

**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Groveland Community Services District

**AGENDA**  
May 9, 2016  
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  
Steve Perreira, 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**

**Action Items to be Considered by the Board of Directors**

**2. Consent Calendar**

- A. Approve Minutes from May 27, 2015 Special Board Meeting
- B. Approve Minutes from June 1, 2015 Regular Meeting
- C. Approve Minutes from June 3, 2015 Special Meeting
- D. Approve Minutes from June 10, 2015 Special Meeting
- E. Approve Minutes from June 18, 2015 Special Meeting
- F. Approve Minutes from June 24, 2015 Special Meeting
- G. Approve Minutes from June 29, 2015 Special Meeting
- H. Approve Minutes from July 6, 2015 Regular Meeting
- I. Approve Minutes from July 9, 2015 Special Meeting
- J. Approve Minutes from August 3, 2015 Regular Meeting
- K. Approve Minutes from August 26, 2015 Special Meeting

- L. Approve Minutes from the September 8, 2015 Special Meeting
- M. Approve Minutes from the October 5, 2015 Regular Meeting
- N. Approve Minutes from the November 2, 2015 Regular Meeting
- O. Approve Minutes from the November 9, 2015 Special Meeting
- P. Approve Minutes from the November 16, 2015 Special Meeting
- Q. Approve Minutes from the December 7, 2015 Regular Meeting
- R. Approve Minutes from the January 11, 2016 Regular Meeting
- S. Approve Minutes from the January 25, 2016 Special Meeting
- T. Approve Minutes from February 8, 2016 Regular Meeting
- U. Approve Minutes from the February 18, 2016 Special Meeting
- V. Approve Minutes from the March 2, 2016 Special Meeting
- W. Waive Reading of Ordinances and Resolutions Except by Title

3. **Consider for Approval Request from Groveland Rotary to Rebuild Firewood Equipment Building** (Groveland Rotary)
4. **Consider for Approval Awarding Lift Station 16 Rehabilitation Project to RTC** (Staff)
5. **Consider for Approval Resolution 3-16, A Resolution of the Board of Directors of the Groveland Community Services District Approving Flow Meter Application Agreement** (Staff)
6. **Consider for Approval Appointing Lindsay Northrop as Interim Board Secretary** (Staff)
7. **Consider for Approval Proposed CSDA Bylaws Amendments** (Staff)
8. **Consider for Approval Emergency Repair Cost for the Second Garrote Turbine Pump Motor** (Staff)
9. **Consider for Approval 3<sup>rd</sup> Quarter Financial Report** (Staff)
10. **Consider for Approval FY 2016-17 District Wide Budgets** (Staff)
11. **Consider for Approval Revised Sewer Rate Request for Proposal** (Staff)

#### **Information Items**

12. **Discussion of Proposed Revised Monthly Water Bond Debt Service Customer Charges** (Staff)
13. **Report on Water Tank Inspection** (Staff)
14. **Update on Filling District Water Treatment Operator Vacant Positions** (Staff)
15. **Ad Hoc Committees Reports**
  - A. **Board of Director's Policy Manual** (Directors Perreira & Swan)
  - B. **Equipment Review Committee** (Directors Wemmer & Armstrong)
  - C. **Survey Committee** (Director Carter)
  - D. **Budget Committee** (Directors Swan & Perreira)
  - E. **Bargaining Unit Negotiations** (Directors Swan & Wemmer)

- F. **Fire Department** (Directors Carter & Armstrong)
- G. **General Manager's Employment Contract Review** (Director Perreira & Swan)
- H. **General Manager Goals and Objectives Committee** (Directors Wemmer & Carter)

**16. Standing Committee Reports**

- A. **Strategic Planning** (Directors Wemmer & Swan)
- B. **Park Committee** (Directors Wemmer & Armstrong)
- C. **Water Conservation** (Directors Carter & Wemmer)
- D. **Finance Committee** (Director Swan & Perreira)

**17. Staff Reports**

- A. **General Manager's Comments**
- B. **Operations and Maintenance**
- C. **Admin/Finance**
  - a. List of April Payables

**18. Director Comments**

**19. Adjournment**

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

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**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 are asked to complete a Speaker Request Card and give it to the Board Secretary prior to the meeting.
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)

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
May 27, 2015  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Steve Perreira, Bruce Carter, and John Armstrong. Also present was General Manager Jon Sterling.

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

**Agenda Approval**

Motion

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

**Discussion of Modifications to Amendment No. 2 to Water Ordinance No. 2-10 Regarding the District's Water Shortage Emergencies Regulations**

General Manager Jon Sterling introduced the item to the Board and discussed the District's current water conservation along with modifications that had been made with regard to Amendment No. 2 to Water Ordinance No. 2-10. A long discussion ensued between the Board and staff regarding the proposed modifications along with additional ones to be added.

**Adjournment**

*Director Wemmer moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 11:58am.*

APPROVED

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA**

**June 1, 2015  
10:00 a.m.**

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

Director Swan called the meeting to order at 10:02am.

Directors Armstrong and Wemmer were absent.

**Public Comment**

None.

**Agenda Approval**

Director Perreira requested that his agenda item regarding Irvine Ranch water tiers be added to the agenda. He further stated that he did not submit the item in time, but that it was "pertinent to today's conversation."

**Motion**

*Director Swan moved, seconded by Director Carter, and the motion passed to approve the agenda as amended.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Action Items**

**Consider for Approval Continuation of District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project**

**Motion**

*Director Carter moved, seconded by Director Swan, and the motion passed to approve the continuation of District Emergency in response to City and County of San Francisco's Lower Cherry Aqueduct Project.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval Proposed FY 2015-16 Government Fund Budgets**

General Manager Jon Sterling presented the item to the Board and stated that there were two Fire Budgets in front of the Board; one that included the Cal Fire Amador Plan and one that just included the current District Fire Reserve Program.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to approve the Government Budgets that incorporate the Amador Plan.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

**Information Item**

**Irvine Ranch CFO Briefing on Defensible Tiers and Allocations**

Director Perreira presented his report to the Board regarding Irvine Ranch's water tiers and allocation system. A discussion ensued between the Board and staff.

**Action Items**

**Consider for Approval Declaring Stage IV Drought Condition**

Mr. Sterling presented the item to the Board and stated that the District has been required by the State to conserve 24% compared to 2013, and the District's current Stage III Drought Emergency only requires a 20% mandatory reduction in water use. He further stated that the District must declare a Stage IV Drought Emergency in order for the District to enforce the State's 24% conservation level. Director Swan stated that the ordinance requires that the Board pass a resolution in order to declare a Stage IV Drought Emergency. The item was deferred to allow for staff to draft a resolution to be brought back for approval with language that set a 30% water conservation level.

**Consider for Selection Modifications to Amendment No. 2 to Water Ordinance No. 2-10 Regarding the Districts Water Shortage Emergencies Regulations**

Director Swan presented the modifications he made to Amendment No. 2 to Water Ordinance No. 2-10 to the Board. Director Perreira stated that there were several areas of the document that he did not agree with and that he would not support. He further stated that he felt the entire document needed to be thrown out and that the District should solicit a professional engineer to completely rewrite the document. A long discussion ensued between the Board.

**Consider Voting for up to (3) Three Candidates to be Elected to the Special District Risk Management Authority (SDRMA) Board of Directors by Adopting Resolution 4-15**

Mr. Sterling presented the item to the Board and stated that the Board can vote for up to three candidates as there are three seats available, and that Director Swan was a candidate for consideration.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to vote for candidates Robert Swan, R. Michael Wright, and Sandy Seifert-Raffelson to be elected to the SDRMA Board of Directors via Resolution 4-15.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

**Consider for Approval Revised Job Description for the Administration Department**

Mr. Sterling presented the item to the Board and stated that the position is an existing approved position, and due to a couple retirements, staff has revised the existing description to incorporate some additional duties that were previously performed by retired staff.

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed to approve the Administrative Technician Job description and salary range as modified.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider For Approval Resolution 5-15, A Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a Financial Assistance Application to the State Clean Water State Revolving Fund (DWSRF) for the Planning and Design of Sewer Collection System Improvements (Staff)**

Mr. Sterling presented the item to the Board and stated this was an opportunity for the District to get a shovel ready project paid for with no match grant funding through the State Revolving Fund. He further stated that the project would address the deficiencies in the sewer collection system in downtown Groveland and Big Oak Flat.

Motion

*Director Carter moved, seconded by Director Swan, and the motion passed to approve Resolution 5-15, a Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a Financial Assistance Application to the State Clean Water State Revolving Fund (DWSRF) for the Planning and Design of Sewer Collection System Improvements.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval Withdrawing from the Tuolumne- Stanislaus JPA**

Mr. Sterling presented the item to the Board and stated that the annual cost to be part of the JPA is \$10,000, and going forward, the District's chances of receiving additional grant money through the IRWM is very slim. He further stated that the District can still apply for grant money if it is not a JPA member, it just won't be able to vote on the final projects put forward for funding. A discussion ensued between the Board and staff.

Motion

*Director Carter moved, seconded by Director Perreira, and the motion passed to approve withdrawing from the Tuolumne-Stanislaus JPA.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval 2014 Water Conservation Report**

Director Carter presented the final draft of the 2014 Water Conservation Report prepared by the Water Conservation Committee to the Board. A discussion ensued between the Board and staff.

Motion

*Director Perreira moved, seconded by Director Swan, and the motion passed to approve the 2014 Water Conservation Report.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*



**Consider for Approval an Annual Budget not-to-exceed \$5,000 for the Water Conservation Committee**

Mr. Sterling stated that approving a small annual budget for the Water Conservation Committee would alleviate them from having to wait to get Board approval to expend money for a water conservation project.

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed to approve an annual budget not-to-exceed \$5,000 for the Water Conservation Committee.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval Letter of Support for the County's Proposal to Construct Sidewalks Along SR 120 and Ferretti Road**

Mr. Sterling presented the item to the Board and stated that Tuolumne County has asked the Board for a letter of support for a grant application they are submitting to fund walkways and pathways in Groveland. He further stated that there would be no cost to the District, but that the County would request that the District grant easements where the walkways would go through District property if approved for funding. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed to send a letter of support for County's proposal to construct a sidewalk along SR 120 and Ferretti Rd.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval 2014 Final Customer Survey Report**

Director Perreira presented the item to the Board and stated that he incorporated all the requested editorial comments made previously. He further stated that he decided to use the selected sample responses, rather than incorporate all responses received as he felt the ones chosen represented the majority of comments received well. A discussion ensued between the Board and a consensus was reached for some of the language in the Summary Section of the survey to be "neutralized."

Motion

*Director Carter moved, seconded by Director Perreira, and the motion passed to approve the 2014 Final Customer Survey.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Consider for Approval Increasing Rebate for High Volume Fixtures**

The item was tabled to a later date when all Board members could be present.

**Consider for Approval Appointing General Manager Contract Ad Hoc Committee**

The item was tabled to a later date when all Board members could be present.

**Consider for Approval Appointing Alternative Water Supply (AWS) Ad Hoc Committee to Negotiate New Contract with San Francisco Public Utilities Commission**

The item was tabled to a later date when all Board members could be present.

**Consider for Approval Revision to Enterprise Fund Fiscal Year 15-16 Budgets to Add One Additional Position to the Operations and Maintenance Department**

Mr. Sterling presented the item to the Board and stated that the District is looking to combine the Collections and Distribution Supervisor position with the Operations and Maintenance Manager position, and that this new position would have a lot more administrative duties that would take them out of the field frequently. Therefore, approving an additional position to the Operations and Maintenance Department will fill this vacancy. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed to approve adding one additional position to the Operations and Maintenance Department.*

*Ayes: Directors Perreira, Carter, and Swan*

*Absent: Directors Armstrong and Wemmer*

**Information Items**

**Presentation of CalPERS Draft Audit Report**

Office Manager Jennifer Flores went over the draft audit report and the findings received from CalPERS. She further stated that the findings were minor and correctable and that staff is working with CalPERS representatives to correct the deficiencies.

**Report on CSDA Legislative Days**

Director Carter presented his report to the Board. He stated that he felt attending the event was worthwhile and that his report included specific detail about the topics discussed.

**Ad Hoc Committee Reports**

**Board of Director's Policy Manual (Directors Swan & Perreira)**

No report.

**Technology Committee (Director Swan)**

No report.

**Equipment Review Committee (Directors Wemmer & Armstrong)**

No report.

**Park Committee (Directors Wemmer & Armstrong)**

Mr. Sterling discussed the current issues facing the skate park with regard to repairing the ramps.

**Long Gulch Ranch Committee (Directors Swan & Carter)**

Director Swan stated that there may be a deal between the LGR group and the State for the owl property.

**Employee Survey Committee (Directors Swan & Armstrong)**

Director Swan stated the surveys have been distributed.

**Customer Survey Committee** (Directors Perreira & Armstrong)  
No report.

**Energy Conservation Committee** (Directors Wemmer & Perreira)  
No report.

**General Manager Goals and Objectives Committee** (Directors Wemmer & Carter)  
No report.

**Budget Committee** (Directors Swan & Carter)  
The committee was disbanded.

**Standing Committee Reports**

**Strategic Planning** (Directors Wemmer & Perreira)  
No report.

**Water Conservation** (Directors Carter & Perreira)  
Director Carter stated that the committee is working on updating conservation material.

**Finance Committee** (Directors Carter & Swan)  
No report.

**Staff Reports**  
Mr. Sterling and Ms. Flores made brief staff reports to the Board.

**Director Comments**  
Director Carter stated that he has been approached by the Groveland Rotary to make a presentation regarding the drought and the District's drought regulations.

**Adjournment**  
*Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 1:50pm.*  
*Ayes: Directors Perreira, Carter, and Swan*  
*Absent: Directors Armstrong and Wemmer*

APPROVED:  
  
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Robert Swan, President

ATTEST:  
  
\_\_\_\_\_  
Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
June 3, 2015  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Steve Perreira, and John Armstrong. Also present was General Manager Jon Sterling.

Director Swan called the meeting to order at 10:02am.

Directors Carter and Perreira were absent.

**Agenda Approval**

Director Swan requested that the agenda have an item added to waive the reading of ordinances and resolutions except by title along with an item to suspend the section dealing with prohibiting all landscape irrigation of the proposed resolution.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the agenda as amended.*

*Ayes: Directors Swan, Armstrong, and Wemmer*

*Absent: Directors Carter and Perreira*

**Consider for Approval Waiving Reading of Ordinances and Resolutions Except by Title**

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to approve waiving the reading of Ordinances and Resolutions except by title.*

*Ayes: Directors Swan, Armstrong, and Wemmer*

*Absent: Directors Carter and Perreira*

**Public Hearing**

- A. Consider for Approval Resolution 6-15, A Resolution of the Board of Directors of the Groveland Community Services District Declaring a Water Shortage Emergency, Phase IV Mandatory Water Conservation Measures for the District**

Director Perreira entered the meeting at 10:07am.

General Manager Jon Sterling presented the item to the Board and stated that the Board needed to declare a Phase IV drought emergency in order for the District to implement and enforce the State's mandatory conservation level of 24% set for the District. He further stated that the resolution reflects a 30% mandatory conservation level for the community and that the higher conservation goal will help the District achieve the required 24% and it was also consistent with what other larger water agencies in the County have adopted. Director Perreira stated that he believes the mandatory conservation level should be higher. A long discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer to approve Resolution 6-15, A Resolution of the Board of Directors of the Groveland Community Services District Declaring a Water Shortage Emergency, Phase IV Mandatory Water Conservation Measures for the District. The motion failed to pass.

Ayes:

Noe: Directors Armstrong, Wemmer, Perreira, and Swan

The Board took a recess at 10:48am.

The Board reconvened at 10:59am.

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed to approve Resolution 6-15, A Resolution of the Board of Directors of the Groveland Community Services District Declaring a Water Shortage Emergency, Phase IV Mandatory Water Conservation Measures for the District with a 33% Mandatory conservation level.

Ayes: Directors Armstrong, Wemmer, Perreira, and Swan

Absent: Director Carter

Director Perreira stated for the record, "Director Perreira objects to much of Drought Ordinance 2-10, including jail penalties as he is on the record for in this meeting and several preceding meetings."

**Consider for Approval Temporarily Suspending Enforcement of Section 18.04 Subsection D.3.4 of Ordinance 2-10**

Director Swan stated that this section of Phase IV prohibits watering any form of landscaping and feels that although the District needed to declare a Phase IV emergency in order to meet State's demands, this section should be suspended as it is too drastic for the current drought situation.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve temporarily suspending enforcement of Section 18.04 Subsection D.3.4 of Ordinance 2-10.

Ayes: Directors Armstrong, Wemmer, Perreira, and Swan

Absent: Director Carter

**Consider for Approval Appointing General Manager Contract Ad Hoc Committee**

Director Swan appointed Director Wemmer as Chair of the committee, and Director Perreira as the second member.

**Consider for Approval Appointing Alternative Water Supply (AWS) Ad Hoc Committee to Negotiate New Contract with Pine Mountain Lake**

Director Swan appointed himself as Chair of the committee, and Director Perreira as the second member.

**Adjournment**

*Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 11:14am.*

*Ayes: Directors Armstrong, Wemmer, Perreira, and Swan*

*Absent: Director Carter*

APPROVED

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA**

**June 10, 2015**

**10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Steve Perreira, and John Armstrong. Also present was General Manager Jon Sterling.

Director Swan called the meeting to order at 10:01am.

Director Carter was absent.

**Agenda Approval**

Motion

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

*Ayes: Directors Swan, Armstrong, Perreira, and Wemmer*

*Absent: Director Carter*

**Information Item**

**Discussion of Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District**

General Manager Jon Sterling stated this was the third meeting on the subject in an effort to come to an agreement on the second amendment to the Water Ordinance. A long discussion ensued between the Board, staff, and public regarding the two proposed revisions to the amendment submitted by Directors Swan and Perreira. The discussion was postponed until after the scheduled closed session.

The Board convened into closed session at 10:44am.

**Closed Session**

- A. Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to subdivision (b) of Section 54956.9  
Number of matters to be discussed: 1

The Board reconvened into open session at 11:06am.

**Announcement of Action Taken in Closed Session**

No reportable action.

**Action Items to be considered by the Board**

**Consider for Approval Full Page Ad to be Published in the July Edition of the Yosemite Highway Herald**

Director Perreira presented the item to the Board.

Director Armstrong left the meeting at 11:24am.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve up to \$500 for a water conservation ad to run in the July issue of the Yosemite Highway Herald which will be generated by the Water Conservation Committee.

Ayes: Directors Wemmer, Swan, and Perreira

Absent: Directors Armstrong and Carter

**Discussion of Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District (Cont.)**

The Board and staff continued the discussion of the agenda item.

**Consider for Approval Expanding Rebate Program and Increasing Rebates**

Director Perreira presented the item to the Board. A discussion ensued between the Board and staff. The Board decided not to modify the rebate program.

**Adjournment**

Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 1:37pm.

Ayes: Directors Wemmer, Perreira, and Swan

Absent: Directors Carter and Armstrong

APPROVED

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary



**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA**

**June 18, 2015**

**9:00 a.m.**

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

Director Swan called the meeting to order at 9:00am.

Directors Armstrong and Perreira were absent.

**Agenda Approval**

General Manager Jon Sterling requested that a staff and Director comment section be added to the end of the agenda.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the agenda as amended.*

*Ayes: Directors Swan, Carter, and Wemmer*

*Absent: Directors Armstrong and Perreira*

**Information Item**

**Discussion of Alternative Proposals for Amendment No. 2 to Water Ordinance 2-10  
Regarding Establishing Water Shortage Emergencies Regulations for the District**

Director Perreira entered the meeting at 9:07am.

**A. Proposal for Amendment No. 2 by Author Swan**

Director Swan presented his proposal to the Board noting the multiple revisions made to the document.

**B. Proposal for Amendment No. 2 by Author Perreira**

Director Perreira presented his alternative proposal to the Board. A long discussion ensued between the Board and staff regarding Director Perreira's proposal.

The District's legal counsel Dan Schroeder joined the meeting via phone at 9:16am. Mr. Schroeder discussed certain legal issues surrounding the District's proposals for Amendment No. 2. A long discussion ensued between the Board, staff, and legal counsel.

**Consider for Approval Director Swan's Proposal for Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District**

No motion was made.

**Consider for Approval Director Perreira's Proposal for Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District**

No motion was made.

**Consider for Approval Funding Agreement Between the California State Water Resources Control Board and Groveland Community Services District for Mixing Equipment for Water Storage Tanks**

Mr. Sterling presented the item to the Board and stated that the grant agreement was in front of the Board, and once signed, the District will be able to purchase the mixing equipment.

Motion

*Director Swan moved, seconded by Director Carter and the motion passed to approve the funding agreement between the California State Water Resources Control Board and Groveland Community Services District for mixing equipment for water storage tanks.*

*Ayes: Directors Swan, Carter, Perreira, and Wemmer*

*Absent: Director Armstrong*

**Staff Comments**

Mr. Sterling made a brief staff report to the Board regarding the National Disaster Resiliency Competition and that the State of California has selected Tuolumne County only to go forward with submitting projects to be considered.

**Director Comments**

None.

**Adjournment**

*Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 10:53am.*

*Ayes: Directors Wemmer, Perreira, Carter, and Swan*

*Absent: Director Armstrong*

APPROVED

\_\_\_\_\_  
Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA**

**June 24, 2015**

**9:00 a.m.**

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

Director Swan called the meeting to order at 9:00am.

Director Armstrong and Perreira were absent.

**Agenda Approval**

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed to approve the agenda as written.*

*Ayes: Directors Swan, Carter, and Wemmer*

*Absent: Directors Armstrong and Perreira*

Director Perreira arrived at 9:06am.

**Consider for Approval Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District and Set Date for Public Hearing for Approval of Amended Water Ordinance 2-10**

Director Swan presented the item to the Board and stated that he revised the document to incorporate legal counsel's suggested revisions.

Director Perreira presented his proposal to the Board.

A long discussion ensued between the Board, staff, and public regarding Director Swan and Perreira's revised proposals. Director Perreira stated that he could support Director Swan's proposal if there were more excessive fines for more excessive water use, or the fines were eliminated altogether. He further stated that Director Swan's proposal benefits high use water wasters and unfairly punishes low use users.

No motion was made to approve the item.

**Consider for Approval Closing the Groveland Skate Park due to High Vandalism and Liability Risk**

Director Wemmer presented the item to the Board and stated that the District has solicited contractors to provide a bid for the repair of the ramps with no luck. He further stated the damage to the ramps is becoming worse and is presenting a liability for the District, and until a long term solution can be reached, the Skate Park should be fenced off and closed.

Motion

Director Wemmer moved, seconded by Director Swan, and the motion passed close the Skate Park due to its current conditions until a long term solution can be determined.

Ayes: Directors Swan, Carter, Perreira, and Wemmer

Absent: Director Armstrong

**Information Item**

**Discuss Possible Projects to be Submitted for Rim Fire Recovery Grant Monies**

The Board, staff, and public discussed possible projects the District could put forward for the National Disaster Resiliency Competition.

**Adjournment**

Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 12:34pm.

Ayes: Directors Wemmer, Perreira, Carter, and Swan

Absent: Director Armstrong

APPROVED

\_\_\_\_\_  
Robert Swan, President

ATTEST:

\_\_\_\_\_  
Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
June 29, 2015  
9:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Steve Perreira, John Armstrong, and Bruce Carter. Also present was General Manager Jon Sterling.

Director Swan called the meeting to order at 9:00am.

**Agenda Approval**

Director Swan stated he would like to add an informational item regarding a customer email received.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to approve the agenda as amended.*

**Information Item**

**Review of Customer Email**

Director Swan presented the email to the Board and provided a moment for them to review.

**Consider for Approval Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District and Set Date for Public Hearing for Approval of Amended Water Ordinance 2-10**

Director Swan presented the item to the Board and stated that there were two attachments, one being his revised proposal, and the other being Director Perreira's revised proposal. Director Swan stated that his proposal was revised to include a cap on water, and if the cap is exceeded, the District will put a restrictor at the meter. Director Perreira presented his revisions to the Board and noted that a customer would only be assessed fees if they exceeded the pro rata annual allocation. A long discussion ensued between the Board and staff. The Board directed staff to send the revised proposals to legal counsel for review and to provide an opinion.

**Select Projects to be Submitted for the National Disaster Resiliency Competition**

General Manager Jon Sterling presented the item to the Board and stated the County was notified they've moved to round two of the process.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to proceed with submitting the list of items for the NDRC grant presented by staff to the County.*

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve authorizing the General Manager to spend time and money to evaluate whether there is a dispersed tank storage plan that the District could advance itself in the event that the County chooses not to do something on a County wide basis.*

Director Perreira wanted the record to reflect for clarification that it is a dispersed tank storage system at the wildland interface within the District.

**Adjournment**

*Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 11:46am.*

APPROVED

\_\_\_\_\_  
Robert Swan, President

ATTEST:

\_\_\_\_\_  
Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
July 6, 2015  
10:00 a.m.**

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

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

Director Armstrong was absent.

**Public Comment**

A member of the public stated that if a Board member does not attend meetings regularly, the Board should implement a policy that allows them to vote them off the Board.

**Agenda Approval**

**Motion**

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

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consent Calendar**

- A. Approve Minutes from July 7, 2014 Regular Meeting
- B. Approve Minutes from July 16, 2014 Special Meeting
- C. Approve Minutes from July 21, 2014 Regular Meeting

**Motion**

*Director Perreira moved, seconded by Director Swan, and the motion passed to approve the Consent Calendar.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider for Approval Continuation of District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project**

**Motion**

*Director Swan moved, seconded by Director Carter, and the motion passed to approve the continuation of District Emergency in response to City and County of San Francisco's Lower Cherry Aqueduct Project.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider for Approval Reopening the Groveland Skate Park Upon Completion of Temporary Repairs (GAINs)**

Director Wemmer stated that he and General Manager Jon Sterling met with GAINs and that they have found a contractor that can make temporary repairs to the ramps at the Skate Park. The repairs were set to happen during the current week.

Motion

*Director Wemmer moved, seconded by Director Perreira, and the motion passed to reopen the Skate Park as soon as adequate repairs are made.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider for Approval Alternative 457 Investment Plan**

Mr. Sterling presented the item to the Board and stated that the Board approving the plan would allow additional options for staff to invest in for retirement. He further stated that there is no cost to the District.

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed to approve adding the FTJ Fund Choice 457 Plan to available selections for employees.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider for Approval Sending One Director to Attend CSDA Annual Conference**

Mr. Sterling presented the item to the Board and stated that the District gains valuable current event information surrounding special districts by attending the CSDA Annual Conference along with receiving SDRMA incentive credits. It was recommended that Director Wemmer attend this year's conference as he has not attended one in the past.

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider For Approval Establishing Reserve Account for Budgeted Contribution for PERS Unfunded Liabilities for all Funds**

Mr. Sterling presented the item to the Board and stated that the District has budgeted funds the last two fiscal years to make contributions to PERS to address the District's unfunded liabilities. However, PERS does not have a mechanism currently in place that allows for these payments to be received, and therefore staff would like to transfer the budgeted funds into a reserve account until PERS puts a methodology in place to accept payments.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve establishing a reserve bank account for budgeted contributions for the PERS unfunded liabilities.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*



**Consider for Approval Request from Verizon Wireless to Install New Equipment at the Airport Cell Site**

Mr. Sterling presented the item to the Board and stated that Verizon has approached the District with a cell tower upgrade project plan for the airport location. He further stated that this is an opportunity for the District to also renegotiate the monthly tank site rental fee.

Motion

*Director Carter moved, seconded by Director Perreira, and the motion passed to approve Verizon's application to the Tuolumne County Community Resource Agency for a cell site location at 20960 Elderberry Way in Groveland.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

**Consider for Approval Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District and Set Date for Public Hearing for Approval of Amended Water Ordinance 2-10**

Director Swan introduced the item to the Board and made brief comments about his proposal.

Director Perreira presented his revised proposal to the Board noting several areas that were changed, specifically regarding customer allocation and penalty fees, after the Board's discussion with legal counsel at the previous meeting. A long discussion ensued between the Board, staff, and members of the public. The Board directed Director Perreira to send his revised proposal to legal counsel for another review.

**Information Items**

**Schedule Committee Meetings**

The item was tabled.

**Ad Hoc Committee Reports**

The item was tabled.

**Standing Committee Reports**

A. Strategic Planning (Directors Wemmer & Perreira)

No report.

B. Water Conservation (Directors Carter & Perreira)

Director Carter presented the ad that the committee put together that was published in the Yosemite Highway Herald. Director Perreira stated the committee was working on another ad for the paper's next edition.

C. Finance Committee (Directors Carter & Swan)

No report.

**Staff Reports**

Mr. Sterling made a brief staff report to the Board regarding the District's line flushing schedule and how the District tries to recapture and reuse the water flushed from the lines. He further stated that the community has expressed concern over the District's flushing of water, and he would like to get more educational information out to the public regarding the process and the steps taken by the District to minimize water waste.

**Director Comments**

Director Perreira apologized for his behavior at the last Board meeting.

**Adjournment**

*Director Wemmer moved, seconded by Director Swan, and the motion passed to adjourn the meeting at 1:11pm.*

*Ayes: Directors Perreira, Carter, Wemmer, and Swan*

*Absent: Director Armstrong*

APPROVED:

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Robert Swan, President

ATTEST:

\_\_\_\_\_  
Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
July 9, 2015  
9:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Steve Perreira, and Bruce Carter. Also present was General Manager Jon Sterling.

Director Swan called the meeting to order at 9:00am.

Directors Armstrong and Perreira were absent.

**Agenda Approval**

Motion

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

*Ayes: Directors Swan, Wemmer, and Carter*

*Absent: Directors Armstrong and Perreira*

**Consider for Approval Proposed Amendment No. 2 to Water Ordinance 2-10 Regarding Establishing Water Shortage Emergencies Regulations for the District and Set Date for Public Hearing for Approval of Amended Water Ordinance 2-10**

The Board discussed Director Perreira's revised proposal regarding Amendment No. 2 to Water Ordinance 2-10 that contained legal counsel's comments.

Director Perreira entered the meeting at 9:21am.

The District's legal counsel Mr. Dan Schroder joined the meeting via phone at 9:28am. Mr. Schroeder stated he was concerned with the Board's calculations used for the proposed allocations, and that generally an engineer's report would accompany such calculations for support if the document was challenged in court.

Motion

*Director Perreira moved, seconded by Director Swan, to adopt Amendment No. 2 to Water Ordinance 2-10 per the allocation method as modified by District's legal counsel as of July 9, 2015. The motion failed to pass.*

*Ayes: Director Perreira*

*Noe: Directors Swan, Wemmer, and Carter*

Director Wemmer stated that "...in light of the information the District has now with regard to the current water consumption numbers, and the work impact this amendment would create for staff, I'm not supporting either new revision and satisfied with the way the current one is as it seems to be working and the District is achieving water conservation and meeting the State's requirement."

Director Carter stated that Director Wemmer's argument was very strong and didn't know if the revision was necessary.

Director Perreira stated that he could support that position, and wasn't completely happy with the current Amendment No. 1, but that he believes "...the media campaign is the most important thing." He further stated, "...if the numbers were looking really bad on conservation, I would feel strongly about changing the ordinance...the conservation number is a compelling argument that the people are getting the message."

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to suspend discussion of modifications to the Drought Ordinance and to keep Amendment No. 1 in place, until such time as we think we have to do something else.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Adjournment**

*Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 10:33am.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

APPROVED

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA**

**August 3, 2015**

**10:00 a.m.**

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

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

**Public Comment**

Member of the public Bob Asquith requested an electronic sign for Lift Station 16 be agenized for a future meeting.

**Agenda Approval**

Motion

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

**Delinquent Account Balances to be Placed on Tuolumne County Tax Rolls**

**A. Public Hearing for the Placement of Delinquent Charges and Delinquencies for FY 2014-2015 on Property Tax Rolls**

Ms. Flores presented the item to the Board, and the list of charges and accounts to be placed on the Tuolumne County Tax Roll. A discussion ensued between the Board and staff.

**B. Consider for Adoption Resolution 7-15 Regarding Collection of Delinquent Charges.**

Motion

*Director Perreira moved, seconded by Director Armstrong, and the motion passed unanimously to approve the report of unpaid delinquencies for FY 2014-15 and authorizing staff to file the report and resolution with the Tuolumne County Auditor on or before August 10, 2015 to collect the delinquent charges.*

**Update on Big Creek Fire**

Paul Avilla and Barry Rudolph with Cal Fire addressed the Board and presented information regarding current conditions and containment efforts by Cal Fire surrounding the Big Creek Fire.

**Consent Calendar**

- A. Approve Minutes from August 4, 2014 Regular Meeting
- B. Approve Minutes from August 8, 2014 Special Meeting
- C. Approve Minutes from August 18, 2014 Special Meeting
- D. Approve Minutes from August 18, 2014 Regular Meeting
- E. Approve Minutes from September 10, 2014 Special Meeting
- F. Approve Minutes from September 22, 2014 Special Meeting

- G. Approve Minutes from October 6, 2014 Regular Meeting
- H. Approve Minutes from October 9, 2014 Special Meeting
- I. Approve Minutes from October 20, 2014 Special Meeting
- J. Approve Minutes from October 20, 2014 Regular Meeting
- K. Approve Minutes from November 6, 2014 Special Meeting
- L. Approve Minutes from November 17, 2014 Regular Meeting
- M. Approve Minutes from December 1, 2014 Regular Meeting
- N. Approve Minutes from December 19, 2014 Special Meeting
- O. Approve Minutes from January 5, 2015 Regular meeting
- P. Waive Reading of Ordinances and Resolutions Except by Title

Director Perreira noted the incorrect spelling of the name Urquhart on the October 6, 2014 minutes.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to approve the Consent Calendar as amended.*

**Consider for Approval Continuation of District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project**

Mr. Sterling presented to the Board and stated that the filter trailer has been installed and is operational. He stated that Pall Manufacturing has not resolved the flow meter issues, which is causing difficulties. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the Continuation of the District's State of Emergency in Response to City of County of San Francisco's Lower Cherry Aqueduct Project.*

**Consider for Approval Resolution 8-15, A Resolution of the Groveland Community Services District Board of Directors Approving Alternative 457(b) Deferred Compensation Plan Using FTJ FundChoice as an Investment Option for the Plan and Authorizing Individuals Listed Within to Manage the Plan**

Mr. Sterling presented the item to the Board and stated that the Board approved moving forward with approving the plan as an alternative, however staff was informed that FTJ FundChoice requires a resolution approved by the Board. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve Resolution 8-15 of the Groveland Community Services District Board of Directors Approving Alternative 457(b) Deferred Compensation Plan Using FTJ Fund Choice as an Investment Option for the Plan and Authorizing Individuals Listed Within to Manage the Plan.*

**Consider for Approval Funding Goal of Upcoming Planned Rate Study**

Mr. Sterling presented to the Board. He stated that staff has been working closely with RCAC (Rural Community Assistance Corporation) in developing the criteria for the rate study. Mr. Sterling went over the spreadsheet developed listing the six funding goal options of CIP (Capital Improvement Project) reserves available to the District. He further stated grant match would be used in coordination with the reserves collected. Mr. Sterling asked the Board to identify which funding goal to pursue, so that staff can bring back examples of different rate structures. A

discussion ensued between the Board and staff. The Board chose Funding Goal #1 plus a 20% increase each additional year to be sent to RCAC.

**Consider for Approval Contracted Controller and Accounting Services Agreement Between Groveland Community Services District and Gilbert Associates, Inc.**

Mr. Sterling presented to the Board.

Motion

*Director Armstrong moved, seconded by Director Carter, and the motion passed unanimously to approve Contracted Controller and Accounting Services Agreement Between Groveland Community Services District and Gilbert Associates Inc.*

**Consider for Approval Request for Letter of Support for Community Biomass Heat/Energy Project**

Mr. Sterling presented the item to the Board and stated the Tuolumne River Trust is requesting a letter of support from the Board.

Motion

*Director Armstrong moved, seconded by Director Swan, and the motion passed to approve Letter of Support for Preliminary Assessment Study for Community Biomass Heat/Energy Project.*

*Ayes: Directors Swan, Armstrong, and Wemmer*

*Noes: Directors Perreira and Carter*

**Consider for Approval Eliminating the District Engineer from the District's Classification and Compensation Plan**

Mr. Sterling presented to the Board.

Motion

*Director Armstrong moved, seconded by Director Wemmer, and the motion passed unanimously to approve Eliminating the District Engineer Position from the District's Classification and Compensation Plan.*

**Consider for Approval Revised Wage Range Schedule Reflecting 1% COLA Adjustment to Employee Base Wages**

Mr. Sterling presented to the Board and stated staff is picking up an additional 2.5% of the cost of PERS. He further stated the need to have career paths for employees, competitive salaries, and cost sharing of benefits in the future. A discussion ensued between the Board and staff.

Motion

*Director Armstrong moved, seconded by Director Armstrong, and the motion passed to approve Revising Wage Range Schedule Reflecting 1% COLA Adjustment to Employee Base Wages.*

*Ayes: Directors Swan, Wemmer, Carter and Armstrong*

*Noe: Director Perreira*

**Information Items**

**Report on Cal PERS Final Audit**

Ms. Flores presented to the Board and stated that staff is currently working with a CalPERS representative to address audit findings.

### **Report on Status of New District Website**

Ms. Flores presented to the Board. She stated 90% of the current website data has been transferred to new website templet, and a tentative launch date is set for August 10, 2015.

### **Update on Status of Closing FY 2014-15**

Ms. Flores presented the item to the Board. She stated that ten days are still needed to finalize the closing of the fiscal year. Mr. Sterling stated the District was on track with the audit scheduled for September 8<sup>th</sup> and 9<sup>th</sup>, 2015.

### **Ad Hoc Committee Reports**

#### **Board of Director's Policy Manual (Directors Swan & Perreira)**

No Report- Meeting set 11 AM Wednesday August 5, 2015

#### **Technology Committee (Director Swan)**

No Report.

#### **Equipment Review Committee (Directors Wemmer & Armstrong)**

No Report- Meeting set 1 PM August 12, 2015

#### **Park Committee (Directors Wemmer & Armstrong)**

No Report.

#### **Long Gulch Ranch Committee (Directors Swan & Carter)**

No Report.

#### **Employee Survey Committee (Directors Swan & Armstrong)**

No Report.

#### **Customer Survey Committee (Directors Perreira & Armstrong)**

No Report- Meeting set 2 PM August 12, 2015

#### **Energy Conservation Committee (Directors Wemmer & Perreira)**

No Report- Meeting set 10 AM August 05, 2015

#### **General Manager Goals and Objectives Committee (Directors Wemmer & Carter)**

No Report- Meeting set 10 AM August 11, 2015

#### **Budget Committee**

Disbanded.

### **Standing Committee Reports**

#### **Strategic Planning (Directors Wemmer & Perreira)**

No Report.

#### **Water Conservation (Directors Carter & Perreira)**

Director Carter stated a two page advertisement was placed in the Yosemite Highway Herald. Staff was directed to send the Leak Forgiveness Policy to the Committee for possible revision.

#### **Finance Committee (Directors Carter & Swan)**



.No Report

**Staff Reports**

**General Manager's Comments**

Mr. Sterling stated the District will be involved in the 49'er Festival, performing traffic control.

**Admin/Finance**

Ms. Flores presented the financials to the Board. She stated the Springbrook conversion is scheduled October 19<sup>th</sup> and 20<sup>th</sup>, 2015.

**Director Comments**

Director Armstrong stated he is pleased how everything is going with the Board and staff.

Director Perreira stated he is worried about the District not meeting its water conservation goal.

**Adjournment**

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to adjourn the meeting at 1:28 pm.*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
August 26, 2015  
10:00 a.m.**

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

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

Absent: Director Armstrong

**Agenda Approval**

Motion

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

*Ayes: Directors Carter, Wemmer, Swan, and Perreira*

*Absent: Director Armstrong*

**Consider for Approval Sending One (1) Director to the Annual CalPERS Educational Forum to be Held October 26-28, 2015**

Mr. Sterling presented the item to the Board and stated the benefits the District has received from past attendance. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed to approve sending Director Swan to the Annual CalPERS Educational Forum to be Held October 26-28, 2015.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Information Item**

**Discuss Alternative Rate Structures for the Upcoming Water and Sewer Rate Studies and Provide Direction to Staff of Which Structure Methods to Pursue Water**

Mr. Sterling presented the item to the Board and stated that the District needed to provide direction to RCAC regarding what type of water and sewer rate structure it would like to pursue. A long discussion ensued between the Board and staff regarding the possible different water rate structure scenarios.

Director Carter left the meeting at 11:00 am.

At the end of the discussion regarding how the water rate study would be structured, Mr. Sterling stated for clarification purposes that the Board was directing staff that there would be "no free water, with a per gallon baseline charge of 55 gallon per capita (3300 gallons), and a second tier including variable costs factored into the peak rate."

Director Carter entered the meeting at 11:28 am.

**Sewer**

A discussion ensued between the Board and staff including the topics of a per capita scenario, flat rate only structure scenario, possible rebates for low/greywater users, and EDU's for commercial accounts. The Board also discussed the possibility of bringing back winter averaging if a per gallon usage charge was considered.

Staff was directed to compile and bring back information from surrounding Special District's regarding their Sewer rate structures for a future discussion.

**Review Mar-Val Market Land Development Project and Potentially Direct Staff to Submit Board Comments to the Tuolumne County Community Resources Agency Regarding the Proposed Project**

Mr. Sterling presented the item to the Board and stated that the County has asked the Board for an opinion regarding the expansion of Mar-Val Market. A discussion ensued between the Board and staff and staff was directed to submit the request that any new and/or existing fixtures be low flow.

**Adjournment**

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 1:53 pm*

*Ayes: Director Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
September 8, 2015  
9:30 a.m.**

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

Director Swan called the meeting to order at 9:34 AM

**Agenda Approval**

Motion

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

*Ayes: Directors Carter, Perreira, Swan, and Wemmer*

*Absent: Director Armstrong*

The Board convened into closed session at 9:35 am.

**Closed Session**

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION  
Possible Initiation of litigation pursuant to paragraph (4) of subdivision  
(d) of Section 54956.9: One case

The Board reconvened into regular session at 9:59 AM.

**Report out of Closed Session**

Director Swan reported the District received and accepted \$104,255 from Long Gulf Ranch. The District accepted the offer and will release the liens on eleven parcels. The funds collected will be split proportionally between water and sewer enterprise funds. He further stated that \$32,892 (as of June 2015) is the remaining balance on the lien due from Yosemite Club Partners.

**Consider for Approval Resolution 9-15, A Resolution of the Board of Directors of Groveland Community Services District Approving Flow Meter Application Agreement**

Mr. Sterling presented the item to the Board. He stated the Amador Tuolumne Calaveras Action Agency (ATCAA) is the lead agency taking the role to provide assistance to residences in the county who have failed, or failing wells. He further stated the water used for this program will not count towards the water production figures sent to the state. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed to approve Resolution 9-15, A Resolution of the Board of Directors of Groveland Community Services District Approving Flow Meter Application Agreement.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Consider for Approval Resolution 10-15, Deeming Certain Vehicles to be Surplus and that in the Best Interest of the District Authorizing Staff to Dispose of these Vehicles at Public Auction**

Mr. Sterling presented the item to the Board. He stated the need to dispose of the listed vehicles that no longer meets the needs of the District. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to approve Resolution 10-15, Deeming Certain Vehicles to be Surplus and that in the Best Interest of the District Authorizing Staff to Dispose of these Vehicles at Public Auction.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Information Items**

**Discussion of Possible Pilot Study for Geographically Variable Water and Sewer Costs**

Director Perreira presented to the Board. Mr. Perreira suggested conducting a pilot study to locate the areas which cost the District more to serve, as well as the areas that cost the least to serve. Director Perreira stated he believes this would cost substantially less than the quote given by Mr. Sterling of \$60,000. A discussion ensued between the Board and staff. Staff was directed to look into and/or obtain proposals and rates for a pilot engineering report to be discussed at the December Board meeting.

**Discuss Alternative Rate Structures for the Upcoming Water and Sewer Rate Studies**

Water

Director Swan presented the item to the Board and stated the need to reach a final agreement on the water rate structure. A discussion ensued between the Board and staff. The Board came to an agreement of a two tiered rate structure: baseline usage of 3300 gallons and a peak demand variable rate.

Sewer

Director Carter asked staff for the total inflow that enters the sewer treatment plant and the total amount of water used by all sewer customers. Director Carter stated also stated he would like to compare these numbers to the winter averaging figures used in previous years. A discussion ensued between the Board and staff.

**Update on the 49er Festival**

Mr. Sterling presented the item to the Board. He stated staff has ordered magnets and static clings for the District's booth.

**Receive Input from the Board on the First Amendment to Lease Agreement Received by Verizon Wireless Regarding the Airport Cell Tower Site**

Mr. Sterling presented the item to the Board. Mr. Sterling stated Verizon has presented a proposed revision for the existing agreement to increase lease the rental to \$1200 per month. A discussion ensued between the Board and staff. The Board directed staff to counter Verizon Wireless with a \$2000 monthly rental fee.

**Set Special Meeting Date for Further Rate Study Discussion**

The Board came to the decision to hold the Special Meeting on September 24, 2015 at 9 AM.

## **Ad Hoc Committee Reports**

### **Board of Director's Policy Manual** (Directors Swan & Perreira)

Director Swan stated they have met a few times, and the committee is currently working on changes.

### **Technology Committee** (Director Swan)

Director Swan stated the website is almost ready.

### **Equipment Review Committee** (Directors Wemmer & Armstrong)

Director Wemmer stated they are in the process of having a surplus auction.

### **Park Committee** (Directors Wemmer & Armstrong)

Director Wemmer stated the committee discussed the Skate Park.

### **Long Gulch Ranch Committee** (Directors Swan & Carter)

Disbanded.

### **Employee Survey Committee** (Directors Swan & Armstrong)

Director Swan will contact Dr. Simpson.

### **Customer Survey Committee** (Directors Perreira & Armstrong)

Director Perreira stated staff had compiled the results, and he will have a final report at the next Regular Board meeting.

### **Energy Conservation Committee** (Directors Wemmer & Perreira)

Director Wemmer stated the committee went over additional cost saving projects the District has completed.

### **General Manager Goals and Objectives Committee** (Directors Wemmer & Carter)

No report.

## **Standing Committee Reports**

### **Strategic Planning** (Directors Wemmer & Perreira)

No report.

### **Water Conservation** (Directors Carter & Perreira)

Director Perreira stated that customers inquired about rebates, and greywater systems at the Labor Day BBQ. He stated the need to revise the water forgiveness policy, and informed the Board that meetings will now be held on the third Tuesday of every month at 8 am.

### **Finance Committee** (Directors Carter & Swan)

Director Swan stated the committee will be meeting to discuss the water rate study.

## **Staff Reports**

### **General Manager's Comments**

Mr. Sterling stated the District received a \$5000 grant from Tuolumne County. He updated the Board of mandatory flushing requirement due to high nitrification issues from the hot weather.

**Admin/Finance**

Ms. Flores presented the August payables to the Board.

**Director Comments**

Director Perreira asked if customers can purchase reclaimed water to help save dying trees. Mr. Sterling mentioned local companies with water trucks who can deliver reclaimed water.

**Adjournment**

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 1:10 pm.*

*Ayes: Directors Swan, Carter, Wemmer and Perreira*

*Absent: Director Armstrong*

APPROVED:

\_\_\_\_\_  
Robert Swan, President

ATTEST:

\_\_\_\_\_  
Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
October 5, 2015  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Bob Swan, President, Bruce Carter, John Armstrong, and Steve Perreira being present. Also present Office Manager/Board Secretary Jennifer Flores and Staff member Lindsay Northrop.

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

Absent: Directors Wemmer and Perreira.

**Agenda Approval**

Motion

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

Ayes: Directors Carter, Swan, Armstrong

Absent: Directors Wemmer and Perreira

**Discussion of Proposal Received from Tesla Regarding the Installation of a Supercharger in Mary Laveroni Park**

Director Carter presented the item to the Board. A discussion ensued between the Board and staff. The item was assigned to the Parks Committee for further feasibility review.

Director Perreira entered the meeting at 10:09am.

**Consent Calendar**

- A. Waive Reading of Ordinances and Resolutions Except by Title

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to approve the Waiving of Reading of Ordinances and Resolutions Except by Title.

Ayes: Directors Swan, Carter, Armstrong, and Perreira

Absent: Director Wemmer

**Consider for Approval Continuation of District Emergency in Response to City and County of San Francisco's Lower Cherry Lake Aqueduct Project**

Motion

Director Carter moved, seconded by Director Armstrong, and the motion passed to approve the Continuation of District Emergency Response to City and County of San Francisco's Lower Cherry Aqueduct Project.

Ayes: Directors Swan, Carter, Armstrong, and Perreira

Absent: Directors Wemmer



**Consider for Approval Resolution 11-15, A Resolution Approving the California Department of Forestry and Fire Protection's Agreement for the Period Of July 1, 2014-June 30, 2017**

Ms. Flores presented the resolution to the Board stating that Board approval was needed in order to finalize the implementation of adding the Amador Plan to the District's existing contract with Cal Fire. Cal Fire Division Chief Paul Avilla made a follow-up presentation regarding the additional services and costs associated as were outlined within the revised agreement.

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed to approve Resolution 11-15, A Resolution of the Board of Directors for the Groveland Community Services District Approving the Department of Forestry and Fire Protection's Agreement for the Period of July 1, 2014-June 30, 2017.*

*Ayes: Directors Carter, Swan, and Armstrong*

*Noe: Director Perreira*

*Absent: Director Wemmer*

**Consider for Approval First Amendment to Lease Agreement Regarding Verizon Wireless Cell Tower Located at the Pine Mountain Lake Airport**

Ms. Flores presented the item to the Board. She stated that Verizon Wireless made a counter offer of \$1,600 per month for cell tower rent. She further stated that she had looked into the average rent received for raw land cell sites, and discovered that \$1,600 was a fair price.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to approve the First Amendment for the Lease Agreement Regarding Verizon Wireless Cell Tower Located at the Pine Mountain Lake Airport.*

*Ayes: Directors Swan, Carter, Armstrong, and Perreira*

*Absent: Director Wemmer*

**Consider for Approval Proposed Revisions to the Districts Operational Policies and Procedures Manual Regarding the District's Policy for Billing Adjustments for Water Breaks/Leaks**

Ms. Flores presented the item to the Board. A discussion ensued between the Board and staff. The Board directed staff to revise the policy implementing the requested changes and bring back to the Board at a future date for approval.

**Consider for Approval Resolution 12-15, A Resolution of the Board of Directors of the Groveland Community Services District to Retain CalPERS Retiree Due to Needed Specialized Skills and to Perform Work for a Limited Duration.**

Ms. Flores presented the item to the Board and stated that the District would like to bring back recent retiree Evelyn Peoples to help operate the District's Second Garrote Filter Trailer during the introduction of Cherry Lake Water into the Mountain Tunnel. She further explained that CalPERS requires the Board to pass a resolution stating the critical need to bring back a retiree prior to six months from the separation date. Ms. Flores explained that it would be for the duration of no more than 35 days.

Motion

*Director Armstrong moved, seconded by Director Carter, and the motion passed to approve Resolution 12-15, A Resolution of the Board of Directors of the Groveland Community Services*

*District to Retain CalPERS Retiree Due to Needed Specialized Skills and to Perform Work for a Limited Duration.*

*Ayes: Directors Swan, Carter, Armstrong, and Perreira*

*Absent: Director Wemmer*

**Consider for Approval Changing the Regular Board Meeting Date and Time**

Ms. Flores presented the item to the Board and stated operating issues staff is faced with by having the Regular Board meeting scheduled for the first Monday of the month. She further stated that staff was requesting the Board approve moving the meeting to the second Monday of the month at 10:00am to better accommodate staff's schedules.

Motion

*Director Armstrong moved, seconded by Director Swan, and the motion passed to approve to Change the Regular Board Meeting to the second Monday of the month at 10:00am.*

*Ayes: Directors Swan, Carter, Armstrong, and Perreira*

*Absent: Director Wemmer*

**Information Items**

**Update on the State Water Resources Control Board National Pollutant Discharge Elimination System (NPDES) Permit Required**

Ms. Flores stated the District had submitted the paperwork to the state for the newly required mandated permit.

**Set Special Meeting Date to Approve Engineer Report with Regard to Proposed Water Rates and Set Public Hearing Date.**

Ms. Flores explained to the Board that staff is anticipating receiving the report before the end of the week. She further stated that staff was requesting the Board set a special meeting the following week to review and approve the report, along with setting the public hearing date. A Special Meeting was set for October 22, 2015.

**Ad Hoc Committees Reports**

**Advertising Committee (Directors Carter and Perreira)**

Director Perreira stated the article in Yosemite Herald turned out really well and the committee will be working on a half-page ad for next month.

**Board of Director's Policy Manual (Directors Armstrong & Swan)**

Director Swan stated progress is being made, and is working on consolidating what has been discussed in previous meetings.

**Technology Committee (Director Swan)**

Ms. Flores stated the new website will be live October 19<sup>th</sup>.

**Equipment Review Committee (Directors Wemmer & Armstrong)**

No report.

**Park Committee (Director Wemmer & Armstrong)**

No report.

**Employee Survey Committee (Director Armstrong & Swan)**

Director Armstrong informed the Board of Dr. Simpson's passing. He stated he will try to contact the executor of estate to locate the employee surveys.

**Customer Survey (Directors Wemmer & Perreira)**

Director Perreira stated he was in the process of writing the report.

**Energy Conservation Committee (Directors Wemmer & Perreira)**

No report.

**General Manager Goals and Objectives Committee (Director Carter & Wemmer)**

Director Carter discussed that the committee will be working on FY15-16 goals.

**Standing Committee Reports**

**Strategic Planning (Directors Wemmer & Perreira)**

No report.

**Water Conservation (Directors Perreira & Armstrong)**

Director Perreira stated that the booths at the 49'er Festival and the Labor Day BBQ were both very successful.

**Finance Committee (Director Swan & Carter)**

Director Swan discussed the need to schedule a meeting in the next week to discuss the engineering report.

**Staff Reports**

Ms. Flores reported that the Springbrook upgrade will be taking place on October 15<sup>th</sup>-16<sup>th</sup>. On-site training will take place starting October 19<sup>th</sup>, and will continue until October 30<sup>th</sup>.

**Director Comments**

Director Armstrong apologized for missing past meetings.

Director Perreira discussed the importance of keeping water meter boxes free of dirt and debris, and the possibility of revising the District's Water Ordinance to make meter box maintenance the customer's responsibility.

Director Swan discussed his recent election onto the SDRMA Board of Directors.

**Adjournment**

*Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 12:32 pm.*

*Ayes: Directors Swan, Carter, Armstrong, and Perreira*

*Absent: Director Wemmer*

APPROVED:

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
November 2, 2015  
10:00 a.m.**

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

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

Director Wemmer was absent.

**Agenda Approval**

Motion

*Director Swan moved, seconded by Director Carter and the motion passed to approve the agenda as written.*

*Ayes: Directors Swan, Carter, Perreira, and Armstrong.*

*Absent: Director Wemmer*

**Action Items**

**Consider for Approval Authorizing the Transfer of up to \$365,000 from the General Fund to the Sewer Fund to Cover Construction Costs for Lift Station 16 Project that will be Reimbursed by IRWM Grant Money and Direct Staff to Direct District Counsel to Prepare Interfund Loan Transfer Documents**

Mr. Sterling presented the item to the Board. He explained that the District will be reimbursed for the construction expense for the LS 16 Project by IRWM grant money, but that the District needed to borrow money from the General Fund in the interim to cover the construction costs. A long discussion ensued between the Board and staff.

Motion

*Director Armstrong moved, seconded by Director Swan, and the motion passed to approve Authorizing the Transfer of up to \$365,000 from the General Fund to the Sewer Fund to Cover Construction Costs for Lift Station 16 Project that will be Reimbursed by IRWM Grant Money and Direct Staff to Direct District Counsel to Prepare Interfund Loan Transfer Documents.*

*Ayes: Director Swan, Carter, Perreira, and Armstrong*

*Absent: Director Wemmer*

Director Wemmer entered the meeting at 10:40 am.

**Consider for Approval Rate Analysis Engineer Report**

Mr. Sterling presented the item to the Board. He stated that District counsel has had the opportunity to review the report, and feels that it is Prop 218 compliant. He further stated that the report was being brought back to the Board for any additional revisions. A long discussion ensued between the Board and staff. Staff was directed to make redline edits as suggested.

Motion

Director Swan moved, seconded by Director Wemmer and the motion passed unanimously to approve October 2015 Water Rate Analysis as Incorporating the Changes Detailed by the General Manager.

**Consider for Approval Declaring End to District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project**

Mr. Sterling presented the item to the Board. He stated that expenses and work on the water treatment trailer have concluded, therefore the emergency declaration was no longer necessary.

Motion

Director Swan moved, seconded by Director Armstrong and the motion passed unanimously to Declare End to the District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project.

**Consider for Approval Resolution 13-15, A Resolution of the Groveland Community Services District Regarding Separation of General Manager from other Classifications, and Amount of CalPERS Contributions Applicable to Unrepresented Employees**

Mr. Sterling presented the item to the Board. He stated that CalPERS is requiring the District to designate by resolution what each classification of staff will contribute to PERS. A long discussion ensued between the Board and staff.

Motion

Director Carter moved, seconded by Director Armstrong, and the motion passed unanimously to approve Resolution 13-15, A Resolution of the Groveland Community Services District Regarding Separation of General Manager from other Classifications, and Amount of CalPERS Contributions Applicable to Unrepresented Employees.

**Information Items**

**Presentation by TESLA Representative Regarding Proposal Received for the Installation of a Supercharger Station in Mary Laveroni Park**

Tom Hernandez presented the item to the Board and introduced Cameron Waldman from Tesla Motors. Mr. Waldman stated the need for creating a charging station in Groveland for Tesla users to be able to enter Yosemite National Park. A long discussion ensued between the Board and Mr. Waldman.

**Report on Possible CalPERS Reduction of Discounted Rate**

Director Swan presented the item to the Board.

**Ad Hoc Committee Reports**

**Advertising Committee (Directors Carter & Perreira)**

Director Carter stated the one page advertisement being published focuses on the rate study and winterizing of homes.

**Board of Director's Policy Manual (Directors Perreira & Swan)**

No report.

**Technology Committee (Director Swan)**

No report.

**Equipment Review Committee (Directors Wemmer & Armstrong)**

Mr. Sterling stated the need for the review of fire equipment at the next meeting.

**Park Committee (Directors Wemmer & Armstrong)**

Mr. Sterling stated the next park meeting will take place at the skate park.

**Employee Survey Committee (Directors Swan & Armstrong)**

Director Armstrong stated he was having difficulty obtaining the surveys due to the passing of Dr. Simpson.

**Customer Survey Committee (Directors Perreira & Armstrong)**

Director Perreira stated the data has been compiled and he will be presenting the results at the next regular meeting.

**Energy Conservation Committee (Directors Wemmer & Perreira)**

Mr. Sterling stated the District received a \$5000 grant through Tuolumne County. The funds will replace the diffusers in the Sewer Treatment Plant.

**General Manager Goals and Objectives Committee (Directors Wemmer & Carter)**

The next meeting was scheduled for November 9<sup>th</sup>.

**Standing Committee Reports**

**Strategic Planning (Directors Wemmer & Perreira)**

Mr. Sterling stated the Strategic Plan would be evaluated in January.

**Water Conservation (Directors Carter & Perreira)**

Director Carter stated the committee will be focused on getting the conservation message into the local schools.

**Finance Committee (Director Swan & Carter)**

No report.

**Staff Reports**

**General Manager's Comments**

Mr. Sterling stated that the \$3.5 million dollar grant for the replacement of the downtown Groveland and Big Oak Flat water lines is on track and that a contract is being prepared.

**Operations and Maintenance**

Mr. Sterling stated two employees are out due to non-work related injuries.

**Admin/Finance**

Mr. Sterling presented the October payables to the Board.

**Director Comments**

Director Perreira presented comments he received from member of the public Kay Crow. He stated that Mrs. Crow suggested having a dedicated space as a memorial for Frank Oyung. He also stated Mrs. Crow suggested seeing the 99 year lease with SSI renegotiated, and she would also like the Board to revisit the Dog Park as she feels it does not pay for itself.

Director Swan briefly discussed the outcome of his recent trip to the CalPERS forum.

**Adjournment**

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 1:57 pm.*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

DRAFT



**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
November 09, 2015  
1:00 p.m.**

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

Director Swan called the meeting to order at 1:03 pm.

Directors Armstrong and Perreira were absent.

**Agenda Approval**

Motion

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

*Ayes: Directors Swan, Carter, and Wemmer*

*Absent: Directors Armstrong and Perreira*

**Action Items**

**Consider for Approval Purchase of Replacement Repair Parts for Waste Water Treatment Plant Clarifier**

Mr. Sterling presented the item to the Board and stated that the clarifier was damaged and that a repair was made, but that only two of the five flights were operational. He further stated that the District needed to order additional parts in order to get the clarifier up and running and fully operational.

Motion

*Director Carter moved, seconded by Director Wemmer, and the motion passed to approve the Purchase of Replacement Repair Parts for the Waste Water Treatment Plant Clarifier as submitted on the Sales Quote.*

*Ayes: Directors Swan, Carter, and Wemmer*

*Absent: Directors Armstrong and Perreira*

**Review and Consider for Approval Prop 218 Public Notice and Set Public Hearing Date**

Mr. Sterling presented the item to the Board and stated that staff has compiled a mailer to be distributed to the rate payers regarding the proposed water rate increase. Mr. Sterling asked the Board for input on the proposed draft. A discussion ensued between the Board and staff regarding the recommended changes. The public hearing date was set for Wednesday, January 13, 2016 at 6:00 pm at the Groveland Community Hall.

**Adjournment**

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 2:04 pm.*

*Ayes: Directors Swan, Carter, and Wemmer*

*Absent: Directors Armstrong and Perreira*

APPROVED:

ATTEST:

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Robert Swan, President

\_\_\_\_\_  
Jennifer Flores, Board Secretary

DRAFT

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
November 16, 2015  
10:00 a.m.**

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

Director Swan called the meeting to order at 10:08 am.

Director Carter was absent.

**Agenda Approval**

Motion

*Director Perreira moved, seconded by Director Wemmer, and the motion passed to approve the agenda as submitted.*

*Ayes: Director Swan, Wemmer, Armstrong, and Perreira*

*Absent: Director Carter*

**Action Item**

**Consent Calendar**

- A. Approve Minutes from October 22, 2015 Special Meeting

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the minutes from October 22, 2015 Special Meeting.*

*Ayes: Directors Swan, Wemmer, Armstrong, and Perreira*

*Absent: Director Carter*

**Review and Consider for Approval Revised Prop 218 Public Notice and Set Public Hearing Date**

General Manager Jon Sterling presented the item to the Board. Mr. Sterling went over the revisions staff made, and asked for any other suggestions from the Board so that the notices can be reviewed by council, and mailed to all rate payers. A discussion ensued between the Board and staff. The Public Hearing was set for January 13, 2016 at 6pm, at the Groveland Community Hall.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to approve Revised Proposition 218 Public Notice Flier with Changes Subject to Counsel Review with any Non-Substantive Revisions.*

*Ayes: Directors Swan, Wemmer, Armstrong, and Perreira*

*Absent: Director Carter*

**Adjournment**

*Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 10:55 am*

*Ayes: Directors Swan, Wemmer, Armstrong, and Perreira*

*Absent: Director Carter*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
December 07 2015  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Bob Swan, President, Scott Wemmer, Vice President, Bruce Carter, John Armstrong, and Steve Perreira being present. Also present General Manager Jon Sterling, Office Manager/Board Secretary Jennifer Flores and staff member Lindsay Northrop.

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

Director Armstrong entered the meeting at 10:02am.

**Public Comment**

No public comment.

**Agenda Approval**

Motion

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

**Update on Amador Plan**

Cal Fire Battalion Chief Kevin Patton made a presentation to the Board.

**Presentation of the FY 14-15 Financial Statement by Jaime Matthews from Gilbert Associates**

Jaime Mathews with Gilbert and Associates presented the FY 14-15 Financial Statements to the Board. Ms. Matthews mentioned the new disclosures due to the new implementation of the pension standards. She further stated both audits received clean opinions. A discussion ensued between the Board and Ms. Matthews.

***Consider for Approval the FY 14-15 Financial Statements***

Motion

*Director Swan moved, seconded by Director Perreira, and the motion passed unanimously to approve the FY 14-15 Financial Statements.*

**Consider for Approval Revised Agreement Form Authorizing Entry onto District Property and Waiver, Indemnification, and Release from Liability**

Office Manager/ Board Secretary Jennifer Flores presented the item to the Board and discussed the need to revise the current agreement used for parties wishing to access District property for various reasons. She stated the new agreement better protects the District against liability. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the Revised Agreement Form Authorizing Entry onto District Property and Waiver, Indemnification and Release from Liability, pending review from SDRMA.

**Discuss and Consider for Approval Continuing Yosemite Hwy 120 Chamber of Commerce Membership**

Mr. Sterling presented the item to the Board. He asked the Board to discuss whether continuation of membership is necessary considering the District is not a business. A discussion ensued between the Board and staff.

Motion

Director Perreira moved, seconded by Director Armstrong, and the motion passed unanimously to Discontinue Membership with the Yosemite Hwy 120 Chamber of Commerce.

**Consider for Approval Request for Letter of Support for Anthem Telecom "Par Court" Wireless Communications Facility**

Ms. Flores presented the item to the Board. Ms. Flores stated the District had received a letter from the Tuolumne County Resource Agency asking for support for a wireless communications facility on Par Court from the District. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Armstrong and the motion passed unanimously to direct staff to Prepare a Letter of Support to the Tuolumne Community Resource Agency for the "Par Court" Wireless Communications Facility.

**Consider for Approval Making Proposal to Tesla Regarding Charging Station in Mary Laveroni Park**

Mr. Sterling presented the item to the Board. Mr. Sterling asked the Board for direction concerning the Tesla Charging Station. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed for staff to notify Tesla that the Board no longer has interest in the charging station at Mary Laveroni Park.  
Ayes: Directors Swan, Carter, Wemmer, and Armstrong  
Nays: Director Perreira

**Review and Discussion of General Manager's Goals and Objectives for 2015/2016 Fiscal Year**

Mr. Sterling presented the item to the Board. Mr. Sterling explained that counsel stated the need of a closed session to discuss the goals and objectives of the General Manager.

Director Swan tabled the item until a January Special meeting is scheduled.

**Consider for Approval Conducting the Election of Board Officers for Calendar Year 2016**

**President:**

Motion

Director Carter moved, seconded by Director Wemmer, to nominate Director Swan as 2016 Board President.

*Ayes: Directors Carter, Armstrong, Perreira, and Wemmer  
Abstain: Director Swan*

**Vice President:**

*Director Swan moved, seconded by Director Wemmer, to nominate Director Carter as 2016 Board Vice President.*

*Ayes: Directors Carter, Swan, Wemmer, Armstrong, and Perreira*

**Board Secretary:**

*Director Swan moved, seconded by Director Carter, to appoint Ms. Flores as the 2016 Board Secretary.*

*Ayes: Directors Swan, Carter, Wemmer, Armstrong, and Perreira*

**Information Items**

**Discuss the Future of Groveland Dog Park**

Mr. Sterling presented the item to the Board. A discussion ensued between the Board and staff. Staff was directed to install a key pad and to report at a later date the total of 2016 permits issued.

**Discussion of Grant Money Assistance form State for the Removal of Dead Trees Due to Severe Drought**

Mr. Sterling presented the item to the Board. He stated the grant funding available to the District for the removal of dead trees. A discussion ensued between the Board and staff.

**Discussion of Upcoming Sewer Fund Rate Study**

Mr. Sterling presented the item to the Board. Staff was directed to prepare different scenarios to present to the finance committee.

**Report on Pine Mountain Lake Country Club Grease Trap Incidents**

Mr. Sterling presented the item to the Board and discussed what steps are going to be taken to mitigate future incidents.

**Discussion of Frank Oyung Memorial Bench in Mary Laveroni Park**

Director Perreira presented the item to the Board. He stated the passing of Mr. Oyung and his involvement in the Groveland Community

**Ad Hoc Committees Reports**

**Advertising Committee**

Disbanded.

**Board of Director's Policy Manual**

No report.

**Technology Committee**

Disbanded.

**Equipment Review Committee**

No report.

**Park Committee**

No report.

**Employee Survey Committee**

No report.

**Customer Survey Committee**

Director Perreira presented the final 2014 Customer Survey Report.

**Energy Conservation Committee**

No report.

**General Manager Goals and Objectives Committee**

No report.

**Standing Committee Reports****Strategic Planning Committee**

No report.

**Water Conservation Committee**

Director Carter stated that the committee will continue promoting water conservation, and discussed that the next advertisement will be focused on the upcoming public hearing.

**Finance Committee**

No report.

**Staff Reports****General Manager's Comments**

Mr. Sterling made a brief report to the Board.

**Admin/Finance**

Ms. Flores presented the Quarterly Financial statement to the Board.

**Director Comments**

None.

**Adjournment**

*Director Carter moved, seconded by Director Armstrong, and the motion passed unanimously to adjourn the meeting at 1:26 pm.*



APPROVED:

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Robert Swan, President

ATTEST:

\_\_\_\_\_  
Jennifer Flores, Board Secretary

DRAFT

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
January 11, 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 Bob Swan, President, Bruce Carter, Vice President, Steve Perreira, and Scott Wemmer being present. Also present was General Manager Jon Sterling, Office Manager/Board Secretary Jennifer Flores, and staff member Lindsay Northrop.

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

Absent: Directors Armstrong and Perreira

**Public Comment**

No public comment.

**Agenda Approval**

Director Perreira entered the meeting at 10:01am.

Motion

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

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Consent Calendar**

- A. Approve Minutes from February 2, 2015 Regular Board Meeting
- B. Approve Minutes from February 23, 2015 Special Board Meeting
- C. Approve Minutes from March 2, 2015 Regular Board Meeting
- D. Approve Minutes from April 1, 2015 Special Board Meeting
- E. Approve Minutes from April 6, 2015 Regular Board Meeting
- F. Approve Minutes from May 4, 2015 Regular Board Meeting
- G. Approve Minutes from May 19, 2015 Special Board Meeting
- H. Waive Reading of Ordinances and Resolutions Except by Title

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the Consent Calendar.*

*Ayes: Directors Swan, Carter, Wemmer and Perreira*

*Absent: Director Armstrong*

**Action Items**

**Consider for Approval Resolution 1-16, Declaration of State of Emergency in the Groveland Community Services District Due to Pervasive Tree Mortality**

General Manager Jon Sterling presented the item to the Board and stated that the Board needed to adopt a resolution declaring the state of emergency in order to qualify for state

assistance with dead tree removal. A discussion ensued between the Board, staff, and members of the public.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve Resolution 1-16, Declaration of State of Emergency in the Groveland Community Services District Due to Pervasive Tree Mortality.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Consider for Approval Agreement from Bryant L. Jolly, CPA for Auditing Services for the District for the Next Three Years**

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

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed unanimously to approve the Agreement from Bryant L. Jolly, CPA for Auditing Services for the District for the Next Three Years.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Information Items**

**Discussion of Prop 218**

Director Perreira presented the item to the Board. Director Perreira discussed new court decisions regarding Proposition 218, and reminded the Board of a previous bond challenge received by the town site of Big Oak Flat. Director Perreira briefly summarized the case for the Board.

Member of the public Kay Crow addressed the Board regarding Director Perreira's agenda submittal. Mrs. Crow stated she had faith in the Board to correct the issue, if in fact an issue arises. She stated that Prop 218 requires the agency to list each capital improvements, and stated she does not see it listed in the report. Mrs. Crow further stated that the customers who pay for services, must receive the benefit derived, and does not believe the information listed in the rate study to be accurate.

**Discussion of Proposed Water Rate Changes, Info. and Feedback Forum**

Director Swan presented the item. He stated that some Board members have received feedback regarding the rate study, and that this is the opportunity for it to be discussed.

Director Perreira read an excerpt from previous minutes and stated for the record, "...the Board agreed to do a rate study. The items were, consider for approval Scope of Work for the Rate Study. The motion was: Director Swan moved, seconded by Director Perreira, and the motion passed to approve the proposed Scope of Work with the additional criteria of figuring out the cost to serve customers in different pressure zones, and if the cost can be factored into the fixed rate. That was approved by four directors. It is more expensive to serve some customers than others, because they live farther away from the center of where the services are provided, and Proposition 218 demands that. Now that is most certainly going to be factored in when we do the sewer rate study that will be done this year. This has not been done for the water study, and at one point we are going to have to return to that, because Proposition 218 demands it. That means, what really should happen, is if there is any significant cost to service difference

between one location, say a far flung area of Pine Mountain Lake versus Groveland, which is very near to the center of services; that the fixed rate, and possibly the variable rates, should be lower than the people in Groveland and higher for the people who are far away from the services. That's what I wanted to say about this, this rate study does not include any geographical particulars."

Member of the public Kay Crow asked for the Board's answer to be on record in regards to revenue requirements, and that the revenue collected in the five year plan is not going to be used for anticipated growth.

Director Carter responded, "It is the intent of the Board to place the funds in a restricted reserve account that may only be used for repair and replacement of Capital Infrastructure. The funds are not to be used to expand new parts of the system. The projected projects were listed in the RCAC report on the website."

**Discussion Regarding Procedure for Upcoming Public Hearing on Proposed Water Rates**  
Director Swan presented the item to the Board. A discussion ensued between the Board and staff.

**Ad Hoc Committee**

Director Swan assigns the new committee members as listed.

**Board of Director's Policy Manual (Directors Perreira & Swan)**

No report.

**Equipment Review Committee (Directors Wemmer & Armstrong)**

No report.

**Park Committee (Directors Wemmer & Armstrong)**

No report.

**Survey Committee (Director Carter)**

No report.

**Energy Conservation Committee (Directors Wemmer & Perreira)**

No report.

**General Manager Goals and Objectives Committee (Director Wemmer & Carter)**

Mr. Sterling stated that his evaluation is still needed.

**Budget Committee (Director Swan & Perreira)**

Director Swan reactivated the committee. No Report.

**Standing Committee Reports**

Director Swan assigns the committee members as listed.

**Strategic Planning (Directors Wemmer & Swan)**

No report.

**Water Conservation (Directors Carter & Wemmer)**

Director Carter stated the committee will continue monthly advertising, urging the need to conserve water.

**Finance Committee (Director Swan & Perreira)**

No report.

**Staff Reports**

**General Manager's Comments**

Mr. Sterling thanked all the members of the public for coming.

**Operations and Maintenance**

Mr. Sterling stated the scheduled Tunnel Outage conducted by SFPUC for annual maintenance is ongoing. Mr. Sterling stated that the community is asked to conserve water as the alternative water treatment plant has a lower water production capacity.

**Admin/Finance**

Office Manager Jennifer Flores presented the December payables to the Board.

**Director Comments**

Director Perreira stated that Lake Don Pedro Fire Department is now an all Amador Plan and that this is an option that is available to the District as well.

Director Carter thanked all the members of the public for attending. He also asked staff how many line breaks from the cold have occurred; Mr. Sterling didn't have an exact number, but stated it was down from last year's figure.

Director Swan stated the Board would conduct public workshops for the sewer rate study, unlike it did for the water rate study.

**Adjournment**

*Director Carter moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 12:26 pm.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

APPROVED:

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
January 25, 2016  
10:00 a.m.**

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

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

**Agenda Approval**

Motion

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

*Ayes: Directors Swan, Carter, Wemmer, and Armstrong*

*Absent: Director Perreira*

**Action Items**

Director Perreira entered the meeting at 10:03am.

**Consider for Approval New Water Rate Billing Procedure**

General Manager Jon Sterling presented the item to the Board. A discussion ensued between the Board, staff, and members of the public.

Mr. Sterling stated for the record that he did not ask counsel if the billing procedure was outside of Prop 218.

Director Swan deferred action on Item 2 pending legal counsel's review and opinion, along with directing staff to generate a revenue model of the proposed billing methodology.

**Form and Appoint Members to Bargaining Unit Negotiations Ad Hoc Committee**

Jon Sterling presented to the Board. Director Wemmer volunteered for the committee. Director Swan appointed Director Wemmer as Chair and Director Swan as the second committee member.

**Form and Appoint Members to General Manager's Employment Contract Review Ad Hoc Committee**

Director Swan appointed Director Perreira as Chair and Director Swan as the second committee member.

**Information Items**

**Preliminary Discussion of Proposals for Sewer Rate Structure**

Director Swan presented the item to the Board. The Board and staff discussed and devised possible rate structures to be included in the Request for Proposal (RFP). Staff was instructed

to prepare documentation to support each proposed rate structure. A public workshop was scheduled for 6pm, March 11<sup>th</sup>, 2016 at the Groveland Community Hall.

The Board took a recess at 12:03pm.

The Board at convened from recess at 12:07pm.

The Board convened into closed session at 12:08pm.

**Closed Session**

- A. Public Employee Performance Evaluation Pursuant to Govt. Code Sec. 54957  
Title: General Manager

The Board reconvened into open session at 1:37pm.

**Report of Action taken in Closed Session**

No report.

**Adjournment**

*Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to adjourn the meeting at pm 1:38pm.*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

**BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
February 8, 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 Bob Swan, President, Bruce Carter, Vice President, Scott Wemmer, John Armstrong, and Steve Perreira being present. Also present was General Manager Jon Sterling and staff member Lindsay Northrop.

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

**Public Comment**

No Comment.

**Agenda Approval**

Motion

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

**Action Items**

**Consider for Approval Continuation of Declaration of Emergency in the Groveland Community Services District Due to Pervasive Tree Mortality per Board Resolution 1-16**

General Manager Jon Sterling presented the item to the Board. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the Continuation of Declaration of Emergency in the Groveland Community Services District due to Pervasive Tree Mortality Per Board Resolution 1-16.*

**Consider for Approval Proposal/Agreement from Crook Logging Inc., for the Removal of Dead Trees in Accordance with the Notice of Exemption Issued by the California Department of Forestry and Fire Protection California**

Mr. Sterling stated that he was approached by Mr. Steven Crook to remove the District's dead and dying trees. Mr. Sterling introduced Steven Crook who then presented the item to the Board. Mr. Crook stated that the removal would be done at no cost to the District and that a representative from the Forest Service would be marking the trees to be removed. A discussion ensued between the Board, Mr. Crook, and staff.

Motion

*Director Carter moved, seconded by Director Armstrong, and the motion passed to approve Proposal/Agreement from Crook Logging Inc., for the Removal of Dead Trees in Accordance with the Notice of Exemption Issued by the California Department of Forestry and Fire Protection California.*

*Ayes: Directors Swan, Carter, Armstrong and Wemmer*

*Abstain: Director Perreira*



**Consider for Approval Awarding Electrical Cabinet Contract for Lift Station 16 to Telstar Instruments**

Mr. Sterling presented the item to the Board and stated that the District received several quotes for the project and that Telstar Instruments came in as the lowest qualified bidder. A discussion ensued between the Board and staff.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve Awarding Electrical Cabinet Contract for Lift Station 16 to Telstar Instruments.*

**Information Items**

**Ad Hoc Committees Reports**

**Board of Director's Policy Manual (Directors Perreira & Swan)**

No report.

**Equipment Review Committee (Directors Wemmer & Armstrong)**

No report.

**Park Committee (Directors Wemmer & Armstrong)**

Director Wemmer stated there have been a total of 22 Dog Park permits issued and that further discussion of the Dog Park will take place at the next meeting.

**Survey Committee (Director Carter)**

No report.

**Energy Conservation Committee (Directors Wemmer & Perreira)**

No report.

**General Manager Goals and Objectives Committee (Director Wemmer & Carter)**

Director Wemmer stated that the committee was working on FY 2015-2016 goals.

**Budget Committee (Director Perreira & Swan)**

No report.

**Union Negotiation Committee (Director Wemmer & Swan)**

Director Swan stated that the committee will meet after the adjournment of this meeting.

**General Manager Contract Review Committee (Director Perreira & Swan)**

No report.

**Standing Committee Reports**

**Strategic Planning (Directors Wemmer & Perreira)**

No report.

**Water Conservation** (Directors Perreira & Armstrong)

Director Carter stated that conservation has gone down in January to 13% and that overall conservation is at 28%.

**Finance Committee** (Director Swan & Carter)

Director Swan stated the committee was waiting to receive a draft FY 2016/17 budget from staff.

**Staff Reports**

**Director Comments**

Director Perreira mentioned an important ballot measure that affects water rates.

Director Carter mentioned the possible need for another letter of support of the Par Court Cell Phone Tower being presented to the Tuolumne County Board of Supervisors.

**Adjournment**

*Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 11:23 am.*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
February 18, 2016  
1:00 p.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Bruce Carter, Vice President, Scott Wemmer, John Armstrong, and Steve Perreira being present. Also present General Manager Jon Sterling, Office Manager/Board Secretary Jennifer Flores, and staff member Lindsay Northrop.

Director Swan called the meeting to order at 1:00 pm.

**Agenda Approval**

Motion

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

*Ayes: Directors Swan, Carter, Wemmer, and Armstrong*

*Absent: Director Perreira*

The Board Convened into closed session at 1:01 pm.

**Closed Session**

- A. Conference with Legal Counsel-Significant Exposure to Litigation Pursuant to subdivision (b) of Section 54956.9  
Number of matters to be discussed: 2

The Board reconvened into open session at 1:58pm.

**Report of Action taken in Closed Session**

None.

**Action Items**

**Consider for Approval Request from Big Oak Flat-Groveland Unified School District Allowing School District to Take Responsibility of Maintenance and Upkeep of Leon Rose Ballfield for the Duration of the School's Baseball/Softball Season.**

General Manager Jon Sterling presented the item to the Board and stated the school was looking to use the ballfield under the same conditions as it did last year with regard to taking responsibility for maintenance and upkeep.

Motion

*Director Armstrong moved, seconded by Director Carter, and the motion passed unanimously to approve the Big Oak Flat-Groveland Unified School District request to use Leon Rose Ballfield for the 12 week 2016 Baseball/Softball Season, with the understanding that School District Personnel will Perform the field preparation and maintenance during the 2016 season.*

**Consider for Approval Sending Letter of Support to the County Board of Supervisors Regarding Proposed Cell Tower Cite Project in Pine Mountain Lake.**

Mr. Sterling presented the item to the Board. A discussion ensued between the Board, members of the public, and staff.

Motion

*Director Armstrong moved, seconded by Director Carter, and the motion passed unanimously to approve sending Letter of Support to the County Board of Supervisors regarding proposed Cell Tower Cite Project in Pine Mountain Lake.*

**Information Item**

**Discussion of Sewer Rates**

Director Swan presented the item to the Board and discussed a memorandum prepared by the Budget Committee. A discussion ensued between the Board, staff, and members of the public.

Director Armstrong left the meeting at 3:46 pm.

**Adjournment**

*Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 4:09 pm.*

*Ayes: Directors Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

APPROVED:

ATTEST:

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Robert Swan, President

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Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
March 2, 2016  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Bob Swan, President, Bruce Carter, Vice President, Scott Wemmer, John Armstrong, and Steve Perreira being present. Also present General Manager Jon Sterling, Office Manager/District Secretary Jennifer Flores, and staff member Lindsay Northrop.

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

**Public Comment**

No Comment

**Agenda Approval**

Motion

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

*Directors: Swan, Carter, Wemmer, and Perreira*

*Absent: Director Armstrong*

**Action Item**

Director Armstrong entered the meeting at 10:03am.

**Review and Consider for Approval Public Statement Regarding Water Rate Schedule**

Director Swan presented the proposed public statement to the Board. A discussion ensued between the Board, staff, and members of the public.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to approve the Public Statement of the GCSD Board Regarding the Water Rate Schedule Adopted 1/13/2016.*

*Ayes: Directors Swan, Carter, Armstrong, and Wemmer*

*Noe: Director Perreira*

**Discuss and Consider for Approval Proposed Request for Proposal for Sewer Rate Study**

Mr. Sterling presented the drafted proposed sewer rate study request for proposal (RFP) to the Board. Mr. Sterling discussed the changes to the original document, including the scope of work portion, and asked the Board for further direction of what they would like to be included. A discussion ensued between the Board, staff, and members of the public. Staff was directed to create a "scope of work" power point slide to be included for the sewer workshop on March 11<sup>th</sup>.

**Consider for Approval Water Rate Billing Procedure**

Mr. Sterling presented the item to the Board and stated that the Board needed to approve the new water rate billing implementation date. He further stated that the Board had originally set April 1st billing as the target date. A discussion ensued between the Board, staff, and members of the public.

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the New Water Rate Billing Procedure, and Set Implementation Date for the April 1<sup>st</sup> Billing.*

*Ayes: Directors Swan, Carter, Wemmer, Armstrong*

*Noe: Director Perreira*

**Adjournment**

Motion

*Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 11:50 am.*

APPROVED:

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Robert Swan, President

ATTEST:

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Jennifer Flores, Board Secretary

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