



REGULAR MEETING OF THE BOARD OF DIRECTORS

District Office, 18966 Ferretti Road

Groveland, CA 95321

(209) 962-7161 www.gcsd.org

AGENDA

July 11, 2023

10:00 a.m.

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.

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.qcsd.org/board-meetings-meeting-documents>. Physical copies can be obtained through 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.qcsd.org> as the place for making those public records available for inspection. The documents may also be obtained by calling the District office.

ALL AGENDA MATERIAL ARE AVAILABLE ON THE DISTRICT WEBSITE AT WWW.GCSD.ORG OR MAY BE INSPECTED IN THE GROVELAND COMMUNITY SERVICES DISTRICT OFFICE AT 18966 FERRETTI ROAD, GROVELAND, CALIFORNIA

Any person who has any questions concerning this agenda may contact the District Secretary. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at 209-962-7161. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11)

AGENDA
July 11, 2023
10:00 a.m.

Call to Order

Pledge of Allegiance

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. General Manager's Report
- iv. Operations Manager's Report
- v. Administrative Services Manager's Report

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 the June 13, 2023, Regular Meeting
- B. Approve Minutes from the June 29, 2023, Special Meeting
- C. Accept June 2023 Payables

D. 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. Public Hearing

- A. The District will Conduct a Public Hearing to Receive Public Comment and Input for the Placement of Delinquent Charges for FY 2022-23 on Property Tax Rolls
 - i. Adoption of a Resolution Approving the Placement of Delinquent Charges for FY 2022-23 on Property Tax Rolls

7. Adjournment

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Groveland Community Services District Fire Department / CALFIRE

18966 Ferretti Road Groveland, CA 95321

Staff Report
July 1, 2023

To: Board of Directors

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

Subject: Monthly Activity Report – June 1, 2023 – June 30, 2023

Operations:

On June 16, 2023, at approximately 3:05 PM, GCSD Engine 781 and TCFD Engine 631 were part of a dispatch to a residential structure fire on the 11000 block of Wards Ferry Road in Groveland, CA. Upon arrival, Engine 781 found an 8x12 foot outbuilding fully involved with fire. The fire had also spread into a 10x10 foot area of vegetation. The fire crews quickly contained the fire in the outbuilding, as well as the vegetation. The property owner had a burn pile earlier in the day, and he saw what appeared to be a rat or large mouse run out of the burning pile and into the outbuilding. Approximately 30 minutes later he noticed the outbuilding on fire. The cause is under investigation.



Fire Chief's Report
July 1, 2023
Page 2 of 4

On June 25, 2023, at approximately 4:28 AM, GCSD Engine 781, TCFD Engine 631, and CAL FIRE Engines 4476 & 4466 were part of a dispatch to a commercial structure fire at the Groveland Community Hall. Upon arrival, Engine 781 found smoke and flames coming from the Main Street side of the building. Engine 781 and Engine 631 secured a water supply while also initiating fire attack. The fire was contained at 4:43 AM. The fire crews then checked for any extension and worked on overhaul. The fire cause is under investigation.



Apparatus and Equipment:

Apparatus	Description	Status
Engine 781	2009 Pierce Contender	In Service
Engine 787	2000 Freightliner FL112	In Service
Engine 783	1995 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:

- Fire Engine Equipment
- Area Orientation
- Rope Rescue
- Pumping
- FAE Doo and FAE Martinez successfully completed their Academy classes and started at station 78 on June 5, 2023
- FAE Cohen completed his Joint Apprenticeship Committee 3-year training on June 22, 2023

Fire Department News:

On June 19, 2023, the CAL FIRE Tuolumne Calaveras Unit declared the suspension of burning permits.

On June 21, 2023, Engine 781 attended the 24th Annual Roundtable Lunch and Gathering at Camp Tawonga. We had the opportunity to answer questions from Camp Tawonga staff. We were also able to collaborate with other local cooperators from the Groveland area.

FAE Patrick Cohen accepted a Fire Captain position in the Tuolumne Calaveras Unit. He is scheduled to start in his new position on July 10, 2023. Congratulations Patrick and good luck with your well-deserved promotion.

MONTH - June 2023

STATION 78

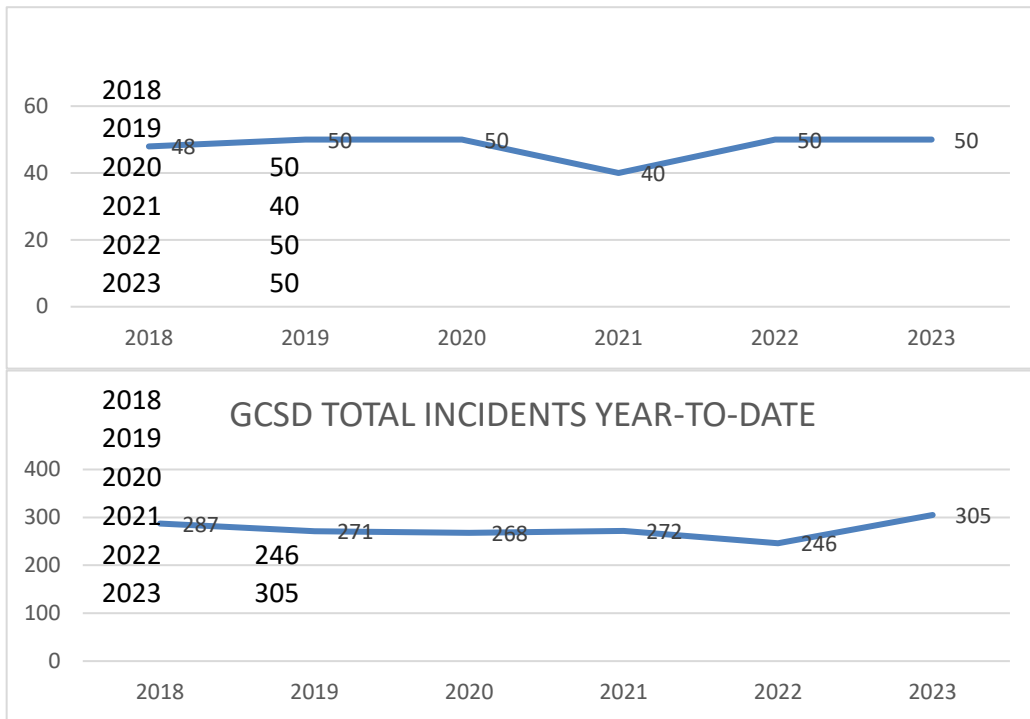
Alarm Sounding	6
Odor Investigation	0
Debris Fire	0
Medical Aid	30
Fire Menace Standby	2
Fire Other	0
Haz Mat	0
Landing Zone	2
Plane/Heli Crash	0
Public Assist	5
Smoke Check	0
Structure Fire	1
Commercial Structure Fire	1
Vegetation Fire	2
Vehicle Accident	1
Vehicle Accident/Pin in	0
Vehicle Fire	0
TOTAL	50



Auto Aid	Given
Tuolumne County	3
INC #7770 - Structure Fire Wards Ferry Rd INC #7848 - Wildland Fire Priest Coulterville Rd INC #8508 - Wildland Fire Wawona Dr	
TCFD E-631: 26 Calls	

ALS	
Yes	No
19	12

Last Call Logged Run # 8082



CERT Groveland/Big Oak Flat/Moccasin

Groveland Community Services District • 18966 Ferretti Road, Groveland CA 95321



Groveland, California

Report to GCSD Board for July 2023

- GCERT worked with TC Sheriff's CSU for traffic control to keep the traffic line at PML Main Gate off Ferretti Road. Through 3 deployments (Fri & Sat eves), the traffic never backed up onto FR. CHP was on scene and complimented CERT work.
- GCERT has 25 participants, 21 inquiring people and 13 fully certified members.
- GCERT has notified FD that our Firefighter Rehab vehicle is operational. It has been outfit with all the necessary equipment to Go Live. (Funded by Adventist Health Grant) GCERT is also available for Traffic Control deployment.
- GCERT Len Otley is our Training Officer. The next training is likely in Fall 2023.
- GCERT will be partnering with PML Safety Committee and SSSC for a Personal Preparedness Workshop for Seniors at Little House in August.
- Groveland CERT will partner with the Pine Mountain Lake Safety Committee to offer at least one Fire Preparedness Workshop in Summer.
- GCERT successfully partnered with PML S&SC for First Aid/CPR/AED training June 17 & 24.
- GCERT will hold its next team meeting on July 29th.
- The GrovelandNET is a community radio communications network utilizing FRS radios. These are about \$30 each, require no license, and would be in typical use throughout Groveland/BOF. These are more expensive, require a license & training. GCSD would implement a Base Station.
- Bob Asquith attended The National CERT Conference is June 29 through July 1 in Burlingame. More than 800 attended from 39 states. There are CERT national folks, FEMA management and CalCERT management from the Governor's Office attending.

7/7/2023 9:20 AM

GrovelandCERT@gmail.com

FB – CERT – Groveland Area Community Emergency Response Team
ND – CERT – Groveland Area Community Emergency Response Team

Operations and Maintenance Report June 2023

Operations Department

Wastewater Treatment Division

Influent Totals	
Total	4.30
Average	0.14
High	0.19
Low	0.11

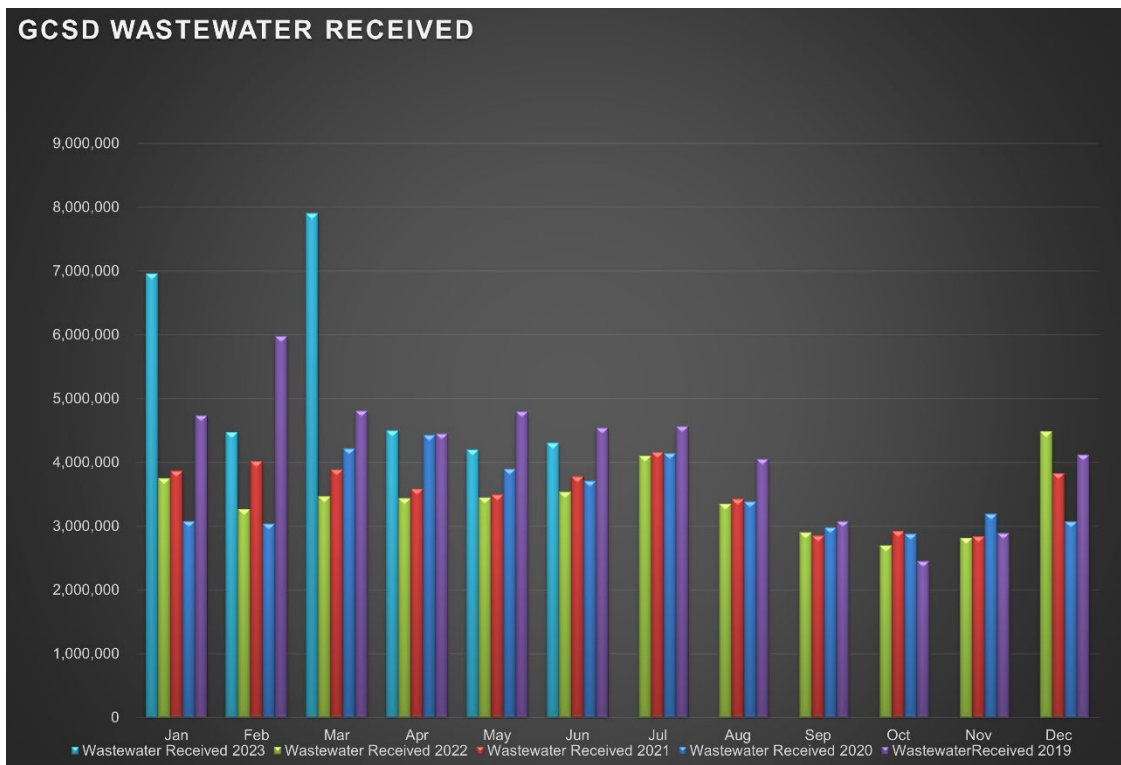
Effluent Totals	
Total	4.47
Average	0.15
High	0.19
Low	0.12

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

Wasting Totals	
Total Inches	82
Total Pounds	1935
Active Accounts	1566

STP Rainfall Totals by Year During Current Month (Inches)					
Season	2023	2022	2021	2020	2019
69.66	0.10	0.06	0.00	0.00	0.04
	High 0.05	High 0.03	High 0.00	High 0.00	High 0.04

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

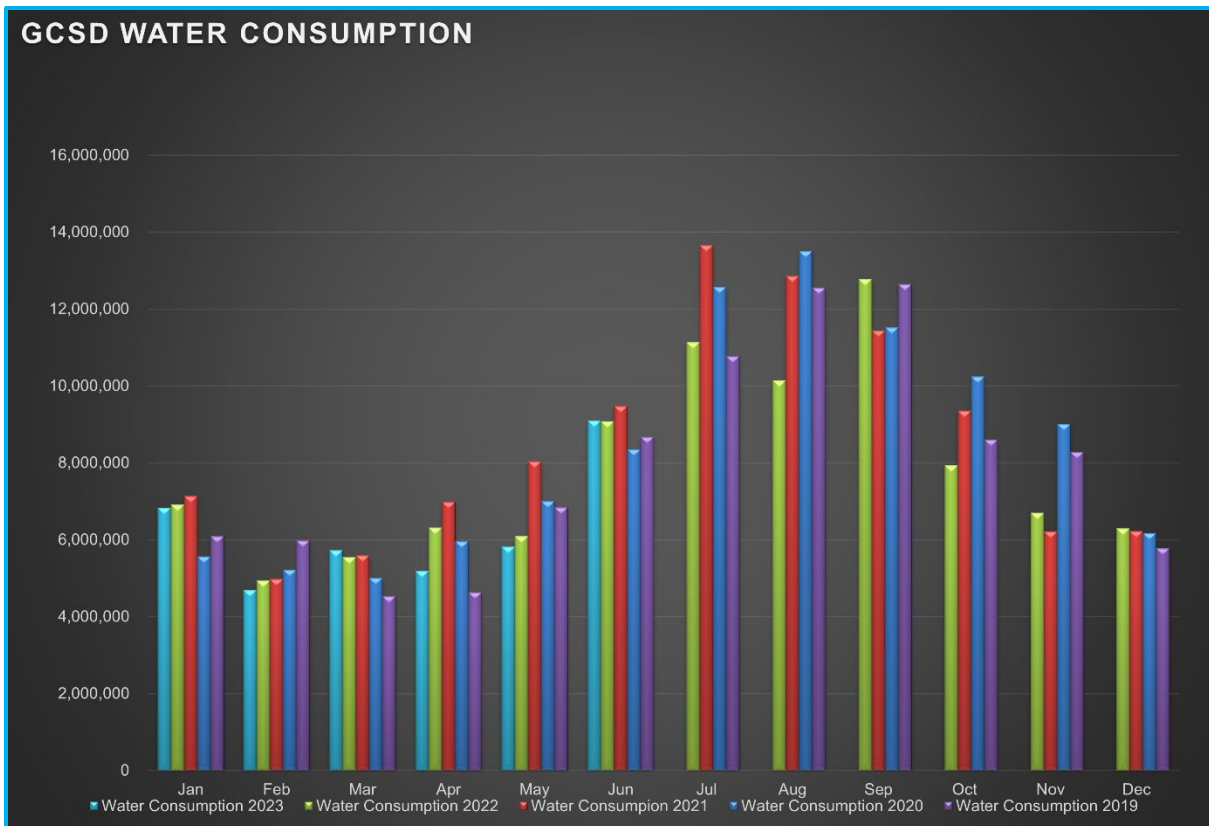
Water Distribution System Division

Meter Related Services	Total
Check / Repair Meters	7
Water Meters Installed	2
Monthly Meter Restrictions	1
Meter Lock offs	5
Meter Changeouts	1
Tenant Final Reads	0
Re-Reads	44
Meter Turn-Offs	0
Meter Turn-Ons	13
Meter Tests	0
Winterize Meter	0
Total Meter Related Issues	73

Billed Consumption (Gallons)	2023	2022	2021
Residential	8,482,151	8,368,278	8,859,296
Commercial	614,620	711,937	593,274
Total	9,096,771	9,080,215	9,452,570

Active Accounts	3269
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Charted Historical Monthly Water Consumption



Maintenance and Repair Data

Description	Total
Water Main Leaks / Repairs	0
Water Service Line Leaks / Repairs	1
Fire Hydrant Repairs / Replacements	0
Number of Hydrants Flushed	14
Number of Dead-Ends Flushed	9
Water Valves Exercised	1
GIS Points	0

Description	Gallons
Flushing for Water Quality	15,700
Water Loss Due to Leaks / Breaks	100

After-Hours Calls (Hours)				
Water	Sewer	Park	Other	Total
10	7	6	0	23

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.

- **Tanks and Pump Stations**

- **Distribution System**
 - Water Distribution System Flushing
 - Repair leaking water service line at 20307 Pine Mountain Dr
 - Repair leaking manifold at 20620 Nob Hill Cir
 - Locate hydrant valve at 19740 Old Highway 120
 - Locate buried water meter box at 20103 Pine Mountain Dr
 - Clean roots from meter box and repair leaking meter washer at 20905 Woodside Way
 - Assist property owner with leak investigation at 20967 Hemlock St
 - R & R meter washers at 13150 Clements Rd
 - Upgrade service line and install water meter for new construction at 12808 Cresthaven Dr
 - Upgrade service line and install water meter for new construction at 12862 Cresthaven Dr
 - Upgrade service line and install water meter for new construction at 20728 Bigfoot Cir

Pictures

Wastewater Collection System Division

Description	Total
Manholes Inspected	97
GIS Points	0
Customer Complaint	16
Odor Complaints	2

Description	Total
Flushing/Jetting (Feet)	1625
Video Inspection (Feet)	440

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: LS13, LS14, LS15, LS16
 - Manhole Inspections LS7.
 - Sewer mainline inspection 20918 Big Foot Ct.
 - Sewer mainline inspection at 20794 Nonpareil Way
 - Locate sewer lateral connection for new construction at 13323 Mule Ct
 - Lift Station 10 – Assisted contractor with lift station management during force main construction.
 - Installed odor control pumps at LS6, LS8, LS 11, and LS13.
- **Collection System**
 - Flushed/Jetted gravity sewer line areas.
 - Groveland, Bass Pond, Twin Pines Easement Manhole inspections.

Pictures

Parks Division

Maintenance and Repair

- **Mary Laveroni Community Park**
 - Landscape Maintenance
 - Movies in the park.
 - SummerFest 2023
 - Daily trash and bathroom maintenance
 - Repair roll up door on C.E.R.T. storage room
- **Ballfield & Dog Park**

General Maintenance Division

Maintenance By Department

- **Operations Department**

- 2G Water Treatment Plant
 - Clear drain lines inside treatment plant building.
 - Install new sump pump in flow meter vault.
- Big Creek Water Treatment Plant
- AWS
 - Clean leaves and debris from area. Install new protective covers on trailer tires.
- STP
 - Cleaned out septic tank.
 - Cleaned chamber at Roto Strainer to free clog.
 - Cleaned wash bay separator chambers.

- **Maintenance Department**

- Equipment
 - Shop tool 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
 - 62333: Fabricate new bracket for trailer plug and adjust fittings on air lines.
 - 41719: Lube, Oil, and change filters. Rotate tires. Inspect brakes. R&R skid plate.
 - 30711: Inspect and top off fluids and greased fittings.
 - 42127: Install new bed rail toolboxes and safety rack.
 - 42128: Lube, Oil, and change filters. Rotate tires.
 - 50817: Lube, Oil, and change filters. Rotate tires. R&R rear brake pads.
 - 31630: R&R mower deck belt. Top off hydraulic fluid.
- Buildings & Yard
 - Repair shop roll-up door.
 - Adjust, align, and lube chain on entry gate to GCSD maintenance area.
 - General yard cleanliness.
 - Vegetation management.
 - Weed Control on Reservoir 2 dam face.
 - Mow spray fields.

Contracted Work

- Moyle Excavation
 - Sewer Mainline and Force Main replacement – LS10 Force Main and Big Oak Flat

Workplace Safety and Training

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

- American Red Cross CPR Refresher Course - 4 Hours – 06/21/2023

**REGULAR MEETING OF THE BOARD OF
DIRECTORS GROVELAND COMMUNITY SERVICES
DISTRICT GROVELAND, CALIFORNIA
June 13, 2023
10:00 a.m.**

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

Call to Order

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

Director Mora is absent.

Approve Order of Agenda

Motion

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

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

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

General Manager's Report

Operations Manager's Report

Administrative Services Manager's Report

Proclamations

Recognition of Rachel Pearlman for her 6 Years of Service to the Groveland Community Services District

Recognition of Andrew Klein for his 2 Years of Service to the Groveland Community Services District

Consent Calendar

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

Approve Minutes from the May 9, 2023, Regular Meeting

Approve Minutes from the May 24, 2023, Special Meeting

Accept May 2023 Payables

Adoption of a Resolution Accepting the Construction Improvements for the Wastewater Treatment Plant Pond No. 1 Liner Replacement Project and Authorizing the District Manager to File a Notice of Completion with the County of Tuolumne Recorder's Office

Approve Selecting Candidate Pete Kampa for Seat C – Sierra Network of the CSDA Board of Directors Term 2024-2026

Waive Reading of Ordinances and Resolutions Except by Title

Motion

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

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

Old Business

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

None.

Discussion and Action Items

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

Adoption of a Resolution Establishing Board Member Remuneration, in Accordance with Director's Policy 10.3, for Attendance at Board Meetings, Training, and Other Approved Events

Motion

It was moved by Director Kwiatkowski and seconded by Director Edwards and the motion passed to approve to approve Resolution 30-2023 Establishing Board Member Remuneration, in Accordance with Director's Policy 10.3, for Attendance at Board Meetings, Trainings, and other Approved Event's.

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

Adoption of a Resolution Approving Agreement with Moyle Excavation to Provide on Call Emergency, Small Capital Improvement Project, and Maintenance Construction Services

Motion

It was moved by Director Armstrong and seconded by Kwiatkowski to Adopt Resolution 31-2023 Approving Agreement with Moyle Excavation to Provide on Call Emergency, Small Capital Improvement Project, and Maintenance Services.

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

Minutes 06 13 2023

Consideration of Authorizing the General Manager to Hire Temporary Staff for the Purposes of Records Management and other General Administrative Functions

Motion

It was moved by Director Swan and seconded by Director Armstrong and the motion passed to Authorize the General Manager to Hire Temporary Staff for the Purposes of Records Management and other General Administrative Functions.

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

Approval of Selecting Candidate Robert Swan for Special District Risk Management Authority's (SDRMS's) Board of Directors and Consideration to Select two more Candidates for the Open Seat's

Motion

It was moved by Director Armstrong and seconded by Director Edwards and the motion passed to select Candidate Robert Swan for SDRMA's Board of Directors Term 2024-2027 and to consider two more candidates for the open seats.

Ayes: Directors Kwiatkowski, Armstrong, Edwards, and Swan

Absent: Director Mora

Review of the FY 2023-24 Budget Preparation Schedule and Process

Motion

Information and update item, no action taken.

Adjournment

The meeting adjourned at 12:35pm.

APPROVE:

Janice Kwiatkowski, Board Vice President

ATTEST:

Rachel Pearlman, Board Secretary

**SPECIAL MEETING OF THE BOARD OF
DIRECTORS GROVELAND COMMUNITY SERVICES
DISTRICT GROVELAND, CALIFORNIA
June 29, 2023
10:00 a.m.**

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

Call to Order

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

Directors Armstrong and Swan are absent.

Discussion and Action Items

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

Adoption of a Resolution Authorizing the General Manager to Enter into a Professional Services Contract with White Brenner, LLC for General Counsel Legal Services for the District

Motion

*It was moved by Director Edwards, seconded by Director Kwiatkowski and the motion passed to adopt Resolution 32-2023 authorizing the General Manager to enter into a Professional Services Contract with White Brenner, LLC for General Counsel Legal Services for the District.
Ayes: Directors Mora, Edwards, and Armstrong
Absent: Directors Armstrong and Swan*

Public Hearing

Conduct Public Hearing Regarding the Adoption of the FY 2023-2024 Preliminary Budget

Director Mora opened the Public Hearing at 10:14am.

Director Mora closed the Public Hearing at 11:35am.

Adoption of a Resolution Approving the FY 2023-2024 Preliminary Budget Including Appropriations Limit, Investment of District Funds Policy, Miscellaneous Fee Schedule, Employee Salary Schedule, and Organizational Chart

Motion

*It was moved by Director Kwiatkowski and seconded by Director Edwards and the motion passed to adopt resolution 33-2023 approving the FY 2023-2024 Preliminary Budget including appropriations limit, investment of District funds policy, miscellaneous fee schedule, employee salary schedule, and organizational chart.
Ayes: Directors Mora, Edwards, and Armstrong
Absent: Directors Armstrong and Swan*

Adjournment

The meeting adjourned at 11:38am.

Minutes 06 29 2023

APPROVED:

Janice Kwiatkowski, Board Vice President

ATTEST:

Rachel Pearlman, Board Secretary

DRAFT



ACCOUNTS PAYABLE CHECK LISTING

June, 2023
Fiscal Year 22/23
Board Approval Date _____

Accounts Payable Checks



User: dpercoco
Printed: 7/5/2023 12:13:23 PM

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
902628	CAL09	CalPers 457 Plan Administrator	6/8/2023	True	PR Batch 00001.06.2023 CalPers Def Comp	\$1,153.85
902629	EDD01	EDD - Electronic	6/8/2023	True	PR Batch 00001.06.2023 State Income Tax	\$3,088.93
902630	FedEFTPS	Federal EFTPS	6/8/2023	True	PR Batch 00001.06.2023 FICA Employee Portion	\$17,566.55
902631	Orion	Orion Portfolio Solutions	6/8/2023	True	PR Batch 00001.06.2023 Orion 457	\$2,225.00
902632	PER01	Pers - Electronic	6/8/2023	True	PR Batch 00001.06.2023 PERS Employer Exp. PEPR	\$11,102.32
115882	OE3	Operating Engineers Local #3	6/12/2023	True	PR Batch 00001.06.2023 Oper Engin Union Dues	\$395.98
22808	49er	49er Communications	6/13/2023	True	Lapel microphone for BKR 5000	\$379.08
22809	Ahl01	Ahlswede, Adam	6/13/2023	True	A Ahlswede Conference Reimb for Hotel, parking & mileage, valve	\$750.65
22810	AIR01	Airgas USA, LLC	6/13/2023	True	Monthly Cylinder Rental-Helium	\$57.42
22811	Alp03	Alpha Analytical Labs, Inc.	6/13/2023	True	Operations Lab Testing for Water/Sewer	\$3,660.00
22812	am01	AM Consulting Engineers, Inc.	6/13/2023	True	April Engineering fees, Sewer proj. 8Km Clean CA 7K, Drought 14K	\$31,578.71
22813	ATT02	AT&T	6/13/2023	True	Monthly Cal Net phone service	\$102.59
22814	CAR06	Carbon Copy Inc.	6/13/2023	True	Monthly Copier Usage	\$25.84
22815	CVS01	Central Valley Salinity Coalition, Inc.	6/13/2023	True	Annual State CA Salt Study fee	\$303.23
22816	Cin01	Cintas	6/13/2023	True	First Aid Supplies	\$397.41
22817	Cle03	CleanSmith Solutions	6/13/2023	True	Disinfection/Janitorial Services Monthly	\$5,000.00
22818	csb01	CSBA District Services	6/13/2023	True	GASB AMM Report disclosure	\$1,500.00
22819	CWEA	CWEA	6/13/2023	True	Travis Deutsch Maint Mechanic 2 Cert Renewal	\$100.00
22820	Del05	Delta Growers, Inc.	6/13/2023	True	Grass seed for Ball field	\$1,386.53
22821	DKF01	DKF Solutions Group, LLC	6/13/2023	True	Surgace water sampling training for L Melchor	\$1,800.00
22822	EDIS01	E.D.I.S.	6/13/2023	True	Admin Supplemental Health Ins.	\$4,990.55
22823	Far02	Farr Construction	6/13/2023	True	Progress payment #11-15 for Big Creek Clearwell project	\$192,200.20
22824	Fas02	Fastenal	6/13/2023	True	PVC Stock, gloves, paper dispenser, brake cleaner	\$1,167.58
22825	GCS02	GCS D	6/13/2023	True	GCS D Water Bill	\$5,288.85
22826	Geo01	GeoAnalytical Laboratories, Inc.	6/13/2023	True	Lab testing for Biosolids	\$3,398.00
22827	gilb01	Gilbert Associates, Inc.	6/13/2023	True	Monthly CPA Services	\$3,800.00
22828	H&S	H & S Parts and Service	6/13/2023	True	Repair parts Old Vac Truck	\$190.73
22829	HOL01	Holt Of California	6/13/2023	True	5 yr Extended warranty for Catepillar auxillary motor on Vac-Con	\$2,790.00
22830	Hun02	Hunt & Sons, Inc.	6/13/2023	True	Fuel & Oil	\$5,367.72
22831	ICAD01	Industrial Control and Design, Inc.	6/13/2023	True	Invoice #3 of 3 completion of SCADA improvements	\$21,811.22
22832	ind04	Industrial Electrical Co.	6/13/2023	True	HMI Panel View repair for Lift Station #13, Irrigation pump inspect	\$1,436.41
22833	Int05	Interstate Truck Center	6/13/2023	True	2023 Peterbuild 537 Cab/Chassis	\$177,892.45
22834	JSW02	J.S. West Propane Gas	6/13/2023	True	Propane	\$1,273.23

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
22835	OTL01	Leonard Otley	6/13/2023	True	CERT Reimbursement	\$45.00
22836	LOW01	Lowe's Companies, Inc.	6/13/2023	True	5 ea. Fans	\$1,279.12
22837	met02	Metropolitan Life Insurance Company	6/13/2023	True	Monthly LTD Insurance	\$415.25
22838	MOT03	Mother Lode Answering Service	6/13/2023	True	Monthly Call Forward/Paging	\$291.40
22839	MOU03	Mountain Oasis Water Systems	6/13/2023	True	Bottled Water	\$130.50
22840	Oreil	O'Reilly Auto Parts	6/13/2023	True	Auto Parts	\$357.36
22841	UB*03215	Patterson, Jeffrey	6/13/2023	True	Refund Check 016058-000, 20180 Pleasant View 1/187	\$9.73
22842	PGE01	PG&E	6/13/2023	True	Monthly Electric Charges	\$826.79
22843	Pri04	Principal Life Insurance Company	6/13/2023	True	Monthly Vision & Life Insurance	\$585.75
22844	Rig01	Right Now Couriers	6/13/2023	True	Monthly Courier Service	\$780.00
22845	Ron01	Rudy, Roni Lynn	6/13/2023	True	Social Media Management for May & June	\$5,460.50
22846	Saf05	Safety Supply America	6/13/2023	True	Battery for Thermal Imaging Camera	\$670.63
22847	SFPUC	San Francisco Public Utilities Commission	6/13/2023	True	Monthly Water Purchase	\$13,225.08
22848	SDR01	SDRMA	6/13/2023	True	Additional Equipment/Vehicles added	\$13,143.90
22849	SWR02	SWRCB	6/13/2023	True	Darren Dalton Distribution 2 Cert	\$65.00
22850	Syn02	Synapse Technologies Inc.	6/13/2023	True	Engineer Travel & On Site Training- 5/10/23-Laserfiche	\$5,381.25
22851	TMC01	TMC Construction	6/13/2023	True	2 day rate for Easement clearing	\$5,600.00
22852	TUO01	Tuo. Co. Public Power Agency	6/13/2023	True	Monthly Public Power Purchase	\$48,597.79
22853	TUO13	Tuolumne Co. Fire Chiefs Assoc.	6/13/2023	True	Annual Membership for Fire Chief's Association dues	\$150.00
22854	Tuo14	Tuolumne County Recorder	6/13/2023	True	Monthly subscription to County Records	\$243.50
22855	TWO1	Two Guys Pizza	6/13/2023	True	Snack Food for Movies in the Park	\$271.40
22856	USP01	United States Postal Service	6/13/2023	True	Annual Post Office Box Rental	\$332.00
22857	WRT01	Wallace, Robert & Todd	6/13/2023	True	Services thru May 2023 for Groveland Clean CA Implementation	\$28,396.50
22858	Wells	Wells Fargo Vendor Financial Services, LLC	6/13/2023	True	Monthly Lease on Admin Copier	\$359.28
22859	WIN01	Winner Chevrolet	6/13/2023	True	2023 Chevy 1500 Double Cab 4 x 4	\$45,874.21
22860	CWEA	CWEA	6/14/2023	True	Al Deshaies CWEA Membership, A Klein CSM Grade 2	\$307.00
22861	Tuo14	Tuolumne County Recorder	6/14/2023	True	14 Satisfaction of Liens	\$280.00
22878	UMP01	UMPQUA Bank Comm Card Ops	6/14/2023	True	May Credit Card purchases	\$11,838.00
115883	OE3	Operating Engineers Local #3	6/16/2023	True	PR Batch 00002.06.2023 Oper Engin Union Dues	\$395.98
902633	CAL09	CalPers 457 Plan Administrator	6/16/2023	True	PR Batch 00002.06.2023 CalPers Def Comp	\$1,153.85
902634	EDD01	EDD - Electronic	6/16/2023	True	PR Batch 00002.06.2023 State Income Tax	\$3,772.56
902635	FedEFTPS	Federal EFTPS	6/16/2023	True	PR Batch 00002.06.2023 Medicare Emple Portion	\$19,764.05
902636	Orion	Orion Portfolio Solutions	6/16/2023	True	PR Batch 00002.06.2023 Orion 457	\$2,225.00
902637	PER01	Pers - Electronic	6/16/2023	True	PR Batch 00002.06.2023 PERS Employer Exp. PEPRA	\$11,102.32
22862	am01	AM Consulting Engineers, Inc.	6/20/2023	True	May Engineering fees-Sewer proj 15K, Drought 20K	\$46,311.81
22863	AT&T Mob	AT&T Mobility (First Net)	6/20/2023	True	Monthly Field Cell Phone fee	\$889.45
22864	CWEA	CWEA	6/20/2023	True	Luis Melchor Plant Maint 1 Cert Renewal	\$95.00
22865	Days	Day's Generator Service, Inc.	6/20/2023	True	Progress billing - #5 for Generator installantions-Emergency proj	\$100,971.53
22866	ESRI01	Environmental Systems Research Institute Inc.	6/20/2023	True	ArcGIS Viewer Annual Subscription	\$76.55
22867	JSW02	J.S. West Propane Gas	6/20/2023	True	Repair line hit by contractor during WWTP generator installation	\$362.46
22868	CUR01	L. N. Curtis & Sons	6/20/2023	True	Small Tools/Safety Equip, rope system, 20 gallons PPE cleaner	\$1,627.68
22869	neu01	Neumiller & Beardslee	6/20/2023	True	Legal Services	\$506.00
22870	Pin07	Pine Mountain Auto	6/20/2023	True	May Auto Parts	\$1,279.44

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
22871	pml01	PML Hardware & Supply Inc.	6/20/2023	True	May Hardware supplies	\$882.82
22872	SUE01	Ray Suess Insurance & Invst	6/20/2023	True	Retired Members Medical	\$3,406.40
22873	Sprbrk	Springbrook Holding Company LLC	6/20/2023	True	Monthly Civic Pay C/C Pmt Fees	\$1,412.90
22874	SWR02	SWRCB	6/20/2023	True	Steve Buie Water Distribution exam and SWRCB Renewal fee	\$120.00
22875	UNI01	Union Democrat	6/20/2023	True	Public Hearing ad for 2023-24 Budget	\$130.50
22876	USA03	Usa Blue Book	6/20/2023	True	Weights for Lift Station floats, Fragrance blocks for Lift Stations	\$826.84
22877	Wood01	Wood Rodgers, Inc.	6/20/2023	True	Prof services through 5/31/23 for Integrated Water/Wastewater MP	\$376.25
22884	ATT02	AT&T	6/28/2023	True	Monthly Cal Net phone service	\$101.59
22885	ATTL02	AT&T (Internet)	6/28/2023	True	Monthly Fiber Internet-Admin	\$594.52
22886	Cle03	CleanSmith Solutions	6/28/2023	True	Disinfection/Janitorial Services Monthly	\$5,000.00
22887	Com04	Comphel Heating & Air Conditioning, Inc.	6/28/2023	True	Maint. building Mitsubishi Heat/Air unit	\$17,550.00
22888	Fas02	Fastenal	6/28/2023	True	Janitorial supplies, gloves, PVC Stock, Duct Tape	\$1,055.28
22889	GEN01	General Plumbing Supply	6/28/2023	True	Plumbing Stock Parts	\$3,216.92
22890	HAC01	Hach	6/28/2023	True	3 ea.Big Creek CL2 Analyzers	\$22,451.72
22891	UB*03218	Hernandez, Salvador & Silvia	6/28/2023	True	Refund Check 013313-000, 20470 Ferretti Road 3/34	\$9.05
22892	UB*03221	Jones, Lidia	6/28/2023	True	Refund Check 016098-000, 20640 CRESTPINE 3/466 & 467	\$77.05
22893	Met03	Metro Presort	6/28/2023	True	Monthly UB Statement Processing-May	\$1,998.94
22894	UB*03217	Montoya Revocable Trust	6/28/2023	True	Refund Check 014181-000, 19445 FERRETTI RD 6/10	\$109.79
22895	NBS01	NBS Government Finance Group	6/28/2023	True	Sewer Rates Studies 2023 thru May 31, 2023	\$1,612.50
22896	UB*03216	Orefice, Keith & Lisa	6/28/2023	True	Refund Check 014797-000, 13194 WELLS FARGO 2/220 (M	\$114.37
22897	UB*03220	Sanders, Ben & Sheridan	6/28/2023	True	Refund Check 017313-000, 13516 Clements 12/148	\$171.96
22898	SIE10	Sierra Heavy Duty Parts & Service	6/28/2023	True	Purge Valve Kit	\$99.20
22899	SIE03	Sierra Motors	6/28/2023	True	1 Harness	\$112.77
22900	Tra03	Tractor Supply Credit Plan	6/28/2023	True	Dbad Boy Deck belt 60" for mower deck	\$95.44
22901	US Treas	United States Treasury	6/28/2023	True	Dec 31, 2022 Patient Centered Outcome Research Fee	\$63.00
22902	UB*03219	Williams, Michael & Susan	6/28/2023	True	Refund Check 012358-000, 19761 Cottonwood 6/76 & 77	\$194.01
22919	Moy02	Moyle Excavation Inc.	6/29/2023	True	PG&E Fire Hydrant repairs (2), Pmt #3 for WWTP Pond Liner	\$65,216.07
					June Direct Deposi Payroll	\$93,028.80
					Total Account Payable for June, 2023	\$1,099,660.34



BOARD MEETING AGENDA SUBMITTAL

TO: GCSD Board of Directors

FROM: Rachel Pearlman, Board Secretary

DATE: July 11, 2023

SUBJECT: Agenda Item 6A: Public Hearing for the Placement of Delinquent Charges for FY 2022-23 on Property Tax Rolls

RECOMMENDED ACTION

Staff recommends the following action:

I move to Adopt Resolution 34-2023 Approving the Report of Unpaid Charges and Delinquencies for FY 2022-23 and to Authorize Staff to File the Report and Resolution with the Tuolumne County Auditor on or before August 10, 2023, to Collect the Delinquent Charges.

BACKGROUND

Government Code Section 61115 (Code) provides for the collection of unpaid utility charges and delinquencies. There are two basic methods set forth in the Code that may be pursued simultaneously. The Code provides that the District may record a Certificate of Lien with the County Recorder's Office declaring the amount of charges and penalties due. The recorded Lien attaches to any real property in the County that is owned by the delinquent property owner. The Code also authorizes the District to collect the delinquent charges and penalties on the tax rolls as part of the ad valorem property tax collected by the County on real property, after a public hearing.

Notice of such a public hearing must be published in the newspaper and mailed notice must be given to the delinquent property owner. Notice of this public hearing was published in the Sonora Union Democrat on June 24, 2023, and mailed notices were sent to the property owners on June 9, 2023.

In addition to providing notice of the hearing, the General Manager must file a report with the Board that describes the amount of unpaid charges and delinquencies, as well as the associated property owners and the assessor's parcel numbers. At today's public hearing, the Board must hear and consider any objections and/or protests to this report. At the close of the public hearing, the Board must make a determination on each affected parcel by adopting or revising the report. The final report is filed with the County Auditor on or before August 1st and the amount entered on the property tax assessment roll for collection in the same manner as property taxes.

ATTACHMENTS:

1. Resolution 34-2023
2. Report of amount of Unpaid Charges and Delinquencies for FY 2022-23

GROVELAND COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 34-2023

**RESOLUTION OF THE BOARD OF DIRECTORS
REGARDING COLLECTION OF DELINQUENT CHARGES**

WHEREAS, GROVELAND COMMUNITY SERVICES DISTRICT (hereinafter the “District”) is a community services district duly organized and validly existing pursuant to the laws of the State of California, Government Code Section 61000 et seq., and

WHEREAS, Government Code Section 61115 specifies the permissible methods for collection and enforcement of unpaid charges for services which the District provides including, but not limited to, the following: (1) by recording in the office of the County Recorder of the county in which the affected parcel is located, a certificate declaring the amount of the charges and penalties due and the name and last known address of the person liable for those charges and penalties which shall constitute a lien against all real property of the delinquent property owner in that county; and (2) to provide that any charges and penalties may be collected on the tax roll in the same manner as property taxes after giving notice to the affected property owner of the time and place for a public hearing to consider any objections or protests to the District’s statement of delinquent charges; and (3) to provide for a basic penalty for the nonpayment of charges of not more than ten percent (10%); and

WHEREAS, the District’s Water Ordinance authorizes the District to set user rates, charges, and fees for water related services, and

WHEREAS, the District’s Sewer Ordinance authorizes the District to set user rates, charges, and fees for sewer related services, and

WHEREAS, pursuant to Government Code Section 61115, on June 9, 2023 the District mailed to all affected property owners a written Notice of Hearing for Filing of Report and Collection of Charges on Property Tax Roll, notifying property owners of a public hearing before the Board of Directors of this District on July 11, 2023 at 10:00 a.m. for the purpose of hearing and making determinations on a report by the General Manager describing the amount of charges and delinquencies for FY 2022-23 on the affected parcels; and

WHEREAS, said Notice of Hearing for Filing of Report and Collection of Charges on Property Tax Roll was published in The Union Democrat Newspaper, Sonora, California, as required by Government Code Section 61115 on June 24, 2023; and

WHEREAS, the Board of Directors of District has conducted and completed the public hearing in accordance with the notice requirements specified in Government Code Section 61115.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Groveland Community Services District that the report from the General Manager describing the amount of charges and delinquencies for FY 2022-23 is attached hereto entitled Exhibit A and is hereby approved, received and filed; the Board hereby determines that the charges and delinquencies in the amount of \$33,120.08 shall be collected by the Tuolumne County Tax Collector on the Property Tax Roll in the same manner as property taxes; and that Staff is hereby directed to file with the Tuolumne County Auditor a copy of this Resolution on or before August 1, 2023, whereby the County Auditor shall enter the amount of the delinquent charges as specified in this Resolution against each of the affected parcels of real property specified herein as they appear on the current assessment roll, and collect the charges and delinquencies in the same manner as property taxes.

PASSED, APPROVED AND ADOPTED this 11th day of July 2023, by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVE:

Janice Kwiatkowski, Vice President

ATTEST:

Rachel Pearlman, Board Secretary

I hereby certify that the special meeting was held on July 11, 2023, and that such Resolution has not been modified, amended, or rescinded, and is currently in full force and effect.

Rachel Pearlman, Board Secretary

EXHIBIT A

**GROVELAND COMMUNITY SERVICES DISTRICT
REPORT OF UNPAID CHARGES AND DELINQUENCIES FOR FY
2022-23**

First	Last	APN	Amount
William & Mary	Langan	007-190-009-000	\$146.73
Paul & Antoinette	Kohn	093-240-013-000	\$1,391.11
Nancy	Lowe	091-300-021-000	\$937.32
Jane	Hansen	093-150-011-000	\$2,670.08
Rufus	Price	094-210-021-000	\$937.32
Amarjit	Grewal	094-340-010-000	\$184.82
Alicia	Bird	066-380-013-000	\$417.54
Wayne	Bonds	092-090-032-000	\$1,280.11
L.	Quintero	094-170-010-000	\$134.71
Marvin	Needles	092-280-002-000	\$174.99
Leo	Vigil	090-130-019-000	\$2,561.12
Daniel & Sharon	Mello	090-150-036-000	\$936.63
Glenn	Gray	007-070-002-000	\$9,093.75
John	Carver	090-038-022-000	\$122.74
David & Maria	Winfrey	091-280-019-000	\$195.10
John	Delaney	092-160-005-000	\$172.99
Keith & Susan	Grady	092-300-012-000	\$766.82
David	Perry	094-320-026-000	\$116.36
David	Perry	094-060-010-000	\$188.74
David	Perry	094-320-024-000	\$184.00
David	Perry	094-320-025-000	\$130.44
Donald	Handley	092-080-012-000	\$201.53
Marc	DeJong	007-190-023-000	\$2,228.23
Mark	Williams	092-050-005-000	\$346.78
Paul	Ingvaldsen	094-060-038-000	\$1,935.22
Elizabeth	Gutierrez	094-200-037-000	\$146.74
Elizabeth	Gutierrez	092-150-018-000	\$144.73
Cassie	Darnall	092-270-002-000	\$218.18
Mark	Williams	090-410-007-000	\$116.30
Irma	Gil	091-280-017-000	\$186.42
Qingming	Hou	092-010-024-000	\$134.72
Anthony	Villegas	091-280-046-000	\$144.74
Brian	Nelson	094-270-015-000	\$146.74
Ralph	McAnelly	094-170-004-000	\$130.74
Chengxiang	Ye	091-050-037-000	\$865.93
Angel	Hernandez	094-160-022-000	\$197.45
Century Land, LLC		090-040-054-000	\$118.18
Century Land, LLC		094-250-001-000	\$131.92
Robert	Mitchell	066-411-007-000	\$486.51
George	Lowe	092-100-026-000	\$2,495.60
		2022-2023 Tax Roll Lien Amount	\$33,120.08