

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
November 13, 2017  
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, Scott Wemmer, Vice President, and John Armstrong being present. Also present was General Manager Jon Sterling and Office Manager/ Board Secretary Jennifer Flores.

**Call to Order**

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

**Agenda Approval**

Motion

*Director Wemmer moved, seconded by Director Armstrong, and the motion passed unanimously to approve the agenda as written.*

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

**Public Comment**

A member of the public made a comment regarding the Bartle Wells contract and the September signed Board meeting minutes not being on the District's website yet.

**Consent Calendar**

- A. Approve Minutes from the October 9, 2017 Regular Meeting
- B. Approve Minutes from the October 16, 2017 Special Meeting
- C. Approve Minutes from the October 23, 2017 Special Meeting

Motion

*Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to approve the Consent Calendar.*

**Consider for Approval FY 16/17 Audited Financial Statements**

Director Swan stated that the Financial Statements were presented to the Board at a Special Meeting last month.

Motion

*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve the Audited Financials for fiscal year 16/17.*

**Consider for Approval Installing Generator to Run Tank 2 Booster Pump as Opposed to Implementing PG&E Upgrade to Run Pump**

General Manager Jon Sterling presented the item to the Board and stated that in April 2017, the Board was presented with the option to have a Booster Pump station installed at Tank 2 for when the Mountain Tunnel is shut down. He stated that there were two options, upgrade to have PG&E service the pump or purchase a generator. The PG&E upgrade would cost roughly \$15,000 more than the generator and the generator could be used at other sites. A discussion ensued between the Board, staff, and public.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to direct staff to pursue the generator alternative.

**Information Items**

**Discuss the Addition of a Position to the Operations Department**

Mr. Sterling presented the item to the Board and stated that with his departure in December, the Operations staff will need additional help. He stated that hiring someone to help with the maintenance of the plants would allow the certified employees to accomplish tasks that only they are able to do.

**Discuss New Calendar Year Medical Cost Increase**

Mr. Sterling presented the item to the Board and stated that the current medical plan will go up by 12% for calendar year 2018 and that both the deductible and max out of pocket will also increase.

**Discuss and Provide Direction to Staff Regarding Board Seat Appointment**

Office Manager/Board Secretary Jennifer Flores stated that the District has received two applications and they will be included in the Board packet for the meeting on Saturday.

**Update on District Grants**

Mr. Sterling presented the item to the Board and stated that the District received a letter from FEMA stating that they are authorizing \$400,000 for the Flume project. A discussion ensued between the Board, staff, and public.

**Ad Hoc Committees Reports**

- A. **Equipment Review Committee (Directors Wemmer & Armstrong)**  
No report.
- B. **Fire Department (Directors Armstrong & Wemmer)**  
No report.
- C. **Drought Ordinance Revision Committee (Directors Swan & Wemmer)**  
Director Swan stated that he will be coming in to work on the Ordinance with office staff.

**Standing Committee Reports**

- A. **Park Committee (Directors Wemmer)**  
No report.
- B. **Water Conservation (Director Swan)**  
Director Swan stated that the committee has an article being published in the local newspapers.
- C. **Finance Committee (Director Swan)**  
Fiscal year 16/17 Financial Statements have been approved.

**Staff Reports**

- A. **General Manager's Comments**  
None.
- B. **Operations and Maintenance**  
Operations and Maintenance Manager Luis Melchor presented the O&M Report to the Board and discussed the various projects the Maintenance Department has been working on.

**C. Admin/Finance**

**a. List of September Payables**

**b. 1<sup>st</sup> Quarter Financial Statements**

Ms. Flores presented the 1<sup>st</sup> Quarter Financial Statement to the Board. A discussion ensued between the Board, staff, and public. Director Swan requested to add a line item for engineering fees to the legal fee sheet.

**Director Comments**

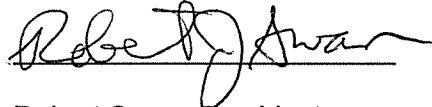
None.

**Adjournment**

Motion

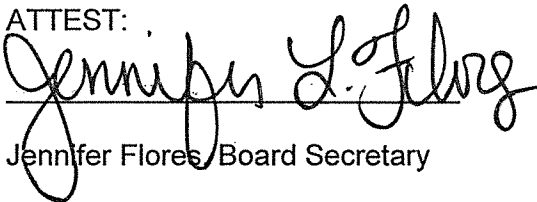
*Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to adjourn the meeting at 11:24 a.m.*

APPROVED:



Robert Swan, President

ATTEST:



Jennifer Flores, Board Secretary