

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
February 12, 2019  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Janice Kwiatkowski, President, Nancy Mora, Vice President, John Armstrong, and Spencer Edwards being present. Also present was Administrative Services Manager Jennifer Flores, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

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

Absent: Director Swan

**Approve Order of Agenda**

Motion

*Director Edwards moved, seconded by Director Armstrong and the motion passed to approve the order of the agenda.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

**Public Comment**

A member of the public discussed Board member responsibilities.

A member of the public stated that the Board's decision to not move an item up on the agenda at the last meeting was an act of non-transparency.

**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.

**A. Staff Reports**

- i. Fire Department Report
- ii. General Manager's Report
  1. Status of Reimbursement for Lift Station 16 Reconstruction Expenses Under the Integrated Regional Water Management Grant
  2. Review of CalOES Obligation of Funds for the March 22, 2018 Flood Damage Restoration, and Project Status Update
  3. Update on the Potential for an Emergency Services Impact Study Related to the Proposed Terra Vi Lodge Project
- iii. Operations Manager's Report
  1. Report on Status of Tunnel Shutdown and Related Operations
  2. Review of Draft Capital Improvement/Replacement Projects to be Included in a Capital Improvement Plan (CIP) and to be Submitted for Inclusion in the Tuolumne Stanislaus IRWMP
- iv. Administrative Services Manager's Report
  1. 2<sup>nd</sup> Quarter Financial Statement Report
  2. Presentation of 2<sup>nd</sup> Quarter Investment Report

3. Summary of Ordinance 1-19 (informal Bidding) to be Published
4. Report on the Future Impact of SB 998, Establishing Restrictions on the Discontinuance of Residential Water Service

### **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.

- A. Approve Minutes from the January 8, 2019 Regular Meeting
- B. Accept January Payables
- C. Waive Reading of Ordinances and Resolutions Except by Title
- D. Adoption of a Resolution Authorizing Execution of the Tuolumne Stanislaus Regional Water Management Joint Powers Agreement, Approving Bylaws and Designating a Board member to Serve on the JPA Board of Directors
- E. Adoption of a Resolution Approving Amendments to the District Contracting Policy to Remove Fixed Dollar Amount Bid Limits and Approve by Reference Bidding Limits Under the Uniform Construction Cost Accounting Act as Amended

### Motion

*Director Armstrong moved, seconded by Director Edwards and the motion passed to approve the Consent Calendar.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

### **Old Business**

(Items tabled or carried forward from a previous meeting to be considered on this agenda)

- A. Adoption of a Resolution Recertifying the District's Sewer System Management Plan (SSMP); State Water Resources Control Board (SWRCB), Order No. 2006-0003

### Motion

*Director Mora moved, seconded by Director Armstrong, and the motion passed to Adopt Resolution 2019-4.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

Director Kwiatkowski called a recess at 11:45am.

The Board reconvened at 12:18pm.

- B. Status Update on Accomplishments, Review and Potential Update of the Management Objectives Adopted for the General Manager

### **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.

- A. Adoption of a Resolution Approving 2018-19 Budget Adjustments, Including Specified New and Amendments to Existing Capital Projects and Major Purchases:
  - i. Ratifying the Award of Contract to Njirich Construction for the Wastewater Treatment Plant Valve Vault Installation Project

- ii. Ratifying the Award of Contract to Don Pedro Pump for the Removal, Renovation and Reinstallation of the Big Creek Turbine Pump
- iii. Approval of the Purchase, Installation and Configuration of Replacement Hardware and Software Related to the District Supervisory Control and Data Acquisition (SCADA) System; AquaSierra Controls
- iv. Approval of the Purchase of Asset Management Software, Associated Data Entry and Annual Subscription; SEMS Technologies

Motion

*Director Edwards moved, seconded by Director Mora, and the motion passed to adopt Resolution 2019-7.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

B. Adoption of a Resolution Approving a Debt Management Policy

Motion

*Director Armstrong moved, seconded by Director Mora, and the motion passed to adopt Resolution 2019-3.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

C. Approval of Revised and Updated Position Classifications for the Purpose of the Compensation Study Currently in Progress

Motion

*Director Edwards moved, seconded by Director Armstrong, and the motion passed to approve the Revised and Updated Position Classifications for the Purpose of the Compensation Study Currently in Progress.*

*Ayes: Directors Armstrong, Edwards, Mora, and Kwiatkowski*

*Absent: Director Swan*

D. Discuss the Proposed Scheduling of a Public Workshop to Receive Input on Potential Park Improvements

A Park Committee ad hoc meeting was scheduled for February 21<sup>st</sup> at 2pm.

E. Discuss the Proposed Scheduling of a Board Workshop to Review Fire Department Revenue and Expenses, Future Funding Needs and Options

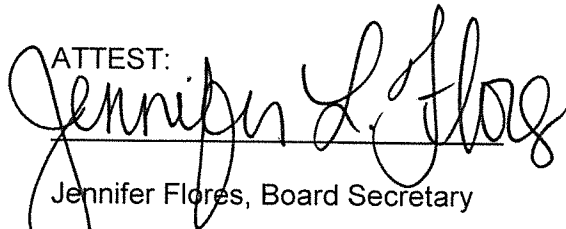
A special meeting was scheduled for February 28<sup>th</sup> at 10:00am

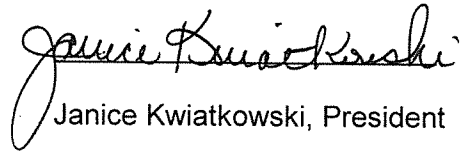
F. Schedule Revised April 2019 Regular Board Meeting Date due to Directors Attendance at SDLA Conference and Call a Special meeting

A special meeting was scheduled for April 12<sup>th</sup> at 10:00am.

**Adjournment**

*The meeting was adjourned at 2:10pm.*

ATTEST:  
  
Jennifer Flores, Board Secretary

APPROVED:  
  
Janice Kwiatkowski, President