

**REGULAR MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA  
February 9, 2021  
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, John Armstrong and Spencer Edwards being present. Also present was Administrative Services Manager Jennifer Flores, Board Secretary Rachel Pearlman, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

Director Kwiatkowski called the meeting to order at 10:01am.

**Approve Order of Agenda**

Motion

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

**Public Comment**

A Member of CSDA gave an update to the Board of Directors regarding federal assistance for COVID relief funding to Special Districts.

A member of the public made a comment regarding the Long Gulch Development.

**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. Staff Reports
  - i. Fire Department Report
  - ii. General Manager's Report
  - iii. Operations Manager's Report
  - iv. Administrative Services Manager's Report
    - i. Presentation of the 2020 District Year in Review
- B. Proclamations
  - i. Recognition of Adam Ahlswede for his 1 Year of Service to the Groveland Community Services District
  - ii. Recognition of Jennifer Flores for her 10 Years of Service to the Groveland Community Services District

**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 December 8, 2020 Regular Meeting

- B. Accept December 2020 Payables
- C. Waive Reading of Ordinances and Resolutions Except by Title

Motion

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

**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. Discussion and Board Direction on Groveland CSD Fire Department Operational and Financial Matters Including Increased Staffing Levels, Expanded Facilities and Equipment, as Well as Funding Proposed to be Provided Through the Tuolumne County Fire Authority

Motion

*No action taken.*

**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 an Agreement with Gilbert and Associates for Accounting Services

Motion

*Director Swan moved, seconded by Director Armstrong and the motion passed unanimously by roll call to adopt Resolution 04-2021 approving an Agreement with Gilbert and Associates for Accounting Services.*

- B. Adoption of a Resolution Rescinding Resolution 01-2021 and Ratifying the General Manager's Execution of an Advance Funding Agreement with Preserve Partners Inc. to Secure Funding Deposits to Cover the Cost of Legal, Administrative and Engineering Services Associated with the Hwy 120 Lodging Project (Formerly Yonder Yosemite)

Motion

*Director Armstrong moved, seconded by Director Mora and the motion passed unanimously by roll call to rescind Resolution 01-2021 and adopt Resolution 05-2021 Ratifying the General Manager's Execution of an Advance Funding Agreement with Preserve Partners Inc. to Secure Funding Deposits to Cover the Cost of Legal, Administrative and Engineering Services Associated with the Hwy 120 Lodging Project (Formerly Yonder Yosemite).*

- C. Adoption of a Resolution Approving an Updated Board Renumeration Policy Adding Compensation for Attending Meetings and Hearings, including the Fire JPA to Represent the District at the Request of the General Manager

Motion

*Director Swan moved, seconded by Director Edwards and the motion passed unanimously by*

roll call to adopt Resolution 06-2021 approving an updated Board Remuneration Policy with the stipulation of correcting the word Renumeration to Remuneration throughout the Documents.

- D. Discussion and Consideration Approving a Revised Performance Evaluation Form for the General Manager

Motion

Director Armstrong moved, seconded by Director Mora and the motion passed unanimously by roll call to approve the revised General Manager's Evaluation Form and to include the Objectives rating descriptions as discussed.

- E. Adoption of a Resolution Approving a Contract Change Order with Ragsdale & Sons Inc. for the Groveland Community Services District Pavement Rehabilitation Project Approving Bid Additive Item No. 2 for Tank #2

Motion

Director Swan moved, seconded by Director Edwards and the motion passed unanimously by roll call to approve Resolution 07-2021 approving a Contract Change Order with Ragsdale and Sons Inc. for the Groveland Community Services District Pavement Rehabilitation Project approving Bid Item No. 2 for Tank #2.

- F. Adoption of a Resolution Modifying the District Organizational Chart to Add One Full Time Collection/Distribution System Operator I/II/III Position and Related Personnel Budget Amendment

Motion

Director Edwards moved, seconded by Director Armstrong and the motion passed unanimously by roll call to approve Resolution 07-2021 modifying the District Organizational Chart to add one full time Collections/Distribution System Operator I/II/III Position and related Personnel Budget Amendment in the amount of \$50,000 for the remainder of the 2020/21 fiscal year.

**Adjournment**

Meeting adjourned at 1:22pm.

APPROVED:

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Janice Kwiatkowski, President

ATTEST:

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Rachel Pearlman, Board Secretary