

**REGULAR MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA**

**April 14, 2020  
10:00 a.m.**

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

Call to Order

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

**Approve Order of Agenda**

Motion

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

**Public Comment**

A member of CSDA updated the Board regarding Federal Assistance and CSDA highlights pertaining to COVID-19.

**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**

- i. Fire Department Report
- ii. General Manager's Report
- iii. Operations Manager's Report
- iv. Administrative Services Manager's Report

**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 March 10, 2020 Regular Meeting
- B. Approve Minutes from the March 31, 2020 Special Meeting
- C. Accept March 2020 Payables
- D. Waive Reading of Ordinances and Resolutions Except by Title
- E. Adoption of a Resolution Awarding a Contract to Hessler Construction for the 2020 Building Repairs Project
- F. Adoption of a Resolution Awarding a Contract to Crook Logging for the Jones Hill Fuel Break Project
- G. Adoption of a Resolution Awarding Contracts to Moyle Excavation, Njrich & Sons, Inc, (SMCI) Sierra Mountain Construction Inc, Ken's Asphalt and Hessler Construction Co. to

Provide On Call Emergency, Small Capital Improvement and Maintenance Services

Motion

*Director Armstrong moved, seconded by Director Mora and the motion passed unanimously to approve the consent calendar by roll call.*

**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. Public Hearing**

- i. The District will Conduct a Public Hearing to Receive Public Comments and Input on the Amendments to Sewer Ordinance 1-2010 Article VII -Service Charges, Section 7.01 (e) Special Flat Rate for Significant Landscape Irrigation, to Modify the Method for Calculating Average Estimated Sewer Usage Charges

Director Kwiatkowski opened the public hearing at 10:40am.

No public comment received.

Director Kwiatkowski closed the public hearing at 10:40am.

- ii. Adoption of a Resolution Approving Amendments to Sewer Ordinance 1-2010 Article VII -Service Charges, Section 7.01 (e) Special Flat Rate for Significant Landscape Irrigation, to Modify the Method for Calculating Average Estimated Sewer Usage Charges

Motion

*Director Swan moved, seconded by Director Armstrong and the motion passed unanimously to approve Amendments to Sewer Ordinance 1-2010 Article VII -Service Charges, Section 7.01 (e) Special Flat Rate for Significant Landscape Irrigation, to Modify the Method for Calculating Average Estimated Sewer Usage Charges by roll call.*

**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 Policy for Employee's Working Remotely**

Motion

*Director Edwards moved, seconded by Director Kwiatkowski and the motion passed unanimously to approve Resolution 14-2020 a Policy for Employee's Working Remotely by roll call.*

**B. Adoption of a Resolution Approving a Modified Family Medical Leave Act Policy that Mirrors Current Federal Requirements Due to COVID-19.**

Motion

*Director Swan moved, seconded by Director Mora and the motion passed unanimously to approve Resolution 15-2020 a Modified Family Medical Leave Act Policy that Mirrors Current Federal Requirements Due to COVID-19 by roll call.*

C. Discussion of Establishing Minimum Staffing Levels Needed to Carry Out the Essential Functions of Providing Services to the Public

Motion

*Director Edwards moved, seconded by Director Swan and the motion passed unanimously to direct staff to identify scenarios based on a mild, moderate, and extreme situation and to plan accordingly.*

The Board convened into recess at 11:07am.

The Board reconvened at 11:13am.

D. Adoption of a Resolution Offering for Donation a 2.6 Acre Portion of District Property to the County of Tuolumne for the Purpose of the Groveland Community Resilience Center

Motion

*Director Kwiatkowski moved, seconded by Director Armstrong and the motion passed unanimously to adopt a Resolution Offering for Donation a 2.6 Acre Portion of District Property to the County of Tuolumne for the Purpose of the Groveland Community Resilience Center by roll call.*

Director Mora left the Meeting at 11:26am.

E. Adoption of a Resolution Approving an Annexation Agreement for the Parcels Contained within the Airport Estates Subdivision

Motion

*Director Edwards moved, seconded by Director Swan and the motion passed to adopt a Resolution Approving an Annexation Agreement for the Parcels Contained within the Airport Estates Subdivision by roll call.*

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

*Absent: Director Mora*

Director Mora returned to the meeting at 11:29am.

F. Consideration of GCSD Activating its Latent Powers Related to the Provision of Broadband Internet Services in the Groveland Area

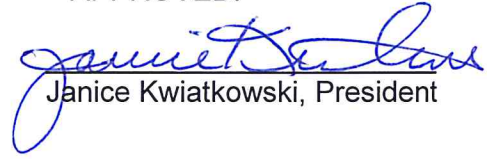
Motion

*Director Kwiatkowski moved, seconded by Director Armstrong and the motion passed unanimously to direct GCSD Management to research broadband internet services and to investigate a grant for funding to replace internet backhaul for the Groveland area by roll call.*

**Adjournment**

Meeting adjourned at 11:51am.

APPROVED:

  
Janice Kwiatkowski, President

ATTEST:

  
Jennifer L. Flores, Board Secretary

