

**SPECIAL MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA  
September 16, 2020  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met via zoom in regular session on the above mentioned date with Directors Janice Kwiatkowski, President, Nancy Mora, Vice President, Robert Swan and Spencer Edwards being present. Also present was Administrative Services Manager Jennifer Flores, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

Director Kwiatkowski called the meeting to order at 10:03am.

Absent: Director Armstrong

**Approve Order of Agenda**

Motion

*Director Edwards moved, seconded by Director Kwiatkowski and the motion passed to approve the order of the agenda by roll call.*

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

*Absent: Director Armstrong*

**Public Comment**

A member of the public made a comment regarding District staff email footer containing confidential language verbiage.

A member of the public made a comment requesting that the District provide a link to the individual agenda items due to the length of the agenda packet.

**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**

- A. Fire Department Report
- B. General Manager's Report
- C. Operations Manager's Report
- D. Administrative Services Manager's Report

**B. Proclamations**

- A. Presentation of a Certificate of Appreciation to Staff for their Commitment to the District while working through the Moc Fire Evacuation

**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 August 11, 2020 Regular Meeting

- B. Accept August 2020 Payables
- C. Waive Reading of Ordinances and Resolutions Except by Title
- D. Adoption of a Resolution Approving a Consulting Services Agreement with SCI Consulting to Provide a Fiscal Impact Analysis, Technical Memorandum and Other Services to Necessary to Document the Cost and Value of Groveland CSD Fire and Emergency Response Services to New Land Development Projects

Motion

*Director Edwards moved, seconded by Director Kwiatkowski and the motion passed to approve the consent calendar by roll call.*

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

*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).

- A. 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.

- A. Adoption of a Resolution Approving a Revised Conflict of Interest Policy in Accordance with the Political Reform Act

Motion

*Director Kwiatkowski moved, seconded by Director Swan and the motion passed to adopt Resolution 40-2020 approving a Revised Conflict of Interest Policy in Accordance with the Political Reform Act and to directed staff to amend the APPENDIX A by adding the General Manager as a designated position by roll call.*

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

*Absent: Director Armstrong*

- B. Presentation and Acceptance of Fiscal Impact Analysis Regarding Groveland CSD Fire and Emergency Response Services Provided to New Land Development Projects

Motion

*Director Swan moved, seconded by Director Mora and the motion passed to Direct the General Manager and staff to continue to work with Tuolumne County Board of Supervisors on the details of the Fiscal Impact Evaluation, and to have SCI prepare a narrative per discussion. To work towards finalizing a budget, and to finalize the lodging accommodation occupancy numbers by roll call.*

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

*Absent: Director Armstrong*

- C. Adoption of a Resolution Amending the 20-21 Fiscal Year Budget to Include Funding of Not to Exceed \$80,000 for the Fire Department Tax Measure Consulting Services, Which was Previously Approved on October 8, 2019

Motion

Director Swan moved, seconded by Director Kwiatkowski and the motion passed to adopt Resolution 41-2020 amending the 20-21 Fiscal Year Budget to include funding of not to exceed \$80,000 for the Fire Department Tax Measure Consulting Services, which was previously approved on October 8, 2019 by roll call.

Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

- D. Adoption of a Resolution Authorizing Acceptance of Grant Funds Awarded Under the 2020 Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978, as Administered by CALFIRE

Motion

Director Kwiatkowski moved, seconded by Director Mora and the motion passed to approve Resolution 42-2020 allowing the Groveland Community Services District to accept the Volunteer Fire Assistance Grant in the amount of \$549.98 and authorizing the General Manager to sign any subsequent documents pertaining to this grant by roll call.

Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

- E. Adoption of a Resolution Approving a Cooperative Fire Protection Agreement (Schedule A) with the California Department of Forestry and Fire Protection for the Period of July 1, 2020 to June 30, 2023

Motion

Director Kwiatkowski moved, seconded by Director Edwards and the motion passed to adopt Resolution 43-2020 approving a Cooperative Fire Protection Agreement (Schedule A) with the California Department of Forestry and Fire Protection for the period of July 1, 2020 to June 30, 2023 by roll call.

Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

- F. Authorize District Staff to Coordinate with Tuolumne County in a Future Application to the FEMA Building Infrastructure and Communities (BRIC) Grant Program for Funding for Equipment for the Community Emergency Response Team (CERT), Fire Fuel Breaks and Communication Infrastructure Development

Motion

Director Kwiatkowski moved, seconded by Director Swan and the motion passed to authorize District Staff to coordinate with Tuolumne County in a request to submit an Application to the FEMA Building Resilient Infrastructure and Communities (BRIC) Grant Program for Funding for Equipment for the Community Emergency Response Team (CERT) and Communication Infrastructure Development by roll call.

Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

- G. Consideration of Options to Preserve Excellent Fire and Emergency Response Services Provided Consistent with Adopted Deployment Standards within the District Boundaries, Including the Potential Discontinuance of Emergency Response Services Outside of the Approved Tuolumne County Fire Service Providers Automatic Aid/Mutual Aid Agreement – GCSD Fire Response Area

No action taken.

- H. Report Regarding Application to Tuolumne County LAFCO for an Out of Area (Water) Service Agreement for the Airport Estates Development, in Advance of the Future Annexation of the Project
- I. Adoption of a Resolution Approving an Amendment to the Vehicle Use Policy to Allow for Modified Conditions and Uses in the Event of an Emergency

Motion

Director Swan moved, seconded by Director Edwards and the motion passed to approve Resolution 42-2020 an amendment to the Vehicle Use Policy to allow for modified conditions and uses in the event of an emergency by roll call.

Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

- J. Report from the General Manager and Park Adhoc Committee Regarding the Status of the Hetch Hetchy Trail Project and Approval of the Park Amenities Request for Proposals

Motion

Director Edwards moved, seconded by Director Kwiatkowski and the motion passed to Approve the Park Amenities Request for Proposals for the purpose of advertisement to consultants by roll call.


Ayes: Directors Kwiatkowski, Mora, Swan and Edwards

Absent: Director Armstrong

**Adjournment**

Meeting adjourned at 1:17pm.

ATTEST:

  
Jennifer L. Flores, Board Secretary

APPROVED:

  
Janice Kwiatkowski, President