



REGULAR MEETING OF THE BOARD OF DIRECTORS

District Office, 18966 Ferretti Road

Groveland, CA 95321

(209) 962-7161 www.gcsd.org

AGENDA

May 9, 2023

10:00 a.m.

Location: 18966 Ferretti Road, Groveland

CA, 95321

MEMBERS OF THE PUBLIC MAY ATTEND IN PERSON AT DISTRICT OFFICE OR VIA VIDEO CONFERENCE AS DETAILED BELOW:

HOW TO OBSERVE AND PARTICIPATE IN THE MEETING:

Computer, tablet or smartphone: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/7688070165> using a computer with internet access that meets Zoom's system requirements

Telephone: Listen to the meeting live by calling Zoom at (253) 215-8782 or (301) 715-8592. Enter the Meeting ID# 279-281-953 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM> if the line is busy.

Mobile: Log in through the Zoom mobile app on a smartphone and enter Meeting ID# 279-281-953.

HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to board@gcsd.org, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments by voice and in writing, and identify the cut off time for submission of written comments. Comments can be emailed in advance of the Board meeting and up to the time of Board consideration of the item during the meeting. Send email to board@gcsd.org, and write "Public Comment" in the subject line. Once you have joined the Board meeting online using Zoom, public comments can also be submitted using the Chat function while in the Zoom Meeting. In the body of the email or Chat, include the agenda item number and its title, as well as your comments. The Board President will also public comment to be made verbally prior to consideration of each agenda item, and will explain the procedure for making verbal comments during the meeting. Once the public comment period is closed, comments timely received in advance of consideration of the agenda item will be read aloud prior to Board action on the matter. Comments received after the close of the public comment period will be added to the record after the meeting.

ACCESSIBILITY INFORMATION:

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meeting-related materials should contact Rachel Pearlman, Board Secretary, at least 48 hours before a regular meeting at (209) 962-7161 or rpearlman@gcsd.org. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

AGENDA MATERIAL:

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Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.gcsd.org> as the place for making those public records available for inspection. The documents may also be obtained by calling the District office.

ALL AGENDA MATERIAL ARE AVAILABLE ON THE DISTRICT WEBSITE AT WWW.GCSD.ORG OR MAY BE INSPECTED IN THE GROVELAND COMMUNITY SERVICES DISTRICT OFFICE AT 18966 FERRETTI ROAD, GROVELAND, CALIFORNIA

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)



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10:00 a.m.

Location: 18966 Ferretti Road, Groveland

CA 95321

Call to Order

Pledge of Allegiance

Roll Call of Board Members

Nancy Mora, President
Janice Kwiatkowski, Vice President
John Armstrong, Director
Spencer Edwards, Director
Robert Swan, Director

1. Approve Order of Agenda

2. Public Comment

Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Public comments are subject to a 3-minute time limit; 10 minutes on an individual topic. Although no action can be taken on items not listed on the agenda, please know we are listening carefully to your comments.

3. 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. CERT Report
- iii. General Manager's Report
- iv. Operations Manager's Report
- v. Administrative Services Manager's Report

B. Proclamations

- i. Recognition of Peter Kampa for his 4 Years of Service to the Groveland Community Services District
- ii. Recognition of Meghan Orsetti for her 4 Years of Service to the Groveland Community Services District

4. 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 April 11, 2023 Regular Meeting

- B. Accept April 2023 Payables
- C. Adoption of a Resolution Rescinding Declaration of Stage 2 and Implementing Stage 1 of the District's Water Shortage Contingency Plan Per Executive Order (N-5-23)
- D. Waive Reading of Ordinances and Resolutions Except by Title

5. 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)

- A. None

6. 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 Amending and Updating District Salary Schedule to Include Board Member Compensation
- B. Discussion Regarding the Potential to Enter into a Master Agreement with Tuolumne County Transportation Council for the Purpose of Accessing Caltrans Active Transportation Program Grant Funding for the Hetch Hetchy Railroad Trail Project
- C. Adoption of a Resolution Prohibiting the Abandonment of District Public Utility Easements
- D. Adoption of a Resolution Accepting Grant from the County of Tuolumne of the Sewer and Water Infrastructure at the Groveland Community Resilience Center
- E. Adoption of a Resolution Authorizing the General Manager to Enter into a Memorandum of Understanding with Tuolumne Stanislaus Integrated Regional Water Management Authority to Coordinate and Implement the Installation of a Water Fill Station Located at the Groveland Community Services District
- F. Adoption of a Resolution Approving Addendum to Professional Services Agreement with NBS Consulting for the Purpose of Updating the District Impact Fee Study to be in Compliance with AB 602

7. Adjournment

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

18966 Ferretti Road Groveland, CA 95321

Staff Report
May 1, 2023

To: Board of Directors

From: Andy Murphy, Assistant Chief - RA
By: Travis Chunn, Fire Captain

Subject: Monthly Activity Report – April 1, 2023 – April 30, 2023

Operations:

On April 3, 2023, at approximately 8:43PM, GCSD Engine 781 was dispatched to a carbon monoxide alarm activation with an unconscious male patient in the 19000 block of Pine Mountain Drive. While enroute, it was noted that the patient had come from a separate address. This separate address was the home with the carbon monoxide alarm activation. All the people at the separate address drove to the location with the unconscious patient. Tuolumne County Engine 631 was dispatched to evaluate the carbon monoxide alarm activation at the separate address. There was a total of 11 people who asked to be evaluated. Two people were transported to the hospital by medic 41, and the other nine people decided to drive themselves to the hospital.

On April 5, 2023, at approximately 11:02 AM, GCSD Engine 781 and Tuolumne County Engine 631 were dispatched to a vehicle accident on Highway 120 near Old Highway 120. Upon arrival, Engine 781 & Engine 631 found a single vehicle approximately 20 feet over the bank with major damage. There was a single patient in the vehicle who was unresponsive. The patient was extricated from the vehicle, and the crews began CPR for approximately 40 minutes. The patient was pronounced deceased by the paramedic on Medic 41.

On April 28, 2023, at approximately 8:24 AM, GCSD Engine 781 and Tuolumne County Engine 631 were part of a high dispatch for a vegetation fire at the end of Corcoran Gray Road. The fire was reported as an escaped burn pile. Upon arrival, CAL FIRE Engine 4476 found a ½ acre vegetation fire in masticated ground fuels. The fire was contained at 8:57 AM. The final acreage was .47 acres. There were no injuries, and the fire did not leave the owner's property.

Apparatus and Equipment:

Apparatus	Description	Status
Engine 781	2009 Pierce Contender	In Service
Engine 787	2000 Freightliner FL112	In Service
Engine 783	1995 International Model 15	In Service
Utility 786	2008 Chevrolet 2500	In Service

On April 10, 2023, annual pump testing was completed for all GCSD fire engines.

On April 27, 2023, annual service was completed on all fire extinguishers at station 78.

Training:

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

- Rope Rescue
- Radios
- Hose Pulls
- Glucometer
- FAE Patrick Cohen assisted with the CAL FIRE Basic class at Columbia College Fire Academy

Fire Department News:

On April 27, 2023, GCSD Engine 781 and Tuolumne County Engine 631, attended Safety Day at Tenaya Elementary School. Four classes rotated through our station. They learned about fire escape plans, having a safe meeting place, and toured the fire engine equipment.





MONTH - April 2023

STATION 78

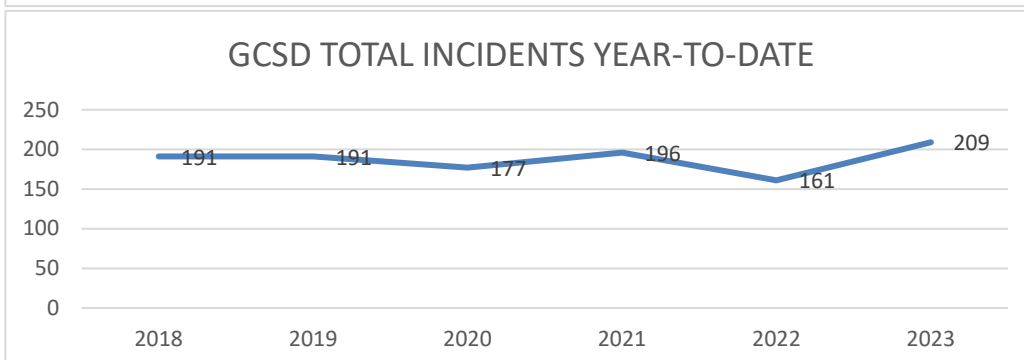
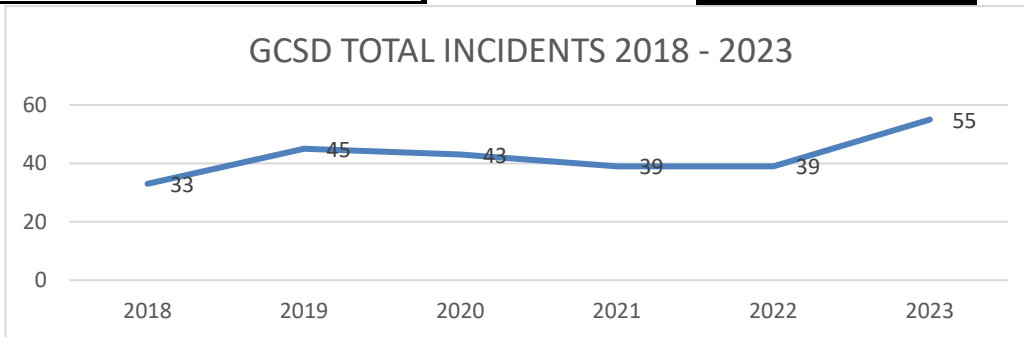
Alarm Sounding	0
Odor Investigation	2
Debris Fire	0
Medical Aid	30
Fire Menace Standby	3
Fire Other	0
Haz Mat	0
Landing Zone	1
Plane/Heli Crash	0
Public Assist	15
Smoke Check	0
Structure Fire	0
Commercial Structure Fire	0
Vegetation Fire	0
Vehicle Accident	4
Vehicle Accident/Pin in	0
Vehicle Fire	0
TOTAL	55



Auto Aid	Given
Tuolumne County	3
INC# 4489 Vehicle Accident Hardin Flat Rd. INC# 4580 Vehicle Accident Priest Coulterville Rd. INC# 5127 Vehicle Accident Cherry Lake Rd. TCFD E-631: 17 calls	

Last Call Logged Run # 5560

ALS	
Yes	No
23	9



CERT Groveland/Big Oak Flat/Moccasin

Groveland Community Services District • 18966 Ferretti Road, Groveland CA 95321



Groveland, California

Report to GCSO Board for May 2023

- GCERT has 25 participants, 21 inquiring people and 13 fully certified members. We have 5 newly created and certified CERT members from the April TC-OES class.
- GCERT has notified FD that our Firefighter Rehab vehicle is operational. It has been outfit with all the necessary equipment to Go Live. (Funded by Adventist Health Grant) GCERT is also available for Traffic Control deployment.
- GCERT Len Otley is our Training Officer. The next training is likely in Fall 2023.
- GCERT assisted the PMLA Safety Committee in developing evacuation maps for PML and the Greater Groveland area. What is needed to add to GCSO website?
- GCERT is partnered with PML Safety Committee for a Personal Preparedness Workshop for Seniors at Little House on May 5th.
- Groveland CERT will partner with the Pine Mountain Lake Safety Committee to offer at least one Fire Preparedness Workshop in Q2. Between the 3 workshops in 2022, nearly 100 local folks have participated.
- GCERT is partnering with PML S&SC to provide First Aid/CPR/AED training June 3.
- GCERT attended the April 6th meeting of the TC Health Care & Safety Coalition meeting.
- The GrovelandNET is a community radio communications network utilizing FRS radios. These are about \$30 each, require no license, would be in typical use throughout Groveland/BOF. Additionally, a few GMRS would be used to communicate outside the area on to Sonora OES using repeaters. These are more expensive, require a license & training. GCSO would implement a Base Station.
- The National CERT Conference is June 29 thru July 1 in Burlingame. All are welcome to attend. There are CERT national folks, FEMA management, and CAL OES. Dore Bietz, Suu-Va Tai (CAL OES) and myself are attending.
Link is <https://nationalcert.org/cert-360>

5/4/2023 3:17 PM

GrovelandCERT@gmail.com

FB – CERT – Groveland Area Community Emergency Response Team
ND – CERT – Groveland Area Community Emergency Response Team

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 3Aiii. General Managers Report

Overview

Highlights for the period of April 11, 2023 to May 9, 2023 include the following, with additional information provided verbally and in attachments:

- Following legal review, completed the final Clearwell project construction contract change order (attached) to document the addition of the Tank 5 floor replacement, extension of contract days and contractor relinquishment of claims. The change order was signed by the contractor on 5/03/2023.
- Developed MOU for the water bottling fill station.
- Attended the Community Plan meeting coordinated by Supervisor Haff, and provided input and discussed the GCSB role in community planning and providing services.
- Held our first official Tuolumne County Special Districts Association (TCSDA) meeting during which we convened a meeting of the Special District Selection Committee, who appointed John Feriani to the At-Large LAFCO seat for the term of 2022-2026. A graphic is attached to this report showing the special district LAFCO terms and conditions we agreed upon at the meeting.
- Spent dozens of hours pouring over the myriad of Caltrans regulations and procedures involved in implementation of the Clean California program as well as the ATP. This led to the development of the relationship between the District and TCTC required to begin planning the trail project, as to be discussed in this meeting.
- TCTC reached out to the District with an offer to dedicate an additional \$540,000 to the trail project, which if successful in Caltrans approval we will use for a wide walkway and retaining walls from the upper to lower park, providing ADA access.

ATTACHMENTS

1. Clearwell Agenda
2. Sewer Project Agenda
3. LAFCO Terms

**GROVELAND COMMUNITY SERVICES DISTRICT
SEWER COLLECTION SYSTEM IMPROVEMENTS PROJECT
CONSTRUCTION PROGRESS MEETING**

May 1, 2023 @ 8:30 AM

AGENDA

- I. INTRODUCTIONS
- II. CONSTRUCTION PROGRESS SNAPSHOT
 - a. Total Project Cost (Contractor) \$3,653,429.00
 - b. Total Funding Agreement (Total Project) \$5,845,568.00
 - c. Total Project Contingency \$922,877.00
 - d. Budget Spent to Date (Contractor) \$1,130,147.60
 - e. Budget Spent to Date (Total Project) \$1,728,361.84(+115,722.20 CCO 3-4,10-15)
 - f. Contingency Used to Date \$107,515.24 (+115,722.20 CCO 3-4, 10-15)
 - g. Percentage Funding Used to Date (Contractor) 30.9%
 - h. Percentage Funding Used to Date (Total Project) 29.6%
 - i. Percent Contingency Used to Date 11.7%
 - j. Days for Completion 377 Calendar Days (All CCO's)
 - k. Elapsed Days 322 Calendar Days
 - l. Weather Day 105 Weather Day (+Remobilize Date)
 - m. Remaining Days 160 Calendar Days
- III. CONSTRUCTION SITE REPORTS
 - a. Progress to Date
 - i. Les is updating completion sheet.
 - b. Contractor (1-MONTH LOOK AHEAD)
 - i. Will get updated schedule 5/15/23
- IV. CHANGE ORDERS
 - a. Executed Change orders
 - i. Change Order No. 1 – MH-2003 to MH-2004 Trench Rock Break (T&M) (\$2,352.97 and 0 .50 calendar days) (Included in DR No. 4)
 - ii. Change Order No. 2 – MH-101 Removal (\$2,550.00 and 0 .50 calendar days) (Included in DR No. 4)
 - iii. Change Order No. 3 – MH-3 to MH-4 Replacement in Lieu of Spot Repair (\$38,790.00 and 3 calendar days) (Improvement Pending)
 - 1. Tree removed.

- iv. Change Order No. 4 – MH-37 to MH-38 Improvement Revisions (-\$3,900.00 and 1 calendar day) (To Be Included in DR No. 6)
 - v. Change Order No. 5 – Trash Disposal & Potholing for MH-20 to MH-21 (\$5,383.50 and 1 calendar day) (Included in DR No. 4)
 - vi. Change Order No. 6 – MH-97 to MH-97B Culvert T&M (\$6,929.52 and 1 calendar day) (To be billed to school - WILL NOT BE CLAIMED)
 - vii. Change Order No. 7 – MH-10-24 to MH-10-20 Replacement in Lieu of Spot Repair (\$79,290.00 & 2 Calendar Days) (Included in DR No. 4)
 - viii. Change Order No. 8 – MH-123 to MH-124 (-\$8,271.00 and 1 Calendar Day) (Concrete Improvements Pending) (Included in DR No. 5)
 - ix. Change Order No. 9 – MH-4-93 to MH-4-95, MH-4-93 to MH-4-276 & MH-4-276 to MH-4-275B Improvement Revisions (\$26,210.00 & 3 Calendar Days) (Included in DR No. 5)
 - x. Change Order No. 10 - MH-10-10 to MH-10-8 (Creek Crossing) (\$9,854.74 and 3 Calendar Days) (To Be Included in DR No. 6)
 - xi. Change Order No. 11 - MH-1-325A to MH-1-324 (Creek Crossing) (\$5,640.19 and 1 Calendar Day) (To Be Included in DR No. 6)
 - xii. Change Order No. 12 - MH-12-81 to MH-12-93 & MH-12-173B to MH-12-173A (Unit 12 Swap) (\$-23,472 and 0 Calendar Days) (To Be Included in DR No. 6)
 - xiii. Change Order No. 13 - Cleanouts & Concrete Collar Replacements (\$43,950.00 and 10 Calendar Days) (To Be Included in DR No. 6)
 - xiv. Change Order No. 14 - MH-1-315 to MH-1-320 (Creek Crossing) (\$14,409.60 and 5 Calendar Days) (To Be Included in DR No. 6)
 - xv. Change Order No. 15 – Erosion Control (\$30,499.67 and 10 Calendar Days) (To Be Included in DR No. 6)
- b. Pending Change Orders
- i. Potential Change Order No. 15 – MH-4-251 Alignment Revisions (RFI No. 2) (T&M Documents pending)
 - ii. Potential Change Order No. 17 – Concrete Pad Adjacent to MH-124 (200 SF) (\$15,250 – \$75 \$/SF – Les discussed with Moyle)
 - 1. Requested all pending change orders/confirmation no remaining.
 - a. Stated no more change orders are remaining.

- c. Final Change Order List
 - i. Budget of \$500,000 until project is completed.
 - ii. Estimate approximately 1 to 1.5 million remaining at end of project.
 - 1. Final Direction Received and provided to Moyle regarding material procurement and additional improvements.
 - a. No materials have been ordered as the material is readily available.
 - b. No improvements have been completed as Moyle was to request individual change orders for additional work.
 - 2. AMCE developed change order tracking list that separates out the change order costs incurred for this list and the project in general.
 - 3. CIPP add. imp. items/reductions listed in CIPP sch. comments/Big CCO list
 - a. No material costs for MH-1-163 to MH-1-167 CIPP
 - i. Provided direction as a swap.
 - 1. Since no material costs complete now or wait till end of Project?
- d. Additional Improvement in Unit 12/MH-48 to MH-49
 - i. Unit 12 Final List Provided
 - 1. Included in Change Order No. 12
 - a. Reduced Scope by \$86,400
 - b. Increased Scope by \$64,400
 - c. Additional Improvements to be Evaluated following execution of all outstanding change orders.
 - i. 12-269 to 12-134 (269' of replacement)
 - ii. 12-134 to 12-95 (472' of replacement)
 - iii. 12-21 to 12-47 (324' of replacement)
 - ii. Luis developed the final list (BOF).
 - 1. Sent final list to Moyle 2/15/23.
 - a. Received costs for requested new improvements 4/25/23.
 - b. Discuss contingency with GCSD
 - 2. Meeting to be schedule with Moyle following to discuss materials purchased for final change order list and to discuss swapping out of improvements with new items (BOF list, Final CCO List, & Bore & Jack).
 - a. Get GCSD availability for meeting.

iii. Funding constraints

1. Peter to discuss addition funding with State once final scope of work is determined internally by the District.

V. SUBMITTAL REVIEW

- a. Approved Submittals
 - i. Submittal No. 1 – 15.1 & 17 – 20
- b. Rejected
 - i. Submittal No. 16
- c. Remaining Submittals
 - i. Additional Requirements for Bore & Jack

VI. REVIEW RFI LOG

- a. Received/Pending RFI's
 - i. RFI No. 1 – Bore and Jack Information
 1. Response sent 8/9/2022
 - ii. RFI No. 2 – MH-4-251 Alignment Revisions
 1. Direction Provided via Email 8/17/2022
 2. Formal Response provided 8/25/2022
 - iii. RFI No. 3 – MH-1-325A to MH-1-324 Creek Crossing
 1. Formal response sent 9/15/2022
 - iv. RFI No. 4 – Reid Circle Tree
 1. Formal response sent 9/29/2022
 - v. RFI No. 5 – Use of Grade Rings to bring Manhole's to Grade
 1. Formal Response provided 10/10/2022

VII. PAYMENT REQUESTS

- a. FBA Approval (Phase 2)
 - i. Fully Executed Agreement
- b. Processed
 - i. Disbursement Request No. 1 (\$58,259.00)
 1. Received. (Submitted 1/28/2021)
 - ii. Disbursement Request No. 2 (\$111,500.00)

1. Received. (Submitted 3/24/2021)
- iii. Disbursement Request No. 3 (\$183,773.00)
 1. Received. (Submitted 7/6/2022)
- iv. Disbursement Request No. 4 (\$1,020,392.00)
 1. Received. (Submitted 9/8/2022)
- v. Disbursement Request No. 5 (\$292,555.00)
 1. Submitted 1/18/2023.
- vi. Disbursement Request No. 6 (Pending)
 1. Pending May 20, 2023

VIII. ENCROACHMENT PERMITS

- i. CalTrans Encroachment Permits
 1. MH-2 to MH-3 (July 8, 2023 Expires)
 - a. Shoulder Close Permit with Flagging
 - b. Traffic control plan completed
 - i. AMCE/Contractor Permit Received
 1. Completion of construction schedule received (Irrelevant due to weather).
 - a. Ground is too saturated to complete work anytime soon.
 - i. Estimated June 2023.
 - b. Schedule to be provided once weather clears up.
2. MH-48A to MH-49 (July 8, 2023 Expires)
 - a. Shoulder Close Permit
 - b. Traffic control plan completed
 - i. AMCE/Contractor Permit Received
 1. Completion of construction schedule received (Irrelevant due to weather).
 - a. Ground is too saturated to complete work anytime soon.
 - i. Estimated June 2023.
 - b. Schedule to be provided once weather clears up.
 - c. Adam to discuss with owner regarding proposed/optimal

construction date/time once firm construction dates are known.

- d. The district has legal right to remove sign.
 - i. GCSD notified owner that sign will remain in place unless it is dangerous during construction.
 - ii. If removed, it will need to be relocated to an area outside of the construction easement.
 - iii. If sign remains during construction, owner will have 3 months to prepare and file an encroachment permit.

3. MH-17 to FB-105 (July 8, 2023 Expires)

a. No Traffic Control Required

i. AMCE/Contractor Permit Received

1. Completion of construction schedule received (Irrelevant due to weather).

- a. Ground is too saturated to complete work anytime soon.
 - i. Estimated June 2023.
- b. Schedule to be provided once weather clears up.
- c. Adam to discuss with owner regarding proposed/optimal construction date/time and include in construction easement agreement.
- d. Owner added conditions of approval
 - i. GCSD to address once final construction dates known.

4. MH-47 to MH-48 (March 31, 2023 Expires – Extended to 4/14/23)

a. No Traffic Control Plan

b. Must be completed by March 31, 2023 (Extended to 4/14/23)

- i. Provide 7-day notice to CalTrans
 - ii. Completion of construction schedule received (Irrelevant due to weather).
 - 1. Express Sewer Mobilizing Week 4/3/23.
 - a. Work completed 4/3/23
- ii. Tuolumne County Encroachment Permits (Extended - January 28, 2024)
 - 1. The following sewer pipelines will be replaced/rehabilitated within the County right of way:
 - a. Anderson St/Vassar St, Big Oak Flat, CA - replacement of approximately 140 LF of sewer pipe,
 - b. School St, Big Oak Flat, CA - replacement of approximately 195 LF of sewer pipe and the addition of a new manhole,
 - c. Black Rd, Big Oak Flat, CA - cured in place pipe (CIPP) rehabilitation approximately 160 LF,
 - d. Clements Rd, Pine Mountain Lake - replacement of approximately 602 LF of sewer pipe,
 - e. Clements Rd, Pine Mountain Lake - replacement of 6 LF of cracked sewer pipe,
 - f. Clements Rd, Pine Mountain Lake - Replacement of approximately 328 LF of sewer pipe,
 - g. Catholic Cemetery St, Big Oak Flat, CA, replacement of factor tap (lateral connection),
 - h. Ponderosa Ln, Groveland CA, CIPP rehabilitation approximately 162 LF
- iii. Hetch Hetchy Encroachment Permits
 - 1. Must commence construction of Hetch Hetchy improvements within 240 days (November 6, 2022).
 - a. Notify Hetchy of start of work 10 day in advance
 - i. Work started on October 3, 2022
 - ii. Notice sent 9/15/2022
 - 2. Complete improvements within 365 days (March 11, 2023).
 - a. Moyle confirmed deadline cannot be met due to weather constraints.
 - i. Hetch Hetchy will provide an extension.
 - 1. Requested 4/18/2023.

- ii. Once we have a firm construction date and construction schedule received, the following shall occur:
 - 1. Send updated schedule listing improvements to be completed.
 - 2. SFPUC will revise the timeline in the consent letter and resend it for execution.
 - a. Require, at a minimum 14 days, to complete the redevelopment of the consent letter.
 - i. Sent revised schedule to SFPUC 4/18/23.
 - ii. Revised consent letter should have been sent to GCSD (Confirm)
 - iii. Work scheduled for May 9, 2023 to June 12, 2023.
- iv. Contractor concurrence with all encroachment permits
 - 1. Schedule Meets Project Deadline
- v. GIS Data Gathering
 - 1. Adam to train Les to use Trimble R2 unit
 - 2. Les to store unit at Adams office
 - a. Use only to gather points then return
 - b. Access not available at this time.

IX. PROJECT SCHEDULE

- i. Schedule
 - 1. Initial Construction inspection occurring May 2, 2023.
 - 2. 4-week look ahead (updated 5/1/2023)
 - a. Updated to be provided every two weeks.
 - i. Next by 5/15/23.
 - b. Rehabilitation/CIPP from 5/1/2023 to 6/6/2023
 - c. Holding off on sewer replacement and proceeding with manhole replacements
 - d. Waiting for a two-week clear weather window/ground to dry to proceed with any further replacements.
 - i. Once known, Moyle contact us and notices should be sent out ASAP.

1. Tentatively starting back up at LS 10 force main.
 - a. Estimated June 2023.

3. To completion (Irrelevant due to weather constraints)
 - a. Updated schedule includes updated Caltrans Improvements, CIPP/Rehab. work, & Hetchy Hetchy improvements dates.
 - i. CIPP/Rehab. work
 1. Mobilizing Week 4/3/23.
 - a. Work completed.
 - ii. Caltrans Replacement work
 1. GCSD to approach owners and discuss proposed/optimal date/time and include in agreement documents once construction schedule received.
 - a. PML Hardware Store construction easement agreement to be executed once revisions made and final construction dates known.
 - b. Brewery –legal direction received.
 2. Meets Project Deadline
 - iii. Caltrans CIPP work
 1. Moyle provided updated itemized dates for improvements.
 - a. Waiting until groundwater/clear weather to develop schedule.
 - b. District to confirm once received.
 2. Project Deadline extended to 4/14/23
 - iv. Hetch Hetchy work
 1. Extension requested from Hetch Hetchy 4/18/2023.
 - v. Tuolumne County
 1. Meets Project Deadline
 - vi. Final Change Order List
 1. AMCE requested to be included.
 - a. Holding off until we have a final list.

- vii. Deleted work
 - 1. Comments not incorporated into schedule.
- ii. Notices to Homeowners
 - 1. Notices to be sent out for two-month work period.
 - a. From schedule to completion
 - 2. Notices to be sent out for three work period.
 - a. Once on short schedule
 - 3. Notices to be sent out for one week work period (with exact tentative dates provided).
 - a. Door hangers to be provided to Les for placement on doors when construction is about to take place in specific areas.
- iii. Construction Staking
 - 1. All alignments have been staked for Pine Mountain Lake, Groveland and Big Oak Flat
 - 2. CCTV marked spot repairs and laterals
 - 3. PML Hardware store PUE staked:
 - a. Additional area to be provided by owner for construction.
 - i. No easement to be purchased by GCSD.
 - ii. Yonder development to pursue their easement
 - iii. GCSD developed construction easement agreement.
 - 4. Clements road (Unit 12) construction staking completed 11/22/22
 - a. Staking documents provided by Jack sent to District 11/23/22
 - b. AMCE developed figure for easement
 - i. Sent Peter 12/1/22
 - 5. Lift Station 10 easement and property corners to be staked.
 - a. Staking completed 12/7/22
 - i. Staking documents provided by Jack sent to District 12/8/22
 - ii. Easement/property corners staked
 - 6. Bore and Jack (PML)
 - a. Master staking file to be provided once improvement finalized.
 - i. Staking request received
 - ii. Minimum 48 hours' notice

- iv. Environmental surveys (within 15 days of NTP)
 - 1. Completed
 - a. Nesting birds found (BOF, Groveland & PML)
 - i. 300' no work zone to be enforced until July 15, 2022.
 - 2. Mitigate impacts to riparian vegetation
 - a. If removal of white alder and Pacific willow trees, three shall be replaced for each one removed.
- v. Compaction testing
 - 1. Drivable Areas (Test All)
 - a. 95% compaction
 - b. All drivable locations
 - 2. Non-drivable Areas (les to use discretion on tests)
 - a. 90% compaction
- vi. Testing
 - 1. Each pipeline will be balled initially to remove any and all sediment that has entered the pipeline
 - 2. Mandrel test following ball test
 - 3. District to CCTV each pipeline
 - a. Completing after whole area is done
- vii. Erosion Control
 - 1. Mix approved
 - 2. Straw, seed and wattles to be installed at most places
 - a. Location provided to contractor 10/4/22
 - 3. Straw, seed, wattles and jute netting to be installed on two homeowner embankments
 - 4. Location provided to contractor 10/4/22
 - 5. Proceeding with erosion control on new improvements per Les direction.
 - a. Inspection of erosion control occurred 3/13/23.
 - i. Some areas need to be replaced/addressed.
 - ii. Josh and Les had site visit on 3/27/23 to discuss revision work.
 - 1. Work to be completed on T&M.
 - a. Work started Week 4/3/2023.
 - i. Les discussing remobilization Week 5/1/23.
 - 2. Potentially to be funded via FEMA but will be funded through Sewer if not.
- viii. Completion Reports

1. Les to develop list of completed pipelines and update weekly.
- ix. Site Clean up
 1. Do not move onto a new site before cleanup has been completed
 - a. Les to take before and after photos for each site
 - b. Les to confirm site clean up
- x. Final Deliverable Dates:
 1. Construction Completion Date: December 31, 2024.
 2. Final Disbursement Date: June 30, 2025.
- xi. Punch List
 1. Developed for Unit 1, 4, 10 and 13
 - a. Final walk through for above improvement 12/7/22

X. CONCERNS

- a. Bore and Jack Improvement (MH-15-32 to MH-15-33) (Postponed)
 - i. Moyle provided costs for revised bore and jack improvements. (11/30/22) (Increase of \$77,612.00)
 1. Revision to improvements confirmed 12/1/22
 - a. Additional documentation to be provided regarding bore and jack pending improvement confirmation (AIS, etc).
 - b. Discuss at meeting with Moyle.
 - ii. Moyle to provide costs for conventional replacement. (11/30/22) (Increase of \$66,697.00)
 1. Final direction to be determined following complete list of CCO's accumulated to date.
 - iii. Easement for construction area under review
 1. Adam confirmed no easements needed.
- b. Pine Mountain Lake Hardware Store Sign
 - i. Adam is working with the store owner to get the sign taken down/additional construction easement.
 1. Construction easement letter completed and sent to owner for execution.
 - a. Owner provided comments on temporary construction easement. (Adam/GCSD addressing internally)
 - i. Need final construction dates before owner can sign. (Start and End of Construction)
 1. Should provide a month in which construction will occur and once

- construction has been initiated,
construction will be completed within 1 month.
 - 2. Construction will not be terminated or delayed once construction has been initiated.
 - 3. 7-day notice will be provided before construction will be initiated.
 - ii. Sign should be relocated away from new sewer pipeline.
 - 1. Encroachment permit to be filed and reviewed.
 - iii. Easement Found for this location.
 - 1. Additional land to be provided for construction purposed, in writing (Construction easement letter/agreement).
 - iv. Schedule provided for work
 - 1. Notice to be provided to homeowner once agreement in place.
- c. Brewery
 - i. Sign removal/working around sign
 - 1. GCSD received and notified owner regarding legality of removing the sign and what actions shall be take if the sign is removed or to remain in installed in the same location.
- d. Easement and Access Agreements
 - i. Land and Structure to gather and process
 - 1. \$2,500 to \$3,500
 - ii. Yosemite Title Company
 - 1. \$150 /hr
 - iii. County website providing access to District documented easements.
 - iv. Pine Mountain Lake, Big Oak Flat and Groveland Easements Found in District Storage.
 - v. AMCE holding off on easement letter until required
 - 1. 10' each side of pipe along centerline

XI. ADJOURN

**GROVELAND COMMUNITY SERVICES DISTRICT
BIG CREEK AND SECOND GARROTTE CLEARWELLS REHABILITATION
PROJECT
CONSTRUCTION PROGRESS MEETING**

May 1, 2023 @ 8:30 AM

AGENDA

- I. INTRODUCTIONS
- II. CONSTRUCTION PROGRESS SNAPSHOT
 - a. Total Project Cost (Contractor) \$3,118,200.00
 - b. Total Funding Agreement (Total Project) \$3,954,200.00
 - c. Budget Spent to Date (Contractor) \$3,098,386.31
 - d. Budget Spent to Date (Total Project) \$3,652,115.92
 - e. Total Project Contingency \$361,000.00
 - f. Contingency Used to Date \$125,932.61
 - g. Percentage Funding Used to Date (Contractor) 99.4%
 - h. Percentage Funding Used to Date (Total Project) 92.4%
 - i. Percent Contingency Used to Date 34.9%
 - j. Days for Completion 141 Working Days
 - k. Elapsed Days 317 Working Days (March 18, 2022)
 - l. Weather Day 4 Weather Day
 - m. Remaining Days -172 Working Days
- III. CONSTRUCTION SITE REPORTS
 - a. Progress to Date
 - b. Contractor (1-MONTH LOOK AHEAD)
 - i. Chris Erb (Vice President)
 - ii. Completion of Construction Inspection to occur May 2, 2023.
- IV. CHANGE ORDERS
 - a. Groveland CSD Contingency Used
 - i. Labor, Material and Equipment costs for valve/piping replacement at Butler Way Pump Station – Moyle (\$16,034.80)
 - b. Pending Change orders
 - i. Pending Change Order No. 20 – Second Garrotte interior insulation removal (7,321.39 and 0 working days) (Service Master Sierra)

- 1. Depending on available funds after Tank 5 Improvements
(Included in available funds calculation)
 - ii. Pending Change Order No. 21 – Second Garrotte interior insulation replacement (14,000.00 and 0 working days)
 - 1. Depending on available funds after Tank 5 Improvements
(Included in available funds calculation)
 - iii. Pending Change Order No. 22 - Butler Way Pump Station Pavement Replacement (\$24,717.23 and 0 Working Days)
 - 1. Depending on available funds after Tank 5 Improvements
- c. Fully Executed
 - i. Change Order No. 1 – Additional Structural Repairs in Big Creek Clearwell (\$33,217.80 and 8 Additional Working Days)
 - ii. Change Order No. 2 – Relocation of ARV to Adjacent Wye Fitting at Butler Way Pump Station (No Cost and 2 Additional Working Days)
 - iii. Change Order No. 3 – Installation of Insulation in Both the Big Creek and Second Garrotte New Electrical Cabinets (\$953.00 and No Working Days)
 - iv. Change Order No. 4 – Inspection Sand Blast (Time & Material) (\$46,457.90 and 4 Additional Working Days)
 - v. Change Order No. 5 – Addition of Inlet ARV at Butler Way Pump Station (\$2,116.00 and 1 Working Day)
 - vi. Change Order No. 6 – Upgrade of Pressure Transmitter at Butler Way Pump Station (\$3,832.50 and 0 Working Day)
 - vii. Change Order No. 7 – Additional Communications Between Tank1 and Butler Way Pump Station (\$5,637.45 and 1 Working Day) (Pending Contractor Execution)
 - viii. Change Order No. 8 – Additional Big Creek Punch List Items (\$10,800 and 1 Working Day)
 - ix. Change Order No. 9 – Additional Work at Butler Way Pump Station (Discharge Piping) (\$2,837.44 and 1 Working Day)
 - x. Change Order No. 10 – Additional Work at Second Garrotte for surface preparation and coating of exterior influent/effluent pipelines (T&M) (\$7,500.00 and 3 Working Day)
 - xi. Change Order No. 11 – Credits for Butler Way Pump Station (Gate Valve/Pressure Transducer) (-\$3,454.28 and 0 Working Day)

- xii. Change Order No. 12 – Tank 5 Bolted Steel Storage Tank Floor Replacement (\$265,000.00 and 567 Calendar Days (Substantial Completion)/249 Calendar Days (Completion of Construction)) (Sent Contractor 4/25/23)

- d. Denied

- i. Pending Change Order No. 1 – Oil in Tank (\$48,539.00 and 14 additional Working Days)
- ii. Pending Change Order No. 6 – Lid Pin Holes Repairs (\$14,200 and 2 additional Working Days)
- iii. Pending Change Order No. 11 – Oil Removal from Big Creek Clearwell Baffles (\$39,078.00 and 7 Working Days)
- iv. Pending Change Order No. 15 – Oil in Second Garrotte Clearwell (\$22,000 and 4 Working Days)
- v. Pending Change Order No. 16 – Oil in Second Garrotte Clearwell Baffles (\$10,600 and 2 Working Days)
- vi. Pending Change Order No. 18 – Additional Endura flex Coating Expenses (\$72,450.00 and 0 additional Working Days)

- V. SUBMITTAL REVIEW

- a. Approved Submittals
 - i. Submittal No. 1 – 44
- b. Remaining Submittals
 - i. None

- VI. REVIEW RFI LOG

- a. Responded RFI's
 - i. RFI No. 1 – 37
- b. Pending RFI's
 - i. None

- VII. Claims

- a. Claim No. 1 – Oil in Big Creek Clearwell
 - i. Responded
- b. Claim No. 2 – Additional Expenses Incurred for Big Creek Clearwell Coating
 - i. Responded
- c. Claim No. 3 – Relocation of ARV at Butler Way Pump Station
 - i. Claim Removed

- d. Claim No. 4 – Mill Scale in Big Creek Clearwell and Chlorine Contact Tank
 - i. Responded
- e. Claim No. 5 – Oil Removal from Big Creek Baffles
 - i. Responded
- f. Claim No. 6 – Oil in Second Garrotte Clearwell
 - i. Responded
- g. Claim No. 7 - Oil Removal from Second Garrotte Baffles
 - i. Responded
- h. Claim No. 8 - Additional Expenses Incurred for Second Garrotte Clearwell Coating
 - i. Responded

VIII. PAYMENT REQUESTS

- a. Processed
 - i. Disbursement Request No. 1 (\$331,640.00)
 - 1. Received.
 - ii. Disbursement Request No. 2 (\$298,997.00)
 - 1. Received.
 - iii. Disbursement Request No. 3 (\$673,932.00)
 - 1. Received.
 - iv. Disbursement Request No. 4 (\$510,681.00)
 - 1. Received.
 - v. Disbursement Request No. 5 (\$132,385.00)
 - 1. Received.
 - vi. Disbursement Request No. 6 (\$49,199.00)
 - 1. Received.
 - vii. Disbursement Request No. 7 (\$301,594.00)
 - 1. Received.
 - viii. Disbursement Request No. 8 (\$326,571.00)
 - 1. Received.
 - ix. Disbursement Request No. 9 (\$293,255.00)
 - 1. Received.
 - x. Disbursement Request No. 10 (\$260,641.00)
 - 1. Received.

- xi. Disbursement Request No. 11 (\$66,036.00)
 - 1. Received.
- xii. Disbursement Request No. 12 (\$91,711.00)
 - 1. Received.
- xiii. Disbursement Request No. 13 (\$65,902.00)
 - 1. Received.
- xiv. Disbursement Request No. 14 (\$38,494.00)
 - 1. Received.
- xv. Disbursement Request No. 15 (\$15,347.00)
 - 1. Received.
- xvi. Disbursement Request No. 16 (\$21,456.00)
 - 1. Received.
- xvii. Disbursement Request No. 17 (\$10,910.00)
 - 1. Submitted to State 1/3/2023.
- xviii. Disbursement Request No. 18 (\$4,326.00)
 - 1. Submitted to State 3/27/2023.
- xix. Disbursement Request No. 19 (Submitting Quarterly - June 2023)
 - 1. Include Second Garrotte Dive Inspection Costs
 - 2. Attorney requested that we do not pay any further invoices
 - a. Can withhold up to 100% to 150% of the Claims.
 - i. Farr construction has requested to receive payment for the costs withheld as we have come to an agreement regarding Tank 5 improvements.
 - ii. We will advise Farr Construction that the attorney has advised to not issue payment until all claims have been removed.

IX. PROJECT SCHEDULE

- i. Butler Way
 - 1. Sound enclosure
 - a. Manufacturer provided revised submittal for alleviate roof defects repair 10/19/22.
 - i. 6-week lead time on materials

- ii. Meeting held between Farr Construction, Groveland CSD, AMCE and Manufacturer on (1/17/2023)
 - 1. AMCE discussed the following acceptable revisions:
 - a. Replace existing roof with equipment that was not cut in the field (Roof standing seam, standing seam cap & rain guard)
 - i. No Flex Tape or excessive caulking
 - ii. Accept with agreement in place and conditions of approval.
 - b. Install solid roof with hatches over the pumps
 - i. Manufacturer to provide typical roof layout as it is assumed all roof systems do not leak.
 - c. Return sound enclosure as it does not meet the specifications
 - 2. The manufacturer is only willing to complete the proposed standing roof seam addition and nothing further.
 - a. Number of bolts to be installed requested.
 - i. 120 total
 - b. AMCE requested proposals from Bevco
 - i. No response received.
 - c. Openchannelflow
 - i. Proposal received (\$45,000)
 - ii. Installation services are not available.
 - iii. Ships in one piece and requires crane for placement.

- iv. Template drawings received.
 - v. Includes all internal and external equipment included in current enclosure (heater, thermostat, fan, dba reduction by 45%, access to the pump from roof hatch, etc.)
 - 3. Manufacture is willing to replace the current roof in kind if an agreement is in place for GCSO to accept the roof even if it leaks.
 - a. Agreement received from Noise Barriers.
 - b. Sent revised agreement and added conditions of approval 4/5/23.
 - i. Farr requested update 4/20/23.
 - c. AMCE added conditions of approval to be added to agreement:
 - i. Standing seam caps fully enclosed (i.e. having end caps)
 - ii. Rain guard to be removed from the design.
 - iii. No Flex Tape or excessive caulking
 - iv. All field cuts must be approved by an inspector prior to implementation.
- ii. Second Garrotte
 - 1. All punch list Items addressed
 - 2. Inspections
 - a. Once a year for two years and every year thereafter until no defects found:
 - i. Dive Inspection for Second Garrotte
 - 1. March 2023.

- a. Potable divers provided final dates of 3/20/23.
 - i. Minor corrosion on some blots.
 - ii. Waiting for inspection report to discuss what actions should be taken.
 - iii. Luis to send.
 - iv. Most likely will address them during the second year inspection as we agreed upon for the Big Creek site.
 - v. Costs for inspection to be included in June 2023 Disbursement Request (DR No. 19)
 - iii. Big Creek
 - 1. All punch list Items addressed.
 - 2. Inspections
 - a. Once a year for two years and every year thereafter until no defects found:
 - i. Dive Inspection for Big Creek site
 - 1. July 21, 2022 at 7:30 AM
 - a. Dive inspection videos received.
 - b. Minor corrosion
 - i. Repairs to be completed after second year inspection (June 2023)
- iv. Project Sign
 - 1. Installed at Second Garrotte site
 - 2. To be moved to Tank 5 location when work starts
- v. Final Disbursement Request Date to be extended to December 31, 2023.

X. CONCERNS

- i. Anode Caps Falling Off
 - 1. Second Garrotte
 - a. Confirmed Fell Off
 - 2. Big Creek

- a. Luis to confirm caps feel off.
 - i. Will discuss with Farr once full scope known.
 - ii. Sound Enclosure Defects
 - 1. Exterior coating
 - a. Manufacturer will recoating entire enclosure onsite
 - i. Will use same coating material as factor paint system currently installed.
 - 1. Color matched.
 - ii. Will use airless sprayer.
 - 2. Leak in roof on top of door and above louvers.
 - a. Manufacturer provided submittal for standing seam roof with gutter.
 - b. Noise Barriers provided agreement for replacement of roof in kind.
 - i. AMCE added conditions of approval.
 - 3. Addition of screen on interior face of fan.
 - 4. Addition of screen on interior face of louvers.
- iii. Negotiated Claims removal with Contractor.
 - 1. Proceeding with the listed projects will remove all claims and liquidated damages:
 - a. Tank 5 coating quote - \$524,680.00
 - b. Tank 5 replacement quote with Factory Epoxy Coating (Bolted - \$423,200/Welded - \$626,400)
 - c. Tank 5 floor replacement (Change Order No. 12)
 - i. \$265,000 construction costs (Confirmed)
 - ii. Scope of work received/developed.
 - 1. Updated subcontractor name and experience.
 - a. Darrell Thompson Tank and Construction Inc
 - i. Active with DIR
 - ii. Active Contractor license
 - iii. Once CCO fully executed, will add to project DIR.
 - b. Experience received and confirmed.

2. 1 Month Construction (115 Working Days from NTP)
 - a. Construction schedule received
 - b. 1 month Submittal procurement/review
 - c. 10 Week material lead time
 - d. 2 Week Temporary Storage/Start up
 - e. 2 Week Steel Bottom Replacement
 - i. Do not proceed with demolition until material and crew onsite.
 3. NTP around May 1, 2023
 - a. Project sign to be moved to Tank 5 site.
 4. Includes claim/LD removal up to the NTP date of May 1, 2023.
 - a. Completion of Construction 10/16/23.
 5. Potential CCO
 - a. Wall Plate Patches
 6. Temporary Piping System Revised
 7. Updated construction schedule received.
- iii. Amendment to the agreement to include Tank 5 work.
1. Fully executed agreement received.
 - a. No budget increase included.
 - b. Scope revisions to include Tank 5.
 - c. Completion of construction extended to 12/31/23
 - d. Environmental documents approved.
 - e. Final disbursement date extended to 6/31/24
 - i. Includes claim/LD removal).
 - ii. GCSD legal council to review and approve CCO before

sending to Farr Construction
for execution.

- d. Big Creek and 2G piping coating quote received (Sand Blasting) - \$62,000
- e. Big Creek and 2G piping coating quote requested (Overcoat) - \$75,200

2. Liquidated damages

- a. As furnish of the fan panel to be installed at the Butler Way Pump Station is out of Farr Constructions control liquidated damages stopped once the lights, heater and electrical work were installed (March 18, 2022).
- b. Farr Construction submitted letter claiming that substantial completion was achieved on December 16, 2021.
 - i. AMCE will develop a response letter following the Tank 5 mediation response
 - ii. Letter received from Farr Construction on March 8, 2022 stating that the Second Garrotte Tank was ready to be disinfected and started up
 - 1. Letter should have been provided on 12/16/21 if they were prepared.
 - iii. Butler Way Sound Enclosure installation began on January 18, 2022
 - 1. Claimed since pumps were being used that Butler Way had reached substantial completion.
 - a. Pumps freezing because heater was not installed.
 - iv. Electrical at Second Garrotte (Pressure Transducer)/Butler Way heater and light installed March 18, 2022.

XI. ADJOURN

**SECTION 009410
CHANGE ORDER FORM**

**Change Order
No. 12**

Date of Issuance: 4/24/2023

Effective Date: 5/1/2023

Project: Big Creek and Second Garrotte Clearwells Rehabilitation	Owner: Groveland CSD	Owner's Contract No.:
Contract:		Date of Contract: 12/3/2020
Contractor: Farr Construction dba Resource Development Company		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description: The scope of work listed in this Change Order lists additional work to be conducted under the Groveland CSD Big Creek and Second Garrotte Clearwells Rehabilitation Project agreement signed between the Groveland CSD (Owner) and Farr Construction (Contractor). This work is an extension of the agreement and does not replace, change or alter any information listed in the previous construction documents. The previous construction documents are still valid and shall be utilized during the construction of the additional improvements listed in this Change Order.

The attached Technical Specification (Section 331614) includes Farr Construction's scope of work in regard to the removal and replacement of the floor of the existing bolted steel storage tank at the Tank 5 site. Notice to Proceed for the work specified in the Technical Specification shall be known as the Tank 5 Bolted Steel Storage Tank Floor Replacement and Notice to Proceed for this work shall be granted on May 1, 2023.

The execution of this Change Order removes Claims No. 1, Claims No. 2, Claims No. 4, Claims No. 5, Claim No. 6, Claim No. 7 and Claim No. 8 filed by Farr Construction dba Resource Development Company against the Groveland Community Services District and waives Farr Construction's rights to additional compensation, contract time, dispute resolution (legal action, mediation, etc.) regarding work included in these claims and relinquishes Farr Construction's right to file additional claims regarding matters mentioned in these claims.

The Contract Time will be increased by the number of working days as indicated in the Change Order.

Attachments (list documents supporting change):

Bolted Steel Storage Tank Floor Replacement Technical Specification (Section 331614), Construction Schedule, Claim No. 1, Claim No. 2, Claim No. 4, Claim No. 5, Claim No. 6, Claim No. 7 and Claim No. 8.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$3,118,200

Increase from previously approved Change Orders
No. 00 to No. 11 :

\$109,897.81

Contract Price prior to this Change Order:

\$3,228,097.81

Increase of this Change Order:

\$265,000.00

Contract Price incorporating this Change Order:

\$3,493,097.81

Original Contract Times: Working days Calendar days

Substantial completion (days or date): 120

Ready for final payment (days or date): 460

Increase from previously approved Change Orders
No. 00 to No. 11 :

Substantial completion (days): 21

Ready for final payment (days): 21

Contract Times prior to this Change Order:

Substantial completion (days or date): 141

Ready for final payment (days or date): 481

Increase of this Change Order:

Substantial completion (days or date): 567

Ready for final payment (days or date): 249

Contract Times with all approved Change Orders:

Substantial completion (days or date): 708

Ready for final payment (days or date): 730

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 4/24/2023

Approved by Funding Agency (if applicable):

ACCEPTED:

By: [Signature]
Owner (Authorized Signature)

Date: 04-25-2023

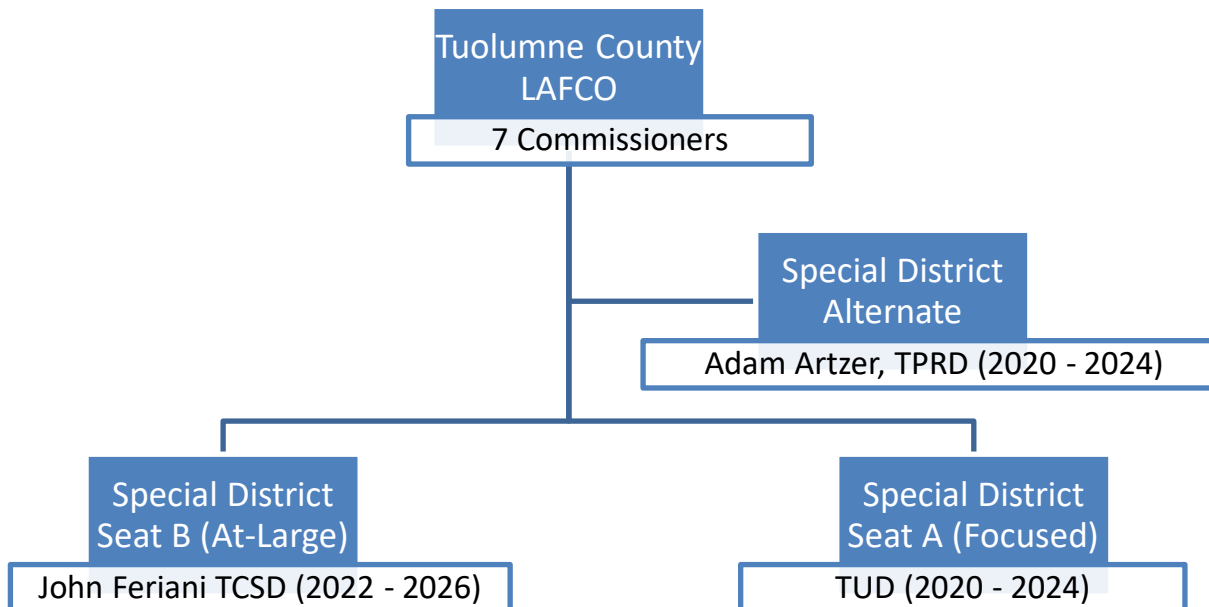
ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Special District LAFCO Commissioner Terms Effective April 10, 2023



- Terms rotate in May of 2024 and 2026, and in even years thereafter
- The Special District Selection Committee is made up of the President/Chair of each Board in the County
- The Special District Alternate will attend all LAFCO meetings to stay informed and will serve as the LAFCO Commissioner for any vacancy of seat A or B
- Seat A rotates automatically to GCSD in 2024, THCS D in 2028 and TUD in 2032 and so on
 - The District selects its Commissioner to appoint from within its Board and the Special District Selection Committee ratifies the appointment
 - If a Seat A vacancy occurs for any reason, the District selects another Commissioner from its Board
- Seat B is elected by a LAFCO initiated ballot process sent to all districts in the County
 - The Special District Selection Committee recommends Seat B and Alternate candidates to be placed on the LAFCO mailed ballot
 - If a Seat B vacancy occurs for any reason, the Special District Selection Committee will recommend candidates which will appear on a LAFCO initiated ballot process sent to all districts in the County

Operations and Maintenance Report April 2023

Operations Department

Wastewater Treatment Division

Influent Totals	
Total	4.50
Average	0.15
High	0.21
Low	0.10

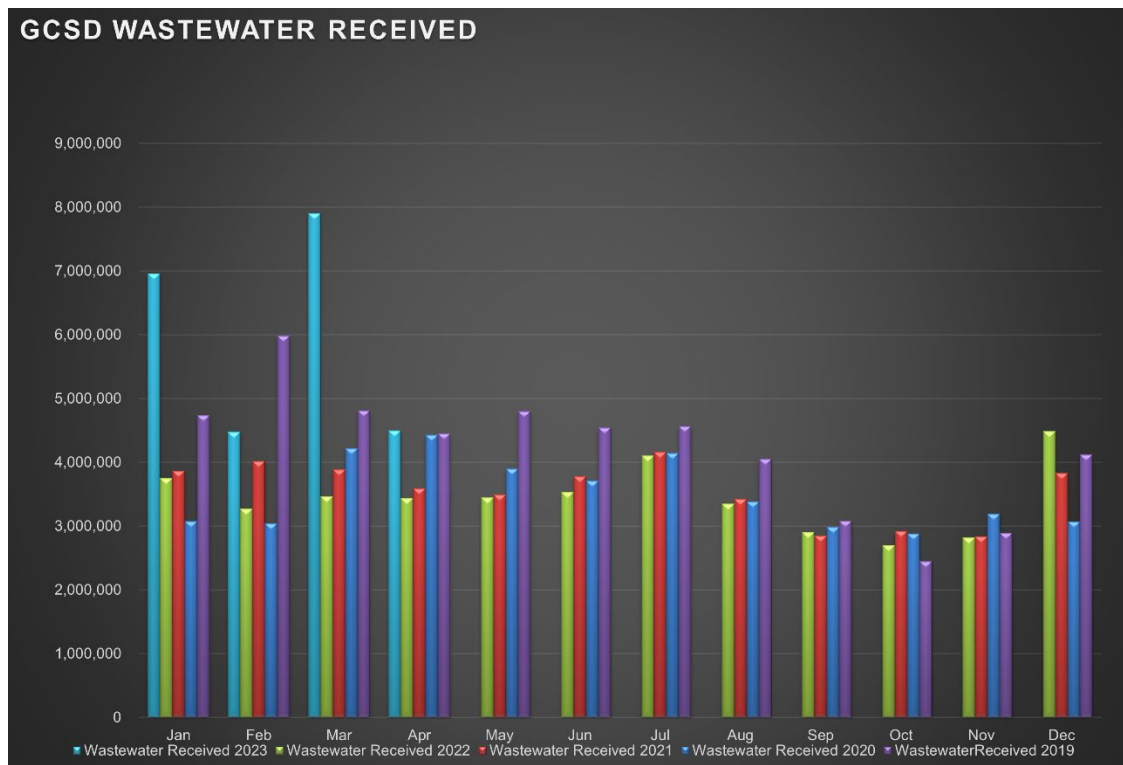
Effluent Totals	
Total	4.73
Average	0.16
High	0.22
Low	0.10

Reclamation Totals	
PML	
Spray Fields	
PML Season Total	
Spray Field Season Total	

Wasting Totals	
Total Inches	175
Total Pounds	2112
Active Accounts	1565

STP Rainfall Totals by Year During Current Month (Inches)					
Season	2023	2022	2021	2020	2019
	68.69	0.35	2.34	.49	3.26
	High 0.35	High 0.68	High 0.43	High 2.42	High 1.40

Charted Historical Monthly Influent Totals



Wastewater Treatment Division

Routine Tasks

- Took weekly Bac-Ts and BOD of the Chlorine Contact Chamber (CCC) and sent into Alpha Lab for testing.
- Completed monthly Wastewater Report and sent to the State Water Resources Control Board
- Completed daily rounds and Lab.

Water Treatment Division

Routine Tasks

- Submitted monthly Water Treatment Report to State Water Resources Control Board
- Submitted monthly Conservation Report to State Water Boards
- Performed weekly checks and calibrations on all analyzers at 2G, BC, and AWS
- Performed monthly UV calibrations at 2G and BC.
- Took weekly Treatment Plant samples and sent them into Alpha Lab
- Monitored/sampled Distribution Tanks as needed.

Maintenance Department

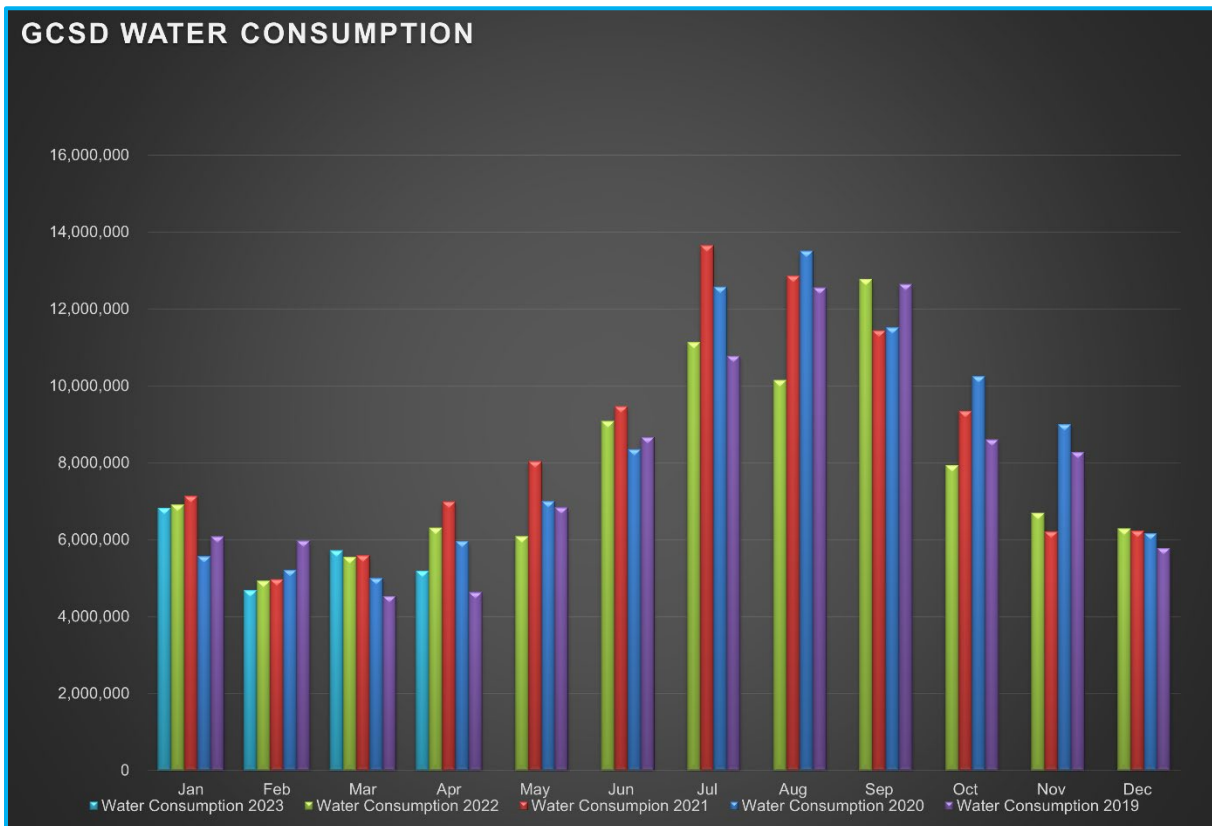
Water Distribution System Division

Meter Related Services	Total
Check / Repair Meters	2
Water Meters Installed	0
Monthly Meter Restrictions	0
Meter Lock offs	12
Meter Changeouts	1
Tenant Final Reads	1
Re-Reads	38
Meter Turn-Offs	5
Meter Turn-Ons	8
Meter Tests	3
Winterize Meter	0
Total Meter Related Issues	70

Billed Consumption (Gallons)	2023	2022	2021
Residential	4,778,339	5,896,731	6,607,098
Commercial	412,448	414,939	367,224
Total	5,190,778	6,311,670	6,974,322

Active Accounts	3264
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Charted Historical Monthly Water Consumption



Maintenance and Repair Data

Description	Total
Water Main Leaks / Repairs	0
Water Service Line Leaks / Repairs	1
Fire Hydrant Repairs / Replacements	0
Number of Hydrants Flushed	3
Number of Dead-Ends Flushed	13
Water Valves Exercised	3
GIS Points	0

Description	Gallons
Flushing for Water Quality	19,800
Water Loss Due to Leaks / Breaks	0

After-Hours Calls (Hours)				
Water	Sewer	Park	Other	Total
12	7	3	0	21

Maintenance and Repair

- **Routine Tasks**
 - Read all District Water Meters
 - Customer Service Calls (Low / High Pressures, No Water, Turn-Ons / Turn-Offs, Etc.)
 - Underground Service Alert (USA) Utility Marking Program
 - Weekly Pump Station Inspections at Tank 2, Tank 4, Tank 5 (Buildings, Tanks, Motors, Pumps, Drives, Communications, Generators, and Auxiliary Equipment)
 - Lock offs for non-payment.

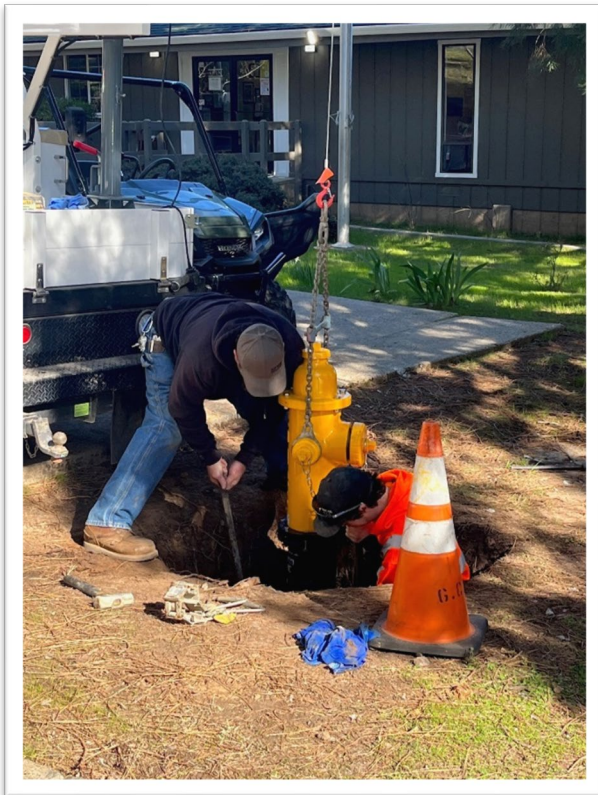
- **Tanks and Pump Stations**

- **Distribution System**
 - Fire Hydrant Replacement at Admin building.
 - Water Distribution System Flushing, Unit 11 and Unit 12.
 - Water meter upgrade U1/L436

Water Meter Upgrade – Pine Mountain Drive



Fire Hydrant Upgrade – Admin Building



Wastewater Collection System Division

Description	Total
Manholes Inspected	171
GIS Points	0
Customer Complaint	0
Odor Complaints	0

Description	Total
Flushing/Jetting (Feet)	900
Video Inspection (Feet)	100

Description	Total
Sanitary Sewer Spills (SSO)	0
SSO Gallons Spilled	0

Maintenance and Repair

- **Routine Tasks**
 - Weekly lift station site inspections (PMCS)
 - Added degreaser and odor control to lift stations.
- **Lift Stations**
 - Cleaned and Inspected: LS5, LS6, LS7, LS8
 - Manhole Inspections LS3, LS4, and LS5.
 - Lift Station 11 – Lube, Oil, and replace filters.
 - Lift Station 11 – Reconnect power connections, R&R battery charger and block heater after storm damage (tree) to electrical drop.
- **Collection System**
 - Flushed/Jetted gravity sewer line areas.
 - Groveland, Bass Pond, Twin Pines Easement Manhole inspections.

Pictures

Parks Division

Maintenance and Repair

- **Mary Laveroni Community Park**
 - Landscape Maintenance
 - Snow plowing and shoveling.
 - Tree work
 - Daily trash and bathroom maintenance
- **Ballfield & Dog Park**

General Maintenance Division

Maintenance By Department

- **Operations Department**
 - 2G Water Treatment Plant
 - Big Creek Water Treatment Plant
 - AWS
 - STP
 - Water valve repair on reclaimed water main.
- **Maintenance Department**
 - Equipment
 - Monthly Inspect and run at operating temperatures...
 - Rain for Rent, Sullair, Vactron, Cement mixer, Light Tower, STP generator, Dunn Ct Generator, AWS Generator, Standby Generator, Highlands Generator.
 - Vehicles
 - 42128: Install toolboxes and rack. This is our new meter reading truck!
 - 30711: Lube, Oil, and change filters.
 - 70986: Diagnose and repair “electrical drain” issue.
 - 60523: Diagnose and repair “Boost Pressure” sensor
 - 70981: 90 Day Inspection
 - 82330: Repair water pump with MME Service Technician
 - Buildings & Yard
 - General yard cleanliness.
 - Vegetation management.

Contracted Work

- Day Generator Service
 - Generator upgrades at LS1, LS2, LS7, LS8, LS9, LS13, Highlands PS, Big Creek TP, Second Garrote TP, and Admin. Continuing.

Generator Upgrade – Admin Building



- Moyle Excavation
 - Sanitary Sewer Replacement CIP project continuing
 - Asphalt Patching – Various Locations
 - Hydrant replacements (Knockdowns) at Clifton Way and Mary Laveroni Park

Workplace Safety and Training

- Routine Safety Meetings
 - Daily Tailgate Meetings
 - Weekly Safety Meetings
 - Weekly Security Checks
 - Weekly Vehicle Inspection

- Spill Emergency Response Plan (SERP) Training
 - Sam Rose Consulting in affiliation with DKF Solutions presented sanitary spill response training over 2 days. This included four hours of classroom and 2 hours of hands on and spill worksheet training. All C&D field staff, mechanics, Operations operators along with the Operations Manager and Asset manager were involved.

**REGULAR MEETING OF THE BOARD OF
DIRECTORS GROVELAND COMMUNITY SERVICES
DISTRICT GROVELAND, CALIFORNIA
April 11, 2023
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, Janice Kwiatkowski Vice President, Spencer Edwards and Robert Swan being present. Also present was Board Secretary Rachel Pearlman, Administrative Services Manager Jennifer Donabedian, Operations Manager Luis Melchor, and General Manager Pete Kampa.

Call to Order

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

Director Armstrong is absent.

Authorization from the Board of Directors to Permit Director Kwiatkowski to Attend Meeting Remotely Under AB 2449 "Emergency Circumstances"

Motion

It was moved by Director Edwards and seconded by Director Swan and the motion passed to permit Director Kwiatkowski to attend the meeting remotely under AB 2449 "Emergency Circumstances".

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Approve Order of Agenda

Motion

It was moved by Director Swan and seconded by Director Edwards and the motion passed to approve the order of the agenda.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Public Comment

Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Public comments are subject to a 3-minute time limit; 10 minutes on an individual topic. Although no action can be taken on items not listed on the agenda, please know we are listening carefully to your comments.

A member of the public addressed his concerns to the Board regarding his high-water bill due to a water leak on the constituents property.

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
General Manager's Report
Operations Manager's Report
Administrative Services Manager's Report

Proclamations

Recognition of Steve Rogers for his 2 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 the March 14, 2023, Regular Meeting

Accept March 2023 Payables

Waive Reading of Ordinances and Resolutions Except by Title

Motion

It was moved by Director Swan and seconded by Director Edwards and the motion passed to approve the consent calendar.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

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)

None.

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.

Adoption of a Resolution Approving a Revised and Updated District Organizational Chart to Reflect the Replacement of the District Accountant Position with a Finance Officer Position and Related Salary Range

Motion

It was moved by Director Edwards and seconded by Director Swan and the motion passed to approve Resolution 14-2023 a Revised and Updated District Organizational Chart to Reflect the Replacement of the District Accountant Position with a Finance Officer Position and Related Salary Range.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Discussion and Recommendation Regarding Social Media Platforms

Motion

No action taken.

Adoption of a Resolution Approving a Social Media Policy

Motion

It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to adopt Resolution 15-2023 approving the District Social Media Policy.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of a Resolution Amending the Compensation of Board Members Policy

Motion

It was moved by Director Edwards and seconded by Director Kwiatkowski and the motion passed to adopt Resolution 16-2023 amending the Compensation of Board Members Policy.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of a Resolution Amending the Claims Against District Policy

Motion

It was moved by Director Swan and seconded by Director Edwards and the motion passed to adopt Resolution 17-2023 amending the Claims Against District Policy.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of a Resolution Amending the Water Leak Adjustment Policy

Motion

It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to Adopt Resolution 17-2023 Amending the District Water Leak Adjustment Policy.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of Resolution Designating the Applicant's (District's) Agent for Agreements and Related Matters During Emergencies; Cal OES 130 Non- State Agencies

Motion

It was moved by Director Edwards and Seconded by Director Mora and the motion passed to adopting Resolution 19-2023, designating the Applicant's (District's) Agents for Agreements and related matters during emergencies; Cal OES 130 Non- State Agencies.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of a Resolution Approving the Hardrock Groundwater Test Well Project and Authorizing Public Bidding

Motion

It was moved by Director Swan and seconded by Director Mora and the motion passed to adopt resolution 20-2023 to permit public bidding for the Hardrock Groundwater Test Well Project.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Discussion and Board Approval for District Staff to Submit an Application to the Clean California Local Grant Program Cycle 2 for the Lower Park Improvements and Beautification

Motion

It was moved by Director Swan and seconded by Director Kwiatkowski and the motion passed to authorize the General Manager to apply to the Clean California Local Grant Program Cycle 2 for Park Improvements.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adoption of a Resolution Approving the Proposal from WRT for Groveland Asset Rehabilitation and Beautification Project Design Assistance and Bid Support

Motion

It was moved by Director Edwards and seconded by Director Mora and the motion passed to adopt Resolution 21-2023 approving the proposal from WRT for Groveland Asset Rehabilitation and Beautification Project Design assistance and bid support in the amount not to exceed the T&M Contract.

Ayes: Directors Mora, Kwiatkowski, Edwards, and Swan

Absent: Director Armstrong

Adjournment

The meeting adjourned at 1:37pm.

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary



ACCOUNTS PAYABLE CHECK LISTING

April, 2023
Fiscal Year 22/23
Board Approval Date _____

Accounts Payable Checks



User: dpercoco
Printed: 5/2/2023 8:23:36 AM

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
115877	OE3	Operating Engineers Local #3	4/10/2023	True	PR Batch 00001.04.2023 Oper Engin Union Dues	\$426.44
902604	CAL09	CalPers 457 Plan Administrator	4/10/2023	True	PR Batch 00001.04.2023 CalPers Def Comp	\$1,153.85
902605	EDD01	EDD - Electronic	4/10/2023	True	PR Batch 00001.04.2023 SDI - Employee	\$3,378.01
902606	FedEFTPS	Federal EFTPS	4/10/2023	True	PR Batch 00001.04.2023 FICA Employer Portion	\$19,682.88
902607	Orion	Orion Portfolio Solutions	4/10/2023	True	PR Batch 00001.04.2023 Orion 457	\$2,125.00
902608	PER01	Pers - Electronic	4/10/2023	True	PR Batch 00001.04.2023 PERS Employee Deduct	\$11,102.34
22649	AIR01	Airgas USA, LLC	4/13/2023	True	Monthly Cylinder Rental-Helium	\$57.42
22650	Alp03	Alpha Analytical Labs, Inc.	4/13/2023	True	Operations Lab Testing for Water	\$1,580.00
22651	BLU01	Anthem Blue Cross	4/13/2023	True	Monthly Group Health Ins.	\$28,672.17
22652	AT&T Mob	AT&T Mobility (First Net)	4/13/2023	True	Monthly Field Cell Phone fee	\$1,226.82
22653	CAR06	Carbon Copy Inc.	4/13/2023	True	Monthly Copier Usage	\$36.62
22654	Cin01	Cintas	4/13/2023	True	First Aid Supplies	\$181.54
22655	Cle03	CleanSmith Solutions	4/13/2023	True	Disinfection/Janitorial Services Monthly	\$5,000.00
22656	DBE01	Data Business Equipment, Inc.	4/13/2023	True	1 year maintenance on Check scanner machine 4/20/23 to 4/19/24	\$446.00
22657	DEP09	Department of Forestry & Fire Protection	4/13/2023	True	4th Quarter Estimate for Schedule A for period April 1- June 30	\$294,844.86
22658	DKF01	DKF Solutions Group, LLC	4/13/2023	True	Sewer Emergency Response Plan Update	\$3,675.00
22659	DRU01	Drugtech Toxicology Services, LLC	4/13/2023	True	Consortium DOT Tests	\$245.00
22660	EDIS01	E.D.I.S.	4/13/2023	True	Supplemental Health Insurance	\$5,681.42
22661	UB*03189	Edwards, Howard & Pam	4/13/2023	True	Refund Check 008519-000, 20267 Little Valley Road 13/236	\$70.59
22662	UB*03192	Enoch, Kenneth & Patricia	4/13/2023	True	Refund Check 012677-004, 19283 Salvador Court 5/31	\$657.30
22663	Fas02	Fastenal	4/13/2023	True	TP, Batteries, gloves, PVC Stock	\$799.87
22664	FOO01	Foothill-Sierra Pest Control	4/13/2023	True	Pest Control	\$471.00
22665	GCS02	GCSO	4/13/2023	True	GCSO Water Bill	\$5,162.02
22666	GCS01	GCSO Petty Cash	4/13/2023	True	Postage	\$4.95
22667	GEN01	General Plumbing Supply	4/13/2023	True	Extension pipe for 2G tank mount Starlink	\$206.92
22668	gilb01	Gilbert Associates, Inc.	4/13/2023	True	Monthly CPA Services	\$3,800.00
22669	HIT01	Hi-Tech E V S, Inc	4/13/2023	True	Seal kit for Engine #783	\$137.70
22670	Hun02	Hunt & Sons, Inc.	4/13/2023	True	Fuel & Oil	\$4,900.60
22671	JSW02	J.S. West Propane Gas	4/13/2023	True	Propane	\$875.60
22672	UB*03190	Lemens, Anthony & Lisa	4/13/2023	True	Refund Check 016393-000, 19283 Salvador Court 5/31	\$379.19
22673	LOW01	Lowe's Companies, Inc.	4/13/2023	True	Brush & Seat for bathroom, Tools for Vac-Con	\$535.40
22674	UB*03195	Margasahayam, Srinivas	4/13/2023	True	Refund Check 017065-000, 11966 Mountain Springs Road13/218	\$273.64
22675	mil02	Miller Brother's Automotive	4/13/2023	True	Tow Truck #50807 for accident	\$240.00

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
22676	MOO01	Moore Bros. Scavenger Co., Inc.	4/13/2023	True	Garbage Service	\$540.58
22677	MOO01	Moore Bros. Scavenger Co., Inc.	4/13/2023	True	Fire Dept 90 Gallon Tote	\$193.58
22678	MOT03	Mother Lode Answering Service	4/13/2023	True	Monthly Answering Service	\$523.24
22679	mun01	Municipal Maintenance Equipment	4/13/2023	True	Tools/Parts for Truck 82330	\$1,175.17
22680	UB*03193	Pacheco, Larry	4/13/2023	True	Refund Check 010271-000, 20058 Pine Mountain Drive 15/57	\$13.85
22681	PGE01	PG&E	4/13/2023	True	Monthly Electric Charges	\$755.36
22682	Pin07	Pine Mountain Auto	4/13/2023	True	March Auto Parts	\$846.03
22683	RF Mac	R. F. MacDonald Co.	4/13/2023	True	Tank 2 pump skid, diagnose/PLC reprogram & repair.	\$4,642.50
22684	UB*03188	Reverse Mortgage Funding LLC	4/13/2023	True	Refund Check 017474-000, 12629 Cresthaven Drive 4/436	\$10.22
22685	Rig01	Right Now Couriers	4/13/2023	True	Monthly Courier Service	\$840.00
22686	Ross	Ross' Ladder Service	4/13/2023	True	Annual Ladder testing. Halyard replacement on 3 ladders.	\$703.50
22687	SFPUC	San Francisco Public Utilities Commission	4/13/2023	True	Monthly Water Purchase	\$5,969.98
22688	SIE03	Sierra Motors	4/13/2023	True	Reflash turn signal lights on Trk# 52229	\$375.00
22689	UB*03191	Silva, David & Eileen	4/13/2023	True	Refund Check 017255-000, 19988 Ridgecrest Way 13/313	\$5.42
22690	Sprbrk	Springbrook Holding Company LLC	4/13/2023	True	Monthly Civic Pay C/C Pmt Fees	\$1,415.20
22691	TUO01	Tuo. Co. Public Power Agency	4/13/2023	True	Monthly Public Power Purchase	\$22,237.77
22692	Tuo14	Tuolumne County Recorder	4/13/2023	True	Monthly subscription to County Records	\$243.50
22693	ups9	UPS	4/13/2023	True	Shipping for Sparling Control Board	\$15.23
22694	Wells	Wells Fargo Vendor Financial Services, LLC	4/13/2023	True	Monthly Lease on Admin Copier	\$359.28
22695	UB*03194	White, Donald J & Megan A	4/13/2023	True	Refund Check 015939-000, 12306 Tower Peak 13/371	\$178.40
22712	UMP01	UMPQUA Bank Comm Card Ops	4/13/2023	True	March Credit Card purchases	\$10,929.97
22696	CA Dept	CA Dept of Tax/Fee Administration	4/19/2023	True	Diesel fuel taxes	\$603.00
22697	CA Dept	CA Dept of Tax/Fee Administration	4/19/2023	True	Ist Qtr Use Tax	\$268.00
22698	COL03	Columbia Communications	4/19/2023	True	3 new radios for Station 78, Engine #786 & Engine #781	\$13,561.73
22699	Days	Day's Generator Service, Inc.	4/19/2023	True	Progress billing for Big Creek Emergency Generator Project	\$37,819.50
22700	GEN01	General Plumbing Supply	4/19/2023	True	Plumbing supplies for stock	\$1,616.66
22701	GRA04	Grainger	4/19/2023	True	2 ea. 3/4" Ball Valves	\$167.61
22702	Hum02	Humana Insurance Company	4/19/2023	True	Dental Insurance-Monthly	\$2,977.82
22703	Hun02	Hunt & Sons, Inc.	4/19/2023	True	Fuel & Oil	\$2,003.61
22704	Int01	Integra Clear Co.	4/19/2023	True	4 ea. Vita-D Chlor Slo-Tbs for WWTP & Distribution Monthly	\$3,246.46
22705	Met03	Metro Presort	4/19/2023	True	UB Statement Processing	\$2,007.74
22706	pml01	PML Hardware & Supply Inc.	4/19/2023	True	March Auto Parts	\$398.88
22707	Pri04	Principal Life Insurance Company	4/19/2023	True	Monthly Vision & Life Insurance	\$612.00
22708	SUE01	Ray Suess Insurance & Invst	4/19/2023	True	Retired Employee Health Insurance	\$3,420.08
22709	Ron01	Rudy, Roni Lynn	4/19/2023	True	Social Media Management	\$2,730.25
22710	Sta15	Staples Credit Plan	4/19/2023	True	Office Supplies	\$116.01
22711	ups9	UPS	4/19/2023	True	UPS shipping for Watts-Pickup charge	\$14.92
22713	AIR01	Airgas USA, LLC	4/24/2023	True	Welding Tools/Supplies	\$235.70
22714	am01	AM Consulting Engineers, Inc.	4/24/2023	True	March Engineering Fees-Drought water tank/Well \$22K	\$30,473.50
22715	ATT02	AT&T	4/24/2023	True	Monthly Cal Net phone service	\$90.63
22716	ATTLD	AT&T (Internet)	4/24/2023	True	Monthly Fiber Internet-Operations	\$594.52
22717	Car07	Cartegraph Systems, LLC	4/24/2023	True	2 ea, Cartegraph Training-Cartecon-Admin Cert Conference	\$3,590.00
22718	FP Mail	FP Finance (Monthly pmt)	4/24/2023	True	3 Months Postage Machine Rental	\$321.72

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
22719	met02	Metropolitan Life Insurance Company	4/24/2023	True	Monthly LTD Insurance	\$415.25
22720	MOU03	Mountain Oasis Water Systems	4/24/2023	True	Bottled Water	\$121.50
22721	Sol01	Solenis LLC	4/24/2023	True	1800 lbs Emulsion Polymer for WWTP Sludge Press	\$4,822.54
902613	CAL09	CalPers 457 Plan Administrator	4/24/2023	True	PR Batch 00002.04.2023 CalPers Def Comp	\$1,153.85
902614	EDD01	EDD - Electronic	4/24/2023	True	PR Batch 00002.04.2023 SDI - Employee	\$3,430.40
902615	FedEFTPS	Federal EFTPS	4/24/2023	True	PR Batch 00002.04.2023 Medicare Employer Portion	\$19,004.31
902616	Orion	Orion Portfolio Solutions	4/24/2023	True	PR Batch 00002.04.2023 Orion 457	\$2,125.00
902617	PER01	Pers - Electronic	4/24/2023	True	PR Batch 00002.04.2023 PERS Employer Exp. PEPR	\$11,102.32
115879	OE3	Operating Engineers Local #3	4/25/2023	True	PR Batch 00002.04.2023 Oper Engin Union Dues	\$395.98
					April Direct Deposit Payroll	\$94,240.12
					TOTAL APRIL ACCOUNTS PAYABLE	\$693,685.54



BOARD MEETING AGENDA SUBMITTAL

TO: GCS D Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 4C: Adoption of a Resolution Rescinding Declaration of Stage 2 and Implementing Stage 1 of the District's Water Shortage Contingency Plan Per Executive Order (N-5-23)

RECOMMENDED ACTION:

Staff recommends the following action:

I move to approve Resolution 22-2023 Rescinding Declaration of Stage 2 and Implementing Stage 1 of the District's Water Shortage Contingency Plan Per Executive Order (N-5-23).

BACKGROUND:

On August 9, 2022 due to ongoing drought conditions and state drought declarations, the Board approved Resolution 35-2022 enacting Stage 2 of the District's Water Shortage Contingency Plan per the State Water Resources Control Board requirements and Governor's Executive Order N-7-22.

On March 3, 2023 [Executive Order N-5-23](#) was put into order after a snow survey was conducted by the Department of Water Resources and partnering agencies and found that the regions of Sierra Nevada are above average for snow and rain has fallen across many regions of the state. This large snowpack ensures that adequate water supply is available from the SFPUC system this year and it is recommended that the District rescind its Stage 2 declaration. For information, the Stage 1 and Stage 2 requirements are listed below:

State 1 – Potential Shortage

Stage 1 will always be in place as a water waste prohibition to provide a conservation program framework for reducing GCS D demands by up to 10 percent. During Stage 1, there is up to a 10 percent water supply shortage and a 5 percent or greater voluntary reduction in demand is suggested. The following conservation measures will be implemented during this stage:

- Education programs
- Promotion of water-saving landscaping.

- Requirement of low-flow fixtures in new developments.
- Meter and/or flow control for all customer accounts and plant production activities.
- Maintain tiered water rates for treated water.
- Prohibit wasteful use of water.
- Review water measuring and/or metering devices for accuracy.

State 2 – Minor Shortage

During Stage 2 of a water supply shortage, there is between a 10 to 20 percent water supply shortage and a 10 percent or greater mandatory reduction in water usage is required for the GCSD to meet the immediate needs of its customers. Water alert conditions are declared, the water shortage situation is explained to the public, and consumers are asked for a 10 percent or greater mandatory water use reduction. In addition to Stage 1 conservation measures, the GCSD will implement the following conservation measures during State 2:

- Prohibit fire hydrant flow testing.
- Restaurants shall serve water only upon customer request.
- Hotels, motels, and lodges must offer guests the option of not having towels and linens laundered daily by displaying notices prominently in each guestroom.
- The GCSD will contact the highest water users to encourage use of water conservation methods.
- Watering of lawns, gardens, and other outdoor vegetation by use of irrigation systems, hoses, faucets or other outlets connected to the public water supply is limited to three days a week. Landscape watering may be restricted to outside of peak demand hours.
- The GCSD will evaluate its water use for main flushing to see if reductions are possible.

FINANCIAL IMPACT

Implementation of Stage 1 water conservation will reduce water conservation efforts for District staff and possibly increase water consumption and associated sales revenue.

ATTACHMENTS:

1. Resolution 22-2023
2. Executive Order N-5-23

RESOLUTION 22-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT RESCINDING DECLARATION OF STAGE 2 AND IMPLEMENTING STAGE 1 OF THE DISTRICT'S WATER SHORTAGE CONTINGENCY PLAN PER EXECUTIVE ORDER (N-5-23)

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, due to relentless drought conditions and various related requirements issued by the state of California, the District adopted Resolution 35-2022 implementing Stage 2 of its Water Shortage Contingency Plan; and

WHEREAS, the winter of 2023 resulted in over 60 inches of rainfall locally and historic amounts of snowpack in the region, thereby providing significant relief to the drought conditions; and

WHEREAS, on March 3, 2023 Governor Gavin Newsom issued executive order 05-2023 declaring reduced drought restrictions due to an increased available water supply; and

WHEREAS, in response to executive order 05-2023 and the improved water condition, the district desires to reduce its customer and operational water use restrictions.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 22-2023 rescinding Declaration of Stage 2 and Implementing Stage 1 of the District's Water Shortage Contingency Plan in accordance with Executive Order (N-5-23).

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-5-23

WHEREAS on April 21, 2021, May 10, 2021, July 8, 2021, and October 19, 2021, I proclaimed States of Emergency to exist due to drought conditions; and

WHEREAS the multi-year nature of the current drought, which began three years after the record-setting drought of 2012-2016, continues to have significant, immediate impacts on communities across California with vulnerable water supplies, farms that rely on irrigation to grow food and fiber, and fish and wildlife that rely on stream flows and cool water; and

WHEREAS the March 3, 2023, snow survey conducted by the Department of Water Resources and partner agencies found that most regions of the Sierra Nevada are above average for snow water content, and some regions are nearing record amounts of snow, and snow and rain has fallen across many regions of the state since then, with more precipitation forecasted; and

WHEREAS improved conditions have helped rehabilitate surface water supplies, but have not abated the severe drought conditions that remain in some parts of the State, including the Klamath River basin and the Colorado River basin, and many groundwater basins throughout the State remain depleted from overreliance and successive multi-year droughts; and

WHEREAS continued action by the State is needed to address ongoing consequences of the drought emergency, including groundwater supply shortages, domestic well failures, and drought-related harm to native fishes in the Klamath River and Clear Lake watersheds; and

WHEREAS the drought emergency has required a dynamic and flexible response from the State, and several provisions in my prior Proclamations and Orders have been terminated or superseded already, specifically Paragraphs 4 and 8 of my State of Emergency Proclamation dated April 21, 2021, Paragraphs 2, 4, and 7 of my State of Emergency Proclamation dated May 10, 2021, Paragraphs 3, 4, 5, 6, and 10 of my State of Emergency Proclamation dated July 8, 2021, and Paragraph 9 of Executive Order N-7-22; and

WHEREAS improved conditions warrant an even more targeted State response to the ongoing drought emergency and certain provisions in my State of Emergency Proclamations dated April 21, 2021, May 10, 2021, July 8, 2021, and October 19, 2021, and in Executive Orders N-10-21, N-7-22, and N-3-23 provide authority that is no longer needed to mitigate the effects of the drought conditions or direct actions by state agencies, departments, and boards that have already been completed; and

WHEREAS notwithstanding the rescission of certain emergency authorities for emergency drinking water action, state agencies have existing legal authority and funding to continue expedited work to advance the human right to water, and state agencies will continue all ongoing drought resilience planning work, including through coordination with local agencies and tribes; and

WHEREAS next winter's hydrology is uncertain and the most efficient way to preserve the State's improved surface water supplies is for Californians to continue their ongoing efforts to make conservation a way of life; and

WHEREAS to protect public health and safety, it is critical the State take certain immediate actions without undue delay to prepare for and mitigate the effects of the drought conditions, and under Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this Order would prevent, hinder, or delay the mitigation of the effects of the drought conditions.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code sections 8567, 8571, and 8627, do hereby issue the following Order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. The orders and provisions contained in my State of Emergency Proclamations dated April 21, 2021, May 10, 2021, July 8, 2021, and October 19, 2021, and Executive Orders N-7-22 (March 28, 2022), N-3-23 (February 13, 2023), and N-4-23 (March 10, 2023), remain in full force and effect, except as modified by those Proclamations and Orders and herein. State agencies shall continue to implement all directions from those Proclamations and Orders and accelerate implementation where feasible.
2. The following provisions of my State of Emergency Proclamation dated April 21, 2021, are terminated:
 - a. Paragraph 2;
 - b. Paragraphs 5-7; and
 - c. Paragraphs 9-14.
3. The following provisions of my State of Emergency Proclamation dated May 10, 2021, are terminated:
 - a. Paragraph 1;
 - b. Paragraph 3;
 - c. Paragraph 5; and
 - d. Paragraphs 9-10.
4. The following provisions of my State of Emergency Proclamation dated July 8, 2021, are terminated:
 - a. Paragraph 2;
 - b. Paragraphs 7-8, except those portions of paragraph 7 withdrawing provisions of prior orders;
 - c. Paragraphs 11-12.

5. The following provisions of my State of Emergency Proclamation dated October 19, 2021, are terminated:

- a. Paragraph 2;
- b. Paragraphs 4-5;
- c. Paragraph 8; and
- d. Paragraph 10.

6. The following provisions of Executive Order N-10-21 are terminated:

- a. Paragraph 1; and
- b. Paragraph 3

7. The following provisions of Executive Order N-7-22 are terminated:

- a. Paragraphs 1-3;
- b. Paragraph 6; and
- c. Paragraphs 14-15.

8. The following provisions of Executive Order N-3-23 are terminated:

- a. Paragraph 1; and
- b. Paragraph 3, except those portions of the paragraph withdrawing provisions of prior orders.

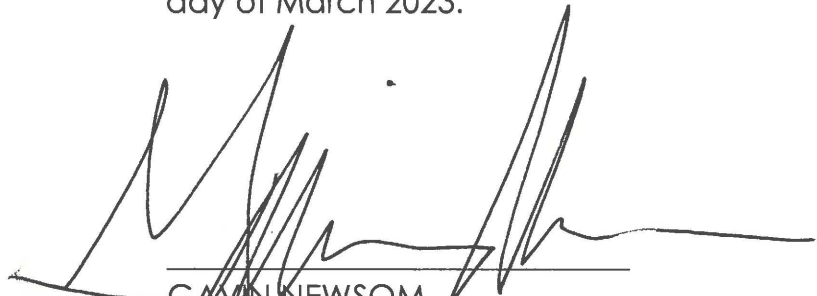
9. Paragraph 6 of my State of Emergency Proclamation dated May 10, 2021, and Paragraph 9 of my State of Emergency Proclamation dated July 8, 2021, are withdrawn and replaced with the following text:

To ensure critical instream flows for species protection in the Klamath River and Clear Lake watersheds, the State Water Resources Control Board (Water Board) and Department of Fish and Wildlife shall evaluate the minimum instream flows and other actions needed to protect salmon, steelhead, the Clear Lake Hitch, and other native fishes in critical streams systems in these watersheds and work with water users, tribes, and other parties on voluntary measures to implement those actions. To the extent voluntary actions are not sufficient, the Water Board, in coordination with the Department of Fish and Wildlife, shall consider emergency regulations to establish minimum instream flows to mitigate the effects of the drought conditions. For purposes of state agencies carrying out or approving any actions contemplated by this paragraph, Public Resources Code, Division 13 (commencing with Section 21000) and regulations adopted pursuant to that Division are suspended. Nothing in this Paragraph affects or limits the validity of actions already taken in the Klamath and Clear Lake watersheds or ongoing under Paragraph 6 of my State of Emergency Proclamation dated May 10, 2021, or Paragraph 9 of my State of Emergency Proclamation dated July 8, 2021.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 24th day of March 2023.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY N. WEBER, PH.D.
Secretary of State



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6A: Adoption of a Resolution Amending and Updating District Salary Schedule to Include Board Member Compensation

RECOMMENDED ACTION:

Staff recommends the following action:

I move to approve Resolution 23-2023 Amending and Updating District Salary Schedule to Include Board Member Compensation.

BACKGROUND:

At last month's Board meeting, the Board approved revised policy Section 408.24 "Compensation of Board Members," to reflect and be consistent with previous Board action. Within the revised policy, it states, "...each District Board member receives a daily meeting stipend as detailed in the District Salary Schedule..." The District's Salary Schedule has been revised to include Board member stipend and is in front of the Board today for approval.

FINANCIAL IMPACT

None.

ATTACHMENTS:

1. Revised Salary Schedule
2. Resolution 23-2023

**Groveland Community Services District
Salary Schedule Range Placement**

Class Title	Salary Range	Maximum Monthly Salary
Administrative Services Technician I	3	\$4,625
Administrative Services Technician II	7	\$5,105
Administrative Services Technician III	13	\$5,920
Chief Plant Operator	27	\$8,365
Collection and Distribution System Operator I	5	\$4,859
Collection and Distribution System Operator II	11	\$5,635
Collection and Distribution System Operator III	15	\$6,220
Collections and Distribution Lead	19	\$6,865
Accountant	20	\$7,037
Finance Officer	40	\$11,531
Maintenance Mechanic I	11	\$5,635
Maintenance Mechanic II	17	\$6,535
Maintenance Mechanic III	21	\$7,213
Administrative Services Manager	29	\$8,788
Operations & Maintenance Manager	38	\$10,976
Information/Instrumentation Systems Manager	35	\$10,192
Operations & Maintenance Supervisor	27	\$8,365
Water/Wastewater Operator I	9	\$5,363
Water/Wastewater Operator II	15	\$6,220
Water/Wastewater Operator III	19	\$6,865
General Manager	Contract	\$178,464 Annually
Board Members	N/A	\$105 per Meeting

RESOLUTION 23-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AMENDING AND UPDATING DISTRICT SALARY SCHEDULE TO INCLUDE BOARD MEMBER COMPENSATION

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, on April 11th the Board revised policy Section 408.24 “*Compensation of Board Members*” to reflect and be consistent with previous Board action.; and

WHEREAS, Board member compensation was not included on the District Salary Schedule; and

WHEREAS, the District Salary Schedule has been revised to include Board member compensation.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 23-2023 amending and updating District Salary Schedule to include Board Member Compensation.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6B: Discussion Regarding the Potential to Enter into an Agreement with Tuolumne County Transportation Council for the Purpose of Accessing Caltrans Active Transportation Program Grant Funding for the Hetch Hetchy Railroad Trail Project

RECOMMENDED ACTION:

Staff recommends the following action:

I move to direct staff to develop an agreement with the Tuolumne County Transportation Council (TCTC) to serve as the implementing agency for the Hetch Hetchy Railroad Trail Project under their Caltrans Master Funding Agreement to access Active Transportation Program Grant Funding.

BACKGROUND:

The District applied to the Active Transportation Program (ATP) Cycle 6 administered by Caltrans for the Hetch Hetchy Railroad Trail Project, and was recommended for grant funding by the California Transportation Commission (CTC). ATP funding is administered in a very different manner than all of the District's other funding sources, in that separate individual funding agreements are not issued on a project by project basis. Rather, to receive Caltrans funding you must either have an active Master Funding Agreement with them, request a new master agreement be issued or work through another entity who already has a Caltrans Master Agreement.

In April 2023 the District applied to Caltrans for the issuance of a new Master Funding Agreement (MFA) and we were subsequently informed that the process for Caltrans to process and approve an MFA can take more than six months, which places our project funding in jeopardy as Project Allocations (initial funds set aside for specific project work including preliminary engineering) must occur in the FY programmed, which for the HHRT is July 2023 to June 2024. Caltrans staff strongly recommend that we request our Allocation from the CTC as early in the FY as possible to ensure funding availability. We would like to prepare our allocation request for the August CTC meeting.

To accomplish the timeline, we contacted the Tuolumne County Transportation Council (TCTC) and they offered to partner with GCSD to deliver the HHRT Project using the TCTC Caltrans Master Funding Agreement. The purpose of this agenda item is to discuss the Caltrans Project Allocation/Authorization Process and the roles, relationships and responsibilities of GCSD and TCTC in delivering the project.

Under this TCTC partnership, in summary, GCSD will perform all work related to project administration assuming responsibility for all consultants and contractors as well as compliance with all Caltrans policies and procedures in delivering the project. GCSD will be responsible to administer project planning, design and permitting, bidding, construction, construction management and closeout. GCSD will ensure all project progress reports, approval and allocation requests and reimbursement requests are complete and submitted to CTC and Caltrans. TCTC is responsible for meeting many, many state and federal funding requirements and will provide guidance and assistance to GCSD when needed to successfully maneuver through the Caltrans processes. GCSD will take financial responsibility for ultimate compliance with Caltrans procedures, in that if an audit were to determine that required procedures were not followed and unauthorized expenditures were made, GCSD would reimburse TCTC for any expenses billed to them by Caltrans.

The Board will review and consider approval of the TCTC agreement once developed over the coming weeks.

FINANCIAL IMPACT

At this time, there is no fiscal impact other than staff time to develop the agreement and any legal review expenses. If GCSD chooses not to proceed with developing the TCTC agreement, it is possible that funding for the HHRT could be lost or delayed.

ATTACHMENTS:

1. ATP Project Allocation/Authorization Process chart



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6C: Adoption of a Resolution Prohibiting the Abandonment of District Public Utility Easements

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 24-2023 prohibiting the abandonment of District Public Utility Easements.

BACKGROUND:

The district regularly receives requests for the abandonment of public utility easements, primarily when two lots within Pine Mountain Lake are being merged together. The district reviews these requests carefully by conducting a site inspection and reviewing the utilities and easements associated with the property, if any, and reviews the preliminary sewer expansion plan to determine whether abandonment of the easement will conflict or restrict access to the future sewer system should it be built.

With the number of unauthorized encroachments we have discovered on existing easements, access to our sewer system in some locations has become difficult to impossible. This restricted access will cause a significant cost and private property impact when the sewer system or water system impacted by the encroachment will need to be removed. In some cases our only access to our utilities is using the public utility easements which are located on every property line in PML. We are also finding that in some cases where the preliminary sewer expansion plan is shown on the map, there is really no way to build the sewer in that location or that the public utility easements may be needed for the installation of pressurized sewer laterals from the septic tank of existing homes, to a new sewer main in the street.

We want to avoid relinquishing our interest in these public utility easements until such time as the engineering of a sewer system expansion is far enough along that we are certain that the public utility easement will not be needed for any purpose, in perpetuity. With a formal abandonment prohibition in place, should a property owner insist on the District approving

the abandonment, they can complete an engineering study and prepare evidence for presentation to, and District Board consideration of the request.

FINANCIAL IMPACT

None

ATTACHMENTS:

1. Resolution 24-2023

RESOLUTION 24-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT PROHIBITING THE ABANDONMENT OF DISTRICT PUBLIC UTILITY EASEMENTS

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, public utility easements were created along the property lines of the properties contained in the Pine Mountain Lake subdivision, for the purpose of the installation and access to public utilities such as water and sewer; and

WHEREAS, the district is the local water and sewer utility provider and therefore has a property interest in each of these public utility easements created; and

WHEREAS, the district regularly receives requests from the public to abandon its interest in the public utility easement so that the property owners can merge two adjacent lots or otherwise build on the public utility easement after abandonment; and

WHEREAS, the district has determined that is critical to its operation to maintain the integrity and access to the public utility easements and should not consider abandonment or otherwise relinquishing interest and these important public utility property rights.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 24-2023 prohibiting the abandonment of District Public Utility Easements.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6D: Adoption of a Resolution Accepting Grant from the County of Tuolumne of the Sewer and Water Infrastructure at the Groveland Community Resilience Center

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 25-2023 accepting Grant from the County of Tuolumne of the Sewer and Water Infrastructure at the Groveland Community Resilience Center.

BACKGROUND:

In 2020, Tuolumne County (County) showed interest in developing a vacant lot along Ferretti Rd, directly east of the Groveland CSD (GCSB or District) office within parcel 006-090-076. The proposed development area was within the District's service area boundary and was identified as the Resilience Center (Project). The Project included the construction of a large steel building proposed to be used as a community center/area for disaster relief.

DISCUSSION:

During late 2020, plans and specifications were provided by the County to the GCSB for review and approval. Comments were provided by the District Engineer on the new water and sewer infrastructure being proposed to serve the Project as this infrastructure will be adopted by the GCSB following the completion of construction and therefore, will become a part of the GCSB assets.

During 2021, revised plans and specifications were received and approved by the District Engineer. Following approval, the County released the Project for public bidding in accordance with the California Code of Regulation and public contract code.

Construction began later in 2021 and was completed in 2023. The District was integrated into the construction process and provided construction direction regarding existing infrastructure affected by the Project and proposed new District infrastructure being installed to serve to Project. Upon of the new water and sewer infrastructure, District staff completed inspections of the infrastructure and confirmed their compliance with the adopted District standards.

FINANCIAL IMPACT

Construction costs for the additional water and sewer infrastructure needed to serve the proposed Resilience Center were covered in full by the County, at no expense to the District.

ATTACHMENTS:

1. Resolution 25-2023
2. As-built Drawings (Hyperlink due to size)
https://www.gcsd.org/files/f07d059f7/TCRC_Groveland_Civil+As-Builts.pdf
3. Construction Costs

RESOLUTION 25-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT ACCEPTING GRANT FROM THE COUNTY OF TUOLUMNE OF THE SEWER AND WATER INFRASTRUCTURE AT THE GROVELAND COMMUNITY RESILIENCE CENTER

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, Tuolumne County (herein the “County”) is the developer of certain real property identified as Resilience Center, a parcel development, APN 066-090-076 (herein the “Project”) situated within the District service area; and

WHEREAS, the District has the authority to construct, operate, maintain and expand water and sewer infrastructure/services within their service area; and

WHEREAS, construction plans, certified by Developers’ Engineer, for the proposed water and sewer improvements were approved by the District Engineer; and

WHEREAS, the County hired a qualified contractor to construct the additional water and sewer infrastructure required to serve the Project, and

WHEREAS, all water and sewer improvements were constructed in accordance with District Standards, and inspected by District staff for compliance; and

WHEREAS, the cost to construct the proposed water and sewer improvements totaled \$104,065.00; and

WHEREAS, As-built drawings for the water and sewer improvements were received and reviewed by the District Engineer and District Staff.

WHEREAS, the County has dedicated the water and sewer improvements to the District; and

WHEREAS, the County has met the conditions for the District to accept the water and sewer improvements in accordance with the Plan Check and Construction Inspection Agreement subject to the following remaining conditions, following the completion of which the District will provide permanent water and sewer services.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 25-2023 accepting Grant from the County of Tuolumne of the Sewer and Water Infrastructure at the Groveland Community Resilience Center contingent upon the following:

1. Dedication of an easement or easements if determined necessary by the District
2. Completion of revisions to the As-built drawings and receipt of the AutoCAD drawings for the new water and sewer infrastructure as needed for District records

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____

Groveland - Schedule of Contract Values

(This form must be completed by the Contractor for the Project.)

PROJECT NAME: Tuolumne County Resilience Centers - Groveland
 PROJECT #: P2104-TCRC
 CONTRACTOR: Boyer Construction

APPLICATION NO: 20
 APPLICATION DATE: 11/26/2022
 PERIOD TO: 12/25/2022
 PERCENT COMPLETE TO DATE: 100.000%

B				C	D		E	F	G	H	I	J
ITEM NO.	DESCRIPTION OF WORK			RESPONSIBLE	SCHEDULED VALUE	WORK COMPLETED		MATERIALS STORED THIS PERIOD (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
						FROM PREVIOUS APPS	THIS PERIOD					
Activity ID	WBS	Site	Activity Name	RESPONSIBLE	SCHEDULED	previous	current	D OR E	(D+E+F)			
G-M-120	B2.G.MOBL	Groveland	Grov - Mobilization - Construction Entances, laydown and Sanitary	MOYLE	\$ 15,016.00	\$ 15,016.00	\$ -	\$ -	\$ 15,016.00	100%	\$ -	\$ 750.80
G-S-DEM-100	B2.G.CONST.SIT	Groveland	Grov - Demo - Identify, pothole, and Safe off utilities	MOYLE	\$ 15,715.00	\$ 15,715.00	\$ -	\$ -	\$ 15,715.00	100%	\$ -	\$ 785.75
G-S-DEM-110	B2.G.CONST.SIT	Groveland	Grov - Demo - Selective Removal	MOYLE	\$ 2,910.00	\$ 2,910.00	\$ -	\$ -	\$ 2,910.00	100%	\$ -	\$ 145.50
G-S-DEM-120	B2.G.CONST.SIT	Groveland	Grov - Demo - Tree Removal, Offhaul, Clear & Grub	MOYLE	\$ 326,328.00	\$ 326,328.00	\$ -	\$ -	\$ 326,328.00	100%	\$ -	\$ 16,316.40
G-S-ROU-100	B2.G.CONST.SIT	Groveland	Grov - Site - RG - Rough Grading & Over Ex	MOYLE	\$ 238,169.00	\$ 238,169.00	\$ -	\$ -	\$ 238,169.00	100%	\$ -	\$ 11,908.45
G-S-ROU-110	B2.G.CONST.SIT	Groveland	Grov - Site - SD - Underground Utilities - 30" Main Storm Drain	MOYLE	\$ 27,378.00	\$ 27,378.00	\$ -	\$ -	\$ 27,378.00	100%	\$ -	\$ 1,368.90
G-S-ROU-120	B2.G.CONST.SIT	Groveland	Grov - Site - SD - PE & PW Site Retention - walls, drains, and backfill	MOYLE	\$ 162,675.00	\$ 162,675.00	\$ -	\$ -	\$ 162,675.00	100%	\$ -	\$ 8,133.75
G-S-ROU-130	B2.G.CONST.SIT	Groveland	Grov - Site - SD - BH Site Retention - walls, drains, and backfill	MOYLE	\$ 54,225.00	\$ 54,225.00	\$ -	\$ -	\$ 54,225.00	100%	\$ -	\$ 2,711.25
G-S-ROU-140	B2.G.CONST.SIT	Groveland	Grov - Site - SD - Underground Utilities - Storm Drain	MOYLE	\$ 258,508.00	\$ 258,508.00	\$ -	\$ -	\$ 258,508.00	100%	\$ -	\$ 12,925.40
G-S-ROU-150	B2.G.CONST.SIT	Groveland	Grov - Site - Building Pad Final Grade	MOYLE	\$ 25,143.00	\$ 25,143.00	\$ -	\$ -	\$ 25,143.00	100%	\$ -	\$ 1,257.15
G-S-ROU-160	B2.G.CONST.SIT	Groveland	Grov - Site - SS - Underground Utilities - Sanitary Sewer	MOYLE	\$ 133,567.00	\$ 133,567.00	\$ -	\$ -	\$ 133,567.00	100%	\$ -	\$ 6,678.35
G-B-SOG-130	B2.G.CONST.BLI	Groveland	Grov - Building - Underslab utilities 6" Fire Riser into building	MOYLE	\$ 5,238.00	\$ 5,238.00	\$ -	\$ -	\$ 5,238.00	100%	\$ -	\$ 261.90
G-S-ROU-170	B2.G.CONST.SIT	Groveland	Grov - Site - PE - Grease Intercept Tank	MOYLE	\$ 7,566.00	\$ 7,566.00	\$ -	\$ -	\$ 7,566.00	100%	\$ -	\$ 378.30
G-S-ROU-180	B2.G.CONST.SIT	Groveland	Grov - Site - DW - Underground Utilities - Domestic Water	MOYLE	\$ 173,707.00	\$ 173,707.00	\$ -	\$ -	\$ 173,707.00	100%	\$ -	\$ 8,685.35
G-S-ROU-190	B2.G.CONST.SIT	Groveland	Grov - Site - FW - Underground Utilities - Fire Water	MOYLE	\$ 71,611.00	\$ 71,611.00	\$ -	\$ -	\$ 71,611.00	100%	\$ -	\$ 3,580.55
G-S-ROU-210	B2.G.CONST.SIT	Groveland	Grov - Site - SD - FH Site Retention - walls, drains, and backfill	MOYLE	\$ 108,450.00	\$ 108,450.00	\$ -	\$ -	\$ 108,450.00	100%	\$ -	\$ 5,422.50
G-S-ROU-220	B2.G.CONST.SIT	Groveland	Grov - Site - SD - Offsite Storm Water Connection - Ferretti Road	MOYLE	\$ 11,640.00	\$ 11,640.00	\$ -	\$ -	\$ 11,640.00	100%	\$ -	\$ 582.00
G-S-FIN-110	B2.G.CONST.SIT	Groveland	Grov - Site - Final Grading	MOYLE	\$ 81,520.00	\$ 81,520.00	\$ -	\$ -	\$ 81,520.00	100%	\$ -	\$ 4,076.00
G-S-ROU-230	B2.G.CONST.SIT	Groveland	Grov - Site - SS - Offsite Sanitary Sewer - Cross Ferretti Road	MOYLE	\$ 59,366.00	\$ 59,366.00	\$ -	\$ -	\$ 59,366.00	100%	\$ -	\$ 2,968.30
G-S-ROU-240	B2.G.CONST.SIT	Groveland	Grov - Site - FW DW - Offsite DW and FW - Cross Ferretti Road	MOYLE	\$ 44,699.00	\$ 44,699.00	\$ -	\$ -	\$ 44,699.00	100%	\$ -	\$ 2,234.95
G-S-FIN-200	B2.G.CONST.SIT	Groveland	Grov - Site - A/C Paving & Patching	MOYLE	\$ 351,401.00	\$ 351,401.00	\$ -	\$ -	\$ 351,401.00	100%	\$ -	\$ 17,570.05
PCO# 022	CCO# 2	Groveland	CE #040 - Rock breaking activities #2	MOYLE	\$ 3,200.00	\$ 3,200.00	\$ -	\$ -	\$ 3,200.00	100%	\$ -	\$ 160.00
PCO# 037	CCO# 2	Groveland	ASI 10 Lift station	MOYLE	\$ 26,723.72	\$ 26,723.72	\$ -	\$ -	\$ 26,723.72	100%	\$ -	\$ 1,336.19
PCO# 044	CCO# 3	Groveland	CE #081 - #097: Domestic & Irrigation Water Line PRV	MOYLE	\$ 11,322.52	\$ 11,322.52	\$ -	\$ -	\$ 11,322.52	100%	\$ -	\$ 566.13
PCO# 045	CCO# 3	Groveland	CE #082 - #095: Outdoor Restroom Water Shut Off Valve	MOYLE	\$ 1,092.79	\$ 1,092.79	\$ -	\$ -	\$ 1,092.79	100%	\$ -	\$ 54.64
PCO# 047	CCO# 3	Groveland	CE #058 - ASI 15.1 - LANDSCAPING REVISIONS @ GROVELAND CUL-DE-SAC	MOYLE	\$ 65,525.12	\$ 65,525.12	\$ -	\$ -	\$ 65,525.12	100%	\$ -	\$ 3,276.26
GRAND TOTALS					\$ 2,282,696.15	\$ 2,282,696.17	\$ -	\$ -	\$ 2,282,696.17	100.00%	\$ -	\$ 114,134.81



TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6E: Adoption of a Resolution Authorizing the General Manager to enter into a Memorandum of Understanding with Tuolumne Stanislaus Integrated Regional Water Management Authority to Coordinate and Implement the Installation of a Water Fill Station Located at the District office

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 26-2023 authorizing the General Manager to enter into a Memorandum of Understanding with Tuolumne Stanislaus Integrated Regional Water Management Authority to coordinate and implement the installation of a Water Fill Station located at the Groveland Community Services District office.

BACKGROUND:

The Tuolumne Stanislaus Integrated Regional Water Management Authority was recently awarded grant funds from the Sierra Institute for the Tuolumne Stanislaus DAC Drinking Water Reliability Project. The purpose of the project is to ensure that a reliable source of drinking water is available to those who may not otherwise have access to it in disadvantaged communities. The Tuolumne Stanislaus Integrated Regional Water Management Authority recently offered to the district the opportunity to tap into this larger



water reliability project and install a drinking water filling station in the Groveland area.

The Groveland Water Fill Station Project includes the design and installation of an automated water station capable of automatically dispensing prepaid amounts of water to fill bottles, jugs, tanks and trucks. The photo shows an example of

a filling station. The unit includes a reader for prepaid and debit/credit cards. Income qualified persons can receive free water with the cost of the water dispensed reimbursed by OES and other grant sources.

The attached MOU has been developed to detail the scope of work and relationship between the TSIRWMA and GCSD.

FINANCIAL IMPACT

The project is intended to be completed in its entirety with the \$150,000 in available grant funds, including reimbursement of the District staff time spent on the project.

ATTACHMENTS:

1. Resolution 26-2023
2. Memorandum of Understanding

RESOLUTION 26-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH TUOLUMNE STANISLAUS INTEGRATED REGIONAL WATER MANAGEMENT AUTHORITY TO COORDINATE AND IMPLEMENT THE INSTALLATION OF A WATER FILL STATION LOCATED AT THE GROVELAND COMMUNITY SERVICES DISTRICT

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the Tuolumne Stanislaus Integrated Regional Water Management Authority was recently awarded grant funds from the Sierra Institute for the Tuolumne Stanislaus DAC Drinking Water Reliability Project; and

WHEREAS, a Memorandum of Understanding was developed between the District and Tuolumne Stanislaus Integrated Regional Water Management Authority for the purposes of the coordination, implementation and the installation of a Water Fill Station located at the Groveland Community Services District office.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 26-2023 Authorizing the General Manager to Enter into a Memorandum of Understanding with Tuolumne Stanislaus Integrated Regional Water Management Authority to Coordinate and Implement the Installation of a Water Fill Station Located at the Groveland Community Services District.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____

Memorandum of Understanding
between **GCSD** and **TSIRWMA**

This Memorandum of Understanding (MOU) is entered into by and between the Groveland Community Services District, herein after referred to as GCSD, and the Tuolumne Stanislaus Integrated Regional Water Management Authority, herein after referred to as TSIRWMA, effective May 9, 2023.

Purpose:

This MOU establishes a partnership between GCSD and TSIRWMA to coordinate and implement the installation of a Water Fill Station in Groveland, CA. Through the implementation of this MOU, GCSD and TSIRWMA will work to improve the drinking water reliability for Disadvantaged Community members within the TStan IRWM. Project tasks will include, but are not limited to;

- Planning
- Installation of Water Fill Station
- Reporting and Monitoring
- Partner Coordination

Agreement:

Whereas, the Groveland Community Services District and the Tuolumne Stanislaus Integrated Regional Water Management Authority have the common mission of supporting local residents and community; and

Whereas, the Groveland Community Services District and the Tuolumne Stanislaus Integrated Regional Water Management Authority recognize the need to work collaboratively in the development and implementation of water resource programs within the Tuolumne River Watershed; and

Whereas, the Tuolumne Stanislaus Integrated Regional Water Management Authority shall utilize funding through the Authority's Tuolumne Stanislaus DAC Drinking Water Reliability Project to develop and implement a Water Fill Station in a suitable location chosen by GCSD within its boundaries; and

Whereas, the Groveland Community Services District shall collaborate in the development and implementation of the Groveland Water Fill Station of the Tuolumne Stanislaus DAC Drinking Water Reliability Project.

Section 1:

1a: Responsibilities of the Parties:

GCSD shall:

- a. Provide labor, advice, consultation, analysis, administration, and preparation of materials and documents upon request,
- b. Determine the method, details, and means of performing the tasks requested by TSIRWMA,
- c. Perform said tasks in a manner commensurate with professional standards of qualified and experienced personnel in GCSD's field.

TSIRWMA shall:

- a. Provide funding for work performed within the Scope of Work for the Tuolumne Stanislaus DAC Drinking Water Reliability Project.
- b. Provide any form, templates, or documents needed by GCSO to fulfill the tasks outlined in the Scope of Work.

1b: Both parties shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capacity to implement the tasks described in the Scope of Work of this MOU.

Section 2: In exchange for the services provided by GCSO, TSIRWMA shall reimburse GCSO based on GCSO's actual time and material necessarily and actually expended on the services. TSIRWMA will reimburse GCSO after receiving funds from Sierra Institute for invoices submitted, in the amount sufficient to cover costs for the specific invoice period. Invoices need to include a report detailing the progress of the project for the invoice period. GCSO shall submit invoices electronically to TSIRWMA at tricia@tcrd.org. TSIRWMA shall remit payments to GCSO at: PO Box 350, Groveland CA 95321

Section 3: This agreement shall take effect January 1, 2023 and shall continue in effect until December 31, 2024.

This MOU may be terminated for any reason for any or all portions of the services by either party upon two weeks advance written notice to the other party and the reimbursement of outstanding costs incurred by GCSO in completion of the project.

Section 4: Every document prepared by GCSO or TSIRWMA under this MOU shall be made available to the other party.

Section 5: GCSO shall perform the services in compliance with all applicable federal, state and local laws and regulations and shall possess and maintain all permits, licenses and certificates that may be required for it to perform the services.

Section 6: GCSO shall indemnify, defend, protect, and hold harmless TSIRWMA, and its officers, directors, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) resulting from negligent or intentional acts or omissions in the performance of or failure to perform the services or any other obligations of this MOU by GCSO or GCSO's officers, directors, employees, volunteers and agents. This indemnification shall not include any claim arising from the negligence or intentional acts of TSIRWMA.

TSIRWMA shall indemnify, defend, protect, and hold harmless GCSO, and its officers, directors, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) resulting from negligent or intentional acts or omissions in the performance of or failure to perform the services or any other obligations of this MOU by TSIRWMA or TSIRWMA's officers, directors, employees, volunteers and agents. This indemnification shall not include any claim arising from the negligence or intentional acts of GCSO.

Section 7: GCSO and TSIRWMA shall maintain their own insurance coverage against any claim, expense, cost, damage or liability arising out of the performance of its responsibilities pursuant to this MOU.

Section 8: Each party to this MOU shall perform its responsibilities and activities described herein as an independent party and not as an officer, agent, servant, or employee of any of the other parties hereto. Each party shall be solely responsible for the acts and omissions of its officers, agents, employees, contractors, and subcontractors, if any. Nothing herein shall be considered as creating a partnership or joint venture between the parties.

Section 9: This writing and the documents incorporated herein represent the sole, entire, exclusive and integrated MOU between the parties concerning the services, and supersedes all prior oral and/or written negotiations, representations or contracts. Each party to this MOU acknowledges that no representations or promises have been made by any party hereto which are not embodied herein, and that no other agreement or promise not contained in this MOU or in the incorporated documents shall be valid or binding. This MOU may be amended only by a subsequent written contract approved and executed by both parties.

Section 10: This MOU shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, GCSD shall not subcontract, assign or transfer this MOU or any part of it without the prior written consent of TSIRWMA, and TSIRWMA shall not subcontract, assign or transfer this MOU or any part of it without the prior written consent of GCSD.

Section 11: All notices which may be or are required to be given hereunder will be in writing, delivered by messenger or by United States certified or registered mail, postage prepaid, return receipt requested, and will be deemed received upon the date of delivery to the address of the party to receive such notice as set forth below, as evidenced by execution of the return receipt.

If to GCSD: General Manager, GCSD
 PO Box 350
 Groveland, CA 95321

If to TSIRWMA: Administrator, Tuolumne Stanislaus Integrated Regional Water
 Management Authority
 PO Box 4394
 81 North Washington Street, Suite B, Sonora, CA 95370

The parties hereto have executed this Memorandum of Understanding.

GROVELAND COMMUNITY SERVICES DISTRICT

By: _____
Name: _____
Title: _____

TUOLUMNE STANISLAUS INTEGRATED REGIONAL WATER MANAGEMENT AUTHORITY

By: _____
Name: _____
Title: _____

Scope of Work

GCSD WORK PLAN:

CEQA Documentation

Complete environmental review pursuant to CEQA for project. Prepare all necessary environmental documentation. Prepare letter stating no legal challenges (or addressing legal challenges).

Deliverables:

- All completed CEQA documents as required
- Legal Challenges Letter

Permitting

Anticipated permits included a building permit for the filling station if applicable.

Deliverables:

- Permits as required

Design

Design for the water filling component station will be necessary prior to installation. Previously installed systems will be referenced for design ideas.

Deliverables:

- 100% Design Plans and Specifications

Project Monitoring Plan

Develop and submit a Project Monitoring Plan per Paragraph 14 for DWR's review and approval.

Deliverables:

- Project Monitoring Plan

Contract Services

This task must comply with the Standard Condition D.10 – Competitive Bidding and Procurements. Activities necessary (as applicable) to secure a contractor and award the contract, including: develop bid documents, prepare advertisement and contract documents for construction contract bidding, conduct pre-bid meeting, bid opening and evaluation, selection of the contractor, award of contract, and issuance of notice to proceed.

Deliverables:

- Bid Documents
- Proof of Advertisement

- Award of Contract
- Notice to Proceed

Construction Administration

This task includes managing contractor submittal review, answering requests for information, and issuing work directives. A full-time engineering construction observer will be on site for the duration of the project. Construction observer duties include documenting of pre-construction conditions, daily construction diary, preparing change orders, addressing questions of contractors on site, reviewing/ updating project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, notifying contractor if work is not acceptable. Upon completing the project, the DWR Certificate of Project Completion and record drawings will be provided to DWR.

Deliverables:

- DWR Certificate of Project Completion
- Record Drawings

Construction

Construction activities are outlined below.

The proposed project will include the construction of one water filling station. Based on similar projects the region anticipates being able to install the station at a cost of approximately \$150,000. Previous stations for other projects consisted of an 8' x 8' CMU building with a metal roof. This would house the pump, filter stations meters, dispenser etc. to run the stations.

Deliverables:

- Photographic Documentation of Progress for fill station(s)

GCSD BUDGET:

Budget Item	Cost Estimate
CEQA Documentation	\$ 1,500
Permitting	\$ 2,000
Design	\$ 10,000
Project Monitoring Plan	\$ 1,000
Bidding and Contract Award	\$ 4,500
Construction	\$ 125,000
Construction Administration	\$ 6,000
Total Budget Estimate	\$ 150,000

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: May 9, 2023

SUBJECT: Agenda Item 6F: Adoption of a Resolution Approving Addendum to Professional Services Agreement with NBS Consulting for the Purpose of Updating the District Impact Fee Study to be in Compliance with AB 602

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 27-2023 approving addendum to Professional Services Agreement with NBS Consulting for the purpose of updating the District Impact Fee Study to be in Compliance with AB 602.

BACKGROUND:

The Board accepted the Development Impact Fee Study and adopted the associated park and fire service impact fees on July 13, 2021, which established a capital fire and park facilities/equipment fee program to recover capital costs to provide service to new development.

Shortly after the Board accepted the study and adopted the fees, new legislation in the form of AB 602 took effect at the beginning of 2022, placing new requirements on local governments wishing to charge impact fees. AB 602 mandates certain changes in the way those fees are calculated (Government Code Section 66016.5). The following are key requirements added by Section 66016.5:

- A nexus study must be adopted before the adoption of associated development fees.
- Impact fees based on a level of service that exceeds the existing level of service must be justified.
- Impact fees imposed on residential development must be proportional to square footage unless the agency makes certain findings. Section 66016.5 also provides that a local agency that charges fees proportionate to square footage shall be deemed to have used a valid method to establish a reasonable relationship between the fee charged and the burden posed by the development.

- Large jurisdictions (counties of 250,000 and cities within those counties) must adopt a capital improvement plan as part of an impact fee nexus study.
- The notice period for public hearings on nexus studies supporting impact fees is increased from 10 days to 30 days.
- Impact fee nexus studies must be updated at least every eight years.

District management reached out to NBS who performed the work preparing the Development Impact Fee Study to provide a proposal to update both of these and bring them in compliance with AB 602, so that the District can legally apply the fees on new future development, through the County.

NBS has submitted a proposal to perform this work and management recommends including this work as an addendum to the Professional Consulting Services Agreement the District recently entered into with NBS for the preparation of the Water and Sewer Cost of Service Rate Study.

FINANCIAL IMPACT

NBS will conduct this work on a time and materials basis at the hourly rates shown in the table below with a not to exceed fee of \$11,000. Additional services requested, such as additional attendance at more than the two public meetings proposed, or additional fee alternatives, can also be provided based on these hourly rates.

Title	Hourly Rate
Project Manager	\$250
Impact Fee Specialist	\$150
Consultant/Analyst	\$150

ATTACHMENTS:

1. NBS Proposal for Impact Fee Study Update
2. Addendum to Professional Services Agreement
3. Resolution 27-2023



32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

www.nbsgov.com

March 29, 2023

Peter J. Kampa
General Manager
Groveland Community Services District
18966 Ferretti Road
Groveland, CA 95321

RE: Proposed Task Order for an Impact Fee Study Update

Dear Mr. Kampa:

NBS completed a Development Impact Fee Study for the District in 2021, to include proposed impact fees for Park Land and Park Improvements, and Fire Department Facilities and Equipment. The Final Report for the project has not yet been adopted by Tuolumne County, and at the beginning of 2022 new legislation took effect, placing new requirements on local governments wishing to charge impact fees. The following provides additional information about the legislation, Assembly Bill 602 (AB 602), as well as a proposal to update the Development Impact Fee Study to meet its requirements.

SCOPE OF SERVICES

AB 602 requires local agencies that charge development (impact) fees to make certain information available to applicants and the public (Section 65940.1) and, more importantly for this study, mandates certain changes in the way those fees are calculated (Section 66016.5). The following are key requirements added by Section 66016.5:

1. A nexus study must be adopted before the adoption of associated development fees.
2. Impact fees based on a level of service that exceeds the existing level of service must be justified.
3. Impact fees imposed on residential development must be proportional to square footage unless the agency makes certain findings. Section 66016.5 also provides that a local agency that charges fees proportionate to square footage shall be deemed to have used a valid method to establish a reasonable relationship between the fee charged and the burden posed by the development.
4. Large jurisdictions (counties of 250,000 and cities within those counties) must adopt a capital improvement plan as part of an impact fee nexus study.
5. The notice period for public hearings on nexus studies supporting impact fees is increased from 10 days to 30 days.
6. Impact fee nexus studies must be updated at least every eight years.

Our approach to this project will include assisting the District with how to best comply with these changes in state law. We anticipate that fees for Park Land and Park Improvements will require some reconfiguration to comply with item 2 listed above, and fees for Fire Department Facilities and Equipment will undergo significant changes in methodology and approach to meet requirements 2 and 3. We will also update development data factors and other inputs regarding anticipated cost of facilities where information is available to do so.

The deliverable for this project will include updating the fee model prepared in 2021 for the District and compiling an updated draft Development Impact Fee Study Report. NBS will issue all documents in PDF format for the District's review and comment, and staff will have time to review and suggest any needed edits before we finalize the report.

We assume all work-in-progress meetings will be held via conference call or video conferencing format. We also expect to have regular email exchanges and phone conversations with staff to review data, discuss the progress, solicit input, and review results.

The Final Report will be required to be reviewed and accepted by the GCSB Board, as well as adopted by the Tuolumne County Board of Supervisors. We are available to support the District as needed throughout the implementation process, to include discussion and review of the Final Report with County staff, and up to two (2) presentations either virtually or in-person to the District Board or County Board of Supervisors.

PROJECT TEAM

The project team for this engagement will include the same NBS professionals that completed the 2021 Study for the District. Full-length resumes and references are available upon request and have been omitted given the District is already familiar with the project team.

NICOLE KISSAM, PROJECT MANAGER

Role and Responsibilities: Nicole Kissam will manage the ongoing administration of the project, serving as the primary point of contact for District's staff and directing the work efforts of our project team. She will be fully conversant in all findings and available for public events as needed. She will work closely with the District's designated project manager to monitor the schedule and delivery of work products to the District's satisfaction. While designing and directing analytical efforts, she will also provide senior-level technical analysis.

Work Experience: Nicole Kissam is Director of NBS Financial Consulting Group. She has an extensive background in public sector consulting, city government, corporate management, marketing and public relations. Nicole has been a financial and management consultant to local government for 20 years, specializing in cost recovery policy, strategy, and analysis. Her subject matter expertise includes cost allocation plans, user and regulatory fee analysis, impact fee analysis, financial plans, business process improvement, and operational best management practices for California agencies. Nicole holds a Bachelor of Science in Business Administration from California Polytechnic State University in San Luis Obispo. She has completed similar projects as requested by the District for many agencies across California.

JOE COLGAN, COLGAN CONSULTING, IMPACT FEE SPECIALIST

Role and Responsibilities: Joe Colgan will work closely with Nicole Kissam as a subject matter expert on an as-needed basis for the reports.

Work Experience: Joe Colgan is the President of Colgan Consulting and a recognized expert in impact fee analysis with over 30 years of experience in the field. He is a professional planner with 10 years of direct experience in local government as a planner and planning director, and extensive experience in land use

planning and capital facilities planning. He has served three terms on the board of the National Impact Fee Roundtable (now the Growth and Infrastructure Consortium), including one term as vice chair, and has spoken on impact fees at conferences and seminars nationally.

NBS PROJECT ANALYSTS AND CONSULTANTS

Roles and Responsibilities: Other NBS support staff may be assigned to this project as needed. Under the direction of the project manager, these staff will support the Project Manager as needed with the completion of key aspects of the project’s Task Plan including, but not limited to, Excel model development, data collection and analysis, timeline management, draft reviews, and documentation efforts.

Work Experience: These staff add approximately one to four years of subject matter experience as well as prior professional backgrounds in accounting and financial management experience. All Project Analyst and Consultant staff at NBS have extensive applied skills in analytical software, databases, and spreadsheets, as well as a Bachelor’s level degree from an accredited university.

PROJECT TIMELINE

We are available to commence work on this project as soon as a contract is approved and signed. We estimate this effort will require up to two months to complete the final report and an additional two to three months for review and adoption by the GSCD and Tuolumne Board of Supervisors.

PROFESSIONAL FEES

We propose to perform this work on a time and materials basis, at the hourly rates shown in the table below with a not to exceed fee of \$11,000. Additional services requested, such as additional attendance at more than the two public meetings proposed, or additional fee alternatives, can also be provided based on these hourly rates.

Title	Hourly Rate
Project Manager	\$250
Impact Fee Specialist	\$150
Consultant/Analyst	\$150

Expenses

Customary out-of-pocket expenses will be billed to the District at actual cost to NBS. These expenses would be limited to expenses associated with travel and meals during the implementation process.

Invoicing

We invoice on a monthly basis, paralleling each phase of completion of the work plan’s tasks. At no time will we invoice for charges in excess of the fee to which the District and NBS mutually agree.

Thank you again for considering us for these important services. Please feel free to reach out to me at 800.676.7516 or nkissam@nbsgov.com with questions about our proposal or to move forward with preparation of a professional services agreement.

Sincerely,

A handwritten signature in blue ink that reads "Nicole Kissam". The signature is written in a cursive, flowing style.

Nicole Kissam
Director, NBS Financial Consulting Group

**ADDENDUM TO THE
PROFESSIONAL SERVICES AGREEMENT BETWEEN
GROVELAND COMMUNITY SERVICES DISTRICT AND
NBS GOVERNMENT FINANCE GROUP, DBA NBS DATED
MARCH 15, 2023**

THIS ADDENDUM TO THE CONTRACT FOR PROFESSIONAL SERVICES AGREEMENT dated March 15, 2023 is entered into by NBS Government Finance Group, dba NBS herein collectively referred to as “Consultant”, and the Groveland Community Services District herein referred to as “District”. The Consultant and District may each be referred to herein individually as a “Party” and collectively as the “Parties”.

RECITALS

- A.** WHEREAS, on March 15, 2023, the Parties entered into an agreement known as the Contract for Professional Services Agreement (“Agreement”);
- B.** WHEREAS, the Agreement consists of the general terms and conditions for Consultant to develop a combined Water and Sewer Cost of Service/Rate Study;
- C.** WHEREAS, Consultant performed a Development Impact Fee Study and developed Service Impact Fees, which was accepted and adopted by the Groveland Community Services District Board of Directors on July 13, 2021;
- D.** WHEREAS, AB 602 was implemented at the beginning of 2022, shortly after the District adopted the Development Impact Fee Study and Service Impact Fees, placing new requirements on local governments wishing to charge impact fees;
- E.** WHEREAS, the District wishes NBS to perform the updates to the Development Impact Fee Study and Service Impact Fees to be in compliance with AB 602 as to not impact the District’s ability to apply the fees on new future development.

NOW, THEREFORE, through this Addendum to the Consulting Services Agreement dated March 15, 2023, the Parties agree as follows:

- 1.** Consultant will perform additional work as detailed in the Proposed Task Order for an Impact Fee Study Update in an amount not to exceed \$11,000, which is attached hereto as Exhibit A.

IN WITNESS WHEREOF, the Parties agree to the foregoing by execution of this Addendum:

District:

Consultant:

By: Peter Kampa
Its: General Manager

By: _____
Its: _____

Groveland Community Services District
18966 Ferretti Rd.
Groveland, CA 95321

Mailing Address:

P.O. Box 350

Groveland, CA 95321-0350

NBS Government Finance Group
32605 Temecula Parkway, Suite 100
Temecula, CA 92592

RESOLUTION 27-2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT APPROVING AN ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT WITH NBS CONSULTING FOR THE PURPOSE OF UPDATING THE DISTRICT IMPACT FEE STUDY TO BE IN COMPLIANCE WITH AB 602

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, in 2021 NBS prepared the District's first Development Impact Fee Study to identify the cost to address the need for increased staffing, facilities and equipment in the fire and park services in the future resulting from new land development projects; and

WHEREAS, the Development Impact Fee Study was adopted by the District on July 13, 2021; and

WHEREAS, California Assembly Bill 602 made changes to the state's development impact fee laws that became effective on January 1, 2022; and

WHEREAS, updates are required to the previously adopted Development Impact Fee Study to comply with the new law, and NBS has prepared a reasonable proposal meeting the needs of the District to provide for update of the study.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby approve Resolution 27-2023 addendum to Professional Services Agreement with NBS Consulting for the purpose of updating the District Impact Fee Study for compliance with AB 602.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 9, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 9, 2023.

DATED: _____