

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

18966 Ferretti Road Groveland, CA 95321

Staff Report
December 11, 2017

To: Board of Directors

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

Subject: Monthly Activity Report – November 6, 2017 to December 3, 2017

Operations:

Emergency Incident Response:

On November 6th Groveland Fire and CAL FIRE units responded to a report of a residential structure fire on Green Valley Circle in Pine Mountain Lake. Upon arriving at scene, there was no smoke or fire visible. The Incident Commander contacted the homeowner where they located an extinguished fire in the heating unit on the roof. Fire crews secured utilities and checked for extension of fire. The homeowner was advised not to use the heating unit until it was serviced and inspected by a professional HVAC company. The cause of the fire is under investigation.

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:

- Area Orientation
- Multi-Company Hose Evolutions
- Fire Captain Siville assisted in instructing Truck Company Operations at the Fresno Training Officer's Symposium.
- Low Angle Rope Rescue
- Forcible Entry
- Firefighter Survival
- Salvage and Overhaul

Public Education:

Groveland Fire and CAL FIRE participated in the 13th Annual Christmas Photos at the Groveland Fire Station. The Kiwanis Club of Groveland sponsored community project in conjunction with the Craft Faire provided families an opportunity to take photos with Santa Claus on his sleigh. Children of all ages were excited to see Santa and share with him what they wanted for Christmas. There were lots of returning families sharing stories of previous years. Engineers Schemper and Beal are pictured with Santa below.





RESPONSE ACTIVITY TALLY REPORT

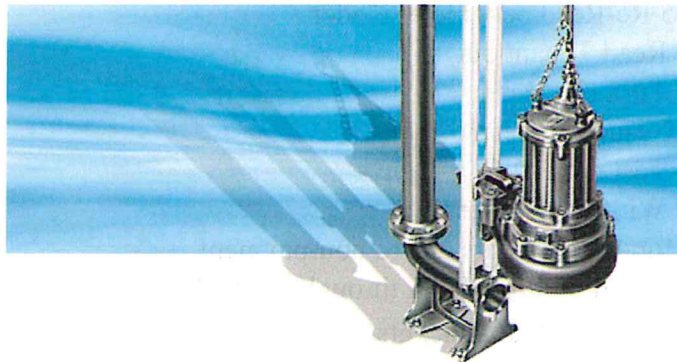
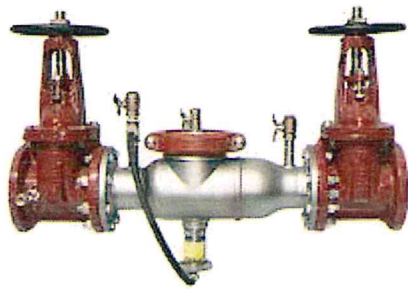
55045

GROVELAND CSD

Alarm Date From: 11/6/2017 To: 12/3/2017

Report Date 12/5/2017

INCIDENT TYPE	INCIDENT TYPE DESCRIPTION	INCIDENT COUNT
GCS		
111	Building fires	1
321	EMS call, excluding vehicle accident with injury	27
400	Hazardous condition, other	3
550	Public service assistance, other	3
551	Assist police or other governmental agency	1
700	False alarm or false call, other	2
	Subtotal	37
GRV		
321	EMS call, excluding vehicle accident with injury	8
550	Public service assistance, other	1
	Subtotal	9
FDID 55045	GROVELAND CSD	Grand Total 46



Monthly O&M Report for November 2017

Water Breaks or Repairs

- Repaired service on Hwy 120 in BOF. Box settled and broke service line.
- Repaired broken backflow on Ponderosa Ln. PVC fittings broke on both sides.
- Water break at the Main entrance to PML. Could not locate will try again after Thanksgiving Holiday because of traffic interference.
- Water break DTE Nursery. (Service tube)

Sewer Line Breaks or Repairs

- None for the Month.

Customer Service

Service request

- 6 customers complaints
- 3 check/ repair meter
- 2 Req. to Engineering Dept.
- 1 new water meter installation
- 0 Inspect Sewer Connect
- 12 lock offs
- 3 Color Taste-quality

- Installed new water meter and backflow on Old Hwy 120.
- Ran Ammonia to AWS for November outage.
- Checked motor leads to 2g Turbine for tightness and omhed motor.
- Diagnosed auto start problem for 2G Turbine. We had a Tellstar employee come on site and they found PLC was in test mode.
- Installed anchor bolts for the Turbine VFD over hang.
- Installed new water meter box for property on Black Rd.
- Flushed water in the Tank 2, 4 and Tank 5 service area.
- Moved Dunn Ct stand by Generator to Tank 2 for Booster pump start up.
- Installed new OSG cell at 2G and brought into service.
- Changed out meters at unit 12 lot 36 & 37. Lot 37 meter stopped registering consumption.
- Opened up Big Creek UV room and prepped for TUD to view system.
- Changed out air relays on the Pall Trailer at 2G.
- Put cut back on water line repair patches at the back gate and the main gate.

Sewer-

- Weekly Preventative Maintenance Check (PMCS) and Generators Checks at all Lift Stations.
- Cleaned the pressure transducers and floats as needed at all Lift Stations.
- Did odor control at all Lift Stations as needed.
- Chemically cleaned various gravity sewer lines throughout the District.
- Hydro-Flushed various gravity sewer lines throughout the District.
- Prepared and sent in monthly Sewer report to the State.
- Ran the Screw press to waste from the Digester.
- Emptied drying beds and replenished sand when needed.
- Moved pallets of salt to the STP OSG room for Chlorine Generation.
- Sprayed down and cleaned roto room daily.
- When weather permitted we ran irrigation for all spray fields.
- Did daily rounds/weather and Lab for the WWTP.
- Took weekly Bacti Samples of the CCC.
- Repaired LS 16 fence and Gate.
- Ordered new valves for Digester blower number 2.
- Sampled Res. # 2.
- Core drilled and installed bollards for the Bio Solids building. Bollards and pressure treated 2x12 will hold back wet sludge during the winter.
- Pulled Lift Stations pumps and took pictures of all name plates. Will use pictures for quotes and set up files for each Station.
- Changed out UPS batteries at Lift Station 11, 12, 14 and 15.

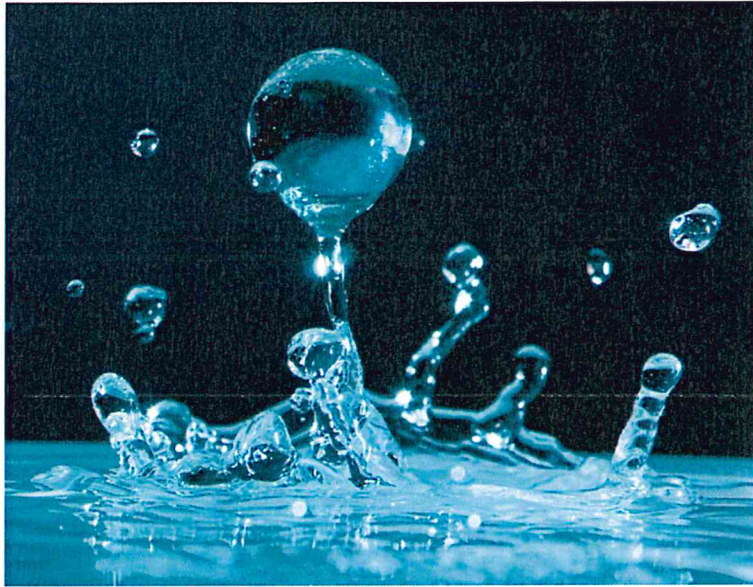
- Cleaned out gutters and blew off roofs for the Park restroom, Admin building and Highlands pump station.
- Cleaned out drains at Big Creek Treatment Plant.
- Cleaned out STP Generator room.

Safety & Training-

- Weekly safety meetings.
- Weekly vehicle checks.

Major Projects

- Tied conduit into new blower disconnects for Digester, wired in blower number 1 and checked operation. CPO put blower into service which has helped the Screw Press run more efficiently.
 - Finished plumbing in 8" pipe/fittings to the New Booster Pump Skid at Tank 2. Set valve boxes, poured new pad for the control cabinet and set cabinet in place. Cleaned up all debris and brought back to yard.
 - Started upper park restroom remodel. Pulled all fixtures and panels out of the Men's side and replaced with new. New fixtures required some plumbing changes/modifications. Waiting for ADA partition to finish men's side. Pressure washed walls and prepped for paint. Cut asphalt going into janitor room for upcoming Park camera/gate electrical install.
 - Started AWS project. Saw cut asphalt and dug up water main to get OD for pressure transducer saddle. Removed all asphalt and started to dig trenches to bury all exposed water/sample lines for post/pre CCT, Pre/post clear well.
 - Installed new 6" check valve and Air release valve at 2G. Employee had to cut and weld in new section of pipe. Cleaned up site and winterized the Turbine.
 - Met with District engineer and went over waterline placement for upcoming project in Groveland and BOF.
 - Met with the State and did job walk for upcoming Sewer Line replacement project for Groveland and BOF.
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ACCOUNTS PAYABLE CHECK LISTING

November, 2017

Fiscal Year 17/18

Board Approval _____

Bank Reconciliation

Checks by Date

User: dpercoco
 Printed: 11/30/2017 - 2:03PM
 Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
115151	11/9/2017	Operating Engineers Local #3		AP		258.94
115152	11/9/2017	US Treasury		AP	11/30/2017	184.25
901794	11/9/2017	Dept of Child Support Services		AP	11/30/2017	235.95
901795	11/9/2017	EDD - Electronic		AP	11/30/2017	1,790.95
901796	11/9/2017	Federal EFTPS		AP	11/30/2017	13,546.24
901797	11/9/2017	Pers - Electronic		AP	11/30/2017	5,617.90
901798	11/9/2017	TD Ameritrade Trust Co.		AP	11/30/2017	300.00
115113	11/10/2017	Nicholas Belitz		PR	11/30/2017	885.74
115114	11/10/2017	Gregory Dunn		PR	11/30/2017	1,947.39
115115	11/10/2017	Jessie Gunn		PR	11/30/2017	348.91
115116	11/10/2017	Amanda Livingston		PR	11/30/2017	698.68
115117	11/10/2017	Wyatt Livingston		PR	11/30/2017	1,452.19
115118	11/10/2017	Lisa McConnell		PR	11/30/2017	59.44
115119	11/10/2017	Lindsay Northrop		PR	11/30/2017	1,312.46
115120	11/10/2017	Rachel Pearlman		PR	11/30/2017	283.24
115121	11/10/2017	Michelle Perkins		PR	11/30/2017	286.99
115122	11/10/2017	John Pike		PR	11/30/2017	1,701.83
115123	11/10/2017	Jason Power		PR	11/30/2017	56.71
115124	11/10/2017	Myles Rodriguez		PR	11/30/2017	373.08
115125	11/10/2017	Patrick Sommarstrom		PR	11/30/2017	1,086.09
115126	11/10/2017	Jonathan Sterling		PR	11/30/2017	3,325.44
115128	11/10/2017	David Young		PR	11/30/2017	777.83
16037	11/13/2017	Accela, Inc. #774375		AP		937.75
16038	11/13/2017	Zach Bechthold		AP		13.83
16039	11/13/2017	David & Sarah Bengston		AP		1,350.00
16040	11/13/2017	CV Industrial Corp		AP		115.50
16041	11/13/2017	CWEA		AP		180.00
16042	11/13/2017	Dataprose Inc.		AP		1,856.04
16043	11/13/2017	Drugtech Toxicology Services, LLC		AP		108.00
16044	11/13/2017	Cheryl Fenstemacher		AP		125.00
16045	11/13/2017	Foothill-Sierra Pest Control		AP		154.00
16046	11/13/2017	GCSD		AP		4,931.79
16047	11/13/2017	GCSD Petty Cash		AP		28.69
16048	11/13/2017	General Plumbing Supply		AP		465.89
16049	11/13/2017	General Supply Co		AP		2,355.70
16050	11/13/2017	George Reed Inc.		AP		946.49
16051	11/13/2017	Gilbert Associates, Inc.		AP		3,100.00
16052	11/13/2017	Grainger		AP		580.28
16053	11/13/2017	H & S Parts and Service		AP		43.53
16054	11/13/2017	IBS of Sacramento Valley		AP		521.36
16055	11/13/2017	Bryant L. Jolley		AP		13,000.00
16056	11/13/2017	Alyce Jones		AP		28.14
16057	11/13/2017	Jorgensen & Sons, Inc.		AP		346.96
16058	11/13/2017	KC Courier, LLC		AP		309.00
16060	11/13/2017	Moore Bros. Savenger Co., Inc.		AP		890.92
16061	11/13/2017	Nathan Morales		AP		956.25

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
16062	11/13/2017	Mother Lode Answering Service		AP		156.00
16063	11/13/2017	Mountain Oasis Water Systems		AP		123.00
16064	11/13/2017	Myrna Moyle		AP		25.41
16065	11/13/2017	Ronald Percoco		AP		2,449.00
16066	11/13/2017	PG&E		AP		625.99
16067	11/13/2017	PML Hardware & Supply Inc.		AP		381.20
16068	11/13/2017	Presidio Systems, Inc		AP		24,900.00
16069	11/13/2017	Ray Suess Insurance & Invst		AP		5,680.74
16070	11/13/2017	San Francisco Public Utilities Commissi		AP		14,870.52
16071	11/13/2017	SFE Global, Inc.		AP		12,800.00
16072	11/13/2017	Jody & John Tucker		AP		125.00
16073	11/13/2017	Tuo. Co. Clerk & Auditor-Contr		AP		82.50
16074	11/13/2017	Tuo. Co. Public Power Agency		AP		13,192.08
16075	11/13/2017	Wells Fargo Bank, N.A.		AP		104.49
16076	11/13/2017	Western Communications, Inc.		AP		148.61
901799	11/21/2017	Dept of Child Support Services		AP	11/30/2017	235.95
901800	11/21/2017	EDD - Electronic		AP	11/30/2017	1,333.35
901801	11/21/2017	Federal EFTPS		AP	11/30/2017	9,686.29
901802	11/21/2017	Pers - Electronic		AP	11/30/2017	5,821.01
901803	11/21/2017	TD Ameritrade Trust Co.		AP	11/30/2017	300.00
16077	11/22/2017	American Red Cross		AP		2,260.00
16078	11/22/2017	Anthem Blue Cross		AP		780.30
16079	11/22/2017	Blue Shield of California		AP		15,020.46
16080	11/22/2017	W. H. Breshears		AP		3,793.76
16081	11/22/2017	CSDA		AP		6,358.00
16083	11/22/2017	Dish Network		AP		45.67
16084	11/22/2017	Theo Edwards		AP		255.00
16085	11/22/2017	Ferguson Enterprises Inc. #1423		AP		2,574.90
16086	11/22/2017	General Plumbing Supply		AP		305.81
16087	11/22/2017	Groveland Work Wear		AP		1,486.42
16088	11/22/2017	Hach		AP		430.13
16089	11/22/2017	MetLife Small Business Center		AP		154.53
16090	11/22/2017	Rabobank Visa Card		AP		685.87
16091	11/22/2017	Staples Credit Plan		AP		458.89
16092	11/22/2017	Telstar Instruments, Inc.		AP		2,934.68
16093	11/22/2017	Two Guys Pizza		AP		53.64
16094	11/22/2017	UPS		AP		13.22
16095	11/22/2017	Verizon Wireless 7706		AP		154.59
16096	11/22/2017	Zalreich Chemical Co		AP		2,704.34
115171	11/22/2017	Operating Engineers Local #3		AP		235.40
115153	11/24/2017	Matthew Dickens		PR	11/30/2017	321.76
115154	11/24/2017	Jonathan Sterling		PR	11/30/2017	3,326.16
16102	11/30/2017	Carbon Copy Inc.		AP		67.45
16103	11/30/2017	Lowe's Companies, Inc.		AP		410.03
16104	11/30/2017	Microsoft		AP		100.00
16105	11/30/2017	Neumiller & Beardslee		AP		1,445.79
16106	11/30/2017	Pacific Crane Inspections		AP		1,050.00
16107	11/30/2017	PLIC-SBD Grand Island		AP		2,230.72
16108	11/30/2017	Standard Insurance Co		AP		424.67
16109	11/30/2017	Verizon Wireless 5298		AP		261.72
16110	11/30/2017	VSP		AP		379.95
16111	11/30/2017	Wells Fargo Bank, N.A.		AP		363.60

Total Check Count: 98

214,003.97

BR-Checks by Date (11/30/2017 - 2:03 PM)

Note: CK#16059 \$100.00 Voided

Nov P/R ACH

44,098.06
\$258,102.03

Legal Fees

79-015	CK#	Atkinson	CK#	Neumiller
July	15811	\$ 795.00	15839	\$ 299.00
August	15915	\$ 477.00	15929	\$ 932.00
September		\$ 928.42	16028	\$ 982.13
October		\$ 6,486.00	16105	\$ 1,445.79
November				
December				
January				
February				
March				
April				
May				
June				

Legal Fee Total \$ 12,345.34 \$ 8,686.42 \$ 3,658.92

A & M Engineering

July		
August	15871	\$22,433.00
September	15979	\$32,330.00
October		
November		
December		
January		
February		
March		
April		
May		
June		

Total A & M \$54,763.00

GROVELAND COMMUNITY SERVICES DISTRICT										
CASH BALANCES AS OF 11/30/2017										
Cash Accounts	Acct	Water	Sewer	Grunsky	Total Enterprise & D/G Funds			Parks	Total Government Funds	
					Fire	Fire	Fire		Funds	Funds
Rabobank Operating Account	4498	1,106,955.61	181,028.43	7,518.72	1,295,502.76	80,681.65	42,338.77	123,020.42		1,418,523.18
Rabobank Investment (Operating Reserves)	2814	340,556.79	172,091.35	11,693.27	524,341.41	842,575.89	86,231.33	928,807.22		1,453,148.63
Rabobank Payroll Account	2426	30,713.00	29,790.58		60,503.58	3,413.73	3,006.47	6,420.20		66,923.78
Rabobank Drought Grant Account	5389	175,538.59			175,538.59					175,538.59
Rabobank Pension Acct	8958	15,017.67	11,013.01		26,030.68	45,053.00	200.44	45,253.44		71,284.12
Cash Drawer		168.00	132.00		300.00					300.00
Petty Cash		100.00	100.00		200.00					200.00
Cash in Co Treas SAD 77-1		(588.00)			(588.00)					(588.00)
LAIF Transferred to Investment Reserves Acct			60.38		60.38					60.38
Total Unrestricted Cash		1,668,461.66	394,215.75	19,211.99	2,081,889.40	971,724.27	131,777.01	1,103,501.28		3,185,390.68
Water Bond Pymt Reserve	4662	1,263,607.80	-		1,263,607.80	-	-	-		1,263,607.80
Sewer Bond Pymt Reserve	4745	-	785,200.30		785,200.30	-	-	-		785,200.30
2013 Water Bond Sale - Restricted Reserve	2498	314,957.08			314,957.08					314,957.08
2014 BNY Water Bond Sale - Restricted Reserve	5112	379,522.39			379,522.39					379,522.39
2014 BNY Sewer Bond Sale-Restricted Reserve	9240		325,821.75		325,821.75					325,821.75
Total Restricted Cash		1,958,087.27	1,111,022.05		3,069,109.32	-	-	-		3,069,109.32
Total Cash and Investments		3,626,548.93	1,505,237.80	18,464.26	5,150,250.99	971,724.27	131,777.01	1,103,501.28		6,254,500.00