

AGENDA SUBMITTAL

TO: GCSB Board of Directors
FROM: GCSB Staff
DATE: August 14, 2017
SUBJECT: Consider for Approval Transitioning to a Paperless Agenda Packet

SUMMARY

The District's Board of Directors voted unanimously to purchase Laptop Computers for the use of the Board in December of 2016. The laptops were ordered to improve efficiency, have both staff and Directors using the same operating software, and to reduce the expense of the printing and delivery of the hard copy agenda packets.

RECOMMENDED ACTION

Direct Staff to Produce Paperless Agenda Packets

AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: GCSB Staff

DATE: August 14, 2017

SUBJECT: Consider for Approval Community Build Day for Playground Project and Volunteer Hold Harmless Agreement

SUMMARY

The Playground project is coming along and the Park Committee has scheduled the grant required Community Build Day for August 26th. Since the Build Day will have community volunteers assisting in the playground build, staff has updated the District's Volunteer Hold Harmless Agreement to reflect this activity which all volunteers will be required to sign.

Staff is requesting the Board officially approve the Build Day and the revised Volunteer Hold Harmless Agreement.

Attachment:

1. Volunteer Hold Harmless Agreement

RECOMMENDED ACTION

Approve the August 26th Community Build Day and Revised Volunteer Hold Harmless Agreement

GROVELAND COMMUNITY SERVICES DISTRICT

**AGREEMENT AUTHORIZING ENTRY ONTO DISTRICT PROPERTY AND
WAIVER, INDEMNIFICATION, AND RELEASE FROM LIABILITY**

This Agreement Authorizing volunteers to perform construction and maintenance tasks at the District Mary Laveroni Park entry onto District property and Waiver, Indemnification, and Release from Liability. This agreement authorizing entry onto District property to perform the following:

1. To construct playground surface area and installation of playground equipment and maintenance on installed equipment .

This Agreement Authorizing Volunteers Entry onto District property to perform stated responsibilities and Waiver, Indemnification, and Release of Liability ("Agreement") is entered into in connection with, and as a condition of approval of, access to property owned or operated by the Groveland Community Services District ("District").

I, _____ ("Entrant/Volunteer"), in consideration of the authorized entry and access to District Property:

1. **HEREBY AGREES TO THE FOLLOWING TERMS AND CONDITIONS:**

A. Authorized Entrant/Volunteer shall:

- Sign, and obtain District approval of, this Agreement prior to initial entry;
- Park in designated parking areas at the District's administrative offices, Mary Laveroni Community Park, or Leon Rose Ball Field;
- Stay on interior roads and trails while walking on District Property;
- Not enter the spray field areas, District shop and material/vehicle storage/parking areas, or have contact with the waters stored in Reservoirs 1 and 2;
- Avoid contact with over-spray from spray fields and from aeration systems operating in the reservoirs;
- Not touch or otherwise tamper with any piping or valves associated with wastewater treatment, recycled water, or spray field irrigation activities;
- Immediately report all unauthorized entry or suspect activity to District staff;
- Not harass wildlife and shall be mindful of rattle snakes.

B. This Agreement provides limited right of entry to District Property to Entrant/Volunteer and will remain in effect until revoked at the sole discretion of District.

2. **HEREBY RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO BRING SUIT AGAINST, AND AGREE TO INDEMNIFY AND HOLD HARMLESS**, the District, its board of directors, officers, employees, attorneys, agents, representatives, and volunteers acting within the scope of their authority on behalf of the District from all liability to the undersigned, his/her personal representatives, assigns, heirs, distributees, guardians, legal representatives, and next of kin for any loss, liability, damage, injury, or death to property or person while on District Property, whether such loss, liability, damage, injury, or death arises out of the negligence, joint, sole, active and/or passive, of the District, or otherwise.

Entrant/ Volunteer Signature

Print Name

Address

Date

District Approval

Jon Sterling
General Manager/O&M Manager

Date

AGENDA SUBMITTAL

TO: GCSD Board of Directors

FROM: GCSD Staff

DATE: August 14, 2017

SUBJECT: Consider for Approval Sending Letter in Opposition of AB 1479

SUMMARY

AB 1479 requires districts to establish a “custodian of record” to review each Public Records Act request and response. The bill also establishes new civil penalties on special districts who do not comply with the provisions.

The opposition letter attached was provided by the California Special District’s Association (CSDA). Staff is in agreement with CSDA’s argument against AB 1479, as it would significantly impact GCSD. The District does not have the staff or resources to be in compliance with the new law at all times, and therefore would expose the District to the new civil penalties. AB 1479 is not in the District’s or its constituent’s best interest as any penalty resulting from violation would be borne by our customers.

Attachment:

1. Letter in Opposition of AB 1479

RECOMMENDED ACTION

Approve Sending Letter in Opposition of AB 1479

August 14, 2017

The Honorable Hannah-Beth Jackson
Chair, Senate Judiciary Committee
State Capitol, Room 2187
Sacramento, CA 95814

RE: AB 1479 (Bonta) Public Records: Custodian of Records: Civil Penalties - Oppose [As Amended June 19, 2017]

Hearing Date: July 11, 2017 – *Senate Judiciary Committee*

Dear Senator Jackson:

The Groveland Community Services District respectfully opposes Assembly Bill (AB) 1479 (Bonta). As amended, the measure places substantial burdens on local agencies by adding costly and unnecessary requirements in processing California Public Records Act (CPRA) requests. AB 1479 would mandate that every local agency assign a “custodian of record” to review each public records act request and response. Additionally, the measure establishes new and costly civil penalties assessed to agencies above and beyond plaintiffs’ attorneys’ fees established in current law.

Under current law, all costs are placed on local public agencies when responding to CPRA requests and local agencies would receive virtually no reimbursements for the increased staffing/staff time that would be required to comply with this measure.

Creates Increased Litigation for Local Agencies

The notion of introducing civil penalties into the body of law pertaining to the California Public Records Act (CPRA) is troublesome. Doing so sets a costly and precarious precedent. Such an introduction of civil penalties could lead to abuses of the CPRA and be likened to the well-documented abuses associated with frivolous Americans with Disabilities Act (ADA) lawsuits filed against small businesses. Similar to unwarranted ADA lawsuits, AB 1479 would provide a financial incentive for serial litigants, from across the nation, to extort taxpayer dollars from the state and local public agencies. Tax dollars that would otherwise be used to provide essential services such as healthcare, fire protection, park and road maintenance, and police protection. Public agencies will be forced to settle out of court to avoid expending time and resources for a costly trial, even when the agency is attempting to comply in good faith with the law.

Currently under the CPRA, a requester can file suit on the day after responsive records are due which could be as early as eleven days after the request, if there has been no extension of time. Once a suit is filed, generous attorneys’ fees established in current law may still be awarded under the “catalyst” theory even if the agency discloses the requested records after the litigation has commenced. Paying plaintiff’s attorneys’ fees in a CPRA case can cost an agency upwards of \$100,000. An additional \$5,000

fine on top of the existing \$100,000 will not stop bad actors from willful violations—rather AB 1479 will incentivize litigation while punishing good actors trying to comply with the statutory deadlines in CPRA law.

Creates New Costs and Impediments to Process Public Records Act Requests in a Timely Manner

Local agencies strive to comply with the strict guidelines inherent with the CPRA, including responding within a 10-day period from the time of the request; this measure runs counter to that intent. AB 1479 would cause further delays in processing requests by creating a bottleneck in the process. AB 1479 requires each public agency to designate a person or office to act as the agency's "custodian of records." The custodian of records is then responsible for responding to all CPRA requests made to the agency. Rather than allowing an agency determine who is the most appropriate person or office to respond to a request, based on their level of expertise on the subject of the request, AB 1479 takes a one-size-fits-all approach to responding to CPRA requests.

For these reasons the Groveland Community Services District respectfully opposes Assembly Bill 1479. If you have any questions regarding our position, please do not hesitate to contact our district.

Sincerely,

Robert Swan
Board President

CC: The Honorable Rob Bonta
Members, Senate Judiciary Committee
Marisa Shea, Counsel, Senate Judiciary Committee
Mike Petersen, Consultant, Senate Republican Caucus
Melinda Grant, Deputy Legislative Secretary, Office of Governor Edmund G. Brown Jr.

Groveland Community Services District

GROVELAND
COMMUNITY SERVICES DISTRICT
PARKS MASTER PLAN

Revised March 2017

GCS D Parks Master Plan

District's Mission Statement:

“Our mission is to deliver professional, environmentally sound, economic and compliant services that meet our customer's needs for water and wastewater, fire protection, and park facilities in the unincorporated township of Groveland, California.

- **Professional** – by trained and certified professionals
- **Environmentally Sound** – while conserving and protecting natural resources
- **Economic** – within affordability and value standards
- **Compliant** – as required by law
- **Customer** – property owner, resident, business owner, and visitor

INTRODUCTION

The Groveland Community Services District

Groveland Community Services District (GCSD or the District) was established in 1953 to provide and oversee fire, water, wastewater, and parks services to the communities of Groveland and Big Oak Flats. In the 1970s, Boise Cascade Company developed the area to the immediate northwest known as Pine Mountain Lake, potentially increasing the number of District customers twenty-fold.

Special districts are separate local governments that deliver a diverse array of public services. Special districts localize costs and benefits of public services and allow local citizens to obtain the services they want at a price they are willing to pay. Generally speaking, special districts enjoy the same governing powers as other local governments.

Purpose of the Parks Master Plan

The purpose of the Groveland Parks Master Plan is to guide the development and enhancement of publicly accessible parks throughout the Groveland community for the next 10-20 years. The Master Plan should be considered as the community's guide for creating new and rehabilitating existing parks to better serve the passive and active recreation needs of Groveland citizens.

This planning effort is being initiated for two main reasons:

- First, parks are one of the four primary services falling within the responsibility of the GCSD. As such, the District recognizes the need for a Parks Master Plan that provides a framework for directing the energy and resources of the GCSD staff and board members, as well as the community at-large, toward collective goals.

- Second, the community recognizes the importance of parks in Groveland resident's quality of life for generations to come. To this end, many Groveland residents have worked hard to create the existing park facilities now enjoyed by the Community. Many are also working to improve the existing park resources and create new park facilities. A Park Master plan facilitates these community-based efforts by defining envisioned public park facilities and providing implementation guidance for their rehabilitation and development.

The driving philosophy of the Parks Master Plan, and one embraced by the Groveland community, is that parks should contribute to the physical and social well being of all residents – youth and seniors, physically challenged and able bodied, and all others. Most importantly, the community wants and deserves park development that is intentional and that meets the diverse recreational needs of the Groveland citizenry. The Parks Master Plan provides Groveland residents, civic leaders, businesses, developers, landowners, GCSD staff and other members of the community with a vision of what the parks system in Groveland can be. It also provides guidance, standards, and tools for implementing the vision.

While the Parks Master Plan strives to include a framework for both the *means* and the *ends* toward achieving a parks system that will serve the full complement of needs within the Groveland community, it should be viewed as only a starting point. Ultimately, it will be up to partnerships comprised of Groveland residents, merchants, civic leaders, developers, landowners, GCSD staff and board members, business leaders, and other members of the community to implement this Parks Master Plan. Things will not “happen” just because they are in the Parks Master Plan. A wide range of community support and understanding is necessary to maintain the vision of “what can be” and to implement the specific steps necessary to build real park projects.

Desired Changes to Current Park Facilities

- *Improvement of lower park at Mary Laveroni Park for group events*
- *Rehabilitation of Leon Rose Ball Field for community use*
- *Better location for skateboard park*
- *More multi-use fields*
- *Development of a recreational fitness course and/or walking paths*

Park Needs and Standards

Park Types

According to the National Recreation and Parks Association (NRPA), there are three general types of recreational open space: local park space, regional park space, and other recreational space or special uses.

The NRPA standards are intended for use only as a guide in developing park systems. Communities are complex and unique with many different physical, social and economic factors affecting their development - all of which must be considered when determining appropriate parks and recreation facilities.

Inventory of Existing Groveland Area Park Facilities

<i>Facility</i>	<i>Description</i>	<i>Responsible Agency</i>
<i>Mary Laveroni Park</i>	<i>* 23 acre facility just outside of downtown adjacent to Library and Museum complex * includes picnic areas, restrooms, play equipment, snack bar, and amphitheater * lower Mary Laveroni Park used for large events * unmarked trail in park's higher elevation</i>	<i>GCSD</i>

Leon Rose Ballpark **1.22 acre facility that includes includes softball field with backstop, restrooms and small play area* *GCSD*

Groveland Parks System Recommended Improvements

Outdoor Public Recreational Uses (Mary Laveroni Park)

The following list of recommended improvements pertains to Mary Laveroni Park, which is organized into lower and upper sections. This park serves as the southern anchor of Groveland's park system, serving both local residents and visitors to the area due to its visible location along Highway 120. The park connects to lower Mary Laveroni Park and Leon Rose Ballpark via Ferretti Road, the Hetch Hetchy Railroad Trail, and the Tioga High School Trail. The recommended improvements for Mary Laveroni Park focus largely on enhancing existing facilities, as well as introducing better pedestrian and vehicular accessibility to all areas of the site.

Improvement Details:

Upper Park

- *Replacing current play structure to make ADA compliant*
- *Access to play structure needs improvement*
- *Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking lot, picnic areas*
- *Park rules signage should be introduced in more locations to reinforce proper behavior in the park*

Lower Park

- *Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking lot, picnic areas, and play structure could be improved to enhance image and condition of the park*

- *Park rules signage should be introduced in more locations to reinforce proper behavior in the park*
- *Deferred maintenance is needed to the shade structure, storage, and amphitheater facilities*

Leon Rose Ballpark

- *Accessibility of public restrooms needs to be verified*
- *Accessibility improvement to and from parking lot (including signage) need to be verified*
- *Accessible pathway to existing play structure is needed or new play structure may be required if no longer ADA compliant*
- *Parking lot is in need of resurfacing, restriping and drainage improvements*
- *Undertake certified ADA Compliance assessment to identify opportunities to improve accessibility*
- *Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking lot, picnic areas and play structure could be improved*
- *Park entrance signage could be improved to allow motorists travelling along Ferretti road to more easily determine park location*
- *Park rules signage should be introduced in more locations to reinforce proper behavior in the park*

Goals of Park Committee

1. Readjust current park lines
2. Improve current trail system to connect Mary Laveroni Park to Leon Rose Ballpark and the dog park
3. Change current trail system so that the trail is not going through the GCSD maintenance yard

Final recommendation of the park committee is to continue the ongoing pursuit of available grants for the Groveland park system.

AGENDA SUBMITTAL

TO: GCSB Board of Directors
FROM: GCSB Staff
DATE: August 14, 2017
SUBJECT: Consider for Approval Upholding Current Agenda Material Submission Deadline

SUMMARY

District staff has received a request from Board Directors to receive Agenda packets with more lead time for their review. The existing Board Policy Manual states that items to be added to the agenda must be received 10 days in advance of the meeting date. In order to facilitate an earlier delivery of agenda materials, District staff will need to be in receipt of agenda material per the existing Board Policy.

Attachments:

1. Board Policy Manual Section 5 "Board Meeting Agenda"

RECOMMENDED ACTION

Direct staff to adhere to existing Board Policy Manual Section 5

4.10 Questions

Directors shall defer to the Presiding Officer for conduct of meetings of the Board, but shall be free to question and discuss items on the agenda. All comments should be confined to the matter being discussed by the Board.

4.11 Inclusions in the Minutes

Directors may request for inclusion in the minutes brief comments pertinent to an agenda item only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).

4.12 Conflict of Interest

Directors shall abstain from participating in consideration on any item involving a legally prohibited conflict of interest and shall declare the nature of the conflict to the Board.

4.13 Meeting Room Preparation

The Board Secretary shall insure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

5 BOARD MEETING AGENDA

The General Manager (or his designated representative(s)), *shall* cooperate with the Board President (or Board designated Board member), to marshal the necessary resources to prepare and agenda for each regular and special meeting of the Board of Directors. All agenda items shall be submitted for approval per Sections 5.3.2 and 5.4.2.

5.1 Board Meeting Agenda

All agenda items and supporting information shall be submitted in writing, available in both standard

electronic and paper forms. This information shall be delivered to Board members at least 72 hours prior to a regular Board meeting, and at least 24 hours prior to a special Board meeting. All open session information shall be made available to the public on the same timeline. This requirement is applicable all open session and closed session agenda items for the Board. The General Manager is responsible for all staff originated agenda items, and as well, for providing for, in a timely manner, all GCSD specific information requested to complete the agenda items submitted by others.

5.2 Public Address to Board Members

A portion of each agenda for each regular or regular adjourned meeting shall provide an opportunity for members of the public to directly address the Board members on items of interest to the public that are within the subject matter jurisdiction of the Board of Directors. The public is asked to follow the Guidelines for Public Comment at Board Meetings (Exhibit B) in addressing the Board.

5.3 Agenda Items from Directors

Any Director may call the General Manager, or in the absence of a General Manager the Board President, and request that any item be placed on the draft agenda no later than 4:00 o'clock p.m. ten (10) calendar days prior the next scheduled Board meeting. All agenda requests are subject to approval per Section 5.3.2.

5.3.1 Written Request

The request must be in writing or any other form of written electronic correspondence, and include supporting

documents and information, if applicable. All materials relating to the request must be delivered by the deadline specified in Section 5.2.

5.3.2 Agenda Request Acceptance

The Board President (or Board designated Board member) shall be the sole judge of whether an agenda item request is or is not a "matter directly related to District business." This decision may be appealed to the Board at the next regularly scheduled meeting.

5.4 Agenda Items (from members of the public)

Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

5.4.1 Written Request

The request must be in writing or any other form of written electronic correspondence and be submitted to the General Manager (or other responsible employee designated by the Board to accept agenda items from the public) together with supporting documents and information, if any. All materials relating to the request must be delivered by the deadline specified in Section 5.2.

5.4.2 Agendizing Public Requests

The Board President (or Board designated Board member) shall be the sole judge of whether the public request is or is not a "matter directly related to District business."

Note: Only an elected public official shall have approval authority over

agenda items submitted by members of the public.

5.4.3 Agenda Requests for Closed Session Items

No matter (or item) which is legally a proper subject for consideration by the Board in open session will be accepted for closed session.

Note: The idea here (above) is to minimize the amount of closed session items

5.4.4 Time Limit to Consider Agenda Item

The Board President on his or her own authority, or after considering requests from Board Members, may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

5.5 Correspondence to the Board

To a requested response to correspondence, any Board member or staff may agendize the item and/or propose a written response to be presented to the Board of Directors for consideration at the next regularly scheduled meeting- subject to the scheduling constraints of Section 5.3. A response must be provided.

5.5.1 Response Copies to Board

Where a response to correspondence is requested or where the General Manager, or other responsible employee designated by the Board believes a response is needed, the General Manager, or other responsible and designated employee will cause a response to be transmitted to the author with copies to the Board as soon as

workloads allow but no later than ten working days following receipt.

5.5.2 Director Reaction to Correspondence

Board members may respond individually to correspondence addressed to the whole Board, but must make it explicitly clear in all correspondence that they are speaking for themselves only, and are not representing the whole of the Board.

5.6 Non-agendized Requests (from the public)

This policy does not prevent the Board from taking testimony at regular meetings of the Board on matters that are not on the agenda that a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting. The Board may ask clarifying questions of the member of the public providing the public comment, or refer the issue to staff for future investigation.

5.7 Director Comments

Each Board Meeting agenda shall include a time allocated for Director Comments. This affords an opportunity for each Director to present information within the District's subject matter jurisdiction to the Board that he or she has acquired, which would be of interest to the entire Board.

5.7.1 Appropriate Content

Directors may make brief comments on any topic that lies within the jurisdiction of the Board of Directors, whether or not related to an item on the agenda for that meeting.

5.7.2 Excluded Content

The following are not appropriate for inclusion in Director Comments:

1. Confidential information.
2. Subjects appropriate for Closed Session, and comments revealing the content of Closed Sessions.
3. Charges or complaints against a District Employee.
4. Personal, impertinent, or slanderous remarks.

5.7.3 Time Limits

At the commencement of the Director Comments agenda item, the Presiding Officer may, unless a majority of the Board objects, allot a maximum amount of time for each Director, and a maximum amount of time for each topic. The Board has discretion to act to extend such time limitations by majority vote.

5.7.4 Discussion

Since Director comments are not agendized as to content, no public input or Board discussion of Director comments will be allowed.

5.8 Conspicuous Agenda Posting

At least seventy-two (72) hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review to include the following places:

- (a) On the front door of the District office.
- (b) On the District Website.

5.8.1 Conspicuous Agenda Posting (special meetings)

The agenda for a special meeting shall be posted at least twenty-four (24) hours before the meeting in the same manner and at the same locations noted above in

section 5.8, Conspicuous Agenda Posting (see also Chapter 4 BOARD MEETING PROCEDURES).

6 BOARD MEETING CONDUCT

The Chairperson shall conduct meetings of the Board of Directors in an orderly and respectful manner, as prescribed within these policies in a manner that is consistent with the policies of the District.

6.1 Conduct Objective

The conduct of meetings shall, to the fullest possible extent, enable Directors to consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems, and to receive, consider and take any needed action with respect to reports of accomplishment of District operations.

6.2 Respect for Schedule

All Board meetings shall commence at the time stated on the agenda and shall be guided by the desire to complete the Board's business within a reasonable period of time either by intent or by time allotted.

6.2.1 Recess

Schedule notwithstanding, the chairperson may declare a short recess during any meeting.

6.3 Meeting Table

Only Directors, the District's legal Counsel, and authorized staff members shall be seated at the meeting table.

6.4 Public Input

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies

within the jurisdiction of the Board of Directors, shall be as follows:

6.4.1 Time Limits

The Presiding Officer, unless a majority of the Board objects, may allot a maximum amount of time for each speaker and a maximum amount of time to each subject matter. If no such time limit was or is specified prior to the commencement of a speaker's presentation or the discussion of an agenda item, the Presiding Officer may intervene at any time to impose a reasonable time limit for concluding the presentation or discussion.

6.4.2 Actions Taken

No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by section 4.8 Board Agenda Actions or by §54954.2 of the Government Code.

6.4.3 Boisterous Conduct

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address to the Board and immediate ejection from the meeting.

6.4.4 Charges or Complaints Against District Employees

The Board of Directors desires that public complaints be resolved through administrative processes, and that the method for resolution of complaints be logical and systematic. Public complaints covered by this policy are allegations by a member of the public of a violation or misrepresentation of a District policy, state or federal statute, or regulation of which the individual has been adversely affected.

AGENDA SUBMITTAL

TO: GCSD Board of Directors
FROM: GCSD Staff, Board President Swan
DATE: August 14, 2017
SUBJECT: Consider for Approval Response to the Tuolumne County Grand Jury Report

SUMMARY

The 2016-2017 Tuolumne County Grand Jury investigated the District for a possible Brown Act Violation that possibly occurred at the June 13, 2016 meeting relating to a request from a Board member to add an information item to the Agenda who asked to report on his own activities in researching privatization of the District's Sewer and Water Enterprise Funds. The item was added to the Agenda as an information item by the Board thus causing the concern over a possible Brown Act Violation. The District's proposed response is attached.

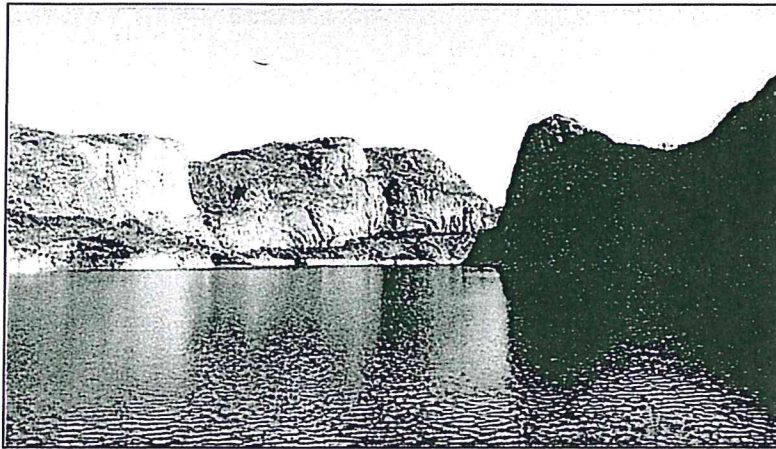
Attachments:

1. Grand Jury 2016-2017 Report section Groveland Community Services District
2. Proposed District Response

RECOMMENDED ACTION

Direct staff to respond to the Tuolumne County Grand Jury per the 8/14/17 discussion

Groveland Community Services District and the Brown Act



Hetch Hetchy is the source of Groveland's water supply photo by Kristi Traub

Summary

The 2016-2017 Tuolumne County Grand Jury investigated the Groveland Community Services District (GCSD) for possible violation of the Ralph M. Brown Act. This alleged violation occurred during an exploration of privatization of the District's water system. The investigation revealed that the GCSD did violate the Brown Act by discussing an important item which was not included on published meeting agendas for two board meetings. Grand Jury recommendations include increased training in the Brown Act and in the Raker Act.

Glossary

Ad hoc committee	A committee "appointed for a special purpose." (<i>Black's Law Dictionary</i>)
Brown Act	The law which guarantees the public's right to attend and participate in meetings of local legislative bodies.
CSDA	California Special Districts Association
GCSD	Groveland Community Services District
Raker Act	The law that created O'Shaughnessy Dam and Hetch Hetchy Reservoir.
Transparency	A lack of any hidden agendas with all information being available; required condition for an open and honest exchange. (<i>Black's Law Dictionary</i>)

Background

The GCSD is responsible for providing water, sewer service, wastewater collection, fire services, and the management of community parks in and around the Groveland and Big Oak Flat areas.

Another district responsibility is holding regular public meetings at which time the board's business is completed. Rules included in the Brown Act govern how the meetings are conducted.

Possible violations of the Brown Act triggered an investigation of the GCSD by the 2016-2017 Tuolumne County Grand Jury. The district's board of directors was accused of discussing items that were not on the published agenda.

Adopted in 1953, the Ralph M. Brown Act states that...

...public commissions, boards, and councils and other public agencies in this state exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.

As stated in *Open & Public V, A Guide to the Ralph M. Brown Act (April, 2016)*,

The Brown Act in general prohibits any action or discussion of items not on the posted agenda. However, there are three specific situations in which a legislative body can act on an item not on the agenda:

1. An emergency situation;
2. When two-thirds of members present determine there is a need for immediate action;
3. When an item appeared on an agenda of and was continued from a meeting held not more than five days earlier.

The Brown Act puts other requirements on government bodies such as the GCSD. It specifies where meetings can be held, who can speak at meetings, how long citizens can speak, etc. Concerning the GCSD, the Grand Jury's investigation focused on an item discussed by the board in open meetings and whether or not notice of that discussion appeared on the public agenda, which is a requirement of the act.

Also impacting GCSD is the Raker Act of 1913. The Raker Act created O'Shaughnessy Dam, Hetch Hetchy Reservoir and, in doing so, provides the water that is used by GCSD. Section 6 of the Raker Act says...

The Grantee is prohibited from ever selling or letting to any corporation or individual, except municipality or a municipal water district or irrigation district, the right to sell or sublet the water or the electric energy sold or given to it or him by the said grantee: *Provided*, That the rights hereby granted shall not be sold, assigned, or transferred to any private person,

corporation, or association, and in case of any attempt to so sell, assign, transfer, or convey, this grant shall revert to the Government of the United States...

Methodology

Interviews of involved parties took place in November and December 2016. Community members and district personnel were interviewed.

Interviews focused on how board decisions were made, knowledge and implementation of the Brown Act, “transparency,” staff training and board functioning. Board agendas, meeting minutes, and audio tapes were obtained as were relevant emails. Newspaper articles regarding privatization of the GCSD water system were reviewed.

Two jurors were recused from the GCSD investigation due to possible conflicts of interest. These jurors were excluded from all parts of the investigation, including interviews, deliberations, writing and approval of this report.

Discussion

The GCSD is overseen by a five-person board. Each member is elected to a four-year term or appointed in case of a vacancy. The general manager, hired by the board, directs the District. The general manager is responsible for the day-to-day operation of the District and the oversight of approximately 17 employees.

Two areas of responsibility for the District are drinking water and wastewater. GCSD supplies water purchased from the San Francisco Public Utilities Commission. The District also operates the sewer collection system.

The District’s website states that its “mission is to provide environmentally sound economic and compliant services that meet our customers’ needs for water and wastewater treatment, fire protection, and park facilities in the unincorporated township of Groveland, California.” GCSD works to fulfill its mission within the confines of an aging system that is costly to repair, improve and expand. While this situation is true of some small utility community services districts, the district also has to consider difficult geography and geology in completing its mission.

Completing its mission led the GCSD Board to look at the possibility of the district being purchased by a private water company (California American Water). At the initiation of one board member, communications between staff of GCSD and California American Water were discussed during the June 13, 2016, and July 11, 2016, Board of Director’s meetings. The published agendas for the June 13, 2016, and July 11, 2016, meetings do not mention the exploration of privatization of the

water district; however, the minutes and recordings of the board meetings, and interviews with board members made it clear that the discussion about privatization occurred.

The June 13, 2016, audio CD of the meeting shows that in the beginning of that meeting, after public comments were opened, a board member expressed a desire to add an information item to the meeting agenda. This agenda item (11A) had to do with the impending visit to GCSD by a private water company. The June 13 amended agenda was approved. A discussion of Item 11A at 2 hours, 10 minutes and 16 seconds of the meeting was initiated with the comment, "I'm springing this on you," by the initiating board member. The board member mentioned having sent a letter to the private water company, and he said the general manager was made aware of this letter during the previous week. This conversation is reflected in the minutes of the June 13, 2016, meeting under informational items at which time the privatization issue was referred to the budget committee. As the discussion of the private water company was not deemed an emergency item, adding the item to the agenda violated the Brown Act.

The July 11, 2016, meeting minutes indicates a discussion of privatization of the water system by the GCSD board. At 1 hour, 7 minutes, and 32 seconds in the audio of the GCSD board meeting, the Ad Hoc Budget Committee reported that a meeting had been held with Cal Water. A discussion of this meeting followed. Because this information was not considered an emergency item and was discussed without having been placed on the public agenda before the required 72 hours in advance of the meeting, a violation of the Brown Act occurred.

This led to a complaint accusing the GCSD Board of Directors of violating the Ralph M. Brown Act.

In its attempt to investigate the idea of privatization of water services, the GCSD board decided to assign the task to the District's Ad Hoc Budget Committee. Interviews with board members revealed that duties of the Budget Committee focus on building the budget for the coming fiscal year. The committee functions primarily between January and June, ending when the budget is complete.

The GCSD directors are offered, and have attended, trainings in various aspects of managing small districts such as legalities, ethics, leadership, responsibilities, teamwork, finance and fiscal accountability, setting goals, etc. Typically, the California Special Districts Association (CSDA) offers training in these areas. During interviews the Grand Jury learned that district personnel have not received training in the contents of the Raker Act of 1913, the legislation that created Hetch Hetchy Reservoir and GCSD's water supply.

Findings

- F1. The Board of the GCSD violated the Brown Act (§54954.2(a)(1)) at the June 13, 2016, and July 11, 2016, meetings.
- F2. Assigning a study on privatization of the GCSD water services to the Budget Committee, an ad hoc committee, raised questions about transparency.
- F3. The directors that have attended training in various aspects of managing small districts have found it valuable.
- F4. Unfortunately, no training has been received in the requirements of the Raker Act of 1913, the legislation that created Hetch Hetchy Reservoir and GCSD's water supply.

Recommendations

- R1. Continue training in the Brown Act for new and returning directors. (F1)
- R2. New issues beyond the normal operation of GCSD should be undertaken by an ad hoc committee. (F2)
- R3. All directors should receive continued CSDA training in the appropriate behavior of board members, being successful, and being productive. (F3, F4)
- R4. All directors should receive training in the Raker Act. Formal training in the content of the Raker Act might be difficult to come by. If training is not available, providing directors with a summary of the act, highlighting the parts that affect GCSD, and including it in the policy manual would be helpful. (F4)

Commendation

Grand Jury interviews with GCSD directors produced another finding: The board of directors is and was aware soon after the board meeting of July 11, 2016, that it was likely that violations of the Brown Act had occurred. The Grand Jury concluded that any violations committed were accidental and that the board is committed to transparency in general and Brown Act compliance in particular. In fact, all the members the Grand Jury spoke with had been trained in the Brown Act and were conversant with it.

The GCSD board is to be commended for their interest in transparency and their openness to correcting errors that they make.

Request For Responses

According to California penal code §933(c), no later than 90 days after the grand jury submits a final report on the operation of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has jurisdiction pursuant to §914.1 shall comment within 60 days to the presiding judge of the superior court.

The GCSO Board of Directors and General Manager are requested to respond to recommendations: R1, R2, R3, and R4

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Agenda and Meeting Minutes of the June 13, 2016 GCSO board meeting. Groveland Community Services District (June 13, 2016)

<http://www.gcsd.org/2016-agendas-and-minutes>

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Audio recording of the June 13, 2016 GCSO board meeting. Groveland Community Services District (June 13, 2016)

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<http://www.uniondemocrat.com/localnews/4610560-151/groveland-resident-claims-privatization-talks-have-not-been>

The Raker Act of 1913. Virtual Museum of the City of San Francisco (September 24, 1913)
<http://www.sfmuseum.org/hetch/hetchy10.html>



G.C.S.D. Services - 209 / 962-7161

Fax - 209 / 962-4943

Fire Department - 209 / 962-7891

www.gcsd.org

water • fire protection • parks • wastewater collection & treatment

18966 Ferretti Road P.O. Box 350 Groveland, CA 95321-0350

August 14, 2017

Honorable Kate Powell Segerstrom
Presiding Judge of the Superior Court
41 W. Yaney Ave.
Sonora, CA 95370

Dear Judge Segerstrom,

The District would like to thank all of the members of the Grand Jury for their service to the community and for our opportunity to appear before you.

At the June 13, 2016 Board meeting, the agenda was asked to be modified to include an information item from a Director who asked to report on his own activities in researching privatization of the District's Sewer and Water Enterprise Funds, this item should have been reported under Director's comments and placed on the agenda of the next scheduled Board meeting to be assigned to a standing committee.

Recommendations:

- R1- The District is continuing to schedule training for the staff and Directors for the Brown Act
- R2- If an issue of this importance were to arise in the future it would be assigned to a standing committee for transparency
- R3- The District has scheduled and will continue training for Board members
- R4- District staff is preparing a summary of the Raker Act and the contract for purchase of water from the city and county of San Francisco

Commendation:

The District agrees that any violations committed were accidental and that the staff and Board are committed to transparency and compliance with the Brown Act.

Sincerely,

Jon Sterling
General Manager
Groveland Community Services District

**Groveland Community Services District
Fire Department / CALFIRE**

18966 Ferretti Road Groveland, CA 95321

Staff Report
August 14, 2017

To: Board of Directors

From: Paul Avila, Assistant Chief
By: Jude R. Acosta, Battalion Chief

Subject: Monthly Activity Report – July 3, 2017 to August 6, 2017

Operations:

Emergency Incident Response:

On July 18th Mt. Elizabeth and Smith Peak lookouts sighted a smoke in the general vicinity Morgan Drive x Alice Lane. Engine 781 responded to the smoke check, once in the area they noticed drift smoke and immediately augmented the dispatch to a full wildland dispatch. The additional Fire Units were dispatched to Big Creek Shaft and upon arrival, there was a ¼ acre of grass and brush burning in the timber at a slow rate of spread. Fire crews contained the fire immediately preventing any additional spread. The cause of the fire is under investigation.

On July 27th Fire Units responded to a traffic accident with a pin-in Highway 120 x Buck Meadows Road. Upon arriving at scene, there were two patients pinned in the vehicle. Both patients were extricated with the "Jaws of Life" off Engine 781. One patient was flown by PHI Air Ambulance to Memorial Hospital in Modesto with major injuries. Unfortunately, the other patient succumbed to their injuries at scene.

On July 29th Engine 781 responded to a vehicle fire on Highway 120 east of Priest Coulterville Road. Upon arriving at scene, there was a pickup truck fully involved in fire towing a 5th wheel trailer. Our fire crews aggressively attacked the fire preventing any spread to the 5th wheel and vegetation. The cause of the fire is determined to be mechanical.

Apparatus and Equipment:

All equipment is in service and available

Training:

In addition to our monthly Emergency Medical Technician (EMT) curriculum and engine company performance standards, Battalion personnel received the following specialized training:

- Annual 4036 Skills Test
- 2017 Focus on Safety
- Auto Extrication
- Defensive Driver
- Area Orientation
- Chainsaw Safety
- Working with Dozers
- Fatality Fires
- Burn Injuries
- Ambulance Orientation

Public Education:

Groveland Fire and CAL FIRE participated in the successful Playground Fundraiser at Mary Laveroni Park. Firefighters handed out public education materials and displayed the fire engines to show the fire equipment carried and capabilities. Miller Brothers Towing donated a vehicle for fire crews to utilize the “Jaws of Life” to cut, demonstrating a rescue operation of a major traffic accident. It was intended to show the public what emergency responders do to save vehicle crash victims who are trapped.



Figure 1: Firefighter Stockdale opening the car door with the Hurst Spreader tool to gain access.



Figure 2: Engineers Beal and Chunn using our newly acquired Hurst RAM to lift the dash.



RESPONSE ACTIVITY TALLY REPORT

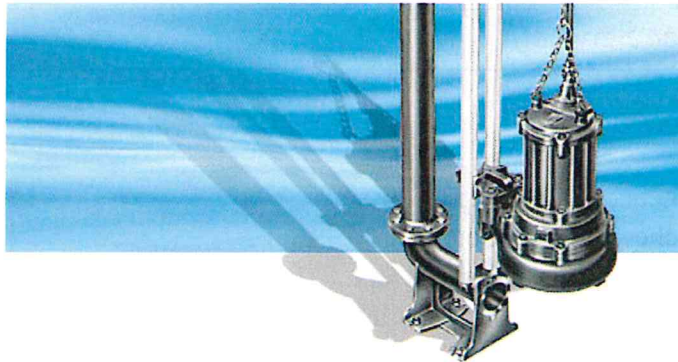
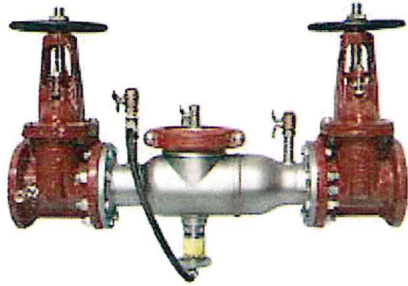
55045

GROVELAND CSD

Alarm Date From: 7/3/2017 To: 8/6/2017

Report Date 8/7/2017

INCIDENT TYPE	INCIDENT TYPE DESCRIPTION	INCIDENT COUNT
GCS		
131	Passenger vehicle fire	1
141	Forest, woods or wildland fire	1
321	EMS call, excluding vehicle accident with injury	22
322	Vehicle accident with injuries	1
381	Rescue or EMS standby	1
400	Hazardous condition, other	1
460	Accident, potential accident, other	1
550	Public service assistance, other	1
551	Assist police or other governmental agency	8
651	Smoke scare, odor of smoke	2
700	False alarm or false call, other	1
	Subtotal	40
GRV		
321	EMS call, excluding vehicle accident with injury	5
381	Rescue or EMS standby	1
550	Public service assistance, other	2
700	False alarm or false call, other	1
	Subtotal	9
FDID 55045	GROVELAND CSD	Grand Total 49



Monthly O&M Report for July

Water Breaks or Repairs

- Water Break. Service Tube broke Unit 3 lot 20.
- Water Break. Main line broke on Butler and Hillhurst July 1st at 1030 at night.
- Water Break. Service tube broke at unit 10 lot 32.
- Water Break. Service Tube broke at 17675 School St.

Sewer Line Breaks or Repairs

- Sewer spill at Unit 4 Lot 74.
- Staff dug cut trenches to stop sewer from spilling into lake while Vac-Truck was in route. Vac-Truck was then used to evacuate all sewer in the Gravity line and residual on the ground. Staff used the Hydro Flushed truck to clean the Line from Ls 14 to troubled spot and found flushing branch plug in the Main Line. After flow was reestablished staff dug out contaminated dirt around site and brought back to the yard. Clean dirt was then brought back and put over spill site. Staff also ran the Camera in the Main Line and found no other problems.

- Sampled Tank 2, 4 & 5.
- Changed out multiple Meter/ERT throughout the District.
- Reset breaker on Big Creek Booster pump #2 due to overheating.
- Installed new traffic rated meter boxes for Miller Brothers Automotive in BOF.
- Dug and pored pear holes for 2G Turbine VFD shed.
- Saw cut and dug out Water Break patch on Butler and Hillhurst. Loaded all debris and brought back to the yard.
- Checked Big Creek Turbine because of Vibration. Found bad connection on one of the Motor Leads. Redid connection checked amps and vibration no problems so put back in Service.
- Weekly Water Samples at both Water Treatment Plants and Distribution system.
- Daily, weekly and monthly servicing of both Water Treatment Plants and both Pall Trailers.
- Changed out Reagents in Cl17 Chlorine Analyzers at both Water Treatment Plants.
- Weekly calibration and referencing of analyzing equipment at both Water Treatment Plants and both Pall Trailers.
- Prepared and sent monthly Water report to the State.

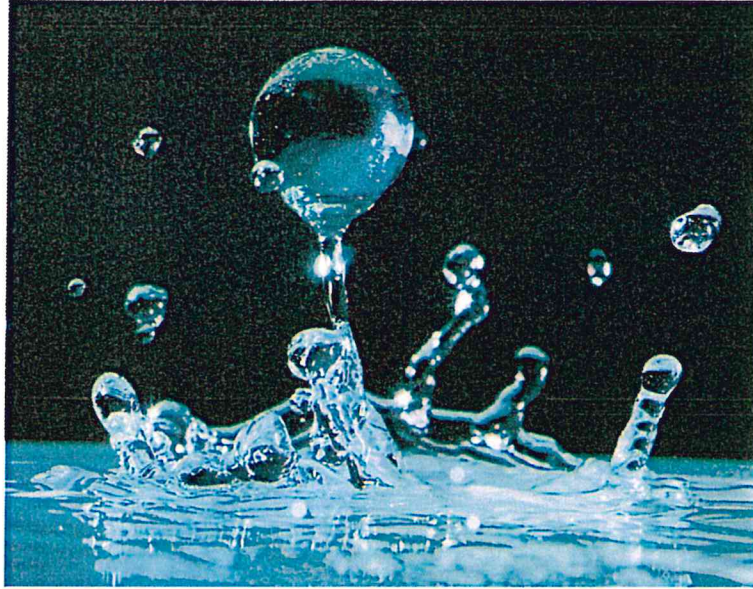
Sewer-

- Weekly Preventative Maintenance Check (PMCS) and Generators Checks at all Lift Stations
- Cleaned the pressure transducers and floats as needed at all Lift Stations
- Did odor control at all Lift Stations as needed
- Chemically cleaned various sewer gravity lines throughout the District.
- Hydro-Flushed various sewer gravity lines throughout the District
- Prepared and sent in monthly Sewer report to the State.
- Ran the Screw press to waste from the Digester
- Emptied drying beds
- Moved pallets of salt to the STP OSG room for Chlorine Generation.
- Sprayed down and cleaned roto room daily
- Ran irrigation for all spray fields. On schedule to be ready for upcoming winter.
- Did daily rounds/weather and Lab for the WWTP
- Removed two old Blowers from the STP Generator room. Will be setting them up to run the Digester.
- Pulled Influent pump #2 checked for stuck debris and windings. Reinstalled because pump was in good shape. Diagnosed problem with the VFD (ordered new one).
- Cleaned Lift Station 3 & 4.
- Gravity Manhole inspections for LS 5, 6, 7 and 8.
- Ran camera in the Sewer Line behind Marvel to locate their tie in location.

- Weekly safety meetings.
- Weekly vehicle checks.
- CPR and First Aid class.

Major Projects or Normal Preventative Maintenance-

- Worked with CCTV crew on Ls 16 Force main Cleaning and Inspection
 - Picked up and dropped back off Bounce Houses for Park Fundraiser.
 - Marked out walk way for new Park Playground and shot grade.
 - Took dirt from District yard to new Playground site at the Park. Brought new site up 12”.
 - Brushed around Tank 2 and measured for electrical conduit for new Booster Pump installation.
-



ACCOUNTS PAYABLE CHECK LISTING

July, 2017

Fiscal Year 17/18

Board Approval _____

Bank Reconciliation

Checks by Date

User: dpercoco
 Printed: 08/07/2017 - 11:30AM
 Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
15600	7/1/2017	Blue Shield of California		AP		14,890.57
15601	7/1/2017	Columbia Communications		AP		156.00
15602	7/1/2017	Conifer Communications		AP		239.70
15603	7/1/2017	Department Of Water Resources		AP		7,996.69
15604	7/1/2017	FP Mailing Solutions		AP		286.36
15605	7/1/2017	Jack Henry & Associates, Inc.		AP		1,531.94
15606	7/1/2017	MetLife Small Business Center		AP		165.93
15607	7/1/2017	PLIC-SBD Grand Island		AP		2,149.75
15608	7/1/2017	Ray Suess Insurance & Invst		AP		7,403.15
15609	7/1/2017	SDRMA		AP		101,956.29
15610	7/1/2017	VSP		AP		379.95
114927	7/5/2017	Oak Valley Community Bank		AP		712.50
114928	7/5/2017	Operating Engineers Local #3		AP		282.48
114929	7/5/2017	Rabobank, N.A.		AP		712.50
114930	7/5/2017	US Treasury		AP		229.87
901749	7/5/2017	Dept of Child Support Services		AP		205.03
901750	7/5/2017	EDD - Electronic		AP		1,613.12
901751	7/5/2017	Federal EFTPS		AP		10,593.43
901752	7/5/2017	Pers - Electronic		AP		5,787.94
901753	7/5/2017	TD Ameritrade Trust Co.		AP		800.00
114904	7/7/2017	Jonathan Sterling		PR		2,952.93
15612	7/11/2017	Accela, Inc. #774375		AP		895.45
15613	7/11/2017	Airgas USA, LLC		AP		92.07
15614	7/11/2017	Astra Industrial Services		AP		105.00
15615	7/11/2017	BHI Managment Consulting		AP		3,025.00
15616	7/11/2017	Steven & Donna Bierut		AP		1,135.44
15617	7/11/2017	Board Of Equalization		AP		121.92
15618	7/11/2017	Bruce & Carrie Carter		AP		73.93
15619	7/11/2017	Dataprose Inc.		AP		3,188.39
15620	7/11/2017	Charles Dearnore		AP		156.78
15621	7/11/2017	Richard Downen		AP		122.48
15622	7/11/2017	Down to Earth Const. & Nursery		AP		119.05
15623	7/11/2017	Theo Edwards		AP		1,232.50
15624	7/11/2017	Casey Evanoff		AP		35.49
15625	7/11/2017	GCSD		AP		4,937.47
15626	7/11/2017	GCSD Petty Cash		AP		54.23
15627	7/11/2017	General Plumbing Supply		AP		705.15
15628	7/11/2017	Gilbert Associates, Inc.		AP		3,100.00
15629	7/11/2017	GreatAmerica Financial Services		AP		186.36
15630	7/11/2017	H & S Parts and Service		AP		471.80
15631	7/11/2017	Hach		AP		483.54
15632	7/11/2017	Hollis Harris		AP		52.12
15633	7/11/2017	KC Auto Parts		AP		11.52
15634	7/11/2017	KC Courier, LLC		AP		309.00
15635	7/11/2017	Richard Laffranchi		AP		33.50
15636	7/11/2017	Amanda & Wyatt Livingston		AP		3.60

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
15637	7/11/2017	Lloyd & Kathleen McFarlin		AP		55.62
15638	7/11/2017	Moore Bros. Savenger Co., Inc.		AP		511.37
15639	7/11/2017	Mother Lode Answering Service		AP		156.00
15640	7/11/2017	Mountain Oasis Water Systems		AP		186.00
15641	7/11/2017	Murdock Super Secur Mfg. Co.		AP		11,538.02
15642	7/11/2017	Nationwide Long Distance Service, Inc.		AP		9.52
15643	7/11/2017	Ruslan Nechay		AP		108.28
15644	7/11/2017	O'Reilly Auto Parts		AP		18.51
15645	7/11/2017	Pall Corporation		AP		70,785.00
15646	7/11/2017	Ronald Percoco		AP		2,213.00
15647	7/11/2017	PG&E		AP		664.26
15648	7/11/2017	Pine Mt. Lake Association		AP		50.00
15649	7/11/2017	PML Hardware & Supply Inc.		AP		399.31
15650	7/11/2017	Steven & Margaret Pryor		AP		98.00
15651	7/11/2017	Kevin James & Suzanne Rains		AP		149.66
15652	7/11/2017	Edward & Kimberly Rogers		AP		77.39
15653	7/11/2017	Safety-Kleen Systems		AP		511.74
15654	7/11/2017	San Francisco Public Utilities Commissi		AP		28,901.72
15655	7/11/2017	Sonora Ford		AP		131.70
15656	7/11/2017	Sonora Ford		AP		14.65
15657	7/11/2017	Streamline		AP		600.00
15658	7/11/2017	Edward & Gabriela Sullivan		AP		184.07
15659	7/11/2017	Howard & Teresa Sutton		AP		8.84
15660	7/11/2017	The Bank of New York Mellon		AP		1,500.00
15661	7/11/2017	Tuo. Co. Public Power Agency		AP		17,096.31
15662	7/11/2017	Zee Medical Service Co		AP		115.08
114950	7/19/2017	Operating Engineers Local #3		AP		282.48
901754	7/19/2017	Dept of Child Support Services		AP		205.03
901755	7/19/2017	EDD - Electronic		AP		1,421.33
901756	7/19/2017	Federal EFTPS		AP		10,121.85
901757	7/19/2017	Pers - Electronic		AP		141,469.08
901758	7/19/2017	TD Ameritrade Trust Co.		AP		800.00
15663	7/20/2017	AM Consulting Engineers, Inc.		AP		11,290.00
15664	7/20/2017	Aqua Labs		AP		3,530.00
15665	7/20/2017	AT&T Long Distance		AP		520.65
15666	7/20/2017	Atkinson, Andelson, Loya, Rudd & Ror		AP		125.00
15667	7/20/2017	Burton's Fire Inc		AP		387.45
15668	7/20/2017	CV Industrial Corp		AP		573.59
15669	7/20/2017	CWEA		AP		172.00
15670	7/20/2017	Gregory Dunn		AP		200.00
15671	7/20/2017	General Plumbing Supply		AP		84.28
15672	7/20/2017	Jessie Gunn		AP		200.00
15673	7/20/2017	IBS of Sacramento V alley		AP		134.18
15674	7/20/2017	Itron Electric Metering Co Inc		AP		711.62
15675	7/20/2017	Brandon Klein		AP		200.00
15676	7/20/2017	James Koster		AP		200.00
15677	7/20/2017	Land & Structure		AP		2,252.50
15678	7/20/2017	Lise Lemonnier		AP		250.00
15679	7/20/2017	Wyatt Livingston		AP		200.00
15680	7/20/2017	R.F. Macdonald Co.		AP		100,680.94
15681	7/20/2017	Matthew Dickens		AP		200.00
15682	7/20/2017	Luis Melchor		AP		200.00
15683	7/20/2017	O'Reilly Auto Parts		AP		184.75
15684	7/20/2017	Pall Corporation		AP		28,145.13
15685	7/20/2017	John Pike		AP		200.00
15686	7/20/2017	Rabobank, N.A.		AP		1,857.50

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
15687	7/20/2017	Ray Suess Insurance & Invst		AP		7,400.15
15688	7/20/2017	Myles Rodriguez		AP		200.00
15689	7/20/2017	Patrick Sommarstrom		AP		200.00
15690	7/20/2017	Staples Credit Plan		AP		1,744.92
15691	7/20/2017	SWRCB		AP		270.00
15692	7/20/2017	Richard T. Todd		AP		750.00
15693	7/20/2017	Anthony Trujillo		AP		200.00
15694	7/20/2017	Univar Usa Inc.		AP		9,301.52
15695	7/20/2017	UPS		AP		37.25
15696	7/20/2017	Verizon Wireless	7706	AP		170.69
15697	7/20/2017	David Young		AP		200.00
114931	7/21/2017	Jonathan Sterling		PR		2,954.55
15698	7/27/2017	Accela, Inc. #774375		AP		12,023.00
15699	7/27/2017	American Textile & Supply		AP		426.62
15700	7/27/2017	Blue Shield of California		AP		16,490.73
15701	7/27/2017	Borges & Mahoney		AP		1,119.69
15702	7/27/2017	W. H. Breshears		AP		4,199.99
15703	7/27/2017	Carbon Copy Inc.		AP		62.94
15704	7/27/2017	CMRS-FP		AP		800.00
15705	7/27/2017	CV Industrial Corp		AP		414.78
15706	7/27/2017	Data Support Company		AP		1,000.69
15707	7/27/2017	Department of Forestry & Fire Protectic		AP		24,850.05
15708	7/27/2017	Grainger		AP		729.88
15709	7/27/2017	Groveland Transfer Station		AP		40.75
15710	7/27/2017	Hach		AP		8,651.96
15711	7/27/2017	MetLife Small Business Center		AP		200.13
15712	7/27/2017	Microsoft		AP		300.00
15713	7/27/2017	Neumiller & Beardslee		AP		1,630.00
15714	7/27/2017	PLIC-SBD Grand Island		AP		2,371.64
15715	7/27/2017	SWRCB		AP		170.00
15716	7/27/2017	Synagro WWT, Inc.		AP		6,124.24
15717	7/27/2017	Underground Service Alert		AP		155.60
15718	7/27/2017	Usa Blue Book		AP		499.33
15719	7/27/2017	VSP		AP		402.30
15720	7/27/2017	Wells Fargo Bank, N.A.		AP		359.29

Total Check Count: 137

Total Check Amount: 731,034.02

Legal Fees

79-015	<u>CK#</u>	<u>Atkinson</u>	<u>CK#</u>	<u>Neumiller</u>
July	14604	\$ 7,200.00	14614	\$ 2,293.00
August	14681	\$ 1,875.00	14701	\$ 2,749.00
September	14826	\$ 775.00	14809	\$ 4,064.92
October	14902	\$ 600.00	14892	\$ 1,426.00
November		\$ -		\$ -
December	15090	\$ 5,670.00	15141	\$ 1,792.00
January	15174	\$ 6,720.00	15231	\$ 299.00
February	15251	\$ 350.00	15307	\$ 1,863.00
March	15395	\$ 200.00	15422	\$ 276.00
April	15492	\$ 600.00	15502	\$ 6,749.00
May	15585	\$ 1,025.00	15594	\$ 1,172.00
June	15666	\$ 125.00	15713	\$ 1,630.00

Total \$ 25,140.00 \$ 24,313.92

Legal Fee Total \$ 49,453.92

GROVELAND COMMUNITY SERVICES DISTRICT									
CASH BALANCES AS OF 07/31/2017									
Cash Accounts	Acct	Water	Sewer	Grunsky	Total Enterprise & D/G Funds	Fire	Parks	Total Government Funds	G/L Totals
Rabobank Operating Account	4498	727,058.10	69,939.59	7,377.71	804,375.40	209,377.17	115,277.19	324,654.36	1,129,029.76
Rabobank Investment (Operating Reserves)	2814	340,329.23	171,976.37	11,685.44	523,991.04	842,012.86	86,173.71	928,186.57	1,452,177.61
Rabobank Payroll Account	2426	21,303.10	20,333.58		41,636.68	4,032.62	4,103.32	8,135.94	49,772.62
Rabobank Drought Grant Account	5389	175,509.26			175,509.26				175,509.26
Rabobank Pension Acct	8958	15,015.17	11,011.17		26,026.34	45,045.50	200.37	45,245.87	71,272.21
Cash Drawer		168.00	132.00		300.00				300.00
Petty Cash		100.00	100.00		200.00				200.00
Cash in Co Treas SAD 77-1		5,527.46			5,527.46				5,527.46
LALF Transferred to Investment Reserves Acct			59.51						
Total Unrestricted Cash		1,285,010.32	273,552.22	19,063.15	1,577,566.18	1,100,468.15	205,754.59	1,306,222.74	2,883,788.92
Water Bond Pymt Reserve	4662	1,023,053.63	-		1,023,053.63	-	-	-	1,023,053.63
Sewer Bond Pymt Reserve	4745	-	648,424.26		648,424.26	-	-	-	648,424.26
2013 Water Bond Sale - Restricted Reserve	2498	314,746.62			314,746.62				314,746.62
2014 BNY Water Bond Sale - Restricted Reserve	5112	378,397.75			378,397.75				378,397.75
2014 BNY Sewer Bond Sale-Restricted Reserve	9240		324,856.25		324,856.25				324,856.25
Total Restricted Cash		1,716,198.00	973,280.51		2,689,478.51	-	-	-	2,689,478.51
Total Cash and Investments		3,001,208.32	1,246,832.73	18,464.26	4,266,505.31	1,100,468.15	205,754.59	1,306,222.74	5,573,267.43