



REGULAR MEETING OF THE BOARD OF DIRECTORS

District Office, 18966 Ferretti Road

Groveland, CA 95321

(209) 962-7161 www.gcsd.org

AGENDA

December 10, 2024

10:00 a.m.

Location: 18966 Ferretti Road, Groveland

CA, 95321

MEMBERS OF THE PUBLIC MAY ATTEND IN PERSON AT DISTRICT OFFICE OR VIA VIDEO CONFERENCE AS DETAILED BELOW:

HOW TO OBSERVE AND PARTICIPATE IN THE MEETING:

Computer, tablet or smartphone: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/7688070165> using a computer with internet access that meets Zoom's system requirements.

Telephone: Listen to the meeting live by calling Zoom at (253) 215-8782 or (301) 715-8592. Enter the Meeting ID# 279-281-953 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM> if the line is busy.

Mobile: Log in through the Zoom mobile app on a smartphone and enter Meeting ID# 279-281-953.

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to board@gcsd.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments by voice and in writing, and identify the cut off time for submission of written comments. Comments can be emailed in advance of the Board meeting and up to the time of Board consideration of the item during the meeting. Send email to board@gcsd.org, and write "Public Comment" in the subject line. Once you have joined the Board meeting online using Zoom, public comments can also be submitted using the Chat function while in the Zoom Meeting. In the body of the email or Chat, include the agenda item number and its title, as well as your comments. The Board President will also public comment to be made verbally prior to consideration of each agenda item, and will explain the procedure for making verbal comments during the meeting. Once the public comment period is closed, comments timely received in advance of consideration of the agenda item will be read aloud prior to Board action on the matter. Comments received after the close of the public comment period will be added to the record after the meeting.



REGULAR MEETING OF THE BOARD OF DIRECTORS

District Office, 18966 Ferretti Road

Groveland, CA 95321

(209) 962-7161 www.gcsd.org

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Rachel Pearlman, Board Secretary, at least 48 hours before a regular meeting at (209) 962-7161 or rpearlman@gcsd.org. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

AGENDA MATERIAL:

Physical copies of agenda material will not be available at the meeting. All agenda material can be accessed on the District Board Meeting Webpage at <https://www.gcsd.org/board-meetings-meeting-documents>. Physical copies can be obtained in advance of the meeting in the District office, once made available.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.gcsd.org> as the place for making those public records available for inspection. The documents may also be obtained by calling the District office.



AGENDA

December 10, 2024
10:00 a.m.

Location: 18966 Ferretti Road, Groveland
CA 95321

Call to Order

Pledge of Allegiance

Approval from the Board to Permit Director Kwiatkowski to Attend the Meeting Remotely Due to a “Just Cause” Situation

Roll Call of Board Members

Nancy Mora, President
Janice Kwiatkowski, Vice President
John Armstrong, Director
Spencer Edwards, Director
Robert Swan, Director

1. Approve Order of Agenda

2. 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.

3. 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.

A. Staff Reports

- i. Fire Department Report
- ii. CERT Report
- iii. Operations Manager’s Report
- iv. Administrative Services Manager’s Report
- v. Finance Officer Report
- vi. General Manager’s Report

B. Proclamations

- i. Recognition of Anthony Trujillo for his 15 Years of Service to the Groveland Community Services District
- ii. Recognition of Janice Kwiatkowski for her 7 Years of Service to the Groveland Community Services District
- iii. Recognition of Robert Swan for his 11 Years of Service to the Groveland Community Services District

4. 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.

- A. Approve Minutes from November 12, 2024, Regular Meeting
- B. Approve Minutes from November 13, 2024, Special Meeting
- C. Accept November 2024 Payables
- D. Adoption of a Resolution Amending the District Employee Housing Rental Policy
- E. Waive Reading of Ordinances and Resolutions Except by Title

5. 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)

- A. None

6. 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.

- A. Adoption of a Resolution Amending the Purchasing Contracting and Procurement Policy Section 409.5 to Tie Bid Limits to Current State Law and Remove the Reference to Bidding for Maintenance Work
- B. Adoption of a Resolution Approving the Downtown Groveland/Big Oak Flat Water Distribution Improvements, Phase 1 and Authorizing the General Manager to Permit Public Bidding
- C. Adoption of a Resolution Declaring Certain District Property Surplus and Authorizing the Sale of Equipment by Public Bidding Process Through GovDeals
- D. Adoption of a Resolution of Intention to Approve an Amendment to the Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Groveland Community Services District
- E. Adoption of a Resolution Authorizing the General Manager to Submit an Application to FEMA Assistant to Firefighter Grant Program for the Replacement of the District's 2009 Type 1 Fire Engine

7. Closed Session

(Public may comment on closed session item prior to Board convening into closed session)

A. Conference with Legal Counsel – Existing Litigation

Government Code Section 54956.9(d)(1)

Groveland Community Services District vs. County of Tuolumne et al. (Case No. CV66645)

B. Conference with Legal Counsel – Anticipated Litigation

Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):
One Case



REGULAR MEETING OF THE BOARD OF DIRECTORS

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8. Open Session

Announcement of Action Taken in Closed Session

9. Adjournment



**Groveland Community Services District
Fire Department / CALFIRE**
18966 Ferretti Road Groveland, CA 95321



Staff Report
December 1, 2024

To: Board of Directors

From: Andy Murphy, Assistant Chief
By: Travis Chunn, Fire Captain

Subject: Monthly Activity Report – November 1, 2024 – November 30, 2024

Operations:

On November 24th, 2024, at 1:56 PM GCSO Engine-781 and Tuolumne County Engine-631 were dispatched alongside CALFIRE Engine 4466 to a vegetation fire on Ferretti Rd. Upon arrival, crews discovered the fire to be approximately half an acre in grass oak woodland with a slow rate of spread. Crews quickly attacked the fire and held the fire at 1.5 acres.





Groveland Community Services District Fire Department / CALFIRE

18966 Ferretti Road Groveland, CA 95321



Operations:

On November 30th, 2024, at 12:31 PM GCSD Engine-781 and Tuolumne County Engine – 902 were dispatched along with CALFIRE Engine 4466, CALFIRE 4476, and additional engines from MMU to a vegetation fire on Wards Ferry Rd. Upon arrival, crews discovered the fire to be approximately 1 acre in grass running up hill with a slow rate of spread. Crews quickly attacked the fire and held the fire at 1.75 acres. The responsible party was educated on proper burning guidelines to prevent further incidents.





**Groveland Community Services District
Fire Department / CALFIRE**
18966 Ferretti Road Groveland, CA 95321



Apparatus and Equipment:

| Apparatus | Description | Status |
|-------------|-----------------------------|------------|
| Engine 781 | 2009 Pierce Contender | In Service |
| Engine 787 | 2000 Freightliner FL112 | In Service |
| Engine 783 | 1997 International Model 15 | In Service |
| Utility 786 | 2008 Chevrolet 2500 | In Service |

Training:

In addition to our monthly Emergency Medical Technician (EMT) curriculum and engine company performance standards, Battalion personnel received the following specialized training:

- FAE Doo- attended Instructor 1 and Company Officer 2C which is part of his JAC requirement.
- Hose Evolutions
- Extrication
- Patient Packaging
- Ladders
- Narcan
- Epinephrine
- AED & Lucas Device
- **Battalion Training**



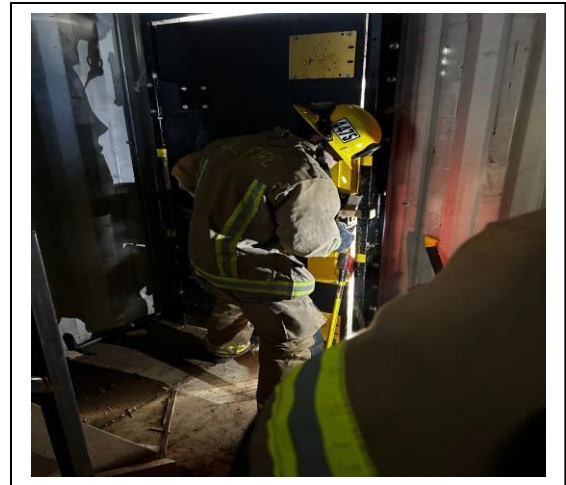
Groveland Community Services District Fire Department / CALFIRE

18966 Ferretti Road Groveland, CA 95321



Training:

Battalion training in November on forceable entry and fire ground operations, fostering teamwork and communication. Regular drills and exercises help to refine tactical skills and improve decision-making under pressure. This training ensure that battalions can effectively respond to emergencies with efficiency.





**Groveland Community Services District
Fire Department / CALFIRE**
18966 Ferretti Road Groveland, CA 95321



Fire Department News:

We are pleased to report that all vehicles within our fleet have successfully completed their safety compliance inspections. Each vehicle has met or exceeded the required regulatory standards, ensuring not only full adherence to safety protocols but also the continued reliability and operational readiness of our fleet. This proactive approach underscores our commitment to maintaining the highest standards of safety and regulatory compliance across all levels of operation.



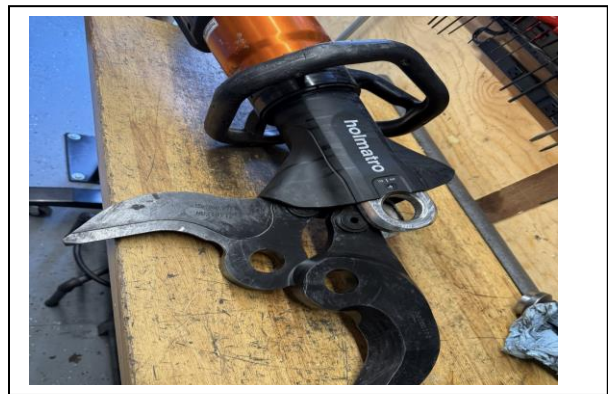


Groveland Community Services District Fire Department / CALFIRE

18966 Ferretti Road Groveland, CA 95321



We are pleased to report that our Holmatro tools have successfully undergone their annual testing. This comprehensive evaluation ensures that all equipment is operating at peak performance and meets the highest safety standards. By conducting these routine tests, we not only verify the reliability and effectiveness of our tools but also reaffirm our commitment to maintaining the readiness and safety of our response equipment. The results of the testing demonstrate that our Holmatro tools continue to meet the rigorous demands required for safe and efficient operation



Nov-24

STATION 78

| | |
|---------------------------|-----------|
| Alarm Sounding | 4 |
| Odor Investigation | 0 |
| Debris Fire | 0 |
| Medical Aid | 16 |
| Fire Menace Standby | 0 |
| Fire Other | 0 |
| Haz Mat | 0 |
| Landing Zone | 0 |
| Plane/Heli Crash | 0 |
| Public Assist | 5 |
| Smoke Check | 0 |
| Structure Fire | 0 |
| Commercial Structure Fire | 0 |
| Vegetation Fire | 2 |
| Vehicle Accident | 0 |
| Vehicle Accident/Pin in | 0 |
| Vehicle Fire | 0 |
| TOTAL | 27 |

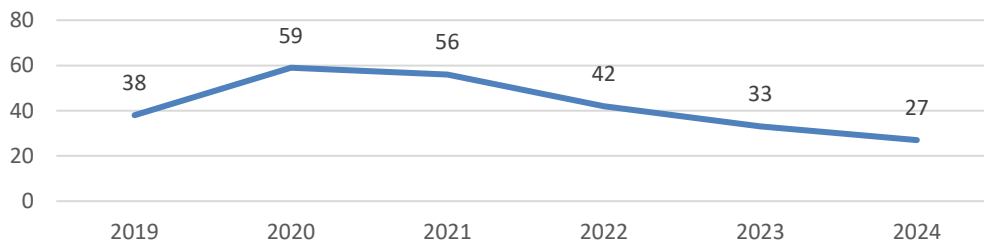


| Auto Aid | Given |
|---|-------|
| Tuolumne County | 2 |
| INC # 15673 Vegetation fire 22445 Ferretti Rd. INC # 15977 Vegetation fire 12400 Wards Ferry Rd. | |
| TCFD ENGINE 631: 12 CALLS | |

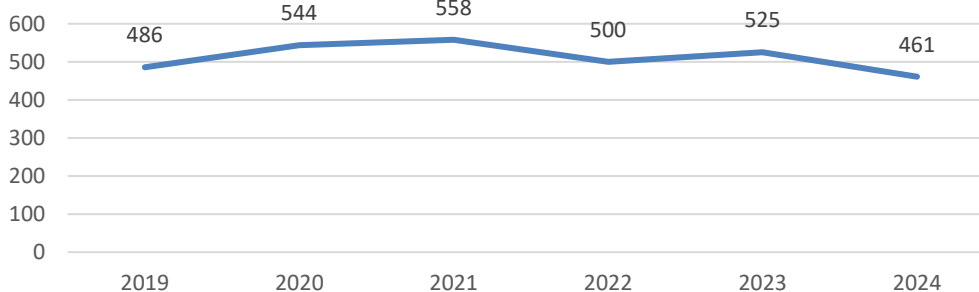
| ALS | |
|-----|----|
| YES | NO |
| 13 | 3 |

Last Call Logged Run # 15977

GCS D TOTAL INCIDENTS 2019-2024



GCS D TOTAL INCIDENTS YEAR-TO-DATE





Information Provided By

O&M Manager: Luis Melchor
 Operations Supervisor: Stacy Billings
 Maintenance Supervisor: Andrew Klein
 Administration Services Technician: Rachel Pearlman
 Utility Billing Specialist: Meghan Atkins

**Operations and Maintenance Report
 November 2024**

Operations Department

Wastewater Treatment Division

| Influent Totals | |
|-----------------|------|
| Total | 2.51 |
| Average | 0.09 |
| High | 0.14 |
| Low | 0.05 |
| | |
| | |
| | |

| Effluent Totals | |
|-----------------|------|
| Total | 2.51 |
| Average | 0.09 |
| High | 0.15 |
| Low | 0.06 |
| | |

| Reclamation Totals | |
|--------------------------|--|
| PML | |
| Spray Fields | |
| PML Season Total | |
| Spray Field Season Total | |

| Wasting Totals | |
|-----------------|------|
| Total Inches | 124 |
| Total Pounds | 1532 |
| Active Accounts | 1571 |

| STP Rainfall Totals by Year During Current Month (Inches) | | | | | |
|---|-----------|-----------|-----------|-----------|-----------|
| Season | 2024 | 2023 | 2022 | 2021 | 2020 |
| | 9.90 | 8.30 | 1.78 | 3.32 | 0.68 |
| | High 2.04 | High 0.69 | High 1.38 | High 0.57 | High 0.70 |

Charted Historical Monthly Influent Totals

Wastewater Treatment Division

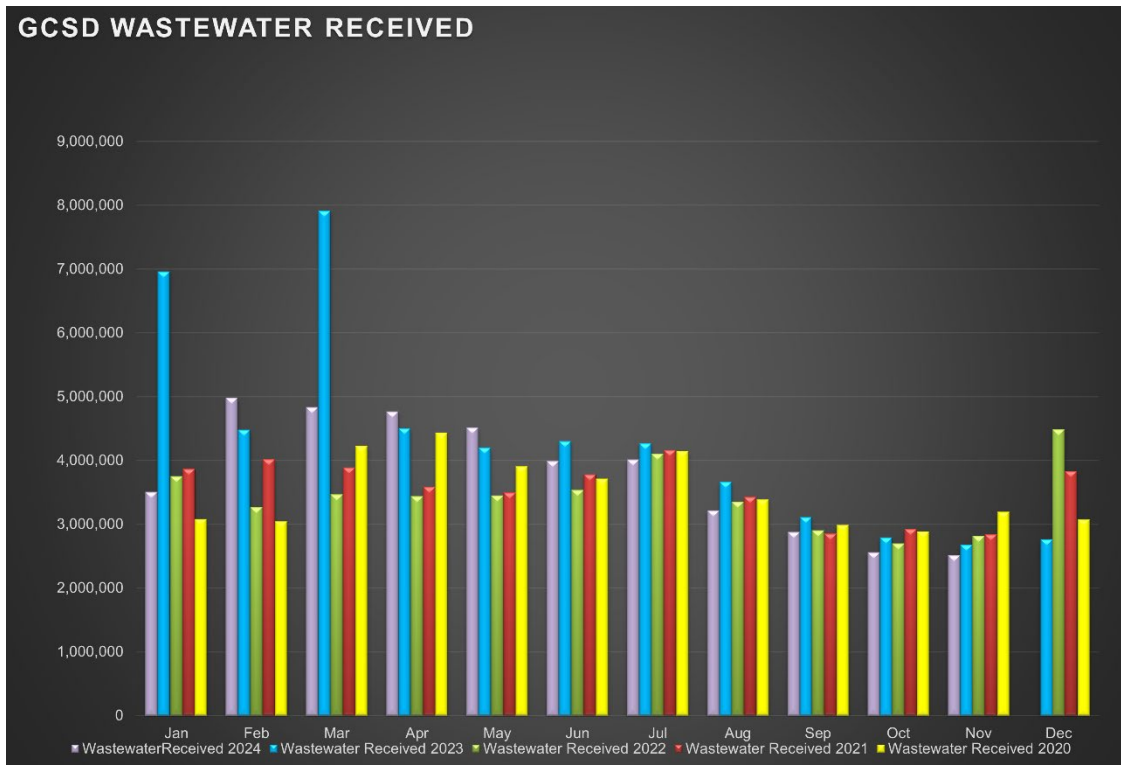
Routine Tasks

- Took weekly Bac-Ts and BOD of the Chlorine Contact Chamber (CCC) and sent into Alpha Lab for testing.
- Completed monthly Wastewater Report and sent to the State Water Resources Control Board
- Completed daily rounds and Lab.

Water Treatment Division

Routine Tasks

- Submitted monthly Water Treatment Report to State Water Resources Control Board
- Submitted monthly Conservation Report to State Water Boards
- Performed weekly checks and calibrations on all analyzers at 2G, BC, and AWS
- Performed monthly UV calibrations at 2G and BC.
- Took weekly Treatment Plant samples and sent them into Alpha Lab
- Monitored/sampled Distribution Tanks as needed.



Maintenance Department

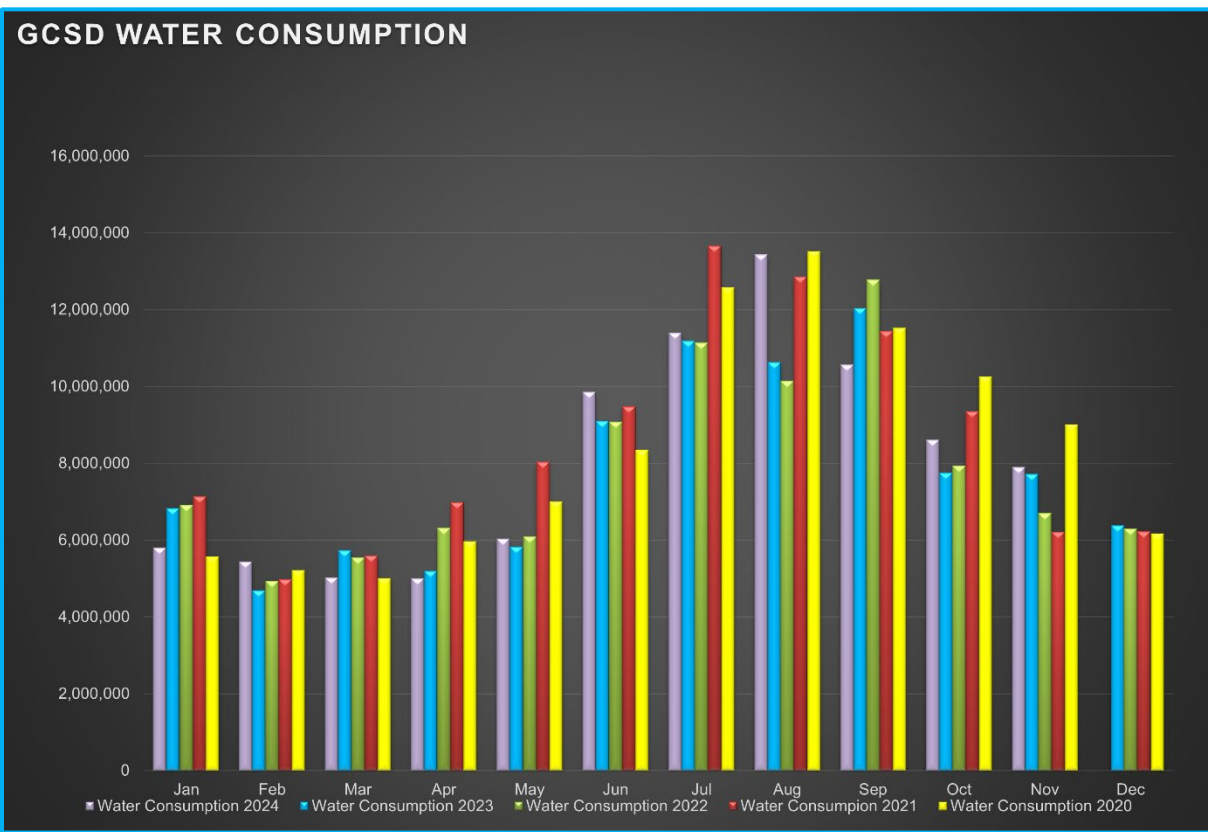
Water Distribution System Division

| Meter Related Services | Total |
|-----------------------------------|-----------|
| Check / Repair Meters | 3 |
| Water Meters Installed | 1 |
| Monthly Meter Restrictions | 0 |
| Meter Lock offs | 4 |
| Meter Changeouts | 2 |
| Tenant Final Reads | 2 |
| Re-Reads | 10 |
| Unusual Consumption | 27 |
| Meter Turn-Offs | 4 |
| Meter Turn-Ons | 5 |
| Meter Tests | 0 |
| Winterize Meter | 0 |
| Color/Taste/Odor/PSI Complaints | 4 |
| Total Meter Related Issues | 62 |

| | |
|------------------------|------|
| Active Accounts | 3273 |
|------------------------|------|

Charted Historical Monthly Water Consumption

| (Gallons) | | | |
|--------------|------------------|------------------|------------------|
| Residential | 7,197,848 | 7,172,514 | 6,279,491 |
| Commercial | 704,576 | 542,007 | 416,431 |
| Total | 7,902,424 | 7,714,521 | 6,695,922 |



Maintenance and Repair Data

| Description | Total |
|-------------------------------------|-------|
| Water Main Leaks / Repairs | 0 |
| Water Service Line Leaks / Repairs | 3 |
| Fire Hydrant Repairs / Replacements | 0 |
| Number of Hydrants Flushed | 15 |
| Number of Dead-Ends Flushed | 7 |
| Water Valves Exercised | 0 |
| GIS Points | 0 |

| Description | Gallons |
|----------------------------------|---------|
| Flushing for Water Quality | 17,100 |
| Water Loss Due to Leaks / Breaks | 3,500 |

| After-Hours Calls (Hours) | | | | |
|---------------------------|-------|------|-------|-------|
| Water | Sewer | Park | Other | Total |
| 3 | 5 | 0 | 2 | 10 |

Maintenance and Repair

- **Routine Tasks**
 - Read all District Water Meters
 - Customer Service Calls (Low / High Pressures, No Water, Turn-Ons / Turn-Offs, Etc.)
 - Underground Service Alert (USA) Utility Marking Program
 - Weekly Pump Station Inspections at Tank 2, Tank 4, Tank 5 (Buildings, Tanks, Motors, Pumps, Drives, Communications, Generators, and Auxiliary Equipment)

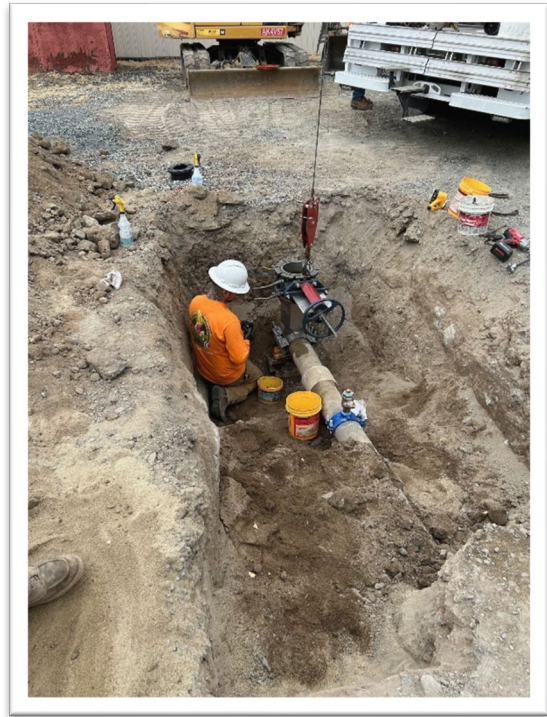
- Lock offs for non-payment.
- Unusual Usage meter reads.

- **Tanks and Pump Stations**
 - Testing and inspections of generators and transfer switches at treatment plants, tanks, and pumping stations.
 - R&R batteries on Tank 4 and 2G generators.

- **Distribution System**
 - Continue water service line survey to identify Lead and Copper water service lines. Completed and submitted on November 7th, 2024.
 - Repair water main line at 17820 State Hwy 120.
 - Repair water main line at 19191 Old State Hwy 120.
 - Repair fire hydrant at Tank 4.
 - Clean and place “Conserve Water” signs throughout district in anticipation of tunnel shutdown.

Pictures

Insert-A-Valve installation at the Airport by Tap Master, Inc.



Wastewater Collection System Division

| Description | Total |
|-------------|-------|
|-------------|-------|

| | |
|--------------------|-----|
| Manholes Inspected | 100 |
| GIS Points | 0 |
| Customer Complaint | 3 |
| Odor Complaints | 1 |

| Description | Total |
|-------------------------|-------|
| Flushing/Jetting (Feet) | 3338 |
| Video Inspection (Feet) | 2296 |

| Description | Total |
|-----------------------------|-------|
| Sanitary Sewer Spills (SSO) | 0 |
| SSO Gallons Spilled | 0 |

Maintenance and Repair

- **Routine Tasks**
 - Weekly lift station site inspections (PMCS)
 - Added degreaser and odor control to lift stations.

- **Lift Stations**
 - Cleaned and Inspected:
 - Manhole Inspections LS13
 - Remove roots and debris found during manhole inspections.
 - Maintain odor control chemical dosing pumps at LS6, LS8, LS11, LS13.
 - R&R Pressure Transducer at LS7.
 - R&R batteries at LS7, LS8 and LS9.
 - Testing and inspections of generators and transfer switches at all lift stations, treatment plants, tanks, and pumping stations.

- **Collection System**
 - Flushed/Jetted gravity sewer line areas.
 - Repair mainline and lateral wye (roots) at 19665 Chamberlain Ct.
 - Raise MH214 to grade at 21031 Hemlock St.
 - Locate and raise to grade a flushing branch at 21340 Beaver Ct.
 - Relocate and raise to grade a mainline cleanout at 21221 Jimmersall Ln.
 - Investigate customer lateral backup at 19935 Pleasant View Dr. Able to identify and break blockage on customer's private lateral.
 - Investigate customer lateral wye at 12830 Mt Jefferson Ct. Found damaged Cleanout pipe and replaced.
 - Groveland, Bass Pond, Twin Pines Easement monthly manhole inspections.
 - Dosed sanitary system with caustic soda for PH at WWTP.

Pictures

A previous property owner decided to bury our mainline flushing branch under 8 feet of dirt. It would have been a lot cheaper and easier to complete this work before he buried it, had he just called and notified us.



General Maintenance Division

Maintenance By Department

- **Operations Department**

- 2G Water Treatment Plant
- Big Creek Water Treatment Plant
 - R&R generator batteries.
- Butler Bypass Pump Station
- AWS
- STP
 - Install new drum speed sensors and Operation of new headworks. Yay!
 - Installed new influent pump.
 - Repaired floats on chlorine contact tank.
 - Serviced air handlers and repaired leak.

- **Maintenance Department**

- Equipment
 - Shop maintenance and cleaning.
 - Monthly Inspect and run at operating temperatures...
 - Rain for Rent, Sullair, Vactron, Cement mixer, Light Tower, STP generator, Dunn Ct Generator, AWS Generator, Standby Generator, Highlands Generator.
- Vehicles
 - 30821: Repair oil leak. Degreased and washed. Tighten fittings.
 - 10830: Install new trailer jack, light plug, and bulbs.
 - 62026: Serviced oil and filters. R&R Pin and winch cable on crane.
 - 52331: Repaired ac connector and high-pressure fuel regulator wiring damage caused by varmints.
 - 59613: Repair leaking hydraulic lift ram.
 - 62333: Repaired broken glad hand.
 - 70783: 90-Day Inspection.
 - 70981: 90-Day Inspection. Repaired air brake leak, brake light switch, tightened exhaust down pipe and performed regen.
 - 79987: 90-Day Inspection.
- Buildings & Yard
 - General yard cleanliness.
 - Vegetation management.
 - Cleaned and repaired duck houses at Reservoir 2.

Pictures



Parks Division

Maintenance and Repair

- **Mary Laveroni Community Park**
 - Landscape Maintenance.

- **Ballfield & Dog Park**
 - Turf maintenance

Contracted Work

- Peterson Excavation
 - Water Fill station at Admin parking lot.
- SMCI
 - WWTP Headworks upgrades are continuing.
- Tap Master Inc.
 - Insert-A-Valve installation at airport water main.
- Njirich Construction
 - Water main relocation at airport.
 - Water main extension – Harper Rd.
 - Tank 5 site work for new tank.

Workplace Safety and Training

- Routine Safety Meetings
 - Daily Tailgate Meetings
 - Weekly Safety Meetings
 - Weekly Security Checks
 - Weekly Vehicle Inspection

**REGULAR MEETING OF THE BOARD OF
DIRECTORS GROVELAND COMMUNITY SERVICES
DISTRICT GROVELAND, CALIFORNIA
November 12, 2024
10:00 a.m.**

Location: 18966 Ferretti Road, Groveland CA 95321

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors John Armstrong, Spencer Edwards and Robert Swan being present. Also present was Board Secretary Rachel Pearlman, Finance Officer Michelle Ronning, Operations Manager Luis Melchor and General Manager Peter Kampa.

Call to Order

Director Sawn called the meeting to order at 10:22am.

Directors Mora and Kwiatkowski Absent

Approve Order of Agenda

Motion

It was moved by Director Armstrong and seconded by Director Edwards and the motion passed to approve the order of the Agenda.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora and Kwiatkowski

Public Comment

None

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

Operations Manager's Report

Administrative Services Manager's Report

General Manager's Report

Proclamations

Recognition of Nathan Moffitt for his 4 Years of Service to the Groveland Community Services District

Recognition of Darren Dalton for his 2 Years of Service to the Groveland Community Services District

Recognition of Spencer Edwards for his 7 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 October 7, 2024, Special Meeting

Approve Minutes from the October 8, 2024, Regular Meeting

Minutes 11 12 2024

Accept October 2024 Payables

Waive Reading of Ordinances and Resolutions Except by Title

Motion

It was moved by Director Armstrong and seconded by Director Edwards and the motion passed to approve the Consent Calendar.

Ayes: Directors Armstrong, Edwards and Swan

Absent: Director Mora and Kwiatkowski

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.

Timed Item 11:15am

Presentation of the District's Audited Financial Statements for Fiscal Year 2023/24 by Gilbert and Associates

Motion

It was moved by Director Armstrong and seconded by Director Edwards and the motion passed to accept and file the Audited Financial Statements for Fiscal Year 2023/24.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora and Kwiatkowski

Timed Item 11:30am

Presentation and Discussion Regarding the Employee Compensation and Benefits Study Prepared by Bryce Consulting Inc.

Motion

It was moved by Director Armstrong and seconded by Director Edwards and the motion passed to accept the Compensation and Benefit Study Prepared by Bryce Consulting Inc. and direct the Development of an Implementation Plan for Revised Salaries.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora and Kwiatkowski

Adoption of a Resolution Authorizing of the District and the Unrepresented Employees Relating to Government Code 20516 Cost Share Contributions

Motion

It was moved by Director Edwards and seconded by Director Armstrong and the motion passed to adopt Resolution 35-2024 authorizing the District and the Unrepresented Employees Relating to Government Code 20516 Cost Share Contributions.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora and Kwiatkowski

Adjournment

The meeting adjourned at 12:08pm.

APPROVED:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

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

November 13, 2024

2:00 p.m.

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Director's Robert Swan, Spencer Edwards, and John Armstrong being present. Also present was Board Secretary Rachel Pearlman, and General Manager Peter Kampa.

Call to Order

Director Swan called the meeting to order at 2:01pm.

Approval from the Board to Permit Director Kwiatkowski to Attend the Meeting Remotely Due to a "Just Cause" Situation

Motion:

It was moved by Director Swan and Seconded by Director Edwards and the motion passed to permit Director Kwiatkowski to attend the meeting remotely due to a "Just Cause" situation.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora, and Kwiatkowski

Roll Call of Board Members

Directors Mora and Kwiatkowski absent.

Approve Order of Agenda

Motion:

It was moved by Director Armstrong and Seconded by Director Edwards and the motion passed to approve the order of Agenda.

Ayes: Directors Armstrong, Edwards, and Swan

Absent: Directors Mora, and Kwiatkowski

Closed Session

(Public may comment on closed session item prior to Board convening into closed session)

Public Comment

None

Conference with Legal Counsel – Anticipated Litigation

Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Case

Closed session Convened at 2:06pm.

Open session Reconvened at 3:14pm.

Announcement of Action Taken in Closed Session:

Authorization from legal counsel to initiate litigation with a vote of 3-0 of the Board Members present and the particulars of the action will be available once formally commenced.

Adjournment

The meeting adjourned at 3:15pm.

Minutes 11-13 2024

APPROVED:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary



ACCOUNTS PAYABLE CHECK LISTING

November 2024
Fiscal Year 24/25
Board Approval Date _____

Accounts Payable Checks



User: mronning@gcsd.org
Printed: 11/27/2024 7:15:34 AM

| Check | Vendor | Vendor Name | Check Da | Void | Commit | Description | Amount | Reconcile | Clear Da |
|-------|---------|-------------------------------------|------------|-------|--------|--|--------------|-----------|------------|
| 24362 | All06 | AllStar Fire Equipment, Inc | 11/6/2024 | False | True | SCBA Testing 2024 | \$585.00 | True | 11/19/2024 |
| 24363 | am01 | AM Consulting Engineers, Inc. | 11/6/2024 | False | True | September Engineering | \$65,654.61 | True | 11/26/2024 |
| 24364 | AWWA | American Water Works Assoc | 11/6/2024 | False | True | Membership - A Ahlswede | \$111.00 | True | 11/26/2024 |
| 24365 | BEA02 | Beam | 11/6/2024 | False | True | November Coverage | \$344.13 | True | 11/19/2024 |
| 24366 | BRY01 | Bryce HR Consulting | 11/6/2024 | False | True | Class / Comp Study | \$9,785.00 | False | |
| 24367 | CSD02 | CSDA | 11/6/2024 | False | True | 2025 CSDA Membership Renewal | \$9,495.00 | True | 11/26/2024 |
| 24368 | CTD01 | CTDS Truck Driving School | 11/6/2024 | False | True | Truck Driving School - D. Dalton | \$3,000.00 | True | 11/26/2024 |
| 24369 | CWEA | CWEA | 11/6/2024 | False | True | CWEA Membership renewal LM | \$239.00 | True | 11/26/2024 |
| 24370 | Doh01 | Doherty Tire of Sonora, Inc. | 11/6/2024 | False | True | Front tires for truck #783 | \$1,010.24 | True | 11/26/2024 |
| 24371 | F&M01 | F & M Bank | 11/6/2024 | False | True | Headworks Project Retention for Inv#5 | \$6,321.90 | True | 11/26/2024 |
| 24372 | FP Mail | FP Finance (Monthly pmt) | 11/6/2024 | False | True | Monthly Postage Machine Rental | \$107.24 | True | 11/26/2024 |
| 24373 | GRA04 | Grainger | 11/6/2024 | False | True | Sedimentation separators for water treatment plants | \$1,397.70 | True | 11/26/2024 |
| 24374 | H&S | H & S Parts and Service | 11/6/2024 | False | True | Truck 33 air hose sleeves | \$6.61 | True | 11/26/2024 |
| 24375 | HAC01 | Hach | 11/6/2024 | False | True | Float mount assembly | \$2,388.57 | True | 11/26/2024 |
| 24376 | Hun02 | Hunt & Sons, Inc. | 11/6/2024 | False | True | Fuel & Oil | \$6,154.22 | True | 11/19/2024 |
| 24377 | ICAD01 | Industrial Control and Design, Inc. | 11/6/2024 | False | True | Change Order #2 - additional time & travel | \$4,962.50 | True | 11/26/2024 |
| 24378 | Kam02 | Kampa, Peter | 11/6/2024 | False | True | CALAFCO Annual Conference - P Kampa | \$1,052.62 | True | 11/19/2024 |
| 24379 | land01 | Land & Structure | 11/6/2024 | False | True | Locate and stake sewer easement for Unit 12, Lot 175 | \$720.00 | True | 11/26/2024 |
| 24380 | Met04 | Metron-Farnier, LLC | 11/6/2024 | False | True | Water meters | \$22,150.30 | True | 11/26/2024 |
| 24381 | Min01 | Miner's Mart | 11/6/2024 | False | True | Propane Tank Exchange | \$32.24 | False | |
| 24382 | Mof02 | Moffitt, Nathan | 11/6/2024 | False | True | Reimbursement - Grade 2 Water Distribution License | \$80.00 | True | 11/19/2024 |
| 24383 | Out01 | Outdoor Creations | 11/6/2024 | False | True | GARBP - Picnic Tables | \$1,657.02 | True | 11/19/2024 |
| 24384 | Pin07 | Pine Mountain Auto | 11/6/2024 | False | True | October Auto Parts | \$2,725.52 | True | 11/26/2024 |
| 24385 | PIN03 | Pine Mt. Lake Association | 11/6/2024 | False | True | Dunn Ct Pump - Jan-Mar 2024 | \$12,122.11 | True | 11/19/2024 |
| 24386 | SDR01 | SDRMA | 11/6/2024 | False | True | Liability Insurance | \$2,302.26 | True | 11/26/2024 |
| 24387 | SMCI01 | Sierra Mountain Construction, Inc. | 11/6/2024 | False | True | Progress Payment #4 | \$126,438.04 | True | 11/26/2024 |
| 24388 | SNO01 | Snowline Trucking, LLC | 11/6/2024 | False | True | Compost for ball field / park | \$1,426.00 | False | |
| 24389 | STA08 | Standard Insurance Co | 11/6/2024 | False | True | November Coverage | \$371.26 | True | 11/26/2024 |
| 24390 | ups9 | UPS | 11/6/2024 | False | True | Return of respirator cartridges | \$42.18 | True | 11/26/2024 |
| 24391 | USA03 | Usa Blue Book | 11/6/2024 | False | True | PH Solution, LDO Oxygen sensor | \$3,742.87 | True | 11/26/2024 |
| 24392 | Adv02 | Adventist Health Sonora-HBOC | 11/12/2024 | False | True | New Employee Physicals | \$428.00 | True | 11/19/2024 |
| 24393 | Alp03 | Alpha Analytical Labs, Inc. | 11/12/2024 | False | True | Operations Lab Testing for Water/Wastewater | \$3,790.00 | True | 11/26/2024 |
| 24394 | BOR01 | Borges & Mahoney | 11/12/2024 | False | True | Spare parts for Big Creek OSG | \$2,524.63 | False | |

| Check | Vendor | Vendor Name | Check Da | Void | Commit | Description | Amount | Reconcile | Clear Da |
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| 24395 | Cle03 | CleanSmith Solutions | 11/12/2024 | False | True | Disinfection/Janitorial Services Monthly | \$4,400.00 | True | 11/26/2024 |
| 24396 | Cle05 | ClearGov | 11/12/2024 | False | True | Budgeting Software Subscription | \$10,291.67 | False | |
| 24397 | DRU01 | Drugtech Toxicology Services, LLC | 11/12/2024 | False | True | Consortium DOT Tests | \$239.00 | True | 11/26/2024 |
| 24398 | GCS02 | GCSO | 11/12/2024 | False | True | GCSO Water Bill | \$13,423.11 | True | 11/19/2024 |
| 24399 | GCS01 | GCSO Petty Cash | 11/12/2024 | False | True | Certified Mail | \$72.24 | True | 11/19/2024 |
| 24400 | gilb01 | Gilbert Associates, Inc. | 11/12/2024 | False | True | Monthly CPA Services | \$3,800.00 | True | 11/26/2024 |
| 24401 | ICAD01 | Industrial Control and Design, Inc. | 11/12/2024 | False | True | Remote assistance for failed PLC in AWS trailer | \$731.25 | True | 11/26/2024 |
| 24402 | IRO01 | Iron Mountain | 11/12/2024 | False | True | Document Shredding | \$336.87 | True | 11/19/2024 |
| 24403 | jol01 | Jolley, Bryant L. | 11/12/2024 | False | True | FY 2024 Financial Audit | \$20,000.00 | True | 11/26/2024 |
| 24404 | LIF01 | Life Assist | 11/12/2024 | False | True | Epinephrine and E783 Line Kit | \$1,731.21 | True | 11/26/2024 |
| 24405 | ORS01 | Meghan Atkins | 11/12/2024 | False | True | October CSDA Board Secretary Conference | \$267.12 | True | 11/19/2024 |
| 24406 | MOT03 | Mother Lode Answering Service | 11/12/2024 | False | True | Monthly Answering Service | \$347.46 | True | 11/26/2024 |
| 24407 | MOU03 | Mountain Oasis Water Systems | 11/12/2024 | False | True | Bottled Water | \$181.00 | True | 11/26/2024 |
| 24408 | Pea01 | Pearlman, Rachel | 11/12/2024 | False | True | CSDA Board Secretary Conference | \$268.51 | True | 11/19/2024 |
| 24409 | per04 | Percoco, Ronald | 11/12/2024 | False | True | Janitorial & Park Services | \$2,940.00 | True | 11/26/2024 |
| 24410 | PGE01 | PG&E | 11/12/2024 | False | True | Monthly Electric Charges | \$874.54 | True | 11/26/2024 |
| 24411 | pml01 | PML Hardware & Supply Inc. | 11/12/2024 | False | True | Monthly Hardware | \$596.29 | True | 11/26/2024 |
| 24412 | Ron01 | Rudy, Roni Lynn | 11/12/2024 | False | True | Social Media Management | \$2,784.92 | True | 11/26/2024 |
| 24413 | Sprbrk | Springbrook Holding Company LLC | 11/12/2024 | False | True | Civic Pay Transaction Fee | \$1,510.60 | True | 11/26/2024 |
| 24414 | TUO01 | Tuo. Co. Public Power Agency | 11/12/2024 | False | True | Monthly Public Power Purchase | \$27,146.58 | True | 11/26/2024 |
| 24415 | ULI01 | ULINE, Attn AR | 11/12/2024 | False | True | Supplies and tables for water treatment plants 2G/BC | \$1,584.98 | True | 11/26/2024 |
| 24416 | UMP01 | UMPQUA Bank Comm Card Ops | 11/12/2024 | False | True | October Credit Card Charges | \$27,548.10 | True | 11/19/2024 |
| 24417 | am01 | AM Consulting Engineers, Inc. | 11/20/2024 | False | True | October Engineering | \$94,591.53 | False | |
| 24418 | Wells | Wells Fargo Vendor Financial Services, LLC | 11/12/2024 | False | True | Monthly Lease on Admin Copier | \$359.28 | True | 11/26/2024 |
| 24419 | WIZ01 | WiZiX Technology Group, Inc | 11/12/2024 | False | True | Toner for copy machine | \$150.56 | True | 11/26/2024 |
| 24420 | AME01 | American Valley Waste Oil, Inc | 11/20/2024 | False | True | Waste oil pick-up | \$193.00 | False | |
| 24421 | BLU01 | Anthem Blue Cross | 11/20/2024 | False | True | Monthly Group Health Ins. | \$28,602.67 | False | |
| 24422 | AT&T Mo | AT&T Mobility (First Net) | 11/20/2024 | False | True | Monthly Field Cell Phone fee | \$2,565.84 | False | |
| 24423 | BEA03 | Bear Saver | 11/20/2024 | False | True | Clean CA - Recycle plate kit | \$257.40 | False | |
| 24424 | CWEA | CWEA | 11/20/2024 | False | True | CWEA Renewal D Dalton | \$345.00 | False | |
| 24425 | DIS01 | Dish Network | 11/20/2024 | False | True | Satellite TV for FD | \$89.61 | False | |
| 24426 | EDIS01 | E.D.I.S. | 11/20/2024 | False | True | Supplemental Health Ins. | \$633.00 | False | |
| 24427 | Evo01 | Evoqua Water Technologies, LLC | 11/20/2024 | False | True | OSEC OSG System - WWTP OSG Replacement | \$19,097.59 | False | |
| 24428 | Fas03 | Fast Response On-Site Testing Inc. | 11/20/2024 | False | True | Audiometry Testing, Respirator Training, Fit Test | \$3,000.00 | False | |
| 24429 | Fas02 | Fastenal | 11/20/2024 | False | True | Canvas tool bags for full & half faced masks | \$201.38 | False | |
| 24430 | FOO01 | Foothill-Sierra Pest Control | 11/20/2024 | False | True | Monthly pest control @ WTP & Tanks | \$630.00 | False | |
| 24431 | FP Mail | FP Finance (Monthly pmt) | 11/20/2024 | False | True | Monthly Postage Machine Rental | \$107.24 | False | |
| 24432 | Hum02 | Humana Insurance Company | 11/20/2024 | False | True | Dental Insurance | \$2,692.66 | False | |
| 24433 | Int04 | Integrity Municipal Systems, LLC | 11/20/2024 | False | True | Odor Control Rental for LS8 | \$5,764.69 | False | |
| 24434 | KIM01 | Kimball Midwest | 11/20/2024 | False | True | Lubricant | \$15.11 | False | |
| 24435 | Met03 | Metro Presort | 11/20/2024 | False | True | Monthly UB Statement Processing | \$2,226.42 | True | 11/26/2024 |
| 24436 | Met04 | Metron-Farmer, LLC | 11/20/2024 | True | True | Water Meters | \$22,150.30 | False | |
| 24437 | MOO01 | Moore Bros. Scavenger Co., Inc. | 11/20/2024 | False | True | Monthly Debris Service | \$2,521.29 | False | |

| Check | Vendor | Vendor Name | Check Da | Void | Commit | Description | Amount | Reconcile | Clear Da |
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| 24438 | Nji01 | Njirich & Son's, Inc. | 11/20/2024 | False | True | GARBP Progress payment #4 | \$165,061.17 | False | |
| 24439 | Ope01 | OpenGov, Inc. | 11/20/2024 | False | True | Annual Subscription to online asset management | \$9,804.95 | False | |
| 24440 | SFPUC | San Francisco Public Utilities Commission | 11/20/2024 | False | True | Monthly Water Purchase | \$17,202.84 | True | 11/26/2024 |
| 24441 | SIE03 | Sierra Motors | 11/20/2024 | False | True | Connector kit and wire for truck #31 | \$221.94 | False | |
| 24442 | Tuo14 | Tuolumne County Recorder | 11/20/2024 | False | True | Monthly subscription to County Records | \$243.50 | False | |
| 24443 | ULI01 | ULINE, Attn AR | 11/20/2024 | False | True | Analyzer Maint @ WTP | \$398.23 | False | |
| 24444 | ups9 | UPS | 11/20/2024 | False | True | Return shipping for Back Flow Guage | \$53.37 | False | |
| 24445 | USA03 | Usa Blue Book | 11/20/2024 | False | True | Water plant 5500 reagents & standards | \$3,964.84 | False | |
| 24446 | VAC03 | Vacker Inc | 11/20/2024 | False | True | Clean CA - Fabricated Kisosk signs, frames and design | \$7,759.00 | False | |
| 24447 | WIZ01 | WiZiX Technology Group, Inc | 11/20/2024 | False | True | Copier Toner and Ink | \$42.32 | False | |
| 24448 | UB*0340 | Adametz, Trustees, Charles & Linda | 11/25/2024 | False | True | Refund Check 007956-002, 12900 Hondo Ct 8/200 | \$15.71 | False | |
| 24449 | UB*0340 | Anathamurthy, Harish | 11/25/2024 | False | True | Refund Check 017136-000, 12000 MCGRAW 13/501 | \$56.71 | False | |
| 24450 | ATT02 | AT&T | 11/25/2024 | False | True | Monthly Cal Net phone service | \$690.36 | False | |
| 24451 | UB*03401 | Baggetta, Anthony & Lindsey | 11/25/2024 | False | True | Refund Check 016772-000, 19338 JAMES CIR 2/359 | \$63.48 | False | |
| 24452 | BEN03 | Benchmark Engineering | 11/25/2024 | False | True | Land Surveyor Meeting | \$285.00 | False | |
| 24453 | UB*0340 | Brooks, Curtis & Michelle | 11/25/2024 | False | True | Refund Check 016419-000, 12445 TANNAHILL DR 1/345 | \$147.00 | False | |
| 24454 | UB*0340 | Brown, Beverly | 11/25/2024 | False | True | Refund Check 013532-000, 12782 Boitano Road 3/169 | \$191.96 | False | |
| 24455 | UB*0339 | Chase, Donald | 11/25/2024 | False | True | Refund Check 014067-000, 20749 Nonpareil Way 4/155 | \$296.71 | False | |
| 24456 | Cle03 | CleanSmith Solutions | 11/25/2024 | False | True | Disinfection/Janitorial Services Monthly-November | \$4,400.00 | False | |
| 24457 | GEN01 | General Plumbing Supply | 11/25/2024 | False | True | Water servie line repair parts - PML | \$4,886.11 | False | |
| 24458 | UB*0340 | Gottschalk, Justin & Bridgit | 11/25/2024 | False | True | Refund Check 016597-000, 20606 Longridge 4/103 | \$177.77 | False | |
| 24459 | ROT01 | Groveland Rotary | 11/25/2024 | False | True | Groveland Rotary Club Semi-Annual Dues and Initiation Fee | \$137.50 | False | |
| 24460 | H&S | H & S Parts and Service | 11/25/2024 | False | True | Hydraulic ram repair on trk #13 | \$481.22 | False | |
| 24461 | UB*0340 | Hughes, Lisa | 11/25/2024 | False | True | Refund Check 013659-000, 12395 MILLS ST 8/36 | \$173.56 | False | |
| 24462 | UB*0330 | Jacinto, John | 11/25/2024 | False | True | Refund Check 012976-000, 13046 MOKELUMNE 2/205 | \$60.00 | False | |
| 24463 | UB*0340 | Johnson, Parker & Nancy | 11/25/2024 | False | True | Refund Check 011398-000, 19253 Salvador Court 5/28 | \$5.42 | False | |
| 24464 | UB*0339 | Munoz, Joseph | 11/25/2024 | False | True | Refund Check 008611-000, 20656 Longview Street 3/301 | \$216.88 | False | |
| 24465 | UB*0339 | Nagle, James & Laurie | 11/25/2024 | False | True | Refund Check 005153-000, 20770 Big Foot Circle 4/350 A | \$66.52 | False | |
| 24466 | UB*0340 | Nido, Virginia | 11/25/2024 | False | True | Refund Check 017150-000, 20796 Nonpareil Way 10/50 | \$70.53 | False | |
| 24467 | Spi01 | Paul Spillane | 11/25/2024 | False | True | Property Damage / Claim Reimbursement | \$1,227.00 | False | |
| 24468 | PIN03 | Pine Mt. Lake Association | 11/25/2024 | False | True | Association Dues Through 12/2024 | \$1,056.00 | False | |
| 24469 | SIE03 | Sierra Motors | 11/25/2024 | False | True | Repair to Trk#31 rodent damage to wiring and hood liner | \$1,394.32 | False | |
| 24470 | UB*0340 | Torres, Lorenze | 11/25/2024 | False | True | Refund Check 017451-000, 12018 Breckenridge 13/101 | \$194.94 | False | |
| 24471 | Tuo14 | Tuolumne County Recorder | 11/25/2024 | False | True | Lien Release - 2 | \$40.00 | False | |
| 24472 | Yos05 | Yosemite Hwy 120 Chamber of Commerce | 11/25/2024 | False | True | Refund for concession stand - 49er Festival | \$25.00 | False | |
| 24473 | bob02 | Bobcat Central, Inc. | 11/25/2024 | False | True | Enclosed bobcat track loader | \$85,489.11 | False | |
| 24474 | ROS05 | Roseville Chevrolet | 11/25/2024 | False | True | 2024 Chevrolet Silverado 1500 | \$46,913.68 | False | |
| 24475 | son14 | Sonora Lumber Co. | 11/26/2024 | False | True | Clean CA - GARBP Sign Installation Materials | \$689.16 | False | |
| 24476 | Tuo14 | Tuolumne County Recorder | 11/26/2024 | False | True | Release of 3 Liens | \$60.00 | False | |
| 24477 | Nji01 | Njirich & Son's, Inc. | 11/27/2024 | False | True | GARBP - Progress Payment #5 | \$203,220.39 | False | |
| 24478 | GEN01 | General Plumbing Supply | 11/27/2024 | False | True | Water repair & maintenance parts | \$3,596.34 | False | |
| 24479 | Hun02 | Hunt & Sons, Inc. | 11/27/2024 | False | True | Fuel & Oil | \$2,947.72 | False | |
| 24480 | WAL04 | Jay C. Wallace Plumbing | 11/27/2024 | False | True | Annual Backflow testing | \$1,520.00 | False | |

| Check | Vendor | Vendor Name | Check Da | Void | Commit | Description | Amount | Reconcile | Clear Da |
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| 115950 | OE3 | Operating Engineers Local #3 | 11/6/2024 | False | True | PR Batch 00001.11.2024 Oper Engin Union Dues | \$350.35 | False | |
| 115951 | FTB03 | FTB-Vehicle Registration Collections | 11/20/2024 | False | True | PR Batch 00003.11.2024 Wage Garnishment - Vehicle Reg | \$251.00 | False | |
| 115952 | OE3 | Operating Engineers Local #3 | 11/20/2024 | False | True | PR Batch 00003.11.2024 Oper Engin Union Dues | \$382.20 | False | |
| 902817 | CAL09 | CalPers 457 Plan Administrator | 11/1/2024 | False | True | PR Batch 00001.11.2024 CalPers Def Comp | \$1,176.57 | False | |
| 902818 | EDD01 | EDD - Electronic | 11/1/2024 | False | True | PR Batch 00001.11.2024 SDI - Employee | \$3,664.89 | False | |
| 902819 | FedEFTPS | Federal EFTPS | 11/1/2024 | False | True | PR Batch 00001.11.2024 FICA Employee Portion | \$18,348.76 | False | |
| 902820 | Orion | Orion Portfolio Solutions | 11/1/2024 | False | True | PR Batch 00001.11.2024 Orion 457 | \$2,725.00 | False | |
| 902821 | PER01 | Pers - Electronic | 11/1/2024 | False | True | PR Batch 00001.11.2024 PERS Employer Exp.-Classic | \$11,032.79 | False | |
| 902822 | FedEFTPS | Federal EFTPS | 11/1/2024 | False | True | PR Batch 00002.11.2024 Medicare Emple Portion | \$17.72 | False | |
| 902825 | CAL09 | CalPers 457 Plan Administrator | 11/18/2024 | False | True | PR Batch 00003.11.2024 CalPers Def Comp | \$1,176.57 | False | |
| 902826 | EDD01 | EDD - Electronic | 11/18/2024 | False | True | PR Batch 00003.11.2024 State Income Tax | \$3,996.01 | False | |
| 902827 | FedEFTPS | Federal EFTPS | 11/18/2024 | False | True | PR Batch 00003.11.2024 Federal Income Tax | \$18,637.36 | False | |
| 902828 | Orion | Orion Portfolio Solutions | 11/18/2024 | False | True | PR Batch 00003.11.2024 Orion 457 | \$2,725.00 | False | |
| 902829 | PER01 | Pers - Electronic | 11/18/2024 | False | True | PR Batch 00003.11.2024 PERS Employer Exp. PEPR | \$11,569.05 | False | |
| | | | | | | Payroll Direct Deposit | \$99,667.25 | | |
| | | | | | | TOTAL NOVEMBER ACCOUNTS PAYABLES | \$1,319,556.27 | | |



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Rachel Pearlman, Board Secretary

DATE: December 10, 2024

SUBJECT: Agenda Item 4D: Adoption of a Resolution Amending the District Employee Housing Rental Policy

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 34-2024 amending the District's Employee Housing Rental Policy per legal counsel's recommendations.

BACKGROUND:

On July 9, 2024, the Board adopted Resolution 19-2024 approving an *Employee Housing Rental Policy and Rental Agreement*. After further discussion the Board recommended staff have legal counsel review the policy and agreement. Included in the attachments are the revisions that are being recommended. It is recommended that the Board approve the amendments to the Employee Housing Policy as presented.

ATTACHMENTS:

1. Revised Employee Housing Policy
2. Resolution 34-2024

POLICY

POLICY TITLE: Employee Housing Rental Policy

POLICY NUMBER:

ADOPTED: July 9, 2024 - RESOLUTION 19-2024

I. PURPOSE

The purpose of this policy is to establish a uniform policy and related guidelines for the administration of the **Employee** Housing Rental Program (“Program”) for District-owned rental housing. The rental housing is intended to provide temporary housing near the Groveland-Big Oak Flat area to assist the District in recruiting and retaining employees. The Program was established because the District values its workforce and the community it serves. The Program is designed to promote and support recruitment, retention, and living in or near the Groveland-Big Oak Flat area by making rental housing available to the District workforce.

II. ~~POLICY~~DISTRICT-OWNED RENTAL HOUSING

~~The Housing Rental Program (“Program”) was established because the District values its workforce and the community it serves. The Program is designed to promote and support recruitment, retention, and living in or near the Groveland-Big Oak Flat area by providing rental housing assistance to the District workforce. To operate this Program, the District may purchase condominiums or other housing units in order to be able to offer safe and affordable convenient rental housing to eligible employees. The total number of rental units in the District’s inventory will be reviewed at least annually by the General Manager. The General Manager shall oversee the Program and designate the Department responsible for administering the Program.~~

III. ~~IV.~~ PROGRAM ADMINISTRATION

- A. The General Manager or his or her designee shall oversee and administer the Program (“Program Administrator”).
- B. The total number of rental units in the District’s inventory will be reviewed at least annually by the Program Administrator.
- C. The Program Administrator shall provide an annual report of the Program to the Board of Directors. The annual report shall address details including, but not limited to, the inventory of units, number of occupied units, employee interest in the Program, the costs of operating the Program, and identification of issues and recommendations.
- D. Eligible individuals must file a written application with the Program Administrator to be considered for participation in the Program.
- E. Eligible individuals will be placed on a waitlist in order of when their application is received.

- F. When a unit is available, the Program Administrator will evaluate the waitlist in accordance with this Policy and will notify the selected employee. In the event there are no employees on the waitlist, a notice of availability may be issued to all District employees.
- G. If no District employees are interested in the available housing unit, the Program Administrator may notify other public agencies in the Groveland-Big Oak Flat area of the availability of the unit.
- H. Tenancy is voluntary and shall not be a condition of employment under any circumstance, though employment is a condition of tenancy.
- I. The District reserves the right to conduct periodic inspections of the property unit.

IVH. PROGRAM ELIGIBILITY AND ENROLLMENT

- A. The following criteria shall apply to eligibility for a District-owned rental unit:
 - i. The employee must be a permanent employee of the District (referring to regular, full-time employees of the District).
 - ii. The employee does not own a home within thirty (30) minutes of travel time to the District's main office. A. _____
 - iii. ~~District employees occupying permanent positions who do not own homes located within thirty (30) minutes travel time are eligible to participate in the Program.~~ Employees with special circumstances who do not meet these criteria may request a review of their eligibility by the ~~General Manager~~ Program Administrator. The employee shall provide a written explanation of the special circumstances supporting an exception to the criteria above.
 - iv. In certain circumstances as provided in this Policy, permanent employees working for other public agencies in the Groveland-Big Oak Flat area ~~also~~ may also be eligible.

IV. SELECTION OF EMPLOYEES ~~B. Eligible individuals must notify the Program Administrator in writing of their interest in renting a District-owned rental unit ("unit") to be considered for participation in the Program.~~

- ~~C. Eligible individuals are placed on a wait list in order of when their application is received. When a unit becomes available, the General Manager or their designee will evaluate the operational needs of the District before offering the unit to an eligible employee on the list.~~
- A. Available rental units will be offered to employees on the waitlist based on criteria that prioritizes the overall operational needs of the District. The Program Administrator will evaluate the operational needs of the District before offering the unit to an eligible employee on the waitlist.
- B. The Program Administrator in his/her discretion may assemble an internal committee of

no fewer than three (3) people to determine the employee selection for the available unit. The committee shall include at least one (1) department manager selected by the Program Administrator.

C. The selection criteria for an available unit includes, but is not limited to, the following factors:

- Job responsibilities.
- Urgency of housing need.
- Frequency of required stand-by assignments.
- Required weekend duties.
- Response time to operational or maintenance emergencies.
- Current housing situation.
- Order in which the employee requested to be placed on the waitlist.
- Input from the employee's department manager.

D. If none of the criteria differentiates one employee from the others on the waitlist, employees will be offered the unit in the order in which they requested to be placed on the waitlist.

A. Selection of an employee for the available unit will not change the original order of the waitlist for units that become available in the future.

E.

IV. PROGRAM TENANCY

~~A. When a unit is available, the Program Administrator will notify the selected employee from the list. In the event there are no employees on the list, a notice of availability will be issued to all District employees. If no District employees are interested in the available housing unit, and subject to the General Manager's approval, the Program administrator shall notify other public agencies in the Groveland-Big Oak Flat area of the availability of the unit.~~

VI. TENANCY REQUIREMENTS

~~B. Individuals selected to be tenants must enter into the District's rental agreement, and comply with all rules, regulations and required notices in the rental agreement. All rental agreements shall be for a month to month tenancy.~~

A. Individuals selected to be tenants must enter into a rental agreement with the District, as may be updated from time-to-time, and comply with all requirements in the rental agreement.

B. Only an employee's spouse and minor children will be allowed to occupy the unit. Special requests for other family members to occupy the unit shall be subject to the written approval of the Program Administrator.

~~A., including the provision which requires Tenants must vacateing the rental unit within thirty (30) days after separating from employment with the District. ~~All rental agreements shall be for a month to month tenancy.~~~~

C.

~~B. C.~~ All tenants must provide a security deposit equivalent to one (1) month's rent as a

condition of renting a ~~District-owned rental~~ unit. Upon request, a tenant ~~employed by the District~~ may be allowed to pay the security deposit in ~~six~~ monthly installments, subject to the approval of the Program Administrator.

D.

~~— Pets shall be subject to the written approval of the Program Administrator. The District reserves the right in all cases to prohibit the keeping of any pets in a rental unit or to determine that certain types of pets may be excluded.~~

~~C. D.~~ If pets are allowed in the ~~housing~~ unit, tenants with pets must pay a pet deposit of \$500.00. ~~The District reserves the right in all cases to prohibit the keeping of any pets in a rental unit or to determine that certain types of pets may be excluded. If a rental unit is subject to a homeowners' association (HOA) and the HOA~~ The Program Administrator shall have the discretion to impose reasonable rules and conditions on the keeping of pets at the unit. If a rental unit is subject to a homeowners' association (HOA), the keeping of pets shall be subject to the rules and regulations of the HOA. rules and regulations impose limitations on the keeping of pets, the District's tenants will comply with those HOA rules and regulations.

E.

~~A. E.~~ Units designated by the District as temporary housing used for recruitment purposes have a ~~maximum rental term of 6 months, unless extended with the approval of the General Manager.~~

V. PROGRAM RENTAL RATE

A. A. The Fair Market Rent determined for Tuolumne County by the United States Department of Housing and Urban Development (“HUD”) will be the primary consideration used by the District in determining the ~~minimum~~ rent charged for a ~~housing~~ unit. However, if the Tuolumne County ~~HUD~~ Fair Market Rent is insufficient to cover the District's costs of the Program ~~costs~~, monthly rental rates may be adjusted accordingly.

B. B. The District ~~evaluates~~ will evaluate the monthly rental rate annually as part of the budget preparation process. This evaluation is conducted to ensure that a minimum level of rent is charged to ~~cover~~ recover all District costs associated with the Program (e.g., loan payments on the property, maintenance and repair, refurbishment between tenant occupancies, HOA fees, taxes, insurance, etc.). District costs to administer the Program are deemed not to be ~~chargeable rental~~ reimbursable costs and are excluded from the calculation.

A.C. C. If an increase to the ~~subsequent year's~~ rental amount is required, the District will provide notice of no ~~t~~ less than 30 calendar days ~~thirty (30) days, but not more than 90 calendar days~~, to the tenant. The increase to the rental amount shall be effective for the next lease payment occurring at least thirty (30) after the notice is provided.

RESOLUTION 34-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT EMPLOYEE HOUSING RENTAL POLICY

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the Board adopted Resolution 19-2024 approving an Employee Housing Rental Policy on July 9, 2024; and

WHEREAS, the Board directed staff to have the policy reviewed by legal counsel; and

WHEREAS, District staff has received the revisions to the employee housing rental policy for the purpose of establishing guidelines for management staff in administering the employee rental housing program, which are incorporated herein.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY *adopt Resolution 34-2024 amending and adopting the District Employee Housing Policy.*

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10,2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10, 2024.

DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: December 10, 2024

SUBJECT: Agenda Item 6A: Adoption of a Resolution Amending the Purchasing Contracting and Procurement Policy Section 409.5 to Tie Bid Limits to Current State Law and Remove the Reference to Bidding for Maintenance Work

RECOMMENDED ACTION:

Staff recommends the following action:

I move to approve Resolution 36-2024 Amending the Purchasing, Contracting and Procurement Policy Section 409.5 to Tie Bid Limits to Current State Law and Remove the Reference to Bidding for Maintenance Work.

BACKGROUND:

Our current Purchasing Contracting and Procurement Policy contains language requiring competitive bidding for maintenance projects, when the Uniform Public Construction Cost Accounting Act (UPCCAA) and Public Contract Code do not require competitive bidding for such work. The legal, administrative and technical requirements of competitive bidding can increase the cost of work by over 20%, and competitive bidding does not always result in the low bidder being the best contractor for the maintenance work.

Construction and maintenance work are both defined in state law. Construction projects costing over specified amounts require competitive bidding, either formal or informal. Maintenance projects of any cost, such as fire hydrant and valve replacement, can be completed by force account (our own labor forces), or by bidding as detailed in our policy, state law and UPCCAA. It is recommended that the policy be amended to remove the reference to maintenance work in the policy sections requiring bidding. Other policy changes are proposed to provide clarity that maintenance work will be conducted within the limits of the policy's general purchasing provisions.

An additional change is proposed, raising the purchasing limits of department heads from \$1000 to \$3000.

ATTACHMENTS:

1. Draft Purchasing Contracting and Procurement Policy Section 409.5 Policy
2. Resolution 36-2024

GCSD POLICY

POLICY TITLE: PURCHASING, CONTRACTING AND PROCUREMENT

POLICY NUMBER: 409

ADOPTED: October 11, 2010

AMENDED: 02/12/2019 RESOLUTION 2019-5

409.1 Purpose

The Board of Directors of the District will be responsible for the awarding of all contracts. Final approval of all purchases of materials, supplies, equipment, and goods as well as construction, maintenance, repair and alteration services shall comply with the provisions of this policy. Under the direction of the Board of Directors, the General Manager shall act as the purchasing agent for the Board in the procurement of goods and services in accordance with these District policies and applicable provisions of law.

409.2 Purchasing of Materials, Supplies and Equipment Not Related to New Construction

All purchases of items consisting of materials, supplies and equipment will require written approval from the appropriate department supervisor/manager prior to purchase. If the purchase exceeds the spending limit of the purchasers, approval must be obtained from the appropriate higher authority prior to purchase. After the proper approval has been obtained, a District printed purchase order may be issued. The following guidelines will be observed when purchasing such materials, supplies and equipment:

- A. When procuring maintenance services, materials, supplies and equipment costing less than Three Thousand Dollars (\$3,000.00), price competition is not required. However, every attempt should be made to secure the most reasonable price for the goods to be obtained.
- B. When procuring maintenance services, materials, supplies and equipment costing over Three Thousand Dollars (\$3,000.00) the purchase shall be based, wherever possible, on at least three (3) bids/quotes. The bid/quote shall be awarded to the lowest responsible and qualified bidder.
- C. When the District requires supplies, materials or equipment which are produced by only one manufacturer, such lists shall also include the phrase "or approved equivalent" to permit bidders to bid on alternative or additional makes, brands or types which are proved to be the equivalent to the manufacturer's make or brand specified. If the manufacturer or his representative is the sole responsible bidder or sole source of supply, the General Manager may negotiate an open market order or contract with the manufacturer or his representative at prices and on terms most advantageous to the District.

When the District requires supplies, materials or equipment which are patented or proprietary, and which are obtainable in two (2) or more equally satisfactory and competitive makes, brands or types, the District may list such acceptable and competitive makes, brands or types in the invitation to bid. Such lists shall also include the phrase "or approved equivalent" to permit bidders to bid on

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alternative or additional makes, brands or types. It shall be incumbent on each bidder to prove to the satisfaction of the General Manager that the alternate or additional make, brand or type which he offers is actually equal in quality or performance to those listed in the invitation to bid.

- D. The District may request the State Department of General Services to make purchases of materials, equipment, or supplies on its behalf if better value can be obtained by the District by utilizing this method of purchase.
- E. As an alternative, the District may request the purchasing agent of Tuolumne County to make purchases of materials, equipment, or supplies not related to new construction on its behalf if this method of purchase reduces the cost of acquisition to the District.

409.3 Purchase Orders

Purchase Orders shall be used as authorization for purchasing materials, supplies and equipment not related to new construction, maintenance or repairs that are procured pursuant to these policies. Exceptions include items such as hotel and airline reservations or professional services contracts and other vendor contracts.

Completed purchase order forms must be approved and signed by the appropriate department manager and signed by the General Manager in all cases in which the purchase exceeds the spending limit of the department manager. The department manager may be delegated project specific purchasing authority by the General Manager to provide for efficient project management.

409.4 Approval Limits for Purchase Orders (Revised 5/03/2012)

The General Manager has signing authority for all budgeted items, and any unbudgeted items up to Ten Thousand Dollars (\$10,000). All unbudgeted items over Ten Thousand Dollars (\$10,000) must be approved by the Board of Directors. The General Manager may delegate limited signing and authorization responsibilities for budgeted items to department managers and supervisors. Department managers and supervisors have signing authority for up to ~~One-Three~~ Thousand Dollars (\$~~13~~,000).

409.5 Contracting for Projects for New Construction, Alterations and Repairs; Contracting for Purchase of Materials, Supplies and Equipment Related to New Construction, Alterations, Maintenance or Repairs

The District has adopted the Uniform Public Construction Cost Accounting Act (hereinafter "UPCCAA") and its contracting policies for projects consisting of: 1) new construction, ~~or completion of any building, structure, or improvement~~maintenance, alterations or repairs, and 2) the purchasing of materials, supplies and equipment related to new construction, ~~or completion of any building, structure, or improvement~~alterations, maintenance or repairs.

- A. When contracting for projects consisting of ~~new~~ the construction, ~~maintenance, alteration or repairs,~~ or completion of any building, structure, or improvement or the purchasing of materials, supplies and equipment related to such construction, when the cost of materials, supplies and labor will not exceed the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, price competition is not required and the project or purchase may be performed by negotiated contract, by purchase order, or by the employees of the District by force account.

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- B. When contracting for projects consisting of new construction, ~~maintenance, or completion of any building, structure, or improvement~~~~alteration or repairs~~, or the purchasing of materials, supplies and equipment related to such new construction, when the cost of materials, supplies and labor for the project is less than the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, the project or purchase may be let to contract by informal bidding procedures specified in the District's informal bidding ordinance adopted pursuant to the provisions of Public Contract Code 22034.
- C. When the cost of materials, supplies and labor on the project, or the cost of purchase of materials, supplies and equipment related to such construction exceeds the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, that project or purchase shall be let to contract by the formal bidding procedure specified in Public Contract Code Sections 22037, 22038 and 22039.
- D. Notice of inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least fourteen (14) calendar days before the date of opening the bids in a newspaper of general circulation in the jurisdiction of the District. It shall also be sent to all construction trade journals specified in Public Contract Code Section 22036 at least thirty (30) calendar days before the date for opening the bids.
- E. Upon receiving such bids for projects for new construction, alterations and repairs, the District Board of Directors may:
1. Accept the bid of the lowest responsible bidder;
 2. Reject all bids and re-advertise; or
 3. By four-fifths (4/5) vote declare that the project can be performed more economically by the employees of the District and elect to have the project done by force account.
- F. Upon receiving such bids for purchasing of materials, supplies and equipment related to such new construction, alterations or repairs, the District Board of Directors may:
1. Accept the bid of the lowest responsible bidder;
 2. Reject all bids and re-advertise; or
 3. By four-fifths (4/5) vote elect to purchase the materials, supplies or equipment in the open market.
- G. If two or more bids are the same and the lowest, the District may accept the one it chooses. If no bids are received through the formal or informal procedure, the project may be performed by the employees of the District by force account, or by negotiated contract.

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409.6 Emergency Purchases, Repairs and/or Replacements

In the case of an emergency, the District may, pursuant to a 4/5th vote of its Board of Directors, repair or replace a public facility or improvement, take any related and immediate action required by that emergency, and procure the necessary equipment, services, supplies, and materials for those purposes, without giving notice for bids to let contracts, without adopting plans, specifications and/or working details for the project. The emergency work may be done by day labor under the direction of the General Manager, or his designee.

- A. Before the Board of Directors takes any action to repair or replace a public facility or to procure necessary materials, supplies, equipment, or services for emergency purposes, the Board of Directors shall make a finding based on substantial evidence set forth in the minutes of its meeting that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the actions authorized by the Board to repair, replace, or purchase materials and supplies are necessary to respond to the designated emergency.
- B. The Board shall periodically review any action taken in response to such an emergency at its next regularly scheduled meeting and at every regularly scheduled meeting thereafter pursuant to the requirements of Public Contract Code Section 22050.
- C. For the purposes of this section, the term "Emergency" shall mean any event that immediately impacts the health and safety of the public or environment and that by delaying action will result in substantial harm or damage to individuals, property, or the environment.

409.7 Bid Policies

- A. Conflicts of Interest

The purchasing agent and the employees of the District are expressly prohibited from accepting, directly or indirectly, from any person, company, firm, or corporation, to which a purchase order or contract is, or might be awarded, any rebate, gift, money, or anything of value whatsoever.

- B. Consideration of Bids

After bids have been opened and read, they may be checked for accuracy and compliance with the requirements of the bidding documents including any Notice to Bidders, Instructions to Bidders as well as any plans and specifications for the project to be bid or the specifications of any equipment, materials or supplies to be purchased pursuant to bid.

It is the intent of the District to award a contract to the lowest responsible bidder provided the bid has been submitted in accordance with the requirements of the bidding documents and does not exceed funds available. With respect to projects consisting of new construction, maintenance, alterations or repairs, it is the intention of the District to award a contract only to a responsible bidder who has furnished satisfactory evidence that it has the requisite experience and ability and sufficient capital, facilities and plant to enable it to prosecute the work successfully and promptly, and to complete it within the time stated in the contract documents. With respect to the purchasing of equipment, materials, and supplies related to new construction, maintenance, or repairs, it is the intention of the District to award a contract only to a responsible bidder who has furnished satisfactory evidence that

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it has the requisite experience and ability to provide materials, supplies and equipment which meets specifications of the District.

C. Bid Security

Each bid shall be accompanied by bid security in a form and amount required herein to be specified by the District pledging that the bidder will enter into a contract with the District on the terms stated in the bid and will, if required, furnish bonds covering the faithful performance of the contract and payment of all obligations arising thereunder. Bid security shall be in the amount of not less than ten percent (10%) of the amount of the bid being submitted by the bidder, and may be in the form of a certified check, cashier's check or surety bond. Should the bidder refuse to enter into such a contract or fail to furnish the bonds required, then the bidder shall forfeit the amount of bid security to the District as liquidated damages, and not as a penalty.

All surety bonds shall be issued by a surety admitted to do business in the State of California and accompanied by a Certificate of Fact issued by the County of Tuolumne County Clerk pursuant to CCP § 995.640(a) or a Certificate of Authority with respect to such surety issued by the State of California Department of Insurance.

D. Acceptance and Award of Bid

1. Contract Award. The award of the contract will be to the lowest responsible bidder as set forth above.
2. Waive Irregularities. The District shall have the right to waive informalities or irregularities in a bid received and to accept a bid which, in the District's judgment, is in the District's best interest.
3. Alternatives. The District shall have the right to accept alternates in any order or combination unless otherwise specifically provided in the bidding documents, and to determine the low bidder on the basis of the sum of the base bid and alternates accepted.
4. Rejection of Incomplete Bids. Until an award of bid is made, the purchasing agent reserves the right to reject any and all bids, reject a bid not accompanied by any other information required by the bidding documents, or reject a bid which is in any way incomplete or irregular.
5. Rejection of Bid for Technical Defects. Until an award of bid is made, the purchasing agent reserves the right to reject any and all bids and to waive technical defects, if to do so best serves the interests of the District.
6. Notice and Solicitation of Bid for Purchase of Supplies, Equipment and Property. The purchasing agent shall give notice inviting bids to all suppliers, persons and firms who file written requests with the District office for such notice. In addition, the purchasing agent shall send notice inviting bids to such other firms or persons as in his opinion may be necessary to inform the trade.

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409.8 Bidder Pre-Qualifications

The purchasing agent may require pre-qualifications of bidders and may require bidders to provide information for the purpose of preparing and maintaining lists of qualified bidders. Pre-qualification shall be based on any available information, including but not limited to information provided by the bidder. A bidder's name may be removed from the list of qualified bidders for any of the following reasons:

1. Failure to respond or providing misleading statements to questionnaires issued by the purchasing agent or to provide a financial statement or other information as may be requested.
2. Failure to respond to three (3) consecutive invitations or requests for bids or quotations on services or an item offered by the bidder.
3. Failure to satisfactorily perform under a previous purchase order or contract.
4. Failure to respond to any inquiry from the purchasing agent regarding whether the bidder continues to be interested in doing business with the District.
5. Submission to the purchasing agent by the bidder of a written request to be removed from the list of qualified bidders.
6. Change in qualifications of a bidder to the extent that he/she no longer meets the minimum requirements applicable to bidders offering the services or item offered by the bidder.

RESOLUTION 36-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AMENDING THE PURCHASING CONTRACTING AND PROCUREMENT POLICY SECTION 409.5 TO TIE BID LIMITS TO CURRENT STATE LAW AND REMOVE THE REFERENCE TO BIDDING FOR MAINTENANCE WORK

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, Section §61040 of the California Government Code requires that the board of directors shall establish policies for the operation of the district. The board of directors shall provide for the implementation of those policies which are the responsibility of the district's general manager; and

WHEREAS, the District's Purchasing Contracting and Procurement Policy is outdated and in need of update; and

WHEREAS, a revised draft Purchasing Contracting and Procurement Policy has been prepared and is included herein.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY *adopts Resolution 36-2024 amending the Purchasing Contracting and Procurement Policy Section 409.5 to Tie Bid Limits to Current State Law and Remove the Reference to Bidding for Maintenance Work.*

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10, 2024, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10, 2024.

DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSO Board of Directors

FROM: Peter Kampa, General Manager

DATE: December 10, 2024

SUBJECT: Agenda Item 6B: Adoption of a Resolution Approving the Downtown Groveland/Big Oak Flat Water Distribution Improvements, Phase 1 and Authorizing the General Manager to Permit Public Bidding

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 37-2024 approving the Downtown Groveland/Big Oak Flat Water Distribution Improvements, Phase 1 and Authorizing the General Manager to Permit Public Bidding.

BACKGROUND:

Tuolumne County applied for grant funds through the Community Development Block Grant program and was successful at receiving the funds. The act provides that the recipient may grant CBDG funds to the Groveland Community Services District for certain purposes. The District entered into a Subrecipient agreement with the County of Tuolumne for the Downtown Groveland -Big Oak Flat Water System Improvements project.

The Groveland Community Services District (GCSO) Water System Improvement Project proposes to replace water mains and appurtenances in Groveland and Big-Oak Flat. Most of the water distribution mains that supply water to the communities of Groveland and Big Oak Flat are 4" in diameter or smaller and are almost 70 years old. Frequent main breaks occur in these areas, causing large amounts of water to be lost, property damage, and back siphon conditions to occur. Backflow and back siphonage of contaminated water caused by water main breaks are a significant risk to the health and safety of the community. Constant water loss is also occurring through small unidentified leaks in the distribution system due to its deteriorating condition. The Groveland and Big Oak Flat systems are currently in a condition where an increase in catastrophic water main failure is occurring, resulting in more frequent, longer water outages.

The work consists of installing 8,377 LF of 8-inch mains to replace the existing water system. System appurtenances include thirty (30) fire hydrants and forty (40) residential water services (public portion only). All of the proposed water mains and appurtenances are located within the public right of way.

The total estimated cost of the improvements is \$3,267,500.00 and 100% of this cost is requested in this CDBG application. The project will benefit a total of 915 people across two block groups, of which 685 are low/moderate income (75%) according to census data.

GCSD will implement the project under an executed subrecipient agreement with Tuolumne County. The proposed project has been designed and construction documents are ready. The State contract was executed in October 2024 and the contract requires the project to be out to be bid on or before January 7, 2025. GCSD will perform the construction management and inspections. Construction is expected to begin within 6-months of grant award and is estimated to take three months to complete. The final funding disbursement request will be submitted one month after the completion of construction.

The Final plans and specification will be available from the District Engineer next week.

ATTACHMENTS:

1. CDBG Project Schedule
2. Resolution 37-2024

**Groveland Community Services District
2023 CDBG Water Distribution System Improvements Project
Project Schedule**

| Description | 2024 | | | | 2025 | | | | | | | | | | | |
|--|-----------|---------|----------|----------|----------|----------|-------|-------|-----|------|------|--------|------------------------------|---------|----------|----------|
| | September | October | November | December | January | February | March | April | May | June | July | August | September | October | November | December |
| General Administration | | | | | | | | | | | | | | | | |
| State Award Contract/Letter Authorizing Expenditures | 30 days | | | | | | | | | | | | | | | |
| Public Facilities Project | | | | | | | | | | | | | | | | |
| Finalize Construction Documents | | 90 Days | | | | | | | | | | | | | | |
| Submit to Council for approval and issue authority to bid | | | | 30 days | | | | | | | | | | | | |
| Bid Project | | | | 30 days | | | | | | | | | | | | |
| Award Bid Contract, Pre Construction, Notice to Proceed issued | | | | | 30 days | | | | | | | | | | | |
| Construct Project | | | | | 244 days | | | | | | | | | | | |
| Closeout procedures/public hearing | | | | | | | | | | | | | Due in 90 days from closeout | | | |

RESOLUTION 37-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT APPROVING THE DOWNTOWN GROVELAND/BIG OAK FLAT WATER DISTRIBUTION IMPROVEMENTS, PHASE 1 AND AUTHORIZING THE GENERAL MANAGER TO PERMIT PUBLIC BIDDING

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the District has the authority to construct, operate and maintain existing water mains for potable water and fire hydrant purposes; and

WHEREAS, the District needs to install 8,377 LF of 8-inch water mains to replace a portion of the existing water system between Downtown Groveland and Big Oak Flat; and

WHEREAS, all of the proposed water mains and appurtenances are located within the public right of way; and

WHEREAS, the Groveland Community Services District has received a commitment of grant funds through the Community Development Block Grant program; and

WHEREAS, GCSD will implement the project under an executed subrecipient agreement with Tuolumne County; and

WHEREAS, the State contract was executed in October 2024 and the contract requires the project to be out to be bid on or before January 7, 2025.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY approve as follows:

1. Authorize Staff to solicit bids for the Downtown Groveland/Big Oak Flat Water Distribution Improvements, Phase 1 Project
2. Authorize the General Manager to execute project related documents.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10, 2024.

DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Rachel Pearlman, Board Secretary

DATE: December 10, 2024

SUBJECT: Agenda Item 6C: Adoption of a Resolution Declaring Certain District Property Surplus and Authorizing the Sale of Equipment by Public Bidding Process Through GovDeals

RECOMMENDED ACTION:

Staff recommends the following action:

I move to approve Resolution 38-2024 Declaring Certain District Property Surplus and Authorizing the Sale of Equipment by Public Bidding Process on GovDeals.

BACKGROUND:

Staff has identified District assets that are no longer needed, or the useful lifespan of the equipment has expired. Staff has set a minimum bid of items to be sold as surplus if approved by the Board. If approved by the Board, District surplus vehicles and equipment will be available for inspection at the District by appointment only during the duration of the auction. All bids and payments must be submitted through GovDeal.com and the successor is responsible for acquisition of the purchased asset. GovDeals will remit payment to the District on completion of the purchase. In 2023 the District utilized GovDeals and was successful with generating \$122,555 of sales that went into the District's Sales of Asset fund.

FINANCIAL IMPACT:

Revenue for equipment deemed unusable to the District. All bids accepted from the Surplus Sale will go into the Sale of Assets fund.

ATTACHMENTS:

1. District Surplus Equipment List
2. Resolution 38-2023

RESOLUTION 38-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DECLARING CERTAIN DISTRICT PROPERTY SURPLUS AND AUTHORIZING THE SALE OF EQUIPMENT BY PUBLIC BIDDING PROCESS THROUGH GOVDEALS

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, annually or as needed the District identifies assets that are no longer needed, or the useful lifespan of the equipment has expired; and

WHEREAS, the District will hold an auction on the GovDeals.com platform; and

WHEREAS, staff has set a minimum bid of items to be sold as surplus hereto attached; and

WHEREAS, District surplus vehicles and equipment will be available for inspection at the District by appointment only throughout the duration of the auction; and

WHEREAS, bids and payments must be submitted to GovDeals.com; and

WHEREAS, all bids accepted from the surplus sale will go into the Sale of Assets fund.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY adopt Resolution 38-2024 declaring the following list of district property as surplus and authorizing the sale of equipment by public bidding process through GovDeals.

Auction Equipment List 12/2024

Groveland Community Services District

| Item | Year | Make | Model | VIN/ID | Condition | Minimum Bid | Notes |
|----------------------------------|------|-----------|-------|-------------------|-----------|-------------|------------------------------|
| Skid Steer | 2016 | Bobcat | S570 | ALM416402 | Good | \$10,000 | 935 Hours |
| Pickup Truck | 2008 | Ford | F350 | 1FDWF37R28EA03328 | Fair | \$7,500 | Utility Body - 85,318 Miles |
| Pickup Truck | 2004 | Chevrolet | 3500 | 1GBJK34G6E203348 | Fair | \$5,000 | Utility Body - 136,271 Miles |
| Large Format Printer - CadJet | | | | | | TBD | |
| Large Format Printer - HP | | | | | | TBD | |
| Large Format Printer - Oce PD101 | | | | | | TBD | |
| Printer - HP MFC-87100W | | | | | | TBD | |
| Magazine Rack | | | | | | TBD | |
| Large Format Map filing cabinets | | | | | | TBD | Qty 2 |
| Large 3 drawer filing cabinet | | | | | | TBD | |
| Small 2 drawer filing cabinet | | | | | | TBD | |
| Staples paper shredder | | | | | | TBD | |
| Misc Desk Fixtures | | | | | | TBD | |
| Avaya desk phones | | | | | | TBD | Qty: 6 |
| Paper Cutter | | | | | | TBD | |
| Generator Day Tanks (Fuel) | | | | | | TBD | Qty: 2 |
| Hsi Blower HT-20S | | | | | | TBD | Qty: 2 |
| Large Generator Exhaust | | | | | | TBD | |
| Generator Exhaust Pipe | | | | | | TBD | |

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10,2024 by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10,2024.
DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Michelle Ronning, Finance Officer

DATE: December 10, 2024

SUBJECT: Agenda Item 6D: Adoption of a Resolution of Intention to Approve an Amendment to the Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Groveland Community Services District

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 39-2024 authorizing the Resolution of Intention to Amend the Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Groveland Community Services District.

BACKGROUND:

On October 8, 2024, the Board approved Resolution 32-2024, authorizing the Memorandum of Understanding (MOU) between the District and Operating Engineers Local No. 3, effective from October 18, 2024, through June 30, 2029. The updated MOU includes an agreement to reduce by 2.5% the percentage of contribution made by district employees classified as Classic Local Miscellaneous members. Currently, Classic members pay 2.5% of the "Employer's" portion of the retirement cost. This change results in all employees, (CalPERS) Classic and PEPRA, paying an equal percentage toward their retirement. To facilitate this change, an amendment to the District's agreement with CalPERS is necessary.

As discussed at the Board of Directors meeting on November 12, 2024, several procedural steps are required to amend the current contract with CalPERS. One of the key steps in this process is the adoption by the governing body of the public agency (the District) of a Resolution of Intention. This resolution will give notice of the District's intention to approve an amendment to the CalPERS contract. The resolution will also include a summary of the proposed changes to the contract.

Once the Resolution of Intention is approved, the Board will be presented with the Final Resolution of Adoption to amend the CalPERS contract. The final resolution is expected to be presented at the January 2025 Board meeting. The change in the cost-sharing agreement will take effect on the first payroll following the execution of the amended contract.

ATTACHMENTS:

1. Letter from CalPERS outlining process and requirements
2. Resolution 39-2024



Peter Kampa
General Manager
Groveland Community Services District
18966 Ferretti Road
Groveland, CA 95321

CalPERS ID 4899312259

November 14, 2024

Dear Peter Kampa,

Thank you for contacting CalPERS regarding your retirement contract. Provided in my|CalPERS you will find the Resolution of Intention and Exhibit Amendment to Contract to provide Section 20516 (Employees Sharing Additional Cost) of a reduction of 2.5% for classic local miscellaneous members.

Also provided are the following documents:

1. Form CON-12, Certification of Governing Body's Action.
2. Form CON-12A, Certification of Compliance with Government Code Section 7507.
3. Form CON-500, Certification of Compliance with Government Code Section 20516.
4. Instruction sheet for submission of Resolution of Intention documents and required certifications into my|CalPERS.

Any change in the employee or employer contribution rates will become effective as of the effective date of the contract amendment.

Government Code Section 7507 requires that the future annual costs or benefit change of the proposed contract amendment be made public at a public meeting at least two weeks prior to the adoption of the final Resolution. Adoption of the retirement benefit increase or change cannot be placed on the consent calendar. The agency is to certify compliance on the enclosed Certification of Compliance with Government Code Section 7507.

The classic local miscellaneous member contribution rate will be 8% of reportable earnings, as of the effective date of the amendment to the contract.

In summary, the following documents must be submitted through my|CalPERS before we can forward the actual contract and final documents necessary to complete the proposed amendment. **PLEASE DO NOT HOLD THESE DOCUMENTS PENDING ADOPTION OF THE FINAL RESOLUTION.**

1. Resolution of Intention, certified copy.
2. Form CON-12, Certification of Governing Body's Action.
3. Form CON-12A, Certification of Compliance with Government Code Section 7507.
4. Form CON-500, Certification of Compliance with Government Code Section 20516.

If your agency adopts the Resolution of Intention on December 10, 2024, the earliest date the final Resolution may be adopted is December 30, 2024. There must be a 20 day period between the adoption of the Resolution of Intention and the adoption of the final Resolution pursuant to Government Code Section 20471. There are no exceptions to this law.

The effective date of this amendment cannot be earlier than the first day of a payroll period following the effective date of the final Resolution.

Please do not retype the Amendment to Contract and/or agreement documents. Only documents provided by this office will be accepted. If you have any questions regarding any documents, please contact this office prior to presenting to your governing body for adoption. Another contract amendment cannot be started until this amendment is completed or cancelled.

We are here to assist you. If you have any questions or would like additional information, please visit our website www.calpers.ca.gov, or you may contact us toll free at 888 CalPERS or (888-225-7377).

Sincerely,



Roselee Camacho
Pension Contracts Analyst
Financial Office | Pension Contracts & Prefunding Programs Division

RC:jc

Enclosures

RESOLUTION 39-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT INTENTION TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS GROVELAND COMMUNITY SERVICES DISTRICT

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to mend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed In said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 20516 (Employees Sharing Additional Cost) of a reduction of 2.5% for classic local miscellaneous members.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY *give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an Exhibit and by this reference made a part hereof.*

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10, 2024, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10, 2024.

DATED: _____



EXHIBIT

**California
Public Employees' Retirement System**



AMENDMENT TO CONTRACT

**Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
Groveland Community Services District**



The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective January 1, 1973, and witnessed December 12, 1972, and as amended effective February 1, 1974, February 1, 1982, December 1, 1986, October 12, 1994, January 11, 1995, March 21, 2001, April 11, 2007, and January 8, 2018, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 17 are hereby stricken from said contract as executed effective January 8, 2018, and hereby replaced by the following paragraphs numbered 1 through 17 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members, 62 for new local miscellaneous members, age 50 for classic local safety members and age 57 for new local safety members.

2. Public Agency shall participate in the Public Employees' Retirement System from and after January 1, 1973, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.

4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Local Fire Fighters (herein referred to as local safety members);
 - b. Employees other than local safety members (herein referred to as local miscellaneous members).

5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
 - a. **ELECTIVE OFFICIALS; AND**
 - b. **POLICE OFFICERS.**

6. Prior to January 1, 1975, those members who were hired by Public Agency on a temporary and/or seasonal basis not to exceed 6 months were excluded from PERS membership by contract. Government Code Section 20336 superseded this contract provision by providing that any such temporary and/or seasonal employees are excluded from PERS membership subsequent to January 1, 1975. Legislation repealed and replaced said Section with Government Code Section 20305 effective July 1, 1994.
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after April 11, 2007, shall be determined in accordance with Section 21354 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2% at age 55 Full and Modified).
8. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after April 11, 2007, shall be determined in accordance with Section 21354.5 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2.7% at age 55 Full and Modified).
9. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Supplemental to Federal Social Security).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local safety member shall be determined in accordance with Section 21362 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2% at age 50 Modified).
11. The percentage of final compensation to be provided for each year of credited prior and current service as a new local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Supplemental to Federal Social Security).
12. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 20965 (Credit for Unused Sick Leave).
 - b. Section 20042 (One-Year Final Compensation) for classic members only.
 - c. Section 21024 (Military Service Credit as Public Service).

d. Section 20516 (Employees Sharing Additional Cost):

From and after January 17, 2018, and until the effective date of this amendment to contract, 2.5% for classic local miscellaneous members.

The portion of the employer's contribution that the member agrees to contribute from his or her compensation, over and above the member's normal contribution ("Cost Sharing Percentage"), shall not exceed the Employer Normal Cost Rate, as that rate is defined in the CalPERS Actuarial Valuation for the relevant fiscal year. If the Cost Sharing Percentage will exceed the relevant Employer Normal Cost Rate, the Cost Sharing Percentage shall automatically be reduced to an amount equal to, and not to exceed, the Employer Normal Cost Rate for the relevant fiscal year.

- 13. Public Agency, in accordance with Government Code Section 20790, ceased to be an "employer" for purposes of Section 20834 effective on February 1, 1982. Accumulated contributions of Public Agency shall be fixed and determined as provided in Government Code Section 20834, and accumulated contributions thereafter shall be held by the Board as provided in Government Code Section 20834.**
- 14. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.**
- 15. Public Agency shall also contribute to said Retirement System as follows:**
 - a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.**
 - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.**
- 16. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.**

17. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES
DISTRICT

BY _____
MELODY BENAVIDES, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest: _____

Clerk

TO: GCSB Board of Directors

FROM: Rachel Pearlman, Board Secretary

DATE: December 10, 2024

SUBJECT: Agenda Item 6E: Adoption of a Resolution Authorizing the General Manager to Submit an Application to FEMA Assistant to Firefighter Grant Program for the Replacement of the District's 2009 Type 1 Fire Engine

RECOMMENDED ACTION:

Staff recommends the following action:

I move to approve Resolution 40-2024 Authorizing the General Manager to Submit an Application to FEMA Assistant to Firefighter Grant Program for the Replacement of the District's 2009 Type 1 Fire Engine.

BACKGROUND:

In March of 2023, staff submitted a grant application to the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Program. This application requested funding for a replacement type 1 fire engine. Engine 781 is 15 years old and is overdue for replacement, the target date for which is 10 years to ensure reliability. Engine 781 also lacks many of the current safety and operational improvements seen in the past decade. Unfortunately, this application was not selected for funding. This same grant application period has reopened, and staff would like to re-apply for the replacement of a type 1 fire engine. The application period closes on 12/20/2024.

FINANCIAL IMPACT:

District staff is waiting on an exact price quote; however, it is estimated to have a total cost of \$1,200,000. If the grant application is approved, GCSB would be responsible for paying up to 5% of the total cost.

ATTACHMENTS:

1. Resolution 40-2024

RESOLUTION 40-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO SUBMIT AN APPLICATION TO FEMA ASSISTANT TO FIREFIGHTER GRANT PROGRAM FOR THE REPLACEMENT OF THE DISTRICT'S 2009 TYPE 1 FIRE ENGINE

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Program has released an announcement for grant funding; and

WHEREAS, Engine 781 is 15 years old and is overdue for replacement, the target date for which is 10 years to ensure reliability. Engine 781 also lacks many of the current safety and operational improvements seen in the past decade; and

WHEREAS, district staff is requesting funding for a replacement Engine 781, a type 1 fire engine and the district's primary structure firefighting apparatus; and

WHEREAS, the district lacks the funding necessary to replace Engine 781, and FEMA grant funds can cover up to 95% of the cost if awarded.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby Adopt Resolution 40-2024 Authorizing the General Manager to Submit an Application to FEMA Assistant to Firefighter Grant Program for the Replacement of the District's 2009 Type 1 Fire Engine.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on December 10, 2024, by the following vote:

AYES:

ABSENT:

NOES:

ABSTAIN:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on December 10, 2024.

DATED: _____