator, LLC		AP		2,429.03
15095	1/30/2017	CV Industrial Corp		AP		296.47
15096	1/30/2017	IBS of Sacramento Valley		AP		210.32
15097	1/30/2017	Kevin's Crane Co.		AP		525.00
15098	1/30/2017	Ellis & Donna Lockwood, Trustee		AP		10.36
15099	1/30/2017	MetLife Small Business Center		AP		154.53
15100	1/30/2017	Microsoft		AP		100.00
15101	1/30/2017	PLIC-SBD Grand Island		AP		2,008.58
15102	1/30/2017	Sonora Regional Medical Center		AP		96.00
15103	1/30/2017	SWRCB		AP		70.00

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
15104	1/30/2017	Univar Usa Inc.		AP		4,248.14
15105	1/30/2017	Verizon Wireless	5298	AP		244.36
15107	1/30/2017	VSP		AP		347.04
15107	1/30/2017	Wells Fargo Bank, N.A.		AP		359.29
114685	1/31/2017	Operating Engineers Local #3		AP		235.40
901693	1/31/2017	Dept of Child Support Services		AP		482.41
901694	1/31/2017	EDD - Electronic		AP		3,036.52
901695	1/31/2017	Federal EFTPS		AP		10,453.18
901696	1/31/2017	Pers - Electronic		AP		5,772.51
901697	1/31/2017	TD Ameritrade Trust Co.		AP		800.00

Total Check Count: 112

Total Check Amount: 558,472.30
Payroll Direct Dep. 59,363.46
\$617,835.76

Budget to Actual

Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Total - District-Wide	2016/17 Annual	Year-to-date	Prior Year-to-
	Budget	Actuals	date Actuals
Fixed rates	\$ 2,405,415	\$ 1,252,573	\$ 1,148,624
Variable rates	1,225,365	772,447	414,684
Property taxes	997,458	591,751	571,770
Other operating revenues	145,480	119,644	126,321
Total operating revenues	4,773,718	2,736,414	2,261,399
Salaries and benefits	(1,868,642)	(704,579)	(682,872)
Cost of water	(249,520)	(96,042)	(90,218)
Utilities	(281,634)	(136,223)	(109,716)
Legal	(72,815)	(28,445)	(16,646)
Cal Fire contract	(1,070,336)	(403,573)	(337,506)
Other operating expenses	(1,125,534)	(503,886)	(443,993)
Total operating expenses	(4,668,481)	(1,872,748)	(1,680,951)
Operating income	105,237	863,666	580,448
<i>Efficiency</i>	\$ 0.98	\$ 0.68	\$ 0.74
Debt service collections	1,225,500	614,134	614,232
Debt service: Prin./Interest	(1,006,303)	(399,126)	(401,020)
Leases: prin+interest	(49,400)	(11,799)	(13,503)
Transfer to OPEB Trust	(180,450)	-	-
Transfer to Pension	(133,460)	(114,061)	(51,486)
Capital outlay (fixed assets)	(1,585,500)	(385,064)	(156,434)
Other nonoperating revenues	984,483	126,069	119,482
Net profit (loss)	\$ (639,893)	\$ 693,819	\$ 691,719

	Favorable (Unfavorable)		
	CY vs. PY	% Change CY vs. PY	CY Actual Vs. CY Budget
	\$ 103,949	9.0%	\$ (1,152,842)
	357,763	86.3%	(452,918)
	19,981	3.5%	(405,707)
	(6,677)	-5.3%	(25,836)
	475,015	21.0%	(2,037,304)
	(21,707)	-3.2%	1,164,063
	(5,824)	-6.5%	153,478
	(26,507)	-24.2%	145,411
	(11,799)	-70.9%	44,370
	(66,067)	-19.6%	666,763
	(59,893)	-13.5%	621,648
	(191,797)	-11.4%	2,795,733
	283,218		758,429
	\$ 0.06	7.9%	\$ 0.29
	(98)	0.0%	(611,366)
	1,894	0.5%	607,177
	1,704	12.6%	37,601
	-	0.0%	180,450
	(62,575)	-121.5%	19,399
	(228,630)	146.2%	1,200,436
	6,587	5.5%	(858,414)
	\$ 2,100		\$ 1,333,712

Budget to Actual

Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Water	2016/17 Annual		Year-to-date		Prior Year-to-date		Favorable (Unfavorable)		
	Budget	Actuals	Actuals	Actuals	Actuals	Actuals	CY vs. PY	% Change CY vs. PY	CY Actual vs. CY Budget
Fixed rates	\$ 1,383,919	\$ 721,772	\$ 565,393	\$ 616,327	\$ 105,445	\$ 17.1%	\$ (662,147)		
Variable rates	867,548	555,393	43,375	189,886	375,507	197.8%	(302,155)		
Other operating revenues	70,319	43,375	34,353	34,353	9,022	26.3%	(26,944)		
Total operating revenues	2,321,786	1,330,540	840,566	840,566	489,974	58.3%	(991,246)		
Salaries	(586,542)	(214,018)	(143,706)	(203,462)	(10,556)	-5.2%	372,524		
Benefits	(342,016)	(143,706)	(96,042)	(151,391)	7,685	5.1%	198,310		
Cost of water	(249,520)	(96,042)	(55,620)	(90,218)	(5,824)	-6.5%	153,478		
Utilities	(110,828)	(55,620)	(48,876)	(48,876)	(6,744)	-13.8%	55,208		
Legal	(36,565)	(17,687)	(8,520)	(8,520)	(9,167)	-107.6%	18,878		
Other operating expenses	(565,440)	(263,218)	(237,980)	(237,980)	(25,238)	-10.6%	302,222		
Total operating expenses	(1,890,911)	(790,293)	(740,447)	(740,447)	(49,846)	-6.7%	1,100,618		
Operating income	430,875	540,247	100,119	100,119	440,128	32.6%	109,372		
<i>Efficiency</i>	<i>0.81</i>	<i>0.59</i>	<i>0.88</i>	<i>0.88</i>	<i>0.29</i>	<i>0.22</i>	<i>0.22</i>		
Debt service collections	815,500	408,738	408,581	408,581	157	0.0%	(406,762)		
Debt service Prin/Interest	(681,993)	(236,146)	(239,894)	(239,894)	3,748	1.6%	445,847		
Leases	(9,350)	(6,719)	(7,095)	(7,095)	376	5.3%	2,631		
Transfer to OPEB Trust	(103,000)	-	-	-	-	0.0%	103,000		
Transfer to Pension	(45,000)	(45,736)	(20,694)	(20,694)	(25,042)	-121.0%	(736)		
Capital outlay (fixed assets)	(464,500)	(52,145)	(125,921)	(125,921)	73,776	58.6%	412,355		
Other nonoperating expenses	-	-	-	-	-	0.0%	-		
Other nonoperating revenues	10,661	26,095	117,805	117,805	(91,710)	77.8%	15,434		
Net profit (loss)	\$ (46,807)	\$ 634,334	\$ 232,901	\$ 232,901	401,433		681,141		

Water Fund Quarter Summary Notes

REVENUE

Water Variable Revenue is up due to rate increase that went into effect April 2016. State Grant Rev 23K for 2G Filter Plant

EXPENSES

The cost of water is up due to an increase in rates by SFPUC. Oper. Exp up, Permits \$10K, Chemicals \$10K, Program Support \$7K

NONOPERATING

Other Non-Operating Revenue is down due to grant money received for 2G Filter Project.

Operating Efficiency - Current

For Every \$1 received:

Budgeted to spend:	
Actually spent	
Favorable (nonfavorable) Variance	

Operating Efficiency - Prior Compared to Current

For Every \$1 received:

	\$ 0.814	Prior year Actual Spend	\$ 0.881
	\$ 0.594	Current year Actual Spend	\$ 0.594
	\$ 0.220	Favorable (nonfavorable) Variance	\$ 0.287

Budget to Actual

Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Sewer	2016/17 Annual		Year-to-date Actuals	Prior Year-to-date Actuals	Favorable (Unfavorable)		
	Budget	Actuals			CY vs. PY	% Change CY vs. PY	CY Actual vs. CY Budget
Fixed rates	\$ 1,021,496	\$ 530,801	\$ 532,297	(1,496)	-0.3%	(490,695)	
Variable rates	357,817	207,054	224,798	(17,744)	-7.9%	(150,763)	
Other operating revenues	22,661	39,926	11,328	28,598	252.5%	17,265	
Total operating revenues	1,401,974	777,781	768,423	9,358	1.2%	(624,193)	
Salaries	(565,622)	(196,653)	(172,079)	(24,574)	-14.3%	368,969	
Benefits	(319,495)	(124,730)	(129,088)	4,358	3.4%	194,765	
Utilities	(114,306)	(50,312)	(42,184)	(8,128)	-19.3%	63,994	
Legal	(25,750)	(10,757)	(8,126)	(2,631)	-32.4%	14,993	
Other operating expenses	(453,594)	(181,961)	(165,454)	(16,507)	-10.0%	271,633	
Total operating expenses	(1,478,767)	(564,413)	(516,931)	(47,482)	-9.2%	914,354	
Operating income	(76,793)	213,368	251,492	(38,124)		290,161	
<i>Efficiency</i>	<i>1.05</i>	<i>0.73</i>	<i>0.67</i>	<i>(0.05)</i>	<i>-7.9%</i>	<i>0.33</i>	
Debt service collections	410,000	205,396	205,651	(255)	-0.1%	(204,604)	
Debt service: Prin/Interest	(324,310)	(162,980)	(161,126)	(1,854)	-1.2%	161,330	
Leases	(40,050)	(5,079)	(6,408)	1,329	20.7%	34,971	
Transfer to OPEB Trust	(77,250)	-	-	-	0.0%	77,250	
Transfer to Pension	(43,260)	(45,736)	(20,694)	(25,042)	-121.0%	(2,476)	
Capital outlay (fixed assets)	(1,096,000)	(332,919)	(30,513)	(302,406)	-991.1%	763,081	
Other nonoperating revenues	973,322	98,083	734	97,349	13262.8%	(875,239)	
Net profit (loss)	\$ (274,341)	\$ (29,867)	\$ 239,136	\$ (269,003)		244,474	

Sewer Fund Quarter Summary Notes

REVENUE

Operating Revenue up \$24K due to Sewer Connections. Variable rates slightly down due to suspension of Drought Sewer Rates.

EXPENSES

Operating expense up \$7K permits, \$3K Lab tests, \$3.5K Instrument repair, \$3K Chemical Odor Control

NONOPERATING

Other Non-Operating Revenue is up \$96K due to State Grant Revenue-Downtown Grove/BOF

CAPITAL OUTLAY

District spent \$300K on Lift Station #16 project, spent \$27K on Downtown Groveland/BOF Sewer Project

Operating Efficiency - Current Budget to Current Actual

For Every \$1 received:

Budgeted to spend:	\$ 1.055
Actually spent	\$ 0.726
Favorable (nonfavorable) Variance	\$ 0.329

For Every \$1 received:

Prior year Actual Spend	\$ 0.673
Current year Actual Spend	\$ 0.726
Favorable (nonfavorable) Variance	\$ (0.053)

Operating Efficiency - Prior Compared to Current

Budget to Actual

Groveland Community Services District

Budget to Actual

Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Total - Governmental Funds	2016/17 Annual Budget	Year-to-date Actuals	Prior Year-to-date Actuals	Favorable (Unfavorable)		
				CY vs. PY	% Change CY vs. PY	CY Actual Vs. CY Budget
Property taxes	997,458	591,751	571,770	19,981	-3.5%	(405,707)
Other operating revenues	52,500	36,342	80,640	(44,298)	-54.9%	(16,158)
Total operating revenues	1,049,958	628,093	652,410	(24,317)	-3.7%	(421,865)
Salaries and benefits	(54,967)	(25,471)	(26,852)	1,381	5.1%	29,496
Utilities	(56,500)	(30,291)	(18,656)	(11,635)	-62.4%	26,209
Legal	(10,500)	-	-	-	0.0%	10,500
Cal Fire/Amador contract	(1,070,336)	(403,573)	(337,506)	(66,067)	-19.6%	666,763
Other operating expenses	(106,500)	(58,707)	(40,559)	(18,148)	-44.7%	47,793
Total operating expenses	(1,298,803)	(518,042)	(423,573)	(94,469)	-22.3%	780,761
Operating income	(248,845)	110,051	228,837	(118,786)	-27.0%	358,896
<i>Efficiency</i>	1.24	0.82	0.65	(0.18)		0.41
Transfer to OPEB Trust	(200)	-	-	-	0.0%	200
Transfer to Pension	(45,200)	(22,589)	(10,098)	(12,491)	-123.7%	22,611
Capital outlay (fixed assets)	(25,000)	-	-	-	0.0%	25,000
Other nonoperating revenues	500	1,890	943	947	-100.5%	1,390
Net profit (loss)	\$(318,745)	\$89,352	\$219,682	\$(130,330)		408,097

Budget to Actual
Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Fire	2016/17 Annual Budget	Year-to-date Actuals	Prior Year-to-date Actuals	(Unfavorable)		
				CY vs. PY	% Change CY vs. PY	CY Actual Vs. CY Budget
Property taxes	\$ 918,000	\$ 544,411	\$ 526,028	\$ 18,383	-3.5%	\$ (373,589)
Other operating revenues	50,000	35,932	85,888	(49,956)	-58.2%	(14,068)
Total operating revenues	968,000	580,343	611,916	(31,573)	-5.2%	(387,657)
Salaries and benefits	(26,990)	(15,898)	(20,692)	4,794	23.2%	11,092
Cal Fire/Amador contract	(1,070,336)	(403,573)	(337,506)	(66,067)	-19.6%	666,763
Utilities	(13,200)	(5,034)	(4,536)	(498)	-11.0%	8,166
Legal	(7,000)	0	0	-	0.0%	7,000
Other operating expenses	(84,350)	(49,320)	(33,204)	(16,116)	-48.5%	35,030
Total operating expenses	(1,201,876)	(473,825)	(395,938)	(77,887)	-19.7%	728,051
Operating loss	(233,876)	106,518	215,978	(109,460)		340,394
<i>Efficiency</i>	\$ 1.24	\$ 0.82	\$ 0.65	(0.17)	-26.2%	0.43
Transfer to OPFB Trust	-	-	-	-	0.0%	-
Transfer to Pension	(45,000)	(22,589)	(10,098)	(12,491)	-123.7%	-
Capital outlay (fixed assets)	0	0	0	-	0.0%	-
Other nonoperating expenses	500	1,804	856	948	110.8%	1,304
Net Profit (Loss)	\$ (278,376)	\$ 85,733	\$ 206,736	\$ (121,003)		\$ 364,109

Fire Fund Quarter Summary Notes

REVENUE

Strike Team/Equip Revenue down

EXPENSES

Nothing Notable:

NONOPERATING

Nothing Notable:

Operating Efficiency - Current Budget to Current Actual

For Every \$1 received:
Budgeted to spend: \$ 1.242
Actually spent 0.816
Favorable (nonfavorable) Variance 0.425

Operating Efficiency - Prior Compared to Current

For Every \$1 received:
Prior year Actual Spend 1.242
Current year Actual Spend 0.816
Favorable (nonfavorable) Variance 0.425

Budget to Actual

Groveland Community Services District

For 2nd Quarter ended Dec. 31, 2016

Banks	2016/17 Annual		Year-to-date Actuals	Prior Year-to- date Actuals	Favorable (Unfavorable)		
	Budget	Actuals			CY vs. PY % Change vs. PY	CY Actual vs. CY Budget	
Property taxes	\$ 79,458	\$ 47,340	\$ 47,340	\$ 45,742	\$ 1,598	3.5%	\$ (32,118)
Other operating revenues	2,500	410	410	(5,248)	5,658	-107.8%	(2,090)
Total operating revenues	81,958	47,750	47,750	40,494	7,256		(34,208)
Salaries and benefits	(27,977)	(9,573)	(9,573)	(6,160)	(3,413)	-55.4%	18,404
Utilities	(43,300)	(25,257)	(25,257)	(14,120)	(11,137)	-78.9%	18,043
Legal	(3,500)				-	0.0%	3,500
Other operating expenses	(22,150)	(9,387)	(9,387)	(7,355)	(2,032)	-27.6%	12,763
Total operating expenses	(96,927)	(44,217)	(44,217)	(27,635)	(16,582)	-60.0%	52,710
Operating loss	(14,969)	3,533	3,533	12,859	(9,326)		18,502
<i>Efficiency</i>	\$ 1.18	\$ 0.93	\$ 0.93	0.68	\$ (0.24)	-35.7%	0.26
Transfer to OPEB Trust	(200)			-	-	0.0%	200
Transfer to Pension	(200)			-	-	0.0%	200
Capital outlay (fixed assets)	(25,000)			-	-	0.0%	25,000
Other nonoperating expenses				-	-	0.0%	
Other nonoperating revenues			86	87	(1)	-0.8%	86
Net Profit (Loss)	\$ (40,369)	\$ 3,619	\$ 3,619	\$ 12,946	\$ (9,327)		\$ 43,988

Parks Fund Quarter Summary Notes

REVENUE

Other Operating Revenue down-Last yr included PG&B reclass

EXPENSES

GCSD Water/Sewer up \$10K due to rate increase

NONOPERATING

Nothing notable.

Operating Efficiency - Current Budget to Current Actual

For Every \$1 received:
 Budgeted to spend: \$ 1.183
 Actually spent 0.926
 Favorable (nonfavorable) Variance \$ 0.257

Operating Efficiency - Prior Compared to Current

For Every \$1 received:
 Prior year Actual Spend 0.682
 Current year Actual Spend 0.926
 Favorable (nonfavorable) Variance \$ (0.244)

**GROVELAND COMMUNITY SERVICES DISTRICT
CASH BALANCES AS OF 01/31/2017**

Cash Accounts	Acct	Water	Sewer	Grunsky	Enterprise & D/G Funds	Fire	Parks	Total	
								Funds	Government
Rabobank Operating Account	4498	793,268.11	482,469.82	2,233.12	1,277,971.05	422,233.63	123,252.08	545,485.71	1,823,456.76
Rabobank Investment (Operating Reserves)	2814	339,991.89	171,805.90	11,673.85	523,471.64	841,178.25	86,088.29	927,266.54	1,450,738.18
Rabobank Payroll Account	2426	24,940.77	22,005.62		46,946.39	5,126.77	6,596.46	11,723.23	58,669.62
Rabobank Drought Grant Account	5389	175,465.75			175,465.75				175,465.75
Rabobank Pension Acct	8958	15,011.45			26,019.89	45,034.36	200.29	45,234.65	71,254.54
Cash Drawer		168.00			300.00				300.00
Petty Cash		100.00			200.00				200.00
Cash in Co Treas SAD 77-1		5,527.46			5,527.46				5,527.46
LAIF Transferred to Investment Reserves Acct			59.51						
Total Unrestricted Cash		1,354,473.43	687,581.29	13,906.97	2,055,902.18	1,313,573.01	216,137.12	1,529,710.13	3,585,612.31
Water Bond Pymt Reserve	4662	910,646.74			910,646.74				910,646.74
Sewer Bond Pymt Reserve	4745	-	601,095.68		601,095.68				601,095.68
2013 Water Bond Sale - Restricted Reserve	2498	314,434.64			314,434.64				314,434.64
2014 BNY Water Bond Sale - Restricted Reserve	5112	379,156.63			379,156.63				379,156.63
2014 BNY Sewer Bond Sale-Restricted Reserve	9240		325,396.54		325,396.54				325,396.54
Total Restricted Cash		1,604,238.01	926,492.22		2,530,730.23				2,530,730.23
Total Cash and Investments		2,958,711.44	1,614,073.51	18,464.26	4,591,249.21	1,313,573.01	216,137.12	1,529,710.13	6,116,342.54

Legal Fees

79-015	<u>CK#</u>	<u>Atkinson</u>	<u>CK#</u>	<u>Neumiller</u>
July	14604	\$ 7,200.00	14614	\$ 2,293.00
August	14681	\$ 1,875.00	14701	\$ 2,749.00
September	14826	\$ 775.00	14809	\$ 4,064.92
October	14902	\$ 600.00	14892	\$ 1,426.00
November		\$ -		\$ -
December	15090	\$ 5,670.00		\$ 1,792.00
January				
February				
March				
April				
May				
June				

Total		\$ 16,120.00		\$ 12,324.92
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Legal Fee Total	\$ 28,444.92
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