

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
June 13, 2016
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors, Bruce Carter, Vice President, Scott Wemmer and Steve Perreira being present. Also present General Manager Jon Sterling and Staff member Lindsay Northrop.

Directors Swan and Armstrong were absent

Director Carter called the meeting to order at 10 a.m.

Agenda Approval

Mr. Sterling noted a change to info item 11, should be CERBT (California Employers Retirement Benefit Trust)

Director Perreira requested his informational item be added to the agenda, Impending Visit by Private Company.

Director Carter noted the new item would be 11 a.

Motion

Director Wemmer moved, seconded by Director Perreira and the motion passed to approve the agenda including the informational item.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Action Items to be Considered by the Board of Directors

Consent Calendar

- A. Approve Minutes from March 11, 2016 Special Board Meeting
- B. Approve Minutes from March 14, 2016 Regular Board Meeting
- C. Approve Minutes from April 9, 2016 Special Board Meeting
- D. Approve Minutes from May 9, 2016 Regular Board Meeting
- E. Approve Minutes from May 12, 2016 Special Board Meeting
- F. Approve Minutes from May 19, 2016 Special Board Meeting
- G. Approve Minutes from May 26, 2016 Special Board Meeting

Motion

Director Carter moved, seconded by Director Wemmer and the motion passed to approve the consent calendar as written.

Ayes: Directors Carter, Wemmer and Perreira

Consider for Approval Cal Fire Exercise Equipment Request

Battalion Chief Patton presented the item to the Board. He stated Cal Fire has been very successful in reducing workman's comp injuries with the introduction of the workout program

specifically designed for those in the firefighting industry. A long discussion ensued between the Board, Chief Patton, and staff.

Motion

Director Wemmer moved, seconded by Director Perreira and the motion passed to approve the Purchase of Physical Fitness Equipment for the Groveland Fire Station up to \$1500 dollars.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Fire Staff reports were moved to allow Division Chief Avila to present.

Staff Reports

Division Chief Avila presented the Fire report to the Board. A long discussion ensued between the Board and Chief Avila.

Director Carter directed Cal Fire to bring the Fire Committee information about possible relocation of Fire House to better serve the community.

Consider for Approval Annual PERS Unfunded Liability Payment to be Made as Lump Sum Payment.

Mr. Sterling presented the item to the Board. He stated the payments are already budgeted in the FY 16-17 Budget. He further stated the lump sum payment would save staff time, as well as 4 % discount, a total savings of \$4198.40. A discussion ensued between the Board and staff.

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed to Approve Lump Sum Payment of Annual PERS Unfunded Liability in the amount of \$114,010.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Consider for Approval Atkinson, Anderson, Loya, Ruud, & Romo Attorney Representation Agreement

Mr. Sterling presented the item to the Board. He stated Kevin Dale has represented the District for over three years now, and that the firm is very budget conscience. He further stated from working with Mr. Dale, he has gained institutional knowledge of the District. A discussion ensued between the Board and staff.

Motion

Director Wemmer moved, seconded by Director Perreira, and the motion passed to Approve the New Contract for Atkinson, Anderson, Loya, Ruud, & Romo Attorney Representation Agreement.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Consider for Approval Staff's Recommendation to Appoint a Board Member to Attend Monthly Tuolumne –Stanislaus Integrated Regional Water Management Authority Meetings

Mr. Sterling presented the item to the Board. He stated that with the absence of Office Manager, and the short staffing circumstances in Operations and Maintenance, the District has fallen out of compliance for the Lift Station Grant Funding. He stated that it is his recommendation once compliance is reestablished and funds are received to no longer be a part of IRWM. A discussion ensued between the Board and staff.

Director Perreira stated that he will attend the meetings until his term ends in November. Director Carter stated that he can be the alternate if Director Perreira is unable to attend a meeting.

Motion

Director Carter moved, seconded by Director Perreira and the motion passed to Designate Director Carter as an Alternate Board Member to Attend WAC Meetings.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Consider for Approval Landscaping Application/Worksheet for Winter Average Program

Mr. Sterling presented the item to the Board. A discussion ensued between the Board and Staff. The Board directed staff to make the changes as noted.

Motion

Director Carter moved, seconded by Director Wemmer and the motion passed to approve the Application Worksheet for Winter Averaging.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Consider for Approval Sending Letter of Support for Groveland Side Walk Project

Mr. Sterling presented the item to the Board. A discussion ensued between the Board and staff.

Motion

Director Wemmer moved, seconded by Director Carter, and the motion passed to Direct Staff to Send Letter of Support for the Groveland Sidewalk Project.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Consider for Approval Sending Letter of Support for ATCAA

Mr. Sterling presented the item to the Board. He stated District was contacted to send a letter of support for ATCAA's consideration for grant funding. A discussion ensued between the Board and staff.

The item failed to receive support of a motion.

Consider for Approval Proposed CSDA Bylaws Amendments

Ms. Northrop presented the item to the Board. A discussion ensued between the Board and staff.

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed to approve the Proposed CSDA Bylaw Amendments and Direct Staff to Send an Affirmative Vote.

Ayes: Directors Carter, Wemmer and Perreira

Absent: Directors Swan and Armstrong

Information Items

Discuss and Review Annual OPEB Transfer to CERBT (California Employers Retirement Benefit Trust)

Mr. Sterling presented the item to the Board. He stated that the Board approved CERBT to help fund the unfunded liability benefits, and the annual contribution for FY 15/16 is \$175,200. He further stated that the item is being brought to the Board so that staff has adequate time to send in contribution before the close of the fiscal year. A discussion ensued between the Board and staff.

Discuss and Review Impending Visit by Private Company Interested in Buying GCSD

Director Perreira presented the item to the Board. He stated that he personally contacted The California Water Association on his own accord, to find private interest in purchasing the District. He stated the company has asked to tour the District, and if the Board would allow this to occur. Mr. Sterling stated

Director Carter stated that he was hesitant to allocate and burden staff time and resources. He also mentioned that the public utilities commission terrified him.

Director Carter directed this item to be overseen by the budget committee.

Ad Hoc Committees Reports

- A. **Board of Director's Policy Manual (Directors Perreira & Swan)**
Director Perreira stated the budget committee has discussed the idea of balanced budgets as a Board responsibility.
- B. **Equipment Review Committee (Directors Wemmer & Armstrong)**
No report
- C. **Survey Committee (Director Carter)**
No report
- D. **Budget Committee (Directors Swan & Perreira)**
No report
- E. **Bargaining Unit Negotiations (Directors Swan & Wemmer)**
Director Wemmer stated the committee has made progress in a positive direction.
- F. **Fire Department (Directors Carter & Armstrong)**
No report
- G. **General Manager's Employment Contract Review (Director Perreira & Swan)**
Mr. Sterling stated that progress has been delayed until the MOU for staff has been resolved.
- H. **General Manager Goals and Objectives Committee (Directors Wemmer & Carter)**
Director Carter stated the committee will meet once the fiscal year has closed.

Standing Committee Reports

- A. **Strategic Planning (Directors Wemmer & Swan)**
No Report

- B. **Park Committee (Directors Wemmer & Armstrong)**
Director Wemmer stated the committee has had productive meetings with members of the public in attendance. Mr. Sterling stated that sidewalk repair to Mary Laveroni Park will take place the week of June 20th.

- C. **Water Conservation (Directors Carter & Wemmer)**
Director Carter stated the committee will be working on compiling annual water conservation report, and will provide a summary to the full Board.

- D. **Finance Committee (Director Swan & Perreira)**
No report

Staff Reports

- A. **General Manager's Comments**
Mr. Sterling stated new permits are required for ground contact of chlorinated water via flushing or line breaks. He stated there is new legislation that would make any water line break illegal.
He stated the District received a visit from SDRMA. The consultant met with four staff members and will help to identify, and assist with any deficiencies the operation and/or safety program may have.
He further stated the Districts attempt at VOIP phone system has been uninstalled after staff frustration and community complaints. The old system has been put back in place, until a new system can be installed.
He also stated staff has been making a concerted effort to disperse Board packets early as Wednesday.

- B. **Operations and Maintenance**
Mr. Sterling stated staff is conducting work at the Dog Park including erosion and weed control. He further stated there has already been shut offs from high readings due to irrigation system malfunctions.

- C. **Admin/Finance**
 - a. **List of May Payables**
Mr. Sterling presented the payables to the Board. A discussion ensued between the Board and staff.

Director Comments

Director Carter thanked staff member Lindsay Northrop for completing the minutes promptly and quickly.

Adjournment

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 1:12 p.m.

ATTEST:

Lindsay Northrop

Lindsay Northrop, Interim Board Secretary

APPROVED:

Robert Swan

Robert Swan, President