

SPECIAL MEETING OF THE BOARD OF DIRECTORS
Groveland Community Services District

AGENDA

July 3, 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 Perreira, President
Virgil McVicker, Vice-President
Scott Wemmer, Director
John Armstrong, Director
Bob Swan, Director

Public Comment- (3 minutes per person; estimated time required: 10 minutes total)

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.

Action Items to be Considered by the Board

- 1. Agenda Approval**
- 2. Consider Approving Employee Survey with Respect to the Work Environment, their Suggestions, etc.**
- 3. Consider and Approve CAL FIRE Assistance by Hire Agreement**
- 4. Vote for one Candidate to the California Special Districts Association (CSDA) Board of Directors**
- 5. Adopt Resolution 5-13 for the Election of Directors to the Special District Risk Management Authority (SDRMA) Board of Directors**
- 6. Authorize Staff to Sign the Management Representation Letter for the FY 2011-12 Audit**

7. **Consider and Approve Agreement Between Tuolumne County and GCSD for the Sale of the Old Fire Chief's Truck**
8. **Approve Special Duties Positions for Human Resources and Financial Services to be Included in the District's C&C Plan**
9. **Consider and Approve Candidate who will Serve as the District's General Legal Counsel**

Items Continued from June 6, 2013 Board Meeting

10. **Consider Approving Revised District Meter Reading and Billing Procedure**
11. **Consider Approving Board Manual Revisions to Make Board Meeting Time more Convenient for Ratepayers and to Limit Meeting Duration**
12. **Consider Approving Board Manual Revisions, "Responsibilities of the Board," including Annual or Twice Annual Survey/Meeting with Employees, Balanced Budget, Contract Limits**
13. **Closed Session**
 - A. Public Employment
Pursuant to Govt. Code Section 54957
Title: General Manager
 - B. Conference with Labor Negotiator
Pursuant to Govt. Code Sec. 54957.6
Agency Negotiator: Attorney Kevin Dale
Employee Organization: Operating Engineers Local No. 3
 - C. Conference with Legal Counsel – Significant Exposure to Litigation
Pursuant to subdivision (b) of Section 54956.9
Number of matters to be discussed: 1

14. Announce Action Taken in Closed Session, if any

Information Items

15. Staff Reports

- A. General Manager's Comments
- B. Operations and Maintenance
- C. Fire Department
- D. Admin/Finance Report
- E. District Counsel Report

16. Ad Hoc Committee Reports

- A. Water Conservation (Director Perreira)

- B. Finance (Director McVicker)
- C. Labor Negotiations (Directors Wemmer & McVicker)
- D. Sewer Fund (Director McVicker)
- E. General Manager Selection (Directors Wemmer & Perreira)
- F. Employee Survey Committee (Director Armstrong & Dr. Carol Simpson)

17. Director Comments

18. Adjournment

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)