

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
OCTOBER 14, 2025  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Nancy Mora President, Robert Swan Vice President, Janice Kwiatkowski and Bob Turney being present. Also present was Board Secretary Rachel Pearlman, Administrative Services Manager Jennifer Donabedian, Finance Officer Michelle Ronning, Operations Manager Luis Melchor, and General Manager Peter Kampa.

**Call to Order**

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

Director Armstrong Absent

**Approve Order of Agenda**

**Motion**

*It was moved by Director Swan and seconded by Director Mora and the motion passed to approve the order of the Agenda.*

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

**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

Operations Manager's Report

Administrative Services Manager's Report

General Manager's Report

**Proclamations**

Recognition of Matthew Dickens for his 18 Years of Service to the Groveland Community Services District

Recognition of Shane Sawyer for his 5 Years of Service to the Groveland Community Services District

Recognition of Amber Schone for her 3 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 September 9, 2025, Regular Meeting

Approve Minutes from September 23, 2025, Special Meeting

Accept September 2025 Payables

Adoption of a Resolution Amending the Board Meeting Date Policy, Moving the Regular Meeting Date to the Second Wednesday of each Month at 9am

Adoption of a Resolution Approving a Services Agreement between the District and Ronald Percoco for Uniform Laundering, Park Janitorial and Trash Removal Services

Adoption of a Resolution to Approve Third Amendment to Automatic Aid/Mutual Aid Agreement Tuolumne County Fire Service Providers

Waive Reading of Ordinances and Resolutions Except by Title

### **Motion**

*It was moved by Director Swan and seconded by Director Mora and the motion passed to approve the Consent Calendar.*

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

## **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)

Adoption of a Resolution Approving the District's Operational Procedures and Policy Manual (OPPM) and Board Policies as Amended

### **Motion**

*No action taken, tabled until November Regular Meeting.*

Adoption of a Resolution Approving the Districts' Employee Handbook as Amended

### **Motion**

*It was moved by Director Swan and Seconded by Director Mora to adopt Resolution 40-2025 approving the District's Employee Handbook as amended.*

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

## **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.

Discussion and Presentation of the Community Pedestrian and Bicycle Safety Program (CPBSP) Study Performed by UC Berkley Safe Transportation Research and Education Center

### **Motion**

*No action taken.*

Discussion and Review of Preliminary Draft Plans for a Proposed Disc Golf Course Project Located on District Property

**Motion**

*Consensus of the Board to direct staff to proceed with the installation of the Disc Golf Course.*

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

Consideration of Approval of a Communication Strategy to Inform the Community on GCSD Fire Department's Mission, Financial Challenges, and Potential Solutions

**Motion**

*It was moved by Director Kwiatkowski and seconded by Director Turney to approve this communication plan to initiate immediate implementation, starting with the October 2025 kickoff activities. This will ensure GCSD meets the timeline for the June 2026 election while building community trust and support.*

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

Review and Update the Board of Directors Norms and Protocol Related to Board Member and Board Meeting Conduct

**Motion**

*No action taken, tabled until November Regular Meeting.*

**Closed Session**

(Public may comment on closed session item prior to Board convening into closed session)

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Initiation of Litigation Pursuant to Government Code 54956.9(d)(4)

One (1) Potential Case

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Government Code Section 54957

Title: General Manager

Public Comment on Closed Session

None.

Adjourn into Closed Session at 1:08pm.

Reconvene Open Session at 1:44pm.

**Announcement of Action Taken in Closed**

*Regarding the patio encroachment at 20316 Pine Mountain Drive and the request received for an extension to the compliance deadline, the Board hereby approves a thirty-day extension subject to written assurances that compliance is being pursued. The General Manager shall memorialize the extension and conditions through written correspondence delivered to the property owner.*

**Motion**

*Ayes: Directors Mora, Swan, Kwiatkowski, and Turney*

*Absent: Director Armstrong*

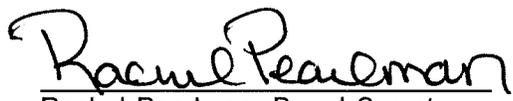
**Adjournment**

The meeting adjourned at 1:45pm.

APPROVED:

  
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Bob Swan, Board Chair (vo)

ATTEST:

  
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Rachel Pearlman, Board Secretary