

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
June 12, 2017
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Robert Swan, President, Maureen Grier, Vice President, Scott Wemmer, and Nick Stauffacher being present. Also present was General Manager Jon Sterling and Office Manager/ Board Secretary Jennifer Flores.

Call to Order

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

Director Armstrong was absent.

Public Comment

None.

Agenda Approval

Motion

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

Ayes: Directors Grier, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Action Items to be Considered by the Board of Directors

Consent Calendar

- A. Approve Minutes from the May 8, 2017 Regular Meeting
- B. Approve Minutes from the May 15, 2017 Special Meeting
- C. Approve Minutes from the June 5, 2017 Special Meeting
- D. Waive Reading of Ordinances and Resolutions Except by Title

Motion

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

Ayes: Directors Grier, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval Three (3) Resolutions Required by the State Water Resources Control Board (SWRCB) as Part of the Clean Water State Revolving Fund (CWSRF) Application

General Manager Jon Sterling presented the item to the Board. He stated that the three resolutions in front of the Board were required by the state and must be approved in order for the District to submit an application for grant funding for the rehab of the District's two clearwells. A discussion ensued between the Board and staff.

- A. Resolution No. 7-17 Titled: "Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a

Financial Assistance Application to the State Drinking Water State Revolving Fund (DWSRF) For The Rehabilitation of Two 2.0 Million Gallon Clearwells."

Motion

Director Stauffacher moved, seconded by Director Swan, and the motion passed to approve Resolution No. 7-17 Titled: "Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a Financial Assistance Application to the State Drinking Water State Revolving Fund (DWSRF) For The Rehabilitation of Two 2.0 Million Gallon Clearwells."

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

- B. Resolution No. 8-17 Titled: "A Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign Financing Agreement, Amendment, and Certifications for Funding Under the Drinking Water State Revolving Fund (DWSRF); Authorizing General Manager to Approve Claims for Reimbursement; Authorizing General Manager to Execute Budget and Expenditure Summary; Authorizing General Manager to Sign the Final Release Form and General Manager to Sign the Certification of Project Completion; and Pledging and Dedicating Net Water Revenues Towards Payment of DWSRF Financing"*

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve Resolution No. 8-17 Titled: "A Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign Financing Agreement, Amendment, and Certifications for Funding Under the Drinking Water State Revolving Fund (DWSRF); Authorizing General Manager to Approve Claims for Reimbursement; Authorizing General Manager to Execute Budget and Expenditure Summary; Authorizing General Manager to Sign the Final Release Form and General Manager to Sign the Certification of Project Completion; and Pledging and Dedicating Net Water Revenues Towards Payment of DWSRF Financing."

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

- C. Resolution No. 9-17 Titled: "A Resolution of the Board of Directors of the Groveland Community Services District Stating Its Intention to be Reimbursed for Expenditures Incurred Ahead of the Approval of the Disbursement of DWSRF Construction Funds From the State Water Resources Control Board"*

Motion

Director Wemmer moved, seconded by Director Stauffacher, and the motion passed to approve Resolution No. 9-17 Titled: "A Resolution of the Board of Directors of the Groveland Community Services District Stating Its Intention to be Reimbursed for Expenditures Incurred Ahead of the Approval of the Disbursement of DWSRF Construction Funds From the State Water Resources Control Board."

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval Attorney Representation Agreement between Groveland CSD and Atkinson, Andelson, Loya, Rudd, & Romo

Office Manager Jennifer Flores presented the item to the Board. She stated that the District's agreement with Atkinson, Andelson, Loya, Rudd, & Romo, the District's legal counsel regarding personnel matters, is expiring and that a new annual agreement was in front of the Board for approval. She also noted that the terms of the agreement were the same, but that there was a \$15 per hour price increase. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve Attorney Representation Agreement between Groveland CSD and Atkinson, Andelson, Loya, Rudd, & Romo with the addition that Section D will be revised to state "Law Firm" rather than "Firm."

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval Providing Response to Tuolumne County Community Resources Agency Requesting Hazard Mitigation Fees be Collected for Camp Tawonga Expansion Project

Mr. Sterling presented the item to the Board. He stated that the District received expansion plans for Camp Tawonga from the Tuolumne County Community Resources Agency that could result in a cost impact to the District via its mutual aid agreement. He further stated that he believed it would be in the District's best interest to reply to the County requesting they require hazard mitigation fees be assessed. A discussion ensued between the Board and staff.

Motion

Director Wemmer moved, seconded by Director Swan, and the motion passed to direct staff to provide response regarding Camp Tawonga expansion project to the Tuolumne County Community Resources Agency specific to the collection of hazard mitigation fees.

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval FY 2017-18 District Wide Budget

Mr. Sterling presented the item to the Board. He stated that the Board received the proposed budget at the May 8th meeting, and the approval of the budget was postponed until today's meeting to give newly appointed Director Stauffacher the opportunity to review. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the FY 2017-18 District Wide Budget.

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval Authorizing Staff to Purchase Playground Equipment for Mary Laveroni Park

Ms. Flores presented the item to the Board. She stated that the current fiscal year budget has \$25,000 budgeted in the Parks Fund for new playground equipment. She further stated that in order for those funds to be expensed in the current fiscal year, the District must issue a payment before June 30th. She also stated the Board approved an additional \$25,000 for the project for

fiscal year 2017-18 and that the remaining balance would be paid out of the upcoming fiscal year budget that becomes effective July 1st. A discussion ensued between the Board and staff.

Motion

Director Wemmer moved, seconded by Director Griefer, and the motion passed to approve authorizing staff to purchase playground equipment for Mary Laveroni Park.

Ayes: Directors Griefer, Swan, and Wemmer

Noe: Director Stauffacher

Absent: Director Armstrong

Consider for Approval Setting Deadline for Skate Park Repairs

Ms. Flores presented the item to the Board and stated that she spoke with Dave Valponi regarding the needed repairs and that he was having a difficult time finding a contractor who would perform the repair work. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to direct staff to fence skate park off immediately with appropriate signage and notification through various public communication channels, that the District is closing the skate park because it is unsafe and to give the Friends of the Skate Park notice that they have one month to have repairs made or scheduled or the District will remove the park and store it.

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval 2017 Employee Survey

Director Griefer presented the item to the Board. She stated that the Survey Committee met and compiled the proposed employee survey. She further stated that the due date for employees to return the survey is Friday, June 23rd. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve the 2017 Employee Survey.

Ayes: Directors Griefer, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

Consider for Approval Addendum to General Manager Employment Agreement

Mr. Sterling presented the item to the Board and stated that the addendum to extend his existing contract thru December 2017 was in front of the Board for approval. He further stated that there were grant applications and opportunities that he would like to see go through before departing. A discussion ensued between the Board and staff. Director Stauffacher requested that he be allowed more time to consider the extension.

The item was tabled to the next regular Board meeting.

Information Items

Discuss Special District Risk Management Authority (SDRMA) Board Election Material

Ms. Flores presented the item and stated that the Board has the opportunity to vote for up to four candidates to be elected to the SDRMA Board of Directors. She further stated that the candidates statements were attached to the agenda submittal and that the Board had until

August to submit their vote. A discussion ensued between the Board and staff. The Board requested that the item be placed on July's agenda.

Receive Report from Staff Regarding the Southside Senior Services Lease Agreement

Ms. Flores presented the item to the Board and stated that the District received correspondence from Southside Senior Services regarding their acceptance of the District's position that the Land Use Lease Agreement between the two entities was terminated.

Discuss 2013 Municipal Services Review

Mr. Sterling presented the item to the Board. He stated that the Municipal Services Review (MSR) for the District was in front of the Board for review and possible revisions. He further stated that there are services listed within the document that the District could take charge of if it wanted to such as storm water, which he highly advised the Board to have removed as a possible service provided by the District in the revised 2018 MSR. A discussion ensued between the Board and staff.

Update on District Grants

Mr. Sterling provided an update regarding the various active grant projects the District was working on.

Ad Hoc Committees Reports

- A. **Board of Director's Policy Manual (Director Swan)**
No report.
- B. **Equipment Review Committee (Directors Wemmer & Armstrong)**
No report.
- C. **Survey Committee (Directors Grier & Armstrong)**
Director Grier presented a summary of the results from the customer survey.
- D. **Budget Committee (Directors Swan & Grier)**
No report.
- E. **Fire Department (Directors Armstrong & Wemmer)**
No report.
- F. **Drought Ordinance Revision Committee (Directors Swan & Wemmer)**
No report.
- G. **General Manager Recruitment Committee (Directors Swan & Grier)**
Director Swan stated that Brent Ives has scheduled remaining candidates for interviews on June 30th.

Standing Committee Reports

- A. **Park Committee (Directors Wemmer & Grier)**
Ms. Flores discussed the upcoming Playground Fundraiser BBQ details. Director Grier discussed that Dwight from Groveland Trail Heads was going to take a look at the District's existing trails and potentially take on the planning of a District trail system. Mr. Sterling stated that staff met with the Southern Tuolumne County Historical Society (STCHS) regarding the charging station. He further stated that District counsel is drafting a land lease agreement between the District and STCHS, and that it will be on the July 10th agenda.
- B. **Water Conservation (Director Swan & Stauffacher)**
Mr. Sterling stated that staff voted on posters that were submitted from the high school for the water conservation poster contest.

C. Finance Committee (Director Swan & Director Grier)

Director Swan stated the next meeting will be in August after the close of the 4th quarter.

Staff Reports

A. General Manager's Comments

Mr. Sterling discussed the high turbidity the District was experiencing and the actions the District was taking in response. He further discussed his meeting with our state water and wastewater regulators and the high level of Nitrate that was discovered in monitoring well #4 and the District's actions to correct the level.

B. Operations and Maintenance

Operations and Maintenance Manager Luis Melchor answered questions regarding the O&M report.

C. Admin/Finance

Ms. Flores stated that a candidate has been selected to fill the vacant Office Clerk position and their first day will be Monday, June 26th. She also discussed the upcoming placement of the District's delinquent accounts to the county tax roll.

Director Comments

None.

Adjournment

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 12:48 pm.

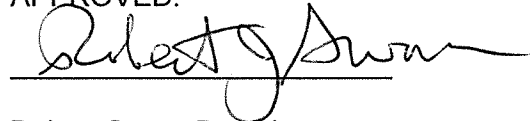
Ayes: Directors Grier, Stauffacher, Swan, and Wemmer

Absent: Director Armstrong

ATTEST:


Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President