REGULAR MEETING OF THE BOARD OF DIRECTORS
Groveland Community Services District

AGENDA
December 11, 2018
10:00 a.m.

District Office
Groveland Community Services District
18966 Ferretti Road
Groveland, CA 95321

Call to Order

Pledge of Allegiance

Roll Call of Board Members
Robert Swan, President
John Armstrong, Vice President
Spencer Edwards, Director
Janice Kwiatkowski, Director
Nancy Mora, Director

1. **Approve Order of Agenda**

<u>Action Items to be Considered by the Board of Directors</u>

2. **Public Comment-** (3 minutes per person; estimated time required: 10 minutes total)

   The public may speak on any item not on the Agenda. We want you to understand that we are listening carefully. However, no action may be taken by the Board. The Board will only hear questions, no responses or answers will be provided. Any item that requires lengthy discussion or Board action shall be submitted in writing to the District Secretary. This will enable the meeting to proceed with decorum, and to facilitate an orderly and respectful business meeting. Thank you.

3. **Information Items**
   A. Staff Reports
      i. Fire Department Report
      ii. General Manager's Report
         1. Update on Evaluation of the Feasibility of Implementing Fire Department Cost Recovery Fees
      iii. Operations and Maintenance Report
         1. Status of Evaluation and Actions Related to the Reported Odor Near Lift Station 7
         2. Update of Various State Mandated Reports and Plans
      iv. Admin/Finance Report

4. Consent Calendar

A. Approve Minutes from the November 13, 2018 Regular Meeting
B. Accept November Payables
C. Waive Reading of Ordinances and Resolutions Except by Title
D. Ratification of the Acceptance of a Public Utility Easement and Execution of an Easement Agreement; Eric and Jaclyn Konzelmann (Property Owners)
E. Discussion and Action Related to Sending Board Members to the 2019 Special District Leadership Academy Conferences
F. Adoption of a Resolution Approving a Revised and Updated Conflict of Interest Policy

5. Old Business

(Items tabled or carried forward from a previous meeting to be considered on this agenda)

A. None.

6. 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. Administer Oath of Office to Newly Appointed as if Elected Board Members

B. Adoption of a Resolution Amending the District Informal Bidding Ordinance and Establishing a Public Hearing for its Adoption

C. Adoption of a Resolution Rescinding the Existing District Claims Policy and Approving a New Claims Policy

D. Review of and Board Direction on the Recommended Wastewater Ordinance Sections to be Amended in the 2019 Update

E. **TIMED AGENDA ITEM – 11:00 AM OR AS SOON AS POSSIBLE THEREAFTER.** Approval of Comparator Agencies to be Evaluated in the Classification and Compensation Study being Performed by Koff and Associates

F. Approval of the Scope of Work, Schedule and Consultant Selection Process for the Completion of the 2019 Integrated Water and Wastewater Master Plans

G. Discussion and Action Related to the Election of Board Officers for Calendar Year 2019

H. Adoption of a Resolution Approving the recently developed Board Norms and Protocol

7. Adjournment

ALL AGENDA MATERIAL MAY BE INSPECTED IN THE GROVELAND COMMUNITY SERVICES DISTRICT OFFICE AT 18966 FERRETTI ROAD, GROVELAND, CALIFORNIA

Summary of Guidelines for Public Comments at District Board Meetings

(Excerpt from Exhibit B of Policy Manual for the Board of Directors)

1. Persons wishing to speak on any Agenda Item may be asked to complete a Speaker Request Card to be given to the Board Secretary prior to the meeting, all speakers can remain anonymous.

2. The Presiding Officer will:
   - Announce the Agenda Item
   - Staff will provide a report and any associated recommended actions to be considered by the Board of Directors.
   - Members of the public will be identified by the Presiding Officer and asked to present their comments and submittals
   - The Presiding Officer will close the hearing and bring the issue back to the Directors for discussion and possible action.

3. Oral comments will typically be limited to 3 minutes and must be relevant to the Agenda Item.

California Elections Code Section 18340 states: Every person who, by threats, intimidations, or unlawful violence, willfully hinders or prevents electors from assembling in public meetings for the consideration of public questions is guilty of a misdemeanor.

California Penal Code Section 403 states: Every person who, without authority of law, willfully disrupts or breaks up any assembly or meeting that is not unlawful in its character…is guilty of a misdemeanor.

As presiding officer, the President of the Board has the authority to preserve order at all Board of Director meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Board, and to enforce the rules of the Board.
(Sec. 6 Policy Manual for the Board of Directors)

Any person who has any questions concerning this agenda may contact the District Secretary.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at 209-962-7161. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11)