

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
September 20, 2018
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Nancy Mora, Janice Kwiatkowski, and Spencer Edwards, being present. Also present was General Manager Pete Kampa.

Call to Order

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

Approve Order of Agenda

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the order of the agenda.

Public Comment

None.

Adoption of a Resolution Adopting Plans and Specifications for Storm Damage Related Projects Including the Flume Rehabilitation Project and Ferretti Rd. Water and Sewer Main Replacement, Authorizing Project Bidding and Filing CEQA Notices of Exemption for Each

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to Adopt of a Resolution Adopting Plans and Specifications for Storm Damage Related Projects Including the Flume Rehabilitation Project and Ferretti Rd. Water and Sewer Main Replacement, Authorizing Project Bidding and Filing CEQA Notices of Exemption for Each

Issuance of Certificates of Appreciation for the Mary Laveroni Park Restoration Project (Submitted by Director Edwards)

Discussion and Action Related to the Development of Norms for Board Member Conduct to Facilitate Effective Deliberations; and Protocol to Create the Structure and Process for Effective Board Meetings

Adjournment

Motion

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

APPROVED:

Robert Swan, President

ATTEST:

Jennifer Flores, Board Secretary

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
October 9, 2018
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors John Armstrong, Vice President, Nancy Mora, Janice Kwiatkowski, and Spencer Edwards, being present. Also present was Admin Office Manager/District Secretary Jennifer Flores and General Manager Pete Kampa.

Call to Order

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

Absent: Director Swan

Approve Order of Agenda

Motion

Director Edwards moved, seconded by Director Armstrong, and the motion passed to approve the order of the agenda.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Action Items to be Considered by the Board of Directors

Public Comment

Jim Goodrich on behalf of the Groveland Rotary Club thanked the District for its work in restoring Mary Laveroni Park after it was significantly damaged from the March storms.

A member of the public stated they would like to see more detail in the minutes.

Information Items

- A. Staff Reports
 - i. Fire Department Report
 - ii. General Manager's Report
 - 1. Review of Draft Classification and Compensation Study Comparator Agencies and Supporting Memorandum from Koff and Associates

Director Armstrong called for a ten minute recess at 10:49am to allow order to be restored to the meeting.

The Board reconvened at 11:00am.

Director Edwards requested that the record reflect his suggestion of conducting public comment later on the agenda.

- 2. Discuss and Call Special Meeting for Board Tour of District Treatment Facilities

A meeting was scheduled for October 23rd at 9am to conduct the tour of District facilities.

A meeting was scheduled on October 26th to conduct another Board Norms and Protocol Workshop to specifically clarify procedure for public comments at meetings.

- iii. Operations and Maintenance Report
- iv. Admin/Finance Report

Consent Calendar

- A. Approve Minutes from the September 11, 2018 Regular Meeting
- B. Accept September Payables
- C. Waive Reading of Ordinances and Resolutions Except by Title

Motion

Director Armstrong moved, seconded by Director Edwards, and the motion passed to approve the consent calendar.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Old Business

(Items tabled or carried forward from a previous meeting to be considered on this agenda)

Adoption of a Resolution Approving a 2018-19 Fiscal Year Budget Amendment

Motion

Director Edwards moved, seconded by Director Armstrong, and the motion passed to adopt Resolution 34-18 Amending the District's Final 2018-19 Fiscal Year Budget.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

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.

Presentation of Certificates of Appreciation for Staff in the Completion of the Mary Laveroni Park Restoration Project

Adoption of a Resolution of Appreciation for Mr. Dave Davis for the Donation of Drywall Installation Services for the Restoration of the Mary Laveroni Park Concession Stand

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to adopt Resolution of Appreciation for Mr. Dave Davis for the Donation of Drywall Installation Services for the Restoration of the Mary Laveroni Park Concession Stand.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Adoption of a Resolution of Appreciation for Blue Mountain Minerals for the Offer of Donation of Rock for the Mary Laveroni Park Restoration Project

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to adopt Resolution of Appreciation for Blue Mountain Minerals for the Offer of Donation of Rock for the Mary Laveroni Park Restoration Project

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Review of District's Special Flat Rate for Significant Landscape Irrigation Policy

The Board agreed to review policy for possible revision during the Ordinance update.

Reject 11255 Merrell Road Claim (Glover) and Direct the Claim to be Submitted to the District's Insurance Carrier

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to reject claim and send it to SDRMA for further processing.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Review of District Conflict Policy

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to direct General Manager to submit a recommended draft revised Conflict Policy for comment by the District's union.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

Director Comments

The Board entered Closed Session at 12:47pm.

Closed Session

- A. Conference with Legal Counsel – Existing Litigation
 Government Code Section 54956.9(d)(1)
 Name of Case: Raine v. Groveland Community Services District
 (Case No. SC 19756)

The Board reconvened into Open Session at 1:45pm.

Director Armstrong stated that there was no reportable action from the closed session.

Adjournment

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to adjourn the meeting at 1:45pm.

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

APPROVED:

ATTEST:

Robert Swan, President

Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
October 23, 2018
9:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Spencer Edwards, Nancy Mora, and Janice Kwiatkowski, being present. Also present was Admin Office Manager/District Secretary Jennifer Flores and General Manager Pete Kampa.

Call to Order

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

Approve Order of Agenda

Motion

Director Swan moved, seconded by Director Edwards, and the motion passed unanimously to approve the order of the agenda.

Conduct a Board Orientation on, and (Carpool) Tour of Select District Facilities, Including the Following:

(Please note that times listed are very approximate and included only for those who cannot join the tour at its beginning at the District office)

A. (9:00am) District Office-18966 Ferretti Rd.

B. (9:45am) GCSD Fire Station-18930 Highway 120

Board Arrival: 9:44am

Board Departure: 10:16am

C. (10:15am) Second Garrotte Water Treatment Plant- Old Highway 120

Board Arrival: 10:29am

Board Departure: 11:33am

D. (11:15am) Sewer Lift Station 7- Salvador Ct. & Tannahill Dr.

Board Arrival: 11:45am

Board Departure: 12:07pm

E. (11:45pm) Alternate Water Supply Treatment Facility- 12742 Par Ct.

Board Arrival: 12:13pm

Board Departure: 12:55pm

F. (12:30) GCSD Wastewater Treatment Plant- 18966 Ferretti Rd.

Board Arrival: 1:15pm

Director Kwiatkowski left at 1:30pm

Board Departure: 1:42pm

Adjournment

Motion

Director Swan adjourned the meeting at 1:42pm.

APPROVED:

Robert Swan, President

ATTEST:

Jennifer Flores, Board Secretary

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**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
October 26, 2018
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Spencer Edwards, Nancy Mora, and Janice Kwiatkowski, being present. Also present was Admin Office Manager/District Secretary Jennifer Flores and General Manager Pete Kampa.

Call to Order

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

Approve Order of Agenda

Motion

Director Armstrong moved, seconded by Director Edwards, and the motion passed unanimously to approve the order of the agenda.

Call Special Meeting to Award Contract for Ferretti Rd. Line Repairs

The Board scheduled a Special Meeting on November 5th at 10:00am.

Approval of a CEQA Notice of Exemption for the Fire Station Driveway Rehabilitation Project

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the CEQA Notice of Exemption for the Fire Station Driveway Renovation Project.

Discussion and Action Related to the Development of Norms for Board Member Conduct to Facilitate Effective Deliberations; and Protocol to Create the Structure and Process for Effective Board Meetings

Director Swan left the meeting at 12:08pm

Adjournment

Motion

Director Armstrong moved, seconded by Director Kwiatkowski, and the motion passed to adjourn the meeting at 12:22pm

Ayes: Directors Armstrong, Mora, Kwiatkowski, and Edwards

Absent: Director Swan

APPROVED:

ATTEST:

Robert Swan, President

Jennifer Flores, Board Secretary

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
November 5, 2018
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Spencer Edwards, Nancy Mora, and Janice Kwiatkowski, being present. Also present was Admin Office Manager/District Secretary Jennifer Flores and General Manager Pete Kampa.

Call to Order

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

Absent: Director Armstrong

Approve Order of Agenda

Motion

Director Swan moved, seconded by Director Kwiatkowski, and the motion passed to approve the order of the agenda.

Ayes: Directors Swan, Mora, Kwiatkowski, and Edwards

Absent: Director Armstrong

Public Comment

A member of the public complained about the odor coming from Lift Station 7 and requested the Board take action for a long term solution to eliminate the odor.

A member of the public stated that the public was not notified about the contractor bid opening for the Flume and Ferretti Rd. Projects.

A member of the public inquired about their request to have the District's Winter Averaging Policy revised.

Adoption of a Resolution of the Board of Directors of the Groveland Community Services District Approving Notice of Award to Moyle Excavation, Inc., the Lowest Responsive Bidder for the Ferretti Road Water and Sewer Line Repairs

Motion

Director Swan moved, seconded by Director Edwards, and the motion passed to approve Resolution of the Board of Directors of the Groveland Community Services District Approving Notice of Award to Moyle Excavation, Inc., the Lowest Responsive Bidder for the Ferretti Road Water and Sewer Line Repairs.

Ayes: Directors Swan, Mora, Kwiatkowski, and Edwards

Absent: Director Armstrong

Adoption of a Resolution of the Board of Directors of the Groveland Community Services District Approving Notice of Award to Moyle Excavation, Inc., the Lowest Responsive Bidder for the Flume Renovation Project

Motion

Director Edwards moved, seconded by Director Mora, and the motion passed to approve Resolution Board of Directors of the Groveland Community Services District Approving Notice of Award to Moyle Excavation, Inc., the Lowest Responsive Bidder for the Flume Renovation Project.

Ayes: Directors Swan, Mora, Kwiatkowski, and Edwards

Absent: Director Armstrong

Adjournment

Motion

Director Swan moved, seconded by Director Mora and the motion passed to adjourn the meeting at 11:05am.

Ayes: Directors Swan, Mora, Kwiatkowski, and Edwards

Absent: Director Armstrong

APPROVED:

ATTEST:

Robert Swan, President

Jennifer Flores, Board Secretary