

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
GROVELAND COMMUNITY SERVICES DISTRICT  
GROVELAND, CALIFORNIA  
NOVEMBER 12, 2025  
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 Vice President, John Armstrong, Janice Kwiatkowski and Bob Turney being present. Also present was Board Secretary Rachel Pearlman, Administrative Services Manager Jennifer Donabedian, Finance Officer Michelle Ronning, Operations Manager Luis Melchor, and General Manager Peter Kampa.

**Call to Order**

Director Mora called the meeting to order at 9:00am.

Director Mora Absent

**Approve Order of Agenda**

**Motion**

*It was moved by Director Armstrong and seconded by Director Kwiatkowski and the motion passed to approve the order of the Agenda.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

**Public Comment**

None.

**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

Operations Manager's Report

Administrative Services Manager's Report

General Manager's Report

**Proclamations**

Recognition of Nathan Moffitt for his 5 Years of Service to the Groveland Community Services District

Recognition of Darren Dalton for his 3 Years of Service to the Groveland Community Services District

Recognition of Dustin Johnson for his 1 Year 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 October 14, 2025, Regular Meeting

Accept October 2025 Payables

Waive Reading of Ordinances and Resolutions Except by Title

### **Motion**

*It was moved by Director Armstrong and seconded by Director Kwiatkowski and the motion passed to approve the Consent Calendar.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

## **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)

Review and Update the Board of Directors Norms and Protocol Related to Board Member and Board Meeting Conduct

### **Motion**

*It was moved by Director Armstrong and seconded by Director Kwiatkowski and the motion passed to accept the final updated revisions to the Board Norms and Protocols related to Board Member and Board Meeting Conduct including the changes discussed.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

## **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.

Introduction and Ratification of the District's Core Values Statement

### **Motion**

*It was moved by Director Armstrong and seconded by Director Turney and the motion passed to ratify the District's Core Values Document as presented.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

Director Kwiatkowski Report Out Regarding the Local Agency Formation Commission (LAFCO) Conference Held in October 2025

### **Motion**

*No action taken.*

Consideration of Approval to Develop a Trails Master Plan for District Properties and Authorization to Submit a Planning Grant Application to the Sierra Nevada Conservancy for Funding

### **Motion**

*It was moved by Director Armstrong and seconded by Director Turney and the motion passed to approve the development of a Trails Master Plan for District properties and to authorize staff to submit a Planning Grant Application to Sierra Nevada Conservancy's Sustainable Recreation, Tourism, and Equitable Outdoor Access Grant Program.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

Minutes 11 12 2025

Report and Discussion Regarding the District's Response to the Tuolumne County Community Development Department Regarding a Potential Development in the Community of Big Oak Flat and Consisting of a Proposed Mobile Home Estates Community, a Recreational Vehicle Park and Associated Amenities

**Motion**

*Information and discussion only, no action required.*

Consideration of Approval to Submit a FY2025–26 Large Energy Efficiency Grant Application to the Tuolumne Public Power Agency for the Replacement and Upgrade of the Variable Frequency Drives (VFD) Located at Big Creek and Second Garrote Water Treatment Plant

**Motion**

*It was moved by Director Armstrong and seconded by Director Kwiatkowski and the motion passed to approve the submission of a FY2025–26 Large Energy Efficiency Grant Application to the Tuolumne Public Power Agency for the Replacement and Upgrade of the Variable Frequency Drives (VFD) Located at Big Creek and Second Garrote Water Treatment Plant.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

Adoption of a Resolution Authorizing Execution of Loan Documents for a Revolving Line of Credit with Mechanics Bank to Ensure Sufficient Cash Flow for Timely Contractor Payments Pending State Grant Reimbursements

**Motion**

*It was moved by Director Kwiatkowski and seconded by Director Armstrong and the motion passed to adopt Resolution 39-2025 approving the Establishment of a \$2M Revolving Line of Credit with Mechanic's Bank for Water Fund Grant Funded Project Payments.*

*Ayes: Directors, Swan, Armstrong, Kwiatkowski, and Turney*

*Absent: Director Mora*

**Closed Session**

(Public may comment on closed session item prior to Board convening into closed session)

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Initiation of Litigation Pursuant to Government Code 54956.9(d)(4)

One (1) Potential Case

Public Comment on Closed Session

None.

Adjourn into Closed Session at 11:36am.

Reconvene Open Session at 12:18pm.

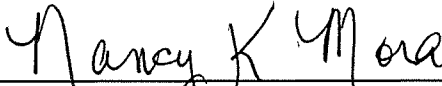
**Announcement of Action Taken in Closed**

*Director Mora announced that staff was given direction.*

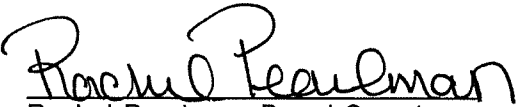
**Adjournment**

The meeting adjourned at 12:19pm.

APPROVED:

  
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Nancy Mora, Board President

ATTEST:

  
\_\_\_\_\_  
Rachel Pearlman, Board Secretary