

**REGULAR MEETING OF THE BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
April 10, 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, Bruce Carter, Vice President, Maureen Grier, Scott Wemmer, 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 10:00am.

Public Comment- None

Agenda Approval

Motion

Director Swan 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

Consent Calendar

- A. Approve Minutes from the March 13, 2017 Regular Board Meeting

Motion

Director Armstrong moved, seconded by Director Wemmer, and the motion passed unanimously to approve the consent calendar.

Consider for Approval System Improvements for the Alternative Water Source Treatment Plant

General Manager Jon Sterling presented the item to the Board. He stated that there will be a complex maintenance schedule for the Hetch Hetchy Tunnel over the next ten years, and that the District is expecting tunnel outages to stretch over four months. He further discussed the much needed improvements to the AWS Treatment Plant that would allow staff to produce and move water more efficiently. A long discussion ensued between the Board, public, and staff.

Motion

Director Armstrong moved, seconded by Swan, and the motion passed unanimously to approve System Improvements for the Alternative Water Source Treatment Plant in the Amount Not to Exceed \$250,000.

Consider for Approval the Transfer of Fiscal Year 16/17 Other Post-Employment Benefits (OPEB) Contribution to the Restricted Trust Fund

Mr. Sterling presented the item to the Board. He stated the item was approved in the budget, and in an effort to be transparent, staff is bringing the item to the Board. A brief discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Armstrong, and the Motion passed Unanimously to Direct Staff to Transfer Funds in the Amount of \$180,250 To the OPEB Restricted Trust Fund Prior to June 1, 2017.

Consider for Approval Resolution 2-17, A Resolution of the Board of Directors of Groveland Community Services District Adopting Deeming Certain Vehicles to be Surplus and that in the Best Interest of the District Authorizing Staff to Dispose of these Equipment and Vehicles at Public Action

Mr. Sterling presented the item to the Board. He stated the District has a Chevy Silverado, a Ford 150, and other equipment that are no longer useful to the District. A brief discussion ensued between the Board, a member of the public, and staff.

Motion

Director Carter moved, seconded by Director Wemmer, and the motion passed unanimously to Adopt Resolution 2-17, Deeming Certain Equipment and Vehicles be Surplus and that in the Best Interest of the District Authorize Staff to Dispose of these Equipment and Vehicles at Public Auction.

Consider for Approval \$500 Allowance to Park Committee from Government Fund for BBQ Supplies for Playground Fundraiser

Office Manager Jennifer Flores presented the item to the Board. She stated the Park Committee is requesting funds to purchase supplies to hold a playground fundraiser BBQ. The BBQ will bring attention to the project and help raise additional revenue for the playground equipment at Mary Laveroni Park. The fundraiser was scheduled for July 15th and more details would be worked out at the park committee level.

Motion

Director Swan moved, seconded by Director Armstrong, and the motion passed unanimously to approve \$500 Allowance to Park Committee from the Government Fund to Purchase BBQ Supplies for Playground Fundraising Event.

Consider for Approval Chief Plant Operator In Training and Collections and Distribution System Lead In Training Job Descriptions and Salary Range

Mr. Sterling presented the item to the Board. He stated the District has continuously attempted to recruit for high level positions, and has been unsuccessful. The District has developed two 12 month in training positions to allow for the development of current staff to meet the specifications of the position. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Wemmer, and the motion passed unanimously to approve The Water and Wastewater Treatment Chief Plant Operator in Training and Collections and Distribution System Lead in Training Job Descriptions and Salary Range.

Information Items

Discuss Preliminary Sewer Collection System Improvement Documents

Mr. Sterling stated these documents are specifically related to the planning grant that is in progress for Downtown Groveland and Big Oak Flat. A brief discussion ensued between the Board and Staff.

Discuss Revised Park Master Plan

Director Griefer presented the item to the Board; she stated the Park committee revised the 2001/2002 Master Plan. The committee's main goals and objectives are: improvements to the upper and lower levels of Mary Laveroni Park, increase community use to Leon Rose Ball Field, and to further improve the walking trails from Mary Laveroni Park to the Ball Field. A discussion ensued between the Board and staff.

Discuss Transferring Funds for Big Creek Clearwell Project into Restricted Reserve

Mr. Sterling presented the item to the Board. He stated the project has been published for bids, and that discussions have taken place with the project manager for the Downtown Groveland/Big Oak Flat project, and that the project may be eligible for grant funding. A brief discussion ensued between the Board and Staff.

Discuss Draft FY 2017-18 District Wide Budget

Mr. Sterling presented the item to the Board. A long discussion ensued between the Board, and staff.

Update on District Grants

Mr. Sterling presented the item to the Board. He stated the District is using 11 % more water this year than last year and less than 1% compared to 2013. Conservation is still needed to maintain grant eligibility.

LS 16: Project is completed and the District is waiting to be reimbursed from the State.

Downtown Groveland/Big Oak Flat Sewer Collection Project: The Board has had the opportunity to look at the draft rehab plans for the sewer collection system.

Downtown Groveland/Big Oak Flat Water Distribution Project: Aerial and ground surveying have been completed. He further stated that there are some areas that may require alternative water line locations.

KaBOOM: Ms. Flores stated that the Board has already discussed the fundraising BBQ, and a tentative completion date of the project is August 31, 2017.

Update on Sewer Rate Study

Mr. Sterling presented the item to the Board. He stated that Bartle Wells have completed the revised sewer capital improvement list, and rates scenarios are being finalized.

Update on Watershed Advisory Committee

Mr. Sterling presented the update to the Board. A brief discussion ensued between the Board and staff.

Ad Hoc Committees Reports

Board of Director's Policy Manual (Director Swan)

No report

Equipment Review Committee (Directors Wemmer & Armstrong)

No report

Survey Committee (Directors Griefer & Armstrong)

Ms. Flores updated the Board; she stated there have been 44 total submissions. Director Griefer will take over for Director Carter.

Budget Committee (Directors Swan & Griefer)

Board was presented the proposed budget.

Fire Department (Directors Carter & Armstrong)

No report. Next meeting will be held May 8th after the regular board meeting. Director Wemmer will take over for Director Carter, Director Armstrong will chair.

Drought Ordinance Revision Committee (Directors Swan & Wemmer)

No report. Meeting scheduled for Monday April 17th, at 10:00 am.

General Manager Recruitment Committee (Directors Carter & Griefer)

Director Swan will take over for Director Carter. Next meeting to be determined at a later date and time.

Standing Committee Reports

Park Committee (Directors Wemmer & Griefer)

Director Wemmer presented to the Board. He stated that he was able to meet with the Historical Society. The recommendation from the Parks Committee is for the Board to Direct staff to set up a land use agreement with the Historical Society for the Charge Point Charging Station; so long that there is not upfront or future costs to the District.

With no objection the Board directed staff to contact the Historical Society.

Water Conservation (Directors Swan & Carter)

Next meeting will be held on April 19th.

Finance Committee (Director Swan & Director Griefer)

Mr. Sterling stated the next meeting will be held on May 4th, 2017 at 2:00 pm.

Staff Reports

General Manager's Comments

Mr. Sterling stated staff has aggressively irrigated reservoir 2 to keep ahead of the weather. He further stated the District's water conservation level is still a concern, aggressive conservation efforts may need to be taken to stay eligible for grants.

Operations and Maintenance

The Board was presented the monthly staff report.

Admin/Finance

a. List of March Payables

Ms. Flores presented the item to the Board. She stated the revision to the Leak Adjustment Policy took effect April 1st. The Water Ordinance 2-17 will take effect April 11, 2017. The Water Debt Service fee reduction change took effect in the current billing. New rates are in test phase, and staff will ensure rates are inputted correctly, and will take effect May 1, 2017.

She further stated staff has received two applications for the open Board seat, and reminded the Board that the candidate forum will take place April 25th at 10:00 am.

Recognize Director Carter for his Service to the Groveland Community Services District Board of Directors

Director Swan presented a plaque in recognition of Director Carter.

Director Comments

Director Armstrong stated: "Bruce you're going to be missed, and it has been a real pleasure working with you"

Director Grier thanked Director Carter, and stated: "he has been a voice of reason," and wished him a lot of luck in his future endeavors.

Director Wemmer stated: "it has been a pleasure working with him, and he hopes that the Board finds someone who is half as level headed as he is."

Director Swan stated: "You always think carefully before you say things, and the stuff you say makes sense whether I agree with you or not, and I thank you."

Adjournment

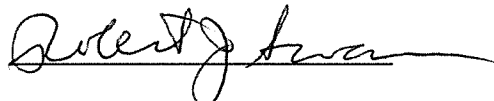
Motion

Director Swan moved, seconded by Director Carter, and the motion passed unanimously to adjourn the meeting at 12:20 pm.

ATTEST:


Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President