

**BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
August 1, 2013
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Steve Perreira, President, Virgil McVicker, Vice President, John Armstrong, Bob Swan, and Scott Wemmer being present. Also present was Interim General Manager Jon Sterling.

Director Perreira called the meeting to order at 10:01am.

Public Comment

No comments.

Agenda Approval

Director Perreira announced that legal counsel will be arriving at 12:00pm to meet with the Board in closed session, and therefore the agenda needed to be rearranged to move the closed session item up on the agenda.

Motion

Director Perreira moved, seconded by Director Armstrong, and the motion passed unanimously to approve the agenda as amended, moving the closed session item to number six on the agenda and item five to be moved after closed session.

Action Items to be Considered by the Board of Directors

Consent Calendar

- A. Approve Minutes from the April 16, 2013 Special Board Meeting
- B. Approve Minutes from the April 29, 2013 Special Board Meeting
- C. Approve Minutes from the May 2, 2013 Regular Board Meeting
- D. Approve Minutes from the May 10, 2013 Special Board Meeting
- E. Approve Minutes from the May 15, 2013 Special Board Meeting
- F. Waive Reading of Ordinances and Resolutions Except by Title

Motion

Director Perreira moved, seconded by Director Wemmer, and the motion passed to approve items A, B, and C of the consent calendar.

Ayes: Directors: Perreira, McVicker, and Wemmer

Abstain: Directors Armstrong and Swan

Motion

Director Perreira moved, seconded by Director Armstrong, to approve items D and E of the consent calendar.

Public Comment

Member of the public Carol Simpson asked that the Board to wait to approve items D and E of the consent calendar because she had comments she made at one of the two meetings that she wanted included and were not reflected in the record.

Vote:

Ayes:

Noes: Directors Armstrong, Wemmer, and Perreira

Abstain: Director Swan

Motion

Director Armstrong moved, seconded by Director Wemmer, and the motion passed unanimously to approve item F of the consent calendar.

Public Hearing for the Placement of Delinquent Charges and Delinquencies for FY 2012-13 on Property Tax Rolls

Interim General Manager Jon Sterling presented the item to the Board.

A member of the public stated that they no longer owned the property and therefore were not responsible for the delinquent charges.

Staff member Traci Giles answered questions from the Board with regard to the process of the placement of delinquent charges on the tax roll. The Board wanted clarification as to why property owner's names had to be listed on the public document. Clarification was received from the County that it was procedure to list the property's listed owners on the tax roll documents.

Adopt Resolution 7-13 Regarding Collection of Delinquent Charges

Motion

Director McVicker moved, seconded by Director Armstrong, and the motion passed unanimously to adopt Resolution 7-13 regarding collection of delinquent charges.

Consider Approving Employee Survey

Member of the public Dr. Carol Simpson presented the employee survey that she composed to the Board. She explained the process she used to put the survey together, using many of the comments received from staff as a guideline for what questions to ask. She further explained that the employees would be able to take the survey online or submit a hard copy. A discussion ensued between the Board and the public providing input and recommendations for the survey. Dr. Simpson read the changes agreed upon into the record stating, "...lets change my title from test director to test project manager, number two, insert into the set of rating scales for the Board of Directors "has respect for GCSD manager", number three, add a question at the end soliciting recommendations to improve the survey for next year."

Motion

Director Swan moved, seconded by Director McVicker, and the motion passed unanimously to approve the employee survey as amended.

Approve Time and Place of Board Meetings

Mr. Sterling presented the item to the Board. A discussion ensued between the Board, staff, and members of the public.

Motion

Director Perreira moved, seconded by Director Armstrong, and the motion passed unanimously that regular Board meetings for the month shall be on the first Monday of the month at 10:00am, the third Monday of the month at 6:00pm, and that in place of the second meeting of the month on a quarterly basis for the months of January, April, July, and October, the second meeting of

the month shall be held on the forth Saturday at 10:00am effective August 19th.

Approve Agreement Between Kevin Dale and Groveland Community Services District for Personnel Legal Services

The item was tabled to the August 19th meeting.

The Board convened into closed session at 12:00pm.

Director Armstrong left the meeting before closed session.

Closed Session

- A. Public Employment
Pursuant to Govt. Code Section 54957
Title: General Manager

- B. Conference with Legal Counsel – Significant Exposure to Litigation
Pursuant to subdivision (b) of Section 54956.9
Number of matters to be discussed: 2

- C. Conference with Labor Negotiator (Pursuant to Govt. Code Sec. 54957.6)
Agency Negotiator: Attorney Kevin Dale
Employee Organization: Operating Engineers Local No. 3

The Board convened into open session at 2:30pm.

Report out of Closed Session

Director Perreira announced that the Board approved by a 4-0 vote the release to the public the proposed contract for employment for Jon Sterling to be General Manager and Operations and Maintenance Manager of GCSD. He further stated that the contract would be available to the public by August 5th on the website, available for the public at the District office, and posted in the District office. He added that the contract would be up for consideration by the Board for approval at the August 19th meeting. Director Armstrong was absent for the vote.

Approve Additional Funds with Regard to Legal Counsel Fees

Director Perreira introduced the item to the Board. District Counsel Vicki Hartigan stated that it is believed an additional \$5,000 would be needed to complete a specific item.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to approve an additional \$5,000 for legal counsel fees.

Ayes: Directors Swan, Perreira, Wemmer, and McVicker

Absent: Director Armstrong

Accept the FY 2011-12 Basic Financial Statements

Mr. Sterling presented the audited financial statements to the Board. A discussion ensued between the Board, staff, and members of the public. The Board directed staff to contact the auditing firm to clarify the statement on page 21 relative to the private sector standards which states, "...the District has elected not to follow subsequent private sector guidance." In addition, staff was directed to receive clarification on page 25 of the audit with regard to the statement, "The District maintains a separate cash account for each fund."

The Board took a break at 3:22pm.
The Board reconvened at 3:30pm.

Information Items

A. Ad Hoc Committee Reports Legal Counsel Options (Directors Armstrong & McVicker)

No report.

B. Water Conservation (Directors Perreira)

Director Perreira presented an update to the Board and stated that Director Armstrong will be added to the committee and that the committee will be a standing committee going forward.

C. Finance (Directors McVicker)

Director McVicker read *The State Controller's Uniform System of Accounts for Water Utility Districts* with regard to long term liabilities.

D. Labor Negotiations (Directors McVicker & Wemmer)

Director Wemmer announced that the bargaining unit was meeting on Monday to review proposals.

Standing Committee Reports

A. Strategic Planning (Director Wemmer)

No report.

Staff Reports

A. General Manager's Comments

Mr. Sterling stated that the District is on track with the State with regard to the settlement agreement and that the first installment payment has been made out and would be mailed the following day.

B. Operations and Maintenance

Mr. Sterling presented the O&M report to the Board.

C. Fire Department

Mr. Sterling presented the Fire Department report to the Board.

D. Admin/Finance Report

Mr. Sterling presented the Admin/Finance report to the Board.

E. District Counsel Report

No report.

Director Comments

No comments.

Adjournment

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed to adjourn the meeting at 4:56pm.

Ayes: Directors Swan, Perreira, Wemmer, and McVicker

Absent: Director Armstrong

APPROVED

ATTEST:

Steve Perreira, President

Jennifer L. Flores, Board Secretary