

**REGULAR MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA**

**April 11, 2023**

**10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Nancy Mora President, Janice Kwiatkowski Vice President, Spencer Edwards and Robert Swan being present. Also present was Board Secretary Rachel Pearlman, Administrative Services Manager Jennifer Donabedian, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

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

Director Armstrong is absent.

Authorization from the Board of Directors to Permit Director Kwiatkowski to Attend Meeting Remotely Under AB 2449 "Emergency Circumstances"

**Motion**

*It was moved by Director Edwards and seconded by Director Swan and the motion passed to permit Director Kwiatkowski to attend the meeting remotely under AB 2449 "Emergency Circumstances".*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

**Approve Order of Agenda**

**Motion**

*It was moved by Director Swan and seconded by Director Edwards and the motion passed to approve the order of the agenda.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

**Public Comment**

Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Public comments are subject to a 3-minute time limit; 10 minutes on an individual topic. Although no action can be taken on items not listed on the agenda, please know we are listening carefully to your comments.

A member of the public addressed his concerns to the Board regarding his high-water bill due to a water leak on the constituents property.

### **Information Items**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda. Public comments will be taken after each report is provided.

### **Staff Reports**

Fire Department Report  
CERT Report  
General Manager's Report  
Operations Manager's Report  
Administrative Services Manager's Report

### **Proclamations**

Recognition of Steve Rogers for his 2 Years of Service to the Groveland Community Services District

### **Consent Calendar**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

Approve Minutes from the March 14, 2023, Regular Meeting

Accept March 2023 Payables

Waive Reading of Ordinances and Resolutions Except by Title

#### **Motion**

*It was moved by Director Swan and seconded by Director Edwards and the motion passed to approve the consent calendar.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

### **Old Business**

(Items tabled or carried forward from a previous meeting to be considered on this agenda. The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action)

None.

### **Discussion and Action Items**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

Adoption of a Resolution Approving a Revised and Updated District Organizational Chart to Reflect the Replacement of the District Accountant Position with a Finance Officer Position and Related Salary Range

#### **Motion**

*It was moved by Director Edwards and seconded by Director Swan and the motion passed to approve Resolution 14-2023 a Revised and Updated District Organizational Chart to Reflect the Replacement of the District Accountant Position with a Finance Officer Position and Related Salary Range.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Discussion and Recommendation Regarding Social Media Platforms

**Motion**

*No action taken.*

Adoption of a Resolution Approving a Social Media Policy

**Motion**

*It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to adopt Resolution 15-2023 approving the District Social Media Policy.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of a Resolution Amending the Compensation of Board Members Policy

**Motion**

*It was moved by Director Edwards and seconded by Director Kwiatkowski and the motion passed to adopt Resolution 16-2023 amending the Compensation of Board Members Policy.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of a Resolution Amending the Claims Against District Policy

**Motion**

*It was moved by Director Swan and seconded by Director Edwards and the motion passed to adopt Resolution 17-2023 amending the Claims Against District Policy.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of a Resolution Amending the Water Leak Adjustment Policy

**Motion**

*It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to Adopt Resolution 17-2023 Amending the District Water Leak Adjustment Policy.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of Resolution Designating the Applicant's (District's) Agent for Agreements and Related Matters During Emergencies; Cal OES 130 Non- State Agencies

**Motion**

*It was moved by Director Edwards and Seconded by Director Mora and the motion passed to adopting Resolution 19-2023, designating the Applicant's (District's) Agents for Agreements and related matters during emergencies; Cal OES 130 Non- State Agencies.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of a Resolution Approving the Hardrock Groundwater Test Well Project and Authorizing Public Bidding

**Motion**

*It was moved by Director Swan and seconded by Director Mora and the motion passed to adopt resolution 20-2023 to permit public bidding for the Hardrock Groundwater Test Well Project.*

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Discussion and Board Approval for District Staff to Submit an Application to the Clean California Local Grant Program Cycle 2 for the Lower Park Improvements and Beautification

**Motion**

It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to authorize the General Manager to apply to the Clean California Local Grant Program Cycle 2 for Park Improvements.

*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

Adoption of a Resolution Approving the Proposal from WRT for Groveland Asset Rehabilitation and Beautification Project Design Assistance and Bid Support

**Motion**

It was moved by Director Edwards and seconded by Director Mora and the motion passed to adopt Resolution 21-2023 approving the proposal from WRT for Groveland Asset Rehabilitation and Beautification Project Design assistance and bid support in the amount not to exceed the T&M Contract.


*Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan*

*Absent: Director Armstrong*

**Adjournment**

The meeting adjourned at 1:37pm.

APPROVE:

  
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Nancy Mora, Board President

ATTEST:

  
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Rachel Pearlman, Board Secretary