

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
July 10, 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 Maureen Grierfer, Vice President, Nick Stauffacher, and John Armstrong being present. Also present was General Manager Jon Sterling and Office Manager/ Board Secretary Jennifer Flores.

Absent: Directors Swan and Wemmer.

Call to Order

Director Grierfer called the meeting to order at 10:02 a.m.

Public Comment

None.

Agenda Approval

Ms. Flores stated that Items C and D needed to be removed from the agenda due to their incompleteness. She further stated that she needed the motion details to be provided by the Board in order to complete the minutes for the two meetings.

Motion

Director Armstrong moved, seconded by Director Stauffacher and motion passed unanimously to approve the agenda as amended.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Action Items to be Considered by the Board of Directors

Consent Calendar

- A. Approve Minutes from the June 12, 2017 Regular Meeting
- B. Approve Minutes from the June 22, 2017 Special Meeting
- E. Waive Reading of Ordinances and Resolutions Except by Title

Motion

Director Stauffacher moved, seconded by Director Armstrong, and the motion passed to approve the Consent Calendar.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Consider for Approval Land Lease Agreement between the Groveland Community Services District and the Southern Tuolumne County Historical Society

Director Grierfer stated she needed more time to read the agreement. The item was tabled.

Consider for Approval the Purchase of Two New District Vehicle

The Item was tabled to the next meeting.

Consider for Approval Authorizing the General Manager to Execute Installment Payment Agreement

Ms. Flores presented the item to the board. She stated it is District Policy to lock off a customer's meter when they have not paid their past due balance by the 15th of the following month in which payment was due. She further stated that the agreement in front of the Board for approval suspends this policy and allows customers who experience very high utility bills due to water loss to enter into an extended payment agreement and avoid being locked off. A discussion ensued between the Board and staff.

Motion

Director Stauffacher moved, seconded by Director Armstrong, and the motion passed to approve Authorizing the General Manager to Execute Installment Payment Agreement.

Ayes: Directors Armstrong, Stauffacher, and Griefer

Absent: Directors Swan and Wemmer

Consider for Approval Issuing Payment to CalPERS for the District's Unfunded Accrued Liability

Mr. Sterling presented the item to the Board. He stated that in fiscal year 2015/2016, Cal PERS developed a smoothing policy which addresses the unfunded liability portion of all PERS members. Mr. Sterling stated that paying the annual invoices in a lump sum would save the District \$4,988.76 for the year. A discussion ensued between the board, staff, and public.

Motion

Director Stauffacher moved, Director Armstrong Seconded and the motion passed to approve Issuing Payment to CalPERS for the District's Unfunded Accrued Liability.

Ayes: Directors Armstrong, Stauffacher, and Griefer

Absent: Directors Swan and Wemmer

Consider for Approval Resolution 10-17, A Resolution of the Governing Body of the Groveland Community Services District for the Election of Directors to the Special District Risk Management Authority Board of Directors

Director Griefer presented the item to the Board. A discussion ensued between the Board, staff, and public. The Board agreed on casting a vote for Jean Bracy.

Motion

Director Stauffacher moved, seconded by Director Armstrong and the motion passed to approve voting for Jean Bracy to the Special District Risk Management Authority Board of Directors.

Ayes: Directors Armstrong, Stauffacher, and Griefer

Absent: Directors Swan and Wemmer

Consider for Approval Voting for One (1) Candidate to be Elected to the California Special Districts Association

Ms. Flores presented the item to the Board and stated that the District is a CSDA member and therefore is eligible to vote in the CSDA Board election. A discussion ensued between the Board, staff, and public.

Motion

Director Stauffacher moved, seconded by Director Armstrong and the motion passed to not vote for a candidate.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Consider for Approval Hold Harmless Agreement Between Groveland Community Services District and David Smith Construction for Skate Park Repair

Mr. Sterling presented the item to the Board. He stated that the Friends of the Groveland Skate Park have found a contractor who is willing to do the repair. He further stated that the contractor is requiring the District to sign a Hold Harmless agreement for the work performed. A discussion ensued between the Board, staff, and public.

Motion

Director Stauffacher moved, seconded by Director Armstrong and the motion passed to not approve the Hold Harmless Agreement Between Groveland Community and David Smith Construction.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Consider for Approval Sending Letter Opposing the Sale of Transmission Assets

Mr. Sterling presented the item to the Board. He stated the request came from the Tuolumne Public Power Association (TPPA) and that the District is one of 40 customers that is able to purchase power at a discounted rate through the TPPA. He further stated that the 2018 Federal budget is proposing to sell off these transmission assets and if that were to happen, we could become a regular customer of PG&E. A discussion ensued between the Board, staff, and public.

Motion

Director Armstrong Moved, seconded by Director Stauffacher and the motion passed to approve sending a letter Opposing the Sale of Transmission Assets.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Consider for Approval Sending Letter in Opposition of AB 1479

Director Grierfer stated that she wanted to read the Assembly Bill in its entirety before voting. The item was tabled.

Consider for Approval Sending Letter to Alcoholic Beverage Control (ABC) in Support of the Chamber of Commerce Selling Beer and Wine at 49er Festival

Mr. Sterling presented the item to the Board and stated that the District receives this request from the chamber every year to provide a letter to the ABC in support of their selling of alcohol at the 49er Festival. A discussion then ensued between the Board, staff, and public.

Motion

Director Stauffacher moved, seconded by Director Armstrong and the motion passed to approve Sending Letter to Alcoholic Beverage Control (ABC) in Support of the Chamber of Commerce Selling Beer and Wine at 49er Festival.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

Consider for Approval Addendum to General Manager Employment Agreement

Mr. Sterling presented the item to the Board and stated that his present contract expires September 30, 2017. He further stated that District's operational circumstances have changed since this date was set and that a later departure date would allow him to see several of the large grant projects move forward while also satisfying staffing issues the Operations Department is experiencing. A discussion then ensued between the Board, staff, and public.

Motion

Director Armstrong moved, seconded by Director Stauffacher and the motion passed to approve the Addendum to General Manager Employment Agreement.

Ayes: Directors Armstrong, Stauffacher, and Griefer

Absent: Directors Swan and Wemmer

Information Items

Update on District Grants

Mr. Sterling updated the Board on the current status of District grants.

Update on Sewer Rate Study

Mr. Sterling presented the item to the Board. He stated that the Maintenance Department completed the inspection of the force main for Lift Station 16. He further stated that the force main inspections for Pine Mountain Lake will now be covered under the planning grant money received for the downtown Groveland Big Oak Flat project. He stated he would be providing updated system information to Bartle Wells. A discussion ensued between the Board, staff, and public.

Staff Anniversary Updates

Mr. Sterling presented the item to the Board. He stated that Anthony Trujillo passed his Water Treatment I test. Ms. Flores stated that on May 14, 2017 Jimmy Koster celebrated 14 years with the District and on July 21, 2017 Gene Pike will be celebrating his 3 year anniversary. Mr. Sterling stated that there is a new employee in Administration, Rachel Pearlman, who is the District's new Office Clerk.

Discuss AB 1234 and AB 1825 Training Requirements

Ms. Flores presented the item to the Board and stated that Directors who were not current needed to take the required training for both AB 1234 and AB 1825.

Ad Hoc Committees Reports

- A. **Board of Director's Policy Manual (Director Swan)**
No report.
- B. **Equipment Review Committee (Directors Wemmer & Armstrong)**
No report.
- C. **Survey Committee (Directors Griefer & Armstrong)**
Director Griefer presented the item to the Board. She stated that she had 8 surveys submitted and she still needs to review them.

- D. **Budget Committee (Directors Swan & Grierfer)**
No report.
- E. **Fire Department (Directors Armstrong & Wemmer)**
No report.
- F. **Drought Ordinance Revision Committee (Directors Swan & Wemmer)**
No report.
- G. **General Manager Recruitment Committee (Directors Swan & Grierfer)**
No report.

Standing Committee Reports

- A. **Park Committee (Directors Wemmer & Grierfer)**
Director Grierfer presented the item to the Board. She stated that there is an upcoming playground fundraiser on July 15, 2017, and they are working on getting a plan in place for the trails.
- B. **Water Conservation (Director Swan & Stauffacher)**
No report.
- C. **Finance Committee (Director Swan & Director Grierfer)**
Mr. Sterling presented the item to the Board. He stated that there will be a meeting in August to review the quarterly and end of year reports.

Staff Reports

- A. **General Manager's Comments**
Mr. Sterling stated that the District is making progress in reducing the level in Reservoir two, and by September 15, 2017, the levels should be down to an acceptable level for the winter. He also stated that over the July 4, 2017 weekend, there were two main line breaks around Butler Way. A discussion ensued between the Board, public, and, staff.
- B. **Operations and Maintenance**
Discussed under General Manager Comments.
- C. **Admin/Finance**
 - a. **List of April Payables**
Ms. Flores stated that the Administration is in the process of closing out the Fiscal Year and finalizing the Tax Roll list.

Director Comments

None.

Adjournment

Motion

Director Stauffacher moved, seconded by Director Armstrong, and the motion passed to adjourn the meeting at 11:45 a.m.

Ayes: Directors Armstrong, Stauffacher, and Grierfer

Absent: Directors Swan and Wemmer

ATTEST:


Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President