

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
August 13, 2018  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Robert Swan, President, John Armstrong, Vice President, Nancy Mora, and Spencer Edwards, being present. Also present was Admin Office Manager/District Secretary Jennifer Flores and General Manager Pete Kampa.

**Call to Order**

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

Absent: Director Kwiatkowski

**Approve Order of Agenda**

Director Swan requested that Items C,H, and J be removed from the Consent Calendar and considered separately.

Motion

*Director Swan moved, seconded by Director Mora, and the motion passed to approve the order of the agenda as amended.*

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

*Absent: Director Kwiatkowski*

**Action Items to be Considered by the Board of Directors**

**Public Comment**

A member of the public corrected a statement made at a previous meeting.

A member of the public stated they would like to see more information included in the minutes.

**Consent Calendar**

- A. Approve Minutes from the June 22, 2018 Special Meeting
- B. Approve Minutes from the June 26, 2018 Special Meeting
- D. Approve Minutes from the July 18, 2018 Special Meeting
- E. Approve Minutes from the August 2, 2018 Special Meeting
- F. Approve Minutes from the August 6, 2018 Special Meeting
- G. Accept and File July Payables
- I. Adoption of a Resolution Approving Agreement with Njirich Construction, Inc. for the Completion of the Wastewater Sludge Drying Bed Construction Project
- K. Waive Reading of Ordinances and Resolutions Except by Title

Motion

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

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

*Absent: Director Kwiatkowski*

## Items Removed from Consent Calendar

C. Approve Minutes from the July 9, 2018 Regular Meeting

### Motion

*Director Swan moved, seconded by Armstrong, and the motion passed to approve Item C of the Consent Calendar as amended.*

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

*Absent: Director Kwiatkowski*

H. Approve Final Draft Response to 2017-2018 Tuolumne County Civil Grand Jury Report as it Relates to GCSD

### Motion

*Director Swan moved, seconded by Armstrong, and the motion passed to approve Item H of the Consent Calendar with the agreed upon changes and to submit the final report.*

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

*Absent: Director Kwiatkowski*

J. Adoption of a Resolution Accepting an Exclusive Sewer Easement Grant Deed from Property Owner James Brown, Assessor's Parcel Number 094-090-042

### Motion

*Director Swan moved, seconded by Armstrong, and the motion passed to approve Resolution 28-18 with the provision to check with District counsel to ensure the easement grant is in proper format.*

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

*Absent: Director Kwiatkowski*

## Old Business

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

A. Public Hearing -

The Board of Directors will conduct a Public Hearing to Receive Public Comments and Input on the Content and Approval of the Final 2018-2019 Fiscal Year Budget

Director Swan opened the public hearing at 10:14am.

Director Swan closed the public hearing at 10:45am.

i. Adoption of a Resolution Approving the Final 2018-2019 Fiscal Year Budget

### Motion

*Director Swan moved, seconded by Armstrong, and the motion passed to adopt the final fiscal year 2018/2019 budget.*

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

*Absent: Director Kwiatkowski*

Director Swan announced that he made an incorrect motion and should have moved to adopt the resolution adopting the budget.

Motion

*Director Swan moved, seconded by Armstrong, and the motion passed to approve Resolution 27-18 A Resolution of the Board of Directors of the Groveland Community Services District Approving and Adopting the District's Final 2018/2019 Fiscal Year Budget.*

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

*Absent: Director Kwiatkowski*

**Discussion and Action Items**

Reject in Full the Claim for Damages; 19048 Dyer Ct., Rodney Raine

Motion

*Director Armstrong moved, seconded by Director Edwards, and the motion passed to reject claim in its entirety as presented.*

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

*Absent: Director Kwiatkowski*

Allow in Full the Claim for Damages; 19297 Oak Grove Circle, James Forden

Motion

*Director Swan moved, seconded by Director Edwards, and the motion passed to allow claim as presented and authorize payment to be made in the amount of \$125 as detailed in the claim form.*

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

*Absent: Director Kwiatkowski*

Adoption of a Resolution of the Groveland Community Services District Board of Directors Expressing Appreciation to The Groveland Rotary Club for their Outstanding Effort in Collecting Community Donations for the Mary Laveroni Park Restoration Project

Motion

*Director Edwards moved, seconded by Director Armstrong, and the motion passed to adopt Resolution 23-18, A Resolution of the Groveland Community Services District Board of Directors Expressing Appreciation to the Groveland Rotary Club for their Outstanding Effort in Collecting Community Donations for the Mary Laveroni Park Restoration Project.*

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

*Absent: Director Kwiatkowski*

Consideration of Authorizing Staff to Reclassify Uncollectable Billings Receivable in the Amount of \$4,416.35 to Bad Debt Expense

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to authorize staff to reclassify uncollectible billings receivable in the amount of \$4,416.35 to bad debt expense.*

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

*Absent: Director Kwiatkowski*

Adoption of a Resolution Modifying the Policy Manual of the Board of Directors; Establishing a Revised Meeting Date and Time for Regular Board Meetings

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to adopt Resolution 21-18, A Resolution Establishing a Revised Meeting Date and Time for Regular Board Meetings.*

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

*Absent: Director Kwiatkowski*

Adoption of a Resolution Approving Fire Grant Agreement Between Groveland Fire Department and the California Fire Foundation for \$4,100

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed to adopt Resolution 24-18, A Resolution of the Board of Directors of the Groveland Community Services District Approving a Fire Grant Agreement between the Groveland Fire Department and the California Fire Foundation for the Purchase of Wildland Urban Interface (WUI) Bags.*

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

*Absent: Director Kwiatkowski*

Adoption of a Resolution Approving a Consulting Services Agreement with Koff & Associates for the Preparation of the District's Compensation and Benefit Study

Motion

*Director Armstrong moved, seconded by Director Swan, and the motion passed to adopt Resolution 25-18, A Resolution of the Board of Directors of the Groveland Community Services District Approving a Consulting Services Agreement with Koff & Associates for the Preparation of the District's Classification, Compensation and Benefit Study.*

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

*Absent: Director Kwiatkowski*

**Information Items**

A. Staff Reports

i. General Manager's Report

1. Management Objectives Update Report

ii. Operations and Maintenance Report

iii. Admin/Finance Report

1. 4<sup>th</sup> Quarter Financial Report

B. Director Comments

**Adjournment**

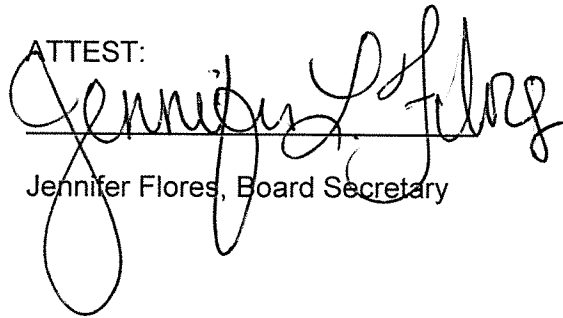
Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed to adjourn the meeting at 12:31pm.

Ayes: Directors Armstrong, Mora, Edwards, and Swan

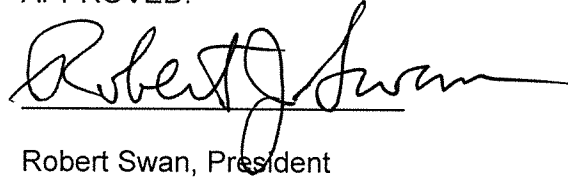
Absent: Director Kwiatkowski

ATTEST:



Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President