

REGULAR MEETING OF THE BOARD OF DIRECTORS
Groveland Community Services District

AGENDA
June 06, 2013
10:00 a.m.

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

Call to Order

Pledge of Allegiance

Roll Call of Board Members

Steve Pereira, President
Virgil McVicker, Vice-President
Scott Wemmer, Director
John Armstrong, Director

Public Comment (3 minutes per speaker, estimated time req'd, 15 min.)

The public may speak on any item not on the Agenda. We want you to understand that we are listening carefully. However, no action may be taken by the Board. The Board will only hear questions, no responses or answers will be provided. Any item that requires lengthy discussion or Board action shall be submitted in writing to the District Secretary. This will enable the meeting to proceed with decorum, and to facilitate an orderly and respectful business meeting. Thank you.

1. Agenda Approval

(prepared by Director Perreira in consultation Staff including Interim GM Jon Sterling)

Information Items (Brief Info. items of high interest to the public may precede Action Items)

2. Report from Staff on Status of Sewer Spill & Other Regulatory Enforcement Actions by the California Water Quality Control Board (Status of Sewer Spill Fines)

(presented by Interim GM Jon Sterling: verbal brief, 10 minutes)

Action Items to be Considered by the Board

3. Consider approving GM Duties and Qualifications Statement

(presented by Director Scott Wemmer: written statement, 10 minutes)

4. **Consider approving Meeting Procedure for Board Candidate's Forum, June 12, 2012**
(presented by Director Steve Perreira: written Agenda for Special Mtg., 10 minutes)
5. **Consider approving the Substantially Revised GCSO Organizational Chart and Part-Time Position "Financial Services Assistant, FS 1"**
(presented by GM Jon Sterling: flow chart, 15 minutes)
6. **Consider approving Revised Meter Reading & Billing Procedure, Cost Savings**
(presented by GM Jon Sterling: written outline procedure, 15 minute presentation)
7. **Consider approving Board Manual Revisions, "Duties of the Board," including Annual or Twice Annual Survey / Meeting with Employees, Balanced Budget, Contract Limits**
(presented by Director Steve Perreira: amendments to Board Manual, 15 minutes)
8. **Consider approving Employee Survey with respect to the Work Environment, Their Suggestions, Etc.**
(presented by Dr. Carol Simpson & Director Armstrong: Outline Procedure, 15 minutes)
9. **Consider approving Funds for an Information Booth at the First Annual Sierra Ecological Summit at Mountain Sage, Groveland, June 21 & 22, 2013.**
(presented by Director Perreira: written brief, 5 minutes)
(presented by GM Jon Sterling: written brief, GCSO lawn replacement project, 5 min.)
10. **Consider approving Board Manual Revisions to make Board Meeting Time more Convenient to Ratepayers and to Limit Meeting Duration.**
(presented by Director Wemmer [for Director McVicker], to amend Board Manual, 15 min.)
11. **Authorize \$2,500 for Contingency Fund for Legal Fees (Union Negotiations)**
(presented by Director Wemmer on behalf of Director McVicker)

Information Items (est. 30 minutes)

12. **Staff Reports**
 - A. **General Manager's Comments**
 - B. **Operations and Maintenance**
 - C. **Fire Department**
 - D. **Admin/Finance Report** (Consulting CPA Roger Moran. Reports on: Water & Sewer Funds Reconciliation and potential Loan for EACE)
 - E. **District Counsel Report**
13. **Ad Hoc Committee Reports**
 - A. **Water Conservation (Directors Perreira)**
 - B. **Finance (Director McVicker)**
 - C. **Labor Negotiations (Directors Wemmer [new chair] & McVicker)**
 - D. **Sewer Fund (Director McVicker)**

- E. **GM Selection (Directors Wemmer [chair] & Perreira)**
- F. **Vacant Board Seat Selection (Director Perreira)**
- G. **Sewer Spill Oversight (Director Wemmer) Disbanded**
- H. **GM Contract Negotiating (Dir. McVicker & D.C. McMurchie) Disbanded**
- I. **Legal Counsel Options (Directors Armstrong & McVicker) Disbanded**

14. Standing Committee Reports (est. 5 minutes)

- A. **TBD: Budget Committee (Directors ?? , GM Sterling, Citizens ??)**
- B. **Employee Survey Committee (Director Armstrong, Dr. Carol Simpson)**

15. Director Comments (est. 5 minutes)

Action Items

Closed Session

16. Closed Session (est. 30 minutes)

- A. Conference with Labor Negotiator
Pursuant to Section 54957.6
Agency Negotiator: Kevin Dale in consultation with Directors Wemmer & McVicker
Employee Organization: Operating Engineers Local No. 3

17. Report out of Closed Session (est. 1 min.)

18. Adjournment (est. 1 min.)

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

Summary of Guidelines for Public Comments at District Board Meetings

(Excerpt from Exhibit B of Policy Manual for the Board of Directors)

1. Persons wishing to speak on any Agenda Item are asked to complete a Speaker Request Card and give it to the Board Secretary prior to the meeting.
2. The Presiding Officer will:
 - 1 Announce the Agenda Item
 - 2 Staff will provide a report and any associated recommended actions to be considered by the Board of Directors.
 - 3 Members of the public will be identified by the Presiding Officer and asked to present their comments and submittals
 - 4 The Presiding Officer will close the hearing and bring the issue back to the Directors for discussion and possible action.
3. Oral comments will typically be limited to 3 minutes and must be relevant to the Agenda Item.

California Elections Code Section 18340 states: Every person who, by threats, intimidations, or unlawful violence, willfully hinders or prevents electors from assembling in public meetings for the consideration of public questions is guilty of a misdemeanor.

California Penal Code Section 403 states: Every person who, without authority of law, willfully disrupts or breaks up any assembly or meeting that is not unlawful in its character...is guilty of a misdemeanor.

As presiding officer, the President of the Board has the authority to preserve order at all Board of Director meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.
(Sec. 6 Policy Manual for the Board of Directors)

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)