

**BOARD OF DIRECTORS
GROVELAND COMMUNITY SERVICES DISTRICT
GROVELAND, CALIFORNIA
June 1, 2015
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Bob Swan, President, Steve Perreira, and Bruce Carter being present. Also present was General Manager Jon Sterling and Office Manager/Board Secretary Jennifer Flores.

Director Swan called the meeting to order at 10:02am.

Directors Armstrong and Wemmer were absent.

Public Comment

None.

Agenda Approval

Director Perreira requested that his agenda item regarding Irvine Ranch water tiers be added to the agenda. He further stated that he did not submit the item in time, but that it was "pertinent to today's conversation."

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to approve the agenda as amended.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Action Items

Consider for Approval Continuation of District Emergency in Response to City and County of San Francisco's Lower Cherry Aqueduct Project

Motion

Director Carter moved, seconded by Director Swan, and the motion passed to approve the continuation of District Emergency in response to City and County of San Francisco's Lower Cherry Aqueduct Project.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval Proposed FY 2015-16 Government Fund Budgets

General Manager Jon Sterling presented the item to the Board and stated that there were two Fire Budgets in front of the Board; one that included the Cal Fire Amador Plan and one that just included the current District Fire Reserve Program.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to approve the Government Budgets that incorporate the Amador Plan.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Information Item

Irvine Ranch CFO Briefing on Defensible Tiers and Allocations

Director Perreira presented his report to the Board regarding Irvine Ranch's water tiers and allocation system. A discussion ensued between the Board and staff.

Action Items

Consider for Approval Declaring Stage IV Drought Condition

Mr. Sterling presented the item to the Board and stated that the District has been required by the State to conserve 24% compared to 2013, and the District's current Stage III Drought Emergency only requires a 20% mandatory reduction in water use. He further stated that the District must declare a Stage IV Drought Emergency in order for the District to enforce the State's 24% conservation level. Director Swan stated that the ordinance requires that the Board pass a resolution in order to declare a Stage IV Drought Emergency. The item was deferred to allow for staff to draft a resolution to be brought back for approval with language that set a 30% water conservation level.

Consider for Selection Modifications to Amendment No. 2 to Water Ordinance No. 2-10 Regarding the Districts Water Shortage Emergencies Regulations

Director Swan presented the modifications he made to Amendment No. 2 to Water Ordinance No. 2-10 to the Board. Director Perreira stated that there were several areas of the document that he did not agree with and that he would not support. He further stated that he felt the entire document needed to be thrown out and that the District should solicit a professional engineer to completely rewrite the document. A long discussion ensued between the Board.

Consider Voting for up to (3) Three Candidates to be Elected to the Special District Risk Management Authority (SDRMA) Board of Directors by Adopting Resolution 4-15

Mr. Sterling presented the item to the Board and stated that the Board can vote for up to three candidates as there are three seats available, and that Director Swan was a candidate for consideration.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to vote for candidates Robert Swan, R. Michael Wright, and Sandy Seifert-Raffelson to be elected to the SDRMA Board of Directors via Resolution 4-15.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval Revised Job Description for the Administration Department

Mr. Sterling presented the item to the Board and stated that the position is an existing approved position, and due to a couple retirements, staff has revised the existing description to incorporate some additional duties that were previously performed by retired staff.

Motion

Director Swan moved, seconded by Director Perreira, and the motion passed to approve the Administrative Technician Job description and salary range as modified.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider For Approval Resolution 5-15, A Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a Financial Assistance Application to the State Clean Water State Revolving Fund (DWSRF) for the Planning and Design of Sewer Collection System Improvements (Staff)

Mr. Sterling presented the item to the Board and stated this was an opportunity for the District to get a shovel ready project paid for with no match grant funding through the State Revolving Fund. He further stated that the project would address the deficiencies in the sewer collection system in downtown Groveland and Big Oak Flat.

Motion

Director Carter moved, seconded by Director Swan, and the motion passed to approve Resolution 5-15, a Resolution of the Board of Directors of the Groveland Community Services District Authorizing the General Manager to Sign and File a Financial Assistance Application to the State Clean Water State Revolving Fund (DWSRF) for the Planning and Design of Sewer Collection System Improvements.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval Withdrawing from the Tuolumne- Stanislaus JPA

Mr. Sterling presented the item to the Board and stated that the annual cost to be part of the JPA is \$10,000, and going forward, the District's chances of receiving additional grant money through the IRWM is very slim. He further stated that the District can still apply for grant money if it is not a JPA member, it just won't be able to vote on the final projects put forward for funding. A discussion ensued between the Board and staff.

Motion

Director Carter moved, seconded by Director Perreira, and the motion passed to approve withdrawing from the Tuolumne-Stanislaus JPA.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval 2014 Water Conservation Report

Director Carter presented the final draft of the 2014 Water Conservation Report prepared by the Water Conservation Committee to the Board. A discussion ensued between the Board and staff.

Motion

Director Perreira moved, seconded by Director Swan, and the motion passed to approve the 2014 Water Conservation Report.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval an Annual Budget not-to-exceed \$5,000 for the Water Conservation Committee

Mr. Sterling stated that approving a small annual budget for the Water Conservation Committee would alleviate them from having to wait to get Board approval to expend money for a water conservation project.

Motion

Director Swan moved, seconded by Director Perreira, and the motion passed to approve an annual budget not-to-exceed \$5,000 for the Water Conservation Committee.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval Letter of Support for the County's Proposal to Construct Sidewalks Along SR 120 and Ferretti Road

Mr. Sterling presented the item to the Board and stated that Tuolumne County has asked the Board for a letter of support for a grant application they are submitting to fund walkways and pathways in Groveland. He further stated that there would be no cost to the District, but that the County would request that the District grant easements where the walkways would go through District property if approved for funding. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Perreira, and the motion passed to send a letter of support for County's proposal to construct a sidewalk along SR 120 and Ferretti Rd.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval 2014 Final Customer Survey Report

Director Perreira presented the item to the Board and stated that he incorporated all the requested editorial comments made previously. He further stated that he decided to use the selected sample responses, rather than incorporate all responses received as he felt the ones chosen represented the majority of comments received well. A discussion ensued between the Board and a consensus was reached for some of the language in the Summary Section of the survey to be "neutralized."

Motion

Director Carter moved, seconded by Director Perreira, and the motion passed to approve the 2014 Final Customer Survey.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Consider for Approval Increasing Rebate for High Volume Fixtures

The item was tabled to a later date when all Board members could be present.

Consider for Approval Appointing General Manager Contract Ad Hoc Committee

The item was tabled to a later date when all Board members could be present.

Consider for Approval Appointing Alternative Water Supply (AWS) Ad Hoc Committee to Negotiate New Contract with San Francisco Public Utilities Commission

The item was tabled to a later date when all Board members could be present.

Consider for Approval Revision to Enterprise Fund Fiscal Year 15-16 Budgets to Add One Additional Position to the Operations and Maintenance Department

Mr. Sterling presented the item to the Board and stated that the District is looking to combine the Collections and Distribution Supervisor position with the Operations and Maintenance Manager position, and that this new position would have a lot more administrative duties that would take them out of the field frequently. Therefore, approving an additional position to the Operations and Maintenance Department will fill this vacancy. A discussion ensued between the Board and staff.

Motion

Director Swan moved, seconded by Director Carter, and the motion passed to approve adding one additional position to the Operations and Maintenance Department.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

Information Items

Presentation of CalPERS Draft Audit Report

Office Manager Jennifer Flores went over the draft audit report and the findings received from CalPERS. She further stated that the findings were minor and correctable and that staff is working with CalPERS representatives to correct the deficiencies.

Report on CSDA Legislative Days

Director Carter presented his report to the Board. He stated that he felt attending the event was worthwhile and that his report included specific detail about the topics discussed.

Ad Hoc Committee Reports

Board of Director's Policy Manual (Directors Swan & Perreira)

No report.

Technology Committee (Director Swan)

No report.

Equipment Review Committee (Directors Wemmer & Armstrong)

No report.

Park Committee (Directors Wemmer & Armstrong)

Mr. Sterling discussed the current issues facing the skate park with regard to repairing the ramps.

Long Gulch Ranch Committee (Directors Swan & Carter)

Director Swan stated that there may be a deal between the LGR group and the State for the owl property.

Employee Survey Committee (Directors Swan & Armstrong)

Director Swan stated the surveys have been distributed.

Customer Survey Committee (Directors Perreira & Armstrong)

No report.

Energy Conservation Committee (Directors Wemmer & Perreira)

No report.

General Manager Goals and Objectives Committee (Directors Wemmer & Carter)

No report.

Budget Committee (Directors Swan & Carter)

The committee was disbanded.

Standing Committee Reports

Strategic Planning (Directors Wemmer & Perreira)

No report.

Water Conservation (Directors Carter & Perreira)

Director Carter stated that the committee is working on updating conservation material.

Finance Committee (Directors Carter & Swan)

No report.

Staff Reports

Mr. Sterling and Ms. Flores made brief staff reports to the Board.

Director Comments

Director Carter stated that he has been approached by the Groveland Rotary to make a presentation regarding the drought and the District's drought regulations.

Adjournment

Director Swan moved, seconded by Director Carter, and the motion passed to adjourn the meeting at 1:50pm.

Ayes: Directors Perreira, Carter, and Swan

Absent: Directors Armstrong and Wemmer

ATTEST:


Jennifer Flores, Board Secretary

APPROVED:



Robert Swan, President