

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
February 13, 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, Bruce Carter, Vice President, Maureen Griefer, Scott Wemmer, and John Armstrong being present. Also present was General Manager Jon Sterling and Office Manager/ Board Secretary Jennifer Flores.

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

Public Comment

Mrs. Crow asked the Board as to how the decision was made to select BHI Management Consulting.

Director Carter informed Mrs. Crow of the Special Meeting that occurred February 1, 2017 where BHI was retained for the GM recruitment services.

Agenda Approval

Motion

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

Information Items

Receive Cal Fire Monthly Board Report

Chief Acosta presented his report to the Board. He stated significant events in the month of January that included a horse assistance at the PML stables, and a structure fire. He further stated the crew has been completing additional training such as swift water rescue, continued professional training, and EMT/ EMS recertification.

Recognition of Past Directors Steve Perreira and Virgil McVicker for their Service on the Board

Director Swan presented recognition plaques to Mrs. McVicker who accepted on the behalf of Director McVicker and one to Director Perreira as well for their service on the Board.

Presentation by Charge Point Representative Munni Krishna Regarding Electric Vehicle Fast Charging Corridors

Munni Krishna made a presentation to the Board. She presented the proposed sites for the proposed electric vehicle charging station for Groveland. A long discussion ensued between the Board, Ms. Krishna, and members of the public.

Action Items to be Considered by the Board of Directors

Consent Calendar

- a. Approve Minutes from the January 9, 2017 Regular Board Meeting
- b. Approve Minutes from the February 1, 2017 Special Meeting

Motion

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

Consider for Approval Revisions to the District's Operational Policies and Procedures Manual Regarding the District Billing Adjustments for Water Breaks/Leaks

Office Manager/District Secretary Flores presented the item to the Board. She stated after several discussions, staff has brought the final draft back to the Board for approval. A few edits were suggested for staff to update.

Motion

Director Armstrong moved, seconded by Director Wemmer, and the motion passed unanimously to approve the Revised OPPM Section 106.14 Water and Sewer Account Leak Adjustment Requests.

Introduce and Waive the First Reading of Water Ordinance 2-17 Repealing and Replacing Ordinance 2-10 and all Amendments Thereto

Ms. Flores presented the item to the Board, and discussed the process of adopting the revised ordinance.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to Introduce and Waive the First Reading of Water Ordinance 2-17 Repealing and Replacing Ordinance 2-10 and all Amendments Thereto.

Information Items

Review Mid-Year Budget Adjustments

Mr. Sterling presented the item to the Board. He updated the Board on the needed adjustments: a premature vehicle failure, an adjustment of a staff position from Operations to Administration, and the hiring of BHI to handle General Manager Recruitment, total amount of adjustments are a \$42,000 net increase to the FY 16-17 Budget.

Distribute and Discuss Water Bond Customer Charge Recalculation

Ms. Flores presented the item to the Board. She stated due to the refinancing of the water debt service bonds, and money saved or accumulated throughout the years, she researched the possibility of adjusting the monthly charge to a lower amount. She further stated that Jamie Matthews had performed the calculations and that the monthly charge could be reduced as reflected in the calculation sheet provided. A brief discussion ensued between the Board and staff. The item would be brought back to the Board for consideration at the March meeting.

Staff Report Regarding Condition of Flume

Mr. Sterling presented to the Board. He stated that Reservoir 2's emergency flume has 1400 ft. of destroyed concrete. Cal Fire Baseline crews were able to clean the flume, and remove debris. He stated the District has applied for consideration for emergency funding from Cal OES and Tuolumne County. A discussion ensued between the Board, staff and members of the public.

Staff Update on District Grants

Mr. Sterling presented the updates on District Grant funded projects.

Downtown Groveland/Big Oak Flat Sewer Replacement: The District is still working closely with Fish and Game for permits.

Downtown Groveland/ Big Oak Flat and White Gulch Ranch Water Replacement: Preliminary survey work has begun.

Big Creek Clear Well Recoating: A solely District funded project was planned for April, however due to the intense work load brought on by running AWS for the extended amount of time, the District will have to delay the project until October.

LS 16 Big Oak Flat: RTC is finishing up work on the force main; project is expected to be completed by the end of the month.

UWMP: The updated plan has been submitted to the state.

Discuss and Direct Staff to Look for Possible Locations to Relocate the “A” Fire Station

Director Carter stated the Fire Committee met with Chief Acosta and discussed possible options for relocation.

Chief Acosta informed the Board of the possible locations considered. One was a parcel off Hemlock Rd, a parcel located near the PML Campground, and a parcel near Tioga High School. The campground was considered the most feasible option for the possible relocation. The District's next step will be to contact PML for further feasibility discussions.

Director Swan directed the General Manager to contact Pine Mountain Lake Homeowner's Association to discuss the campground location.

Staff Update on Sewer Rate Study Progress

Ms. Flores presented the item to the Board. She stated the District received notification from Allison, (the main consultant from Bartle & Wells) that she was no longer with the company. Staff took part in a conference call with Doug Dove, and was informed he will be taking over the project. A presentation is tentatively scheduled for the March 13th regular meeting.

Mr. Sterling stated the timeline has been pushed back a month. A long discussion ensued between the Board and staff.

Ad Hoc Committees Reports

Board of Director's Policy Manual (Director Swan)

No report.

Equipment Review Committee (Directors Wemmer & Armstrong)

No report.

Survey Committee (Directors Carter & Armstrong)

Director Carter asked staff to continue collecting surveys until the end of February, and then report back to the Board.

Budget Committee (Directors Swan & Grierfer)

Director Swan stated the committee met, and the next meeting is scheduled for February 27, 2017 at 9 am.

Fire Department (Directors Carter & Armstrong)

No further report.

Drought Ordinance Revision Committee (Directors Swan & Wemmer)

No report. Meeting scheduled for February 23, 2017 at 10 am.

General Manager Recruitment Committee (Directors Carter & Grierfer)

Next meeting scheduled for 10 am.

Standing Committee Reports

Park Committee (Directors Wemmer & Grierfer)

Ms. Flores reported on the KaBOOM grant, she stated staff has received three designs which will be presented to the elementary school where the children will vote and choose the design.

Mr. Sterling stated staff has researched the feasibility of third party operations of the Leon Rose Ball Field, and that the grounds must be brought up to safety standards. He further stated the District does not have the staff available to the work; however Baseline inmate crews may be available to assist the District in March.

Director Wemmer stated that it is the Park Committee's recommendation to keep the Ball Field closed, and to not allow the High School to use the field until the field can be rehabbed to safe conditions with assistance from the county.

Water Conservation (Directors Swan & Carter)

Director Carter stated the conservation poster contest has been presented to the schools again, and an article has been submitted to the Yosemite Highway Herald.

Finance Committee (Director Swan & Director Grierfer)

Mr. Sterling stated once the quarterly reports are received, a meeting date and time will be set for the meeting.

Staff Reports

General Manager's Comments

Mr. Sterling stated the Board will need to create a long term strategic plan in regards to the planned extended SFPUC tunnel shutdowns in the future. He stated that he will be bringing plans to install a booster pump at Tank 2 to the Board for consideration.

Operations and Maintenance

Mr. Sterling presented to the Board. He stated the AWS has been causing swing shifts to meet water demands. A brief discussion ensued.

Admin/Finance

a. List of January Payables

b. Review 2nd Quarter Financial Statement

Ms. Flores presented the January payables and the 2nd Quarter Financial Statements to the Board. A brief discussion ensued.

Director Comments

Director Carter commended the Operations and Maintenance Departments on all the hard work they have been doing since the tunnel shutdown. He further stated that he will be resigning from the Board, and that April 15th will be his last day.

Adjournment

Motion

Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 1:16 pm.

APPROVED:

ATTEST:

Robert Swan, President

Jennifer Flores, Board Secretary

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