



County of Tuolumne Local Agency Formation Commission

Quincy Yaley, AICP
Executive Officer

AGENDA

TUOLUMNE COUNTY LAFCO BOARD OF SUPERVISORS CHAMBERS 2 SOUTH GREEN STREET, SONORA, CA, 4th FLOOR May 9, 2022 4:00 p.m.

A.N. Francisco Building
48 Yaney Avenue
Mailing: 2 S. Green Street
Sonora, CA 95370
209 533-5633
209 533-5616 (fax)
www.tuolumnecounty.ca.gov

IMPORTANT PUBLIC NOTICE: Under the Governor's Executive Order N-25-20, this meeting will allow members of the Local Agency Formation Commission to participate by teleconference. Under Order N-29-20, Accessibility Requirements, if you need swift special assistance during the LAFCO Commission meeting, please call **209-770-5423**.

In order to protect public health and the safety of Tuolumne County citizens, the Tuolumne County Local Agency Formation Commission Meeting will be physically closed to the public. Public Comment will be opened and closed individually for each agenda item listed below, excluding Reports. To observe or participate in the LAFCO meeting, follow the instructions below.

For detailed Zoom instructions go to the Agenda Packet
<https://www.tuolumnecounty.ca.gov/AgendaCenter/Local-Agency-Formation-Commission-7>

- Link to join webinar: <https://us02web.zoom.us/j/84471148477>

You also may submit written comments by U.S. mail at 2 South Green Street, Sonora, CA 95370 or email (cdd@tuolumnecounty.ca.gov) for retention as part of the administrative record. Comments will not be read during the meeting.

COMMISSION BUSINESS:

- Salute the Flag.
- Discussion and possible direction on returning to in-person meetings.
- Adopting Resolution LAFCO2022-002 authorizing remote teleconference meetings of LAFCO for the period of May 9, 2022 to June 9, 2022.
- Reports.

"Reports" are a brief oral report from a committee or commission member and/or County staff, and no committee or commission action will occur. This item is not intended to include in depth presentations or reports, as those matters should be placed on an agenda for discussion.

PUBLIC COMMENT: 15 Minutes

The public may speak on any item not on the printed agenda. No action may be taken by the Commission.

NEW BUSINESS:

- A.** Consideration of adopting the Draft Budget for the Local Agency Formation Commission (LAFCO) for Fiscal Year (FY) 2022-2023, directing staff to send it to the County of Tuolumne, City of Sonora, and Special Districts for review and comment, and approving the LAFCO Fiscal Year 2022-2023 Work Program.
- B.** Discussion of updating the adopted LAFCO Processes and Procedures.
- C.** Public Workshop - LAFCO Project LAF20-002 "Consolidation of the Tuolumne City Sanitary District, the Tuolumne Park and Recreation District, and the Tuolumne Lighting District into the Tuolumne Community Services District." – No action requested.
- D.** Public Workshop – Review of the Municipal Service Review for the Groveland Community Services District. No action requested.

PUBLIC HEARING:

None

ADJOURNMENT

Disclosure of Campaign Contributions – Government Code Section 84308 requires that campaign disclosure reports provide the public with the identity of contributors and the amounts they give, and the amount that officeholders, candidates, and committees spend. A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within 12 months, the Commissioner has received \$250.00 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application (such as an attorney, engineer, or planning consultant) representing the applicant or interested party. The law also requires any applicant or participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding. The law also prohibits an applicant from making a contribution of \$250.00, or more to a LAFCO Commissioner while a proceeding is pending or for 3 months afterward.

Disclosure of Expenses Supporting and Opposing Proposals - If a person or group contributes or expends \$1,000.00 or more in support of, or in opposition to, a proposal before LAFCO, those contributions and expenditures must be disclosed. Pursuant to Section 56100.1 of the Government Code, disclosure shall be made to the Commission's executive officer.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at (209) 533-5633. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (28FR35.102-35.104 ADA Title 11).

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1 **Local Agency Formation Commission (LAFCO)**

2 **County of Tuolumne**

3

4 **FINDINGS OF THE TUOLUMNE COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

5 **AUTHORIZING REMOTE TELECONFERENCE MEETINGS**

6 **OF THE TUOLUMNE COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

7 **FOR THE PERIOD May 9, 2022 TO June 9, 2022**

8 **PURSUANT TO THE RALPH M. BROWN ACT.**

9

10 **WHEREAS**, all meetings of Tuolumne County Local Agency Formation Commission (LAFCO)

11 and its legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§

12 54950 – 54963), so that any member of the public may attend, participate, and view the legislative bodies

13 conduct their business; and

14 **WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote

15 teleconferencing participation in meetings by members of a legislative body, without compliance with the

16 requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and

17 requirements; and

18 **WHEREAS**, a required condition of Government Code section 54953(e) is that a state of emergency

19 is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of

20 conditions of disaster or of extreme peril to the safety of persons and property within the state caused by

21 conditions as described in Government Code section 8558(b); and

22 **WHEREAS**, a further required condition of Government Code section 54953(e) is that state or local

23 officials have imposed or recommended measures to promote social distancing, or, the legislative body

24 holds a meeting to determine or has determined by a majority vote that meeting in person would present

25 imminent risks to the health and safety of attendees; and

26 **WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency

27 declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California

28 Emergency Services Act (Government Code section 8625); and,

1 **WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which
2 formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a
3 gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did
4 not rescind the proclaimed state of emergency; and,

5 **WHEREAS**, on June 11, 2021, Governor Newsom also issued Executive Order N-08-21, which set
6 expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and
7 other Executive Orders but did not rescind the proclaimed state of emergency; and,

8 **WHEREAS**, as of the date of this Findings, neither the Governor nor the state Legislature have
9 exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency
10 either by proclamation or by concurrent Findings the state Legislature; and,

11 **WHEREAS**, the California Department of Industrial Relations has issued regulations related to
12 COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of
13 Regulations, Section 3205(5)(D) specifically recommends physical (social) distancing as one of the
14 measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel
15 more than six feet, especially indoors; and,

16 **WHEREAS**, the Tuolumne County Local Agency Formation Commission (LAFCO) finds that state
17 or local officials have imposed or recommended measures to promote social distancing, based on the
18 California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention
19 through Title 8 of the California Code of Regulations, Section 3205(5)(D); and,

20 **WHEREAS**, as a consequence, the Tuolumne County Local Agency Formation Commission
21 (LAFCO) does hereby find that it shall conduct its meetings by teleconferencing without compliance with
22 Government Code section 54953 (b)(3), pursuant to Section 54953(e), and that such legislative bodies shall
23 comply with the requirements to provide the public with access to the meetings as prescribed by
24 Government Code section 54953(e)(2).

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1 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Tuolumne County
2 Local Agency Formation Commission (LAFCO) , County of Tuolumne, State of California, in regular
3 session assembled on May 9, 2022 does hereby resolve as follows:

4 Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this
5 Findings by this reference.

6 Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social
7 Distancing. The Tuolumne County Local Agency Formation Commission (LAFCO) hereby proclaims that
8 state officials have imposed or recommended measures to promote social (physical) distancing based on
9 the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention
10 through Title 8 of the California Code of Regulations, Section 3205(5)(D).

11 Section 3. Remote Teleconference Meetings. The Tuolumne County Local Agency Formation
12 Commission (LAFCO) is hereby authorized and directed to take all actions necessary to carry out the intent
13 and purpose of these Findings including, conducting open and public meetings in accordance with
14 Government Code section 54953(e) and other applicable provisions of the Brown Act.

15 Section 4. Effective Date. These Findings shall take effect immediately upon its adoption and
16 shall be effective until the earlier of (i) December 13, 2021, or (ii) such time the Tuolumne County Local
17 Agency Formation Commission (LAFCO) adopts a subsequent Findings in accordance with Government
18 Code section 54953(e)(3) to extend the time during which its legislative bodies may continue to
19 teleconference without compliance with Section 54953(b)(3).

20 ADOPTED this 9th day of May, 2022 by Tuolumne County Local Agency Formation Commission
21 (LAFCO), by the following vote:

22
23 YES:

24 NO:

25 ABSENT:

26 ABSTAIN:



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April 12, 2022

EXECUTIVE OFFICER'S REPORT

PROPOSED ACTION

Consideration of adopting the Draft Budget for the Local Agency Formation Commission (LAFCO) for Fiscal Year (FY) 2022-2023, directing staff to send it to the County of Tuolumne, City of Sonora, and Special Districts for review and comment, and approving the LAFCO Fiscal Year 2022-2023 Work Program.

BUDGET

1. Pursuant to Section 56381 of the California Government Code, LAFCO is required to adopt a final budget by June 15th of each year for the next fiscal year which begins on July 1st. The Commission must formulate a draft budget that is to be sent to the City of Sonora, County of Tuolumne, and all the Special Districts in Tuolumne County for review and comment before adoption of the final budget by LAFCO.
2. Staff proposes to maintain the LAFCO budget at status quo for the FY 2022-2023 with the exception of accounting for increases in staff billing rates due to salary adjustments at the County. The proposed FY 2022-2023 is \$62,784. This budget takes into account continued financial constraints experienced by member organizations due to the response to the COVID-19 pandemic as well as shifting work from consultants to LAFCO staff. Pursuant to Government Code Section 56381, the budget shall, at a minimum, be equal to the budget adopted for the previous fiscal year unless LAFCO finds that reduced staffing or program costs will nevertheless allow LAFCO to fulfill the purposes and programs of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.
3. The proposed budget will provide LAFCO with the funds needed to implement the FY 2022-2023 LAFCO Work Plan which includes completing Municipal Service Reviews and other LAFCO projects. Proposed budget expenditures are as follows:

LAFCO BUDGET

Description	FY 21-22	FY 22-23
Dues and Memberships	\$1,745	\$1,745
Office Expenses	\$1,000	\$1,000
Publications/Legal Notices	\$1,000	\$1,000
Travel and Training	\$7,500	\$7,500
Personnel & Consultants	\$47,762	\$51,539
Total	\$59,007	\$62,784

4. LAFCO is an independent agency that has historically been funded by the County of Tuolumne and the City of Sonora. In FY 20-21, it was also funded by special districts (see

MSR schedule below) as per their request to pay a share of costs and add two special district members and an alternate to the LAFCO Board. Pursuant to a Memorandum of Understanding (MOU) between the City and the County, the Local Transportation Fund (LTF) per capita percentage is used to determine the City's and the County's respective shares of the LAFCO budget. Under this formula, the City will be responsible for 8.1 percent of the adopted FY 2022-2023 LAFCO Budget. In the past, the County was responsible for the remaining balance. With the addition of Special District representatives on the LAFCO Commission, the Special Districts will be responsible for paying one third of the LAFCO operating budget. The County Auditor will invoice the City of Sonora, County of Tuolumne and the Special Districts to pay their respective shares of the proposed costs as shown in the table below.

**LAFCO FY 22-23
ANICIPATED REVENUES**

Amount	%	Entity
\$ 5,086	8.1%	City of Sonora
\$ 20,719	33%	Special Districts
\$ 30,074	47.9%	County of Tuolumne
\$ 6,905	11%	Application Fees
\$ 62,784	100%	Total Share of Cost

EXPENSES

5. **Dues** - The California Association of Local Agency Formation Commissions (CALAFCO) annual membership fee for the upcoming year is \$1,745. Tuolumne County LAFCO staff gain access to a wealth of information and advice by participating in CALAFCO. CALAFCO provides access to a network of other Executive Officers and LAFCO staff statewide, which provide daily insight and advice on LAFCO procedures and regulations. Without access to this network, Tuolumne County LAFCO staff would be required to attend more trainings and/or hire additional consultants for assistance.
6. **Travel and Training** - Pursuant to Section 56334 of the Government Code, Commission members and alternates may be reimbursed for actual and reasonable expenses necessary to attend meetings and perform duties of their office. LAFCO may authorize payment of a per diem to Commission members and alternates for each day they attend meetings of the Commission. Based upon LAFCO's past practice, funds are not proposed to be budgeted for City, County, or Special District LAFCO members to attend LAFCO meetings and conferences or to pay a per diem to any Commissioner. No travel to LAFCO events occurred in the 21-22 FY due to COVID restrictions.

The draft FY 2022-2023 travel budget includes the estimated cost for travel and training for five individuals to attend either a staff workshop or the annual CALAFCO conference. As per past practices, attendees may include LAFCO staff or the regular and alternate Commissioner representing the general public. With the addition of Special District members, the LAFCO Board may wish to consider paying for Special District members to attend the CALAFCO conference if funds allow or directing special districts to pay for their members to attend these conferences.

If the standard LAFCO conferences are cancelled again in 22-23, LAFCO staff will arrange for local training for commissioners from a LAFCO consultant or attorney who specializes in LAFCO matters.

7. **Personnel** - Staff and consultant costs will remain the same as last year. Personnel costs are based on the County's adopted methodology for establishing hourly rates for each employee.

These costs include employee salaries and benefits, and the County's overhead, such as office space, utilities, and internal services, including the Auditor's expenses in handling LAFCO's finances. The number of hours and hourly rates have been estimated for FY 2022-2023.

Estimated Staff and Consultant Costs

Personnel	Hourly	Hours	Total
Executive Officer (CDD Director)	\$180.52	50	\$9,026
Deputy Officer (Planning Manager)	\$137.11	150	\$20,566.50
Admin. Technician	\$81.92	50	\$4,096.00
LUNR Coordinator	\$74.79	60	\$4,487.40
GIS	\$43.14	20	\$862.80
Legal Services	\$125	20	\$2,500
Consultants	--	TBD	\$10,000
Total			\$51,538.70

WORK PROGRAM FOR FY 22-23

8. Tuolumne County contains 18 independent Special Districts, 7 Lighting Districts and 58 County Service Areas (CSAs). The number of County Service Areas could be increased by developers requesting to add a County Service Area to maintain roads and other services for their development. Pursuant to Section 56425(g) of the Cortese-Knox-Hertzberg (CKH) Act, "on or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence". Further, 56430.a of the CKH states that "in order to prepare and to update spheres of influence in accordance with Section 56425, the commission shall conduct a service review of the municipal services provided in the county or other appropriate area designated by the commission.
9. For the FY 21-22, LAFCO staff continued to complete the Groveland CSD MSR, however delays were encountered as the community and GCSD discussed the creation of a Community Facilities District and other impact fees. In addition, staff worked on several applications including an application to create a Community Services District in Tuolumne and various CSA dissolutions in the County, as well as providing support for potential and upcoming projects. For the upcoming fiscal year, LAFCO staff will work to complete the Tuolumne Sanitary District MSR, the Tuolumne Park and Recreation District MSR, and the TUD MSR.
10. In addition to the above projects, LAFCO staff is planning on reviewing the term limits for special district members to make sure the approved term limits are consistent with term limits for the other LAFCo members. Also, staff will be requesting that Commissioners review the current LAFCO procedures and that the adopted Commission procedures are updated as needed. This may require the use of an outside consultant.

PROJECTS

11. Special districts in the community of Tuolumne have approached LAFCO regarding formation of a Community Services District that would merge some of the special districts in that area into one CSD. This past year, they held a series of meetings with LAFCO staff to discuss the process and plan to hire a consultant to complete a study evaluating the proposed merger. LAFCO staff anticipate presenting this project to the Commission in 2022. An application was made to LAFCO in late 2020. Staff hired a consultant to complete the project but is now

completing the report with internal resources. The cost for the formation of a CSD outlined in the LAFCO fee schedule as "Full cost recovery based on time and materials with a \$3,824.00 deposit".

12. There is a current application that staff is reviewing for completeness which proposes additional housing in an area that would need to be annexed into GCSD. Groveland CSD may also pursue a proposal to dissolve the Groveland Lighting District and merge its functions with the CSA. LAFCO staff anticipate reviewing these proposals in FY 22-23. Applications from developers will be accompanied by the appropriate fees as identified in the LAFCO fee schedule. Additional projects may also be submitted to LAFCO during FY 2022-2023 that would be added to the FY 2022-2023 Work Plan.

RECOMMENDATION

The Executive Officer recommends that your Commission:

- Adopt the Draft FY 2022-2023 budget.
- Direct staff to send the budget to the County of Tuolumne, City of Sonora, and special districts for review and comment.
- Approve the LAFCO Fiscal Year 2022-2023 Work Program.

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April 13, 2022

TO: Tuolumne County LAFCO Commissioners
FROM: Quincy Yaley, AICP, Executive Officer
RE: EXECUTIVE OFFICER'S REPORT - Review of LAFCO Policy and Procedure Manual

1. Tuolumne County LAFCO has an adopted set of policies and procedures, that were last reviewed in and updated in 2011.
2. Because special districts are now voting members of LAFCO, it is necessary that the policies and procedures be reviewed to ensure consistency with the makeup of the Commission. A review may also identify new methodologies for processing LAFCO applications and can address any new changes in legislation that have occurred since 2011.
3. LAFCO staff has attached the manual to this memo and will review the document highlight any changes that may be needed at a future meeting. LAFCO Commissioners and other stakeholders may wish to also review the document and propose changes to policies and procedures.
4. Any policy or procedure changes will be reviewed by LAFCO counsel prior to staff presenting modifications to the Commission.
5. No action is being requested at the May LAFCO meeting regarding this topic. It is informational only. In a future meeting, LAFCO staff will place an item on the agenda to have further discussion of the Policy and Procedure Manual and take possible action.

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County of Tuolumne Local Agency Formation Commission

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April 22, 2022

TO: Tuolumne County LAFCO Commissioners

FROM: Quincy Yaley, AICP, Executive Officer

RE: EXECUTIVE OFFICER'S REPORT - LAFCO Project LAF20-002 "Consolidation of the Tuolumne City Sanitary District, the Tuolumne Park and Recreation District, and the Tuolumne Lighting District into the Tuolumne Community Services District."

1. At the March LAFCO meeting, the above project, a proposal from the Tuolumne City Sanitary District and the Tuolumne Parks and Recreation District requesting that their two special districts, along with the County-managed Tuolumne Lighting District, be consolidated into one special district to be called the Tuolumne Community Services District, was presented to your Commission and the public during a public workshop. The project was explained by LAFCO staff and the Commission received input from the applicant and stakeholders, and asked questions regarding the proposed project.
2. During the meeting, several topics were discussed, including the request for latent powers and the timing and inclusion of the Tuolumne Underground District. As a reminder, In addition to the currently authorized services (sewer, parks and recreation, facilities maintenance, and lighting), it is proposed that the consolidated district would be authorized by LAFCO to provide the following additional services: library services, graffiti abatement, weed and rubbish abatement, maintenance and operation of community facilities, snow removal, funding for area planning commissions, funding for municipal advisory councils, cemetery operation, fire protection, solid waste handling services, and undergrounding of overhead electrical and communication facilities. Additional information about the project can be found in the March LAFCO agenda packet here:

<https://www.tuolumnecounty.ca.gov/AgendaCenter/ViewFile/Agenda/03142022-1870>

3. Since that time, LAFCO staff has reviewed the Commission feedback, and is requesting that LAFCO Commissioners provide direction on the following topics:
 - Granting of requested latent powers-should they all/some be recommended for approval?
 - Should the underground district be included in this application as a condition of consolidation, or should the proposed CSD return to LAFCO once the Rule 20A project is complete to request taking over that district?
4. Other questions the Commission had at the meeting were:
 - How will finances be distributed?
 - ✓ LAFCO has asked the applicant to provide more detailed financial information. This information will be used to assist staff analyze the proposed project.

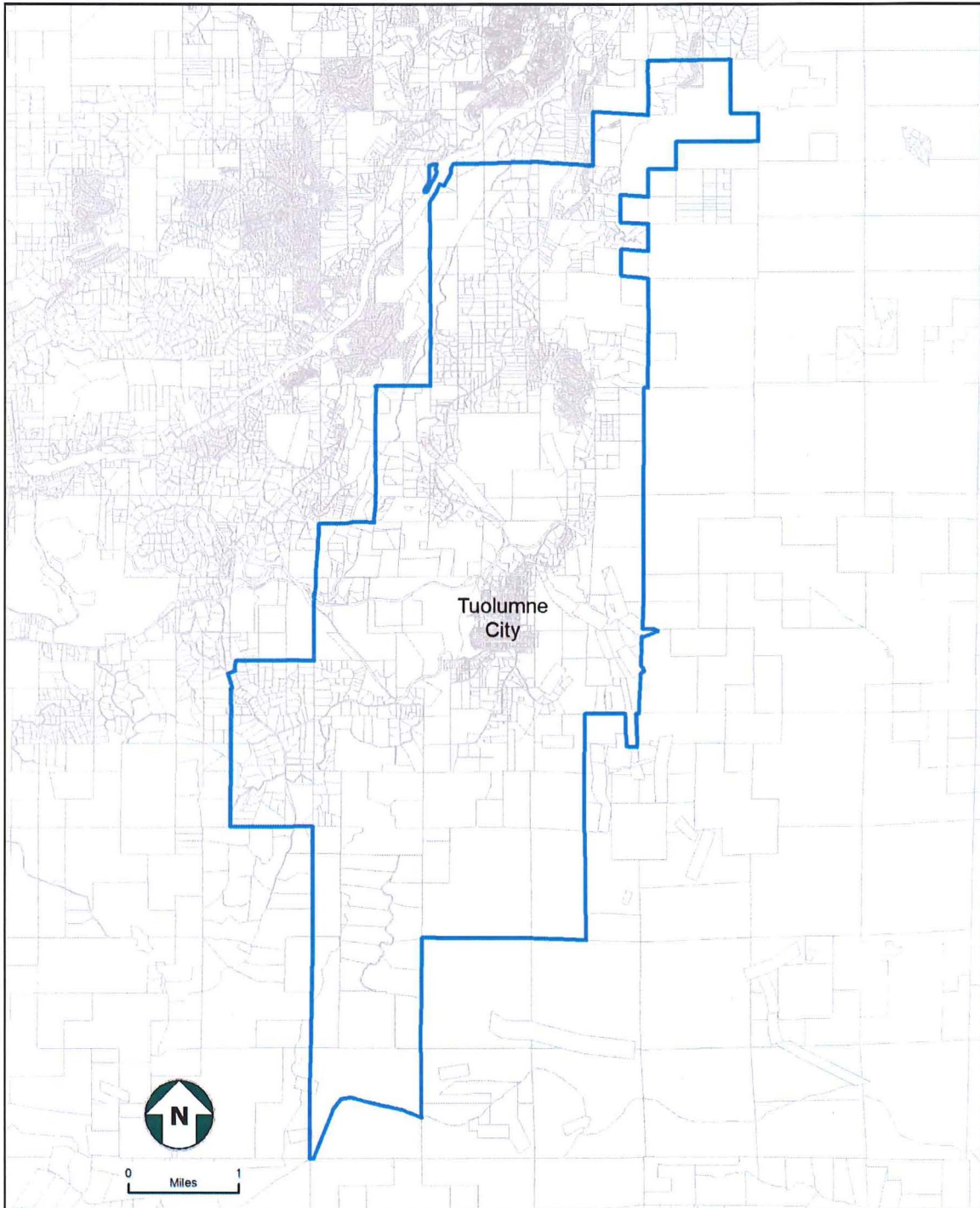
- Will it impact County finances?
 - ✓ The consolidation of the districts and tasks related to the establishment of a new district and its necessary operating agreements would require an expenditure of overhead costs within various County departments, such as CDD, Auditor, and County Counsel. These costs are covered by the application fees for the project. Once established, there is no known financial impact to County finances by the proposed CSD.
 - ✓ Accrued Rule 20A (PG&E) credits currently accorded to the existing Underground District would not be transferrable from the County to the new CSD. Per the existing program tariff, the Rule 20A program is exclusive to Counties or Cities and is not transferrable.
 - ✓ If the existing underground district, which was established via Tuolumne County Resolution 58-19, were to be dissolved, and re-established by the proposed CSD via a latent power, any revenues and expenditures associated with that district would be independent of the County.
- Would the Tuolumne Utility District (TUD) boundary be impacted?
 - ✓ The boundary of TUD would not be impacted by the consolidation.
- What would happen to the existing contract between TPRD and the County?
 - ✓ All assets and liabilities of the TPRD would be transferred to the consolidated Tuolumne Community Services District.
 - ✓ Agreements for use and/or stewardship of various County facilities or assets to be used by the proposed CSD, analogous to those currently in force between the TPRD and County, would need to be established.
- What are the notification requirements for the project?
 - ✓ Notification requirements will follow those outlined in the Cortese Knox Hertzberg Act. This requires a 21-day notice for the public hearing.
- What are the benefits of approving latent powers with this application?
 - ✓ As described by the applicant in the public workshop, by approving latent powers as a component of this application will prevent the new CSD from coming back to LAFCO in the future to request those latent powers. However, if the new CSD wants to activate any of the approved latent powers, the matter will be required to come back before LAFCO to receive approval to activate a latent power. The current application fee for activation of latent powers is \$2,446.00. The current fee for adding latent powers or authorizing new powers is full cost recovery based on time and materials with a \$3,824.00.

5. The remaining actions needed to complete the project include the following:

- Completion of a Revenue and Tax Code 99 Process (if needed)
- Receipt of additional financial information from applicant
- Final Staff Recommendation/Staff Report
- Public Hearing
- Potential Protest Hearing

6. No vote is being requested from the Commission on this project. Staff is wanting to continue the discussion of the project to ensure that LAFCO staff is aware of any issues, concerns, or areas of agreement before bringing a final recommendation to the Commission. At that time, staff will conduct a noticed public hearing to allow the Commission to take action. Prior to the public hearing, LAFCO may want to hold additional public workshops to ensure public input into the project.

**Attachment 1 - Proposed Tuolumne Community Service District
Boundaries**



Attachment 3 - Tuolumne Community Existing Service Providers

Service	County of Tuolumne	Tuolumne City Sanitary District	Tuolumne Park and Recreation District	Tuolumne Lighting District	Tuolumne Utilities District	Tuolumne Fire District	County Service Area No. 21	County Service Area No. 47	Carters Cemetery District	Tuolumne County Resources Conservation District
Water supply and distribution	Authorized		Latent		Provides		Latent	Latent		
Sewer collection disposal	Authorized	Provides	Latent		Latent		Latent	Latent		
Storm drainage	Provides		Latent							
Street maintenance	Provides		Latent				Latent	Provides		
Street lighting	Authorized		Latent	Provides	Latent					
Street construction	Provides		Latent							
Flood control	Provides		Latent				Latent	Latent		
Solid waste collection	Provides		Latent		Latent		Latent	Latent		
Solid waste transfer and disposal	Provides		Latent				Latent	Latent		
Fire protection	Authorized		Latent			Provides	Latent	Latent		
Police protection	Provides		Latent				Latent	Latent		
Ambulance service	Authorized		Latent			Latent	Provides	Latent		
Undergrounding of overhead electrical & communication facilities	Provides		Latent				Latent	Latent		
Parks and recreation	Authorized		Provides				Latent	Latent		
Community facilities	Authorized		Provides				Latent	Latent		
Financing for area planning commission	Provides		Latent		Latent		Latent	Latent		
Financing for municipal advisory council	Authorized		Latent				Latent	Latent		
Libraries	Provides		Latent				Latent	Latent		
Graffiti abatement	Provides		Latent				Latent	Latent		
Weed & rubbish abatement	Provides		Latent				Latent	Latent		
Snow removal	Provides		Latent					Latent		
Soil conservation	Authorized		Latent				Latent	Latent		Provides
Animal control	Provides		Latent				Latent	Latent		
Public transportation	Provides		Latent					Latent		
Cemeteries	Authorized		Latent				Latent	Latent	Provides	
Airports	Provides		Latent				Latent	Latent		

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April 22, 2022

TO: Tuolumne County LAFCO Commissioners

FROM: Quincy Yaley, AICP, Executive Officer

RE: Workshop to discuss and provide comments on the draft Groveland Community Services District Municipal Service Review.

1. The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.) is the statutory authority for the preparation of a Municipal Services Review (MSR). As part of the MSR update, LAFCO is to determine the nature, location, and extent of any functions or classes of services provided by the district. GCSD provides water, sewer, fire protection, park and recreation, and community facilities management services for the communities of Groveland, Big Oak Flat and Pine Mountain Lake. An MSR:
 - provides an inventory and analysis of agency services related to capacity, adequacy, solvency, accountability, and anticipated demand (now and in foreseeable future) that is based on existing information and trend analysis,
 - evaluates governance structure and operations and identifies possible areas for improvement and/or coordination.The draft MSR, attached to this report, also considers several "special study areas" where future services could be provided by GCSD.
2. A public workshop was held on August 9, 2021 during the regularly scheduled LAFCO meeting. During this meeting staff presented on the draft MSR and comments were sought from the commissioners and the public on questions or concerns with the draft document.
3. After the August 9, 2021 meeting, comments were received by both LAFCO staff and GCSD staff requesting an additional public workshop. A second workshop was held at the November 8, 2021 LAFCO meeting, where additional public input was received.
4. After the November 2021 public workshop, GCSD submitted additional comments which were reviewed and the MSR was modified where necessary. The draft MSR is attached to this report.
5. Staff is requesting that at the May LAFCO meeting, the Commission review the draft document and additional public input is received. After that meeting, LAFCo staff will complete the draft document considering the August 2021 GCSD comments and any additional feedback provided in the May 9 meeting. At the June LAFCO meeting, the MSR will be scheduled to be heard in a public hearing where LAFCO may render approval or denial of the MSR.

RECOMMENDATION

The Executive Officer recommends that LAFCO hold a public workshop on May 9, 2022 to gain additional public comment on the draft MSR. No formal action is being requested of LAFCO.

GROVELAND COMMUNITY SERVICES DISTRICT

MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

Prepared for:

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1 AGENCY OVERVIEW

1.1 HISTORY

1.1.1 Formation

The Groveland Community Services District (GCSD/District) was formed in accordance with California GC §61000 on August 19, 1953 by the State Board of Equalization (BOE) to bring much needed utility services to the Groveland and Big Oak Flat area. Resolution Number 9 of the Tuolumne County Board of Supervisors approved the formation of the Groveland Community Services District on August 19, 1953 (Tuolumne County 1953).

1.1.2 Boundary

The GCSD service area covers approximately 15 square miles in southern Tuolumne County. The District is bounded on the north by the Tuolumne River, on the south by Mariposa County, on the east by the Stanislaus National Forest, and on the west by Moccasin. (Figure 1)

The GCSD service area encompasses the community of Groveland, including the Pine Mountain Lake Subdivision and Big Oak Flat. The Communities of Groveland and Big Oak Flat are located approximately 25 miles southeast of Sonora on State Highway 120. Property owners within the District boundaries receiving general services such as water, sewer, park/recreation, community fire protection and emergency services are considered customers of the District (Tuolumne County LAFCo 2013).

The GCSD service boundary and SOI boundary are not coterminous. The GCSD is surrounded mainly by land zoned for agricultural and rural residential uses and public lands (lands managed by the United States Forest Service (USFS) and Bureau of Land Management (BLM)). The SOI boundaries consist of an additional 11,777 acres surrounding the current District service boundaries (Figure 2). The residential development potential discussed above is located within the SOI and could require annexation to the District in the future.

1.1.3 Services

The GCSD is a multi-purpose special district providing water, sewer, fire and emergency, and park and recreation services. In January 2006, LAFCo enumerated the latent powers of the GCSD as follows:

1. Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with §7100) of the Water Code. [GC §61100(a)]
2. Collect, treat, or dispose of sewage, wastewater, recycled water and storm water in the same manner as a sanitary district, formed pursuant to the Sanitary District Act of 1923, Division 6 (commencing with §6400) of the Health and Safety Code. [GC §61100(b)]
3. Provide fire protection services, rescue services, hazardous material emergency response services, and ambulance services in the same manner as a fire protection district, formed pursuant to the Fire Protection District Law, Part 2.7 (commencing with §13800) of Division 12 of the Health and Safety Code. [GC §61100(c)]

4. Provide emergency medical services pursuant to the Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act, Division 2.5 (commencing with §1797) of the Health and Safety Code, except ambulance service. [GC §61100(n)]
5. Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with §57800) of Division 5 of the Public Resources Code. [GC §61100(e)]
6. Organize, promote, conduct and advertise programs of community recreation, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4 (commencing with §57800 of Division 5 of Public Resources Code. [GC §61100(f)]
7. Acquire, construct, improve, maintain, and operate community facilities, including but not limited to, community centers, libraries, theaters, museums, cultural facilities and child care facilities. [GC §61100s)]

1.2 GOVERNMENT STRUCTURE

1.2.1 Governing Body

The Board of Directors is the legislative body for the District and is responsible for establishing and implementing policy, adopting and amending the annual budget, enacting ordinances, and appointing committees. The GCSD is governed by a 5-member Board of Directors elected at-large to serve staggered, four-year terms (Table 1-1). If there are insufficient candidates for election, or if the number of filed candidates is equal to the number of vacancies, then Board members may be appointed in lieu of election by the County Board of Supervisors.

The Board of Directors elects officers annually, including a President and Vice-President. The Board may create additional offices and elect Board members to those offices, provided that no member of a Board of Directors shall hold more than one office. Board members receive remuneration at a rate set annually by the Board, including regular or special meetings, trainings, conferences or seminars, negotiation sessions, depositions or meetings with District consultants, engineers, or other professionals for the purpose of conducting District business or potential business and other activities as approved by the Board, in accordance with Community Services District Law Section 61047(a), with a maximum of six paid meetings per month, and not to exceed 72 paid meetings per year by District policy. Board members may also receive reimbursement within the limits of the annual budget and in accordance with board policy for their actual and necessary traveling and incidental expenses while on official business. Staff support for the Board includes the General Manager, contract attorney, contract auditor and contract engineer.

Table 1-1: GCSD Governing Body

Name	Role	Term Began	Term Expires
Janice Kwiatkowski	President	December 2018	November 2024
Nancy Mora	Vice-President	December 2018	November 2024
John Armstrong	Director	December 2018	November 2022
Spencer Edwards	Director	December 2018	November 2022
Robert Swan	Director	December 2018	November 2022

Source: GCSD 2020c.

1.2.2 Transparency and Accountability

Regularly scheduled meetings for the District Board of Directors are held on the second Tuesday of the month starting at 10:00 a.m. at the District office located at 18966 Ferretti Road in Groveland. In accordance with the Brown Act, all meetings are open to the public and are publicly posted a minimum of 72 hours prior to regular meetings or a minimum of 24 hours prior to special meetings. Public notice and meeting information including agendas, meeting minutes, reports, resolutions, and ordinances are published on the District's website and are available at the District's office upon request. An agenda email list is maintained and agenda materials are distributed to the list when available publicly. Minutes are kept for all public Board meetings and are adopted at a subsequent meeting. The District maintains a website with pertinent documents and agenda materials at <https://www.gcsd.org/>.

The GCSD maintains customer-oriented programs including posting publication of articles about District activities on its website and in local publications. The GCSD solicits customer feedback and comments from property owners within the District. The agendas for the meetings are posted at several public places at least 72 hours prior to a Board Meeting and a list of persons requesting notification of agenda posting is maintained by the District and agendas are emailed on preparation.. Meeting agendas and minutes are also available at the front desk in the GCSD office and on the District's web site.

Customers may submit verbal comments or complaints in person or by phone at the District office during regular business hours, Monday through Friday, 8:00am to 4:00pm, or at the Board of Director's meetings during the general public comment period. Complaints are addressed in person by District staff. The District also has an active presence on social media including Facebook, Instagram, Next Door and Twitter.

The Political Reform Act requires all state and local government agencies to adopt and promulgate a Conflict of Interest Code pursuant to Government Code §81000 et seq. The Act also requires persons who hold office to disclose their investments, interests in real property, and incomes by filing a Statement of Economic Interests (Fair Political Practices Commission Form 700) each year pursuant to Government Code §87203. The District updated its Conflict of Interest Policy in 2020, and is in compliance with the policy, including the timely filing of Form 700 by those identified in the Policy.

According to AB 1234, if a local agency provides compensation or reimbursement of expenses to local government officials, then all local officials are required to receive two hours of training on public service ethics laws and principles at least once every two years and establish a written policy on reimbursements pursuant to Government Code §53235. The District has an appropriate written policy on reimbursements and all directors and the General Manager are current on the Ethics training requirements.

1.3 OPERATIONAL EFFICIENCY

1.3.1 Management and Staffing

The GCSD Board of Directors oversees the General Manager who is a regular, full time employee responsible for administration of the day-to-day operations of the District. Through the General Manager, the Board of Directors also oversees a contract attorney, contract auditor and the contract engineer. The General Manager oversees three departments: Administrative-Services, Fire (staffed and managed by CAL FIRE), and Operations. Three individuals report directly to the General Manager, including the Administrative Services Manager, the CAL FIRE Unit Chief and the Operations Manager (GCSD 2019a).

The GCSD has reduced its staff from 33 full time employees in 2007, to 23 full time employees in 2012, and to 21 full time employees in 2021. The GCSD now employees 21 full time employees and 3 independent consultants used regularly on an as needed basis. (the attorney, accounting firm and engineer are not employees and serve as technical advisors to the District). There are also two part-time resident fire inspectors and two part-time resident firefighters positions on the District organizational chart, that are managed by CALFIRE and paid by the District when grants and budgeted funds are available to fill the positions. (Table 1-2).

Table 1-2: Management and Staffing

Personnel Groups	FTE	PTE	Contract Consultants
Administrative	6	0	3
Operations	15	0	0
Fire ¹	0	4	0
Totals	21	4	3

Notes: ¹ Fire personnel are managed and paid by CalFire under the contract funded by the District. The inspectors and resident firefighters are are paid by the District directly

Source: GCSD 2019a.

1.3.2 Agency Performance

The GCSD strives for maximum budget efficiency through the annual budget preparation and performance monitoring process and maintains a balanced budget for its enterprise services of water and wastewater. The District produces an annual Management Discussion and Analysis (MD&A) that outlines the financial condition of all services provided by the District and action plans to address revenue deficiencies in its Park and Fire government type services. Capital improvements are planned for during the budget process. Additionally, the Board of Directors reviews and revises the District's goals and objectives each quarter and during the budget development process.

A component of agency performance is evaluating staff productivity, efficiency, safety and service/work quality. The General Manager oversees three departments: Administrative Services Department, Fire Department (staffed by CAL FIRE), and the Operations Department. The District tracks employee workload through timesheets and software programs and conducts annual written performance evaluations for all employees. An employee portal and related software is in place to document and measure employee performance to established goals including training, certification, attainment of skills and other achievements. The Board of Directors holds quarterly public workshops during which they review the status of established goals and objectives assigned to the General Manager for implementation and make amendments and updates as needed. The performance of the General Manager is weighed annually against attainment of measurable goals and objectives. Fire department performance is monitored by reviewing monthly emergency call volume and trends, and call types and locations are reviewed on an annual basis.

Training

The Board of Directors has adopted an Excellence in Board Governance program that outlines the required and recommended training and educational conferences supported and encouraged for all Board members to attend. The Board members attend training through webinars, workshops, and conferences as well as regularly reviewing and updating the District's Adopted Board Norms and Protocols. Trainings include Ethics, Brown Act, The Great Board, Special District Governance, General Manager Evaluation, Board Member training, Finance training, District Liability, Harassment Prevention, and Good Governance training. Conferences include Special District Leadership Academy and California Special Districts Association (CSDA) annual conference. The

Board Secretary attends the CSDA Board Secretary Conference, covering topics of Brown Act Compliance, California Public Records Act, recording minutes, Board Member Liability, Online ADA Compliance, Transparency, Understanding Special District Laws, and Staying in Compliance.

The General Manager achieved certification as a California Special District Manager in 2010 and maintains this certification through required ongoing education and training including the annual CSDA conference and General Manager Leadership Summit. Administration staff including the General Manager and Department Managers receive training such as Ethics, Harassment prevention, personnel management, employee supervision and leadership, and attendance at the annual General Manager Leadership Conference which provides the best networking and professional development opportunities for special district general managers and other management staff from districts of all types and sizes throughout California.

GCSD Administrative, Operations and Maintenance staff are trained and certified on a biannual basis in CPR-First Aid.

Operations and Maintenance staff are trained and Certified in Traffic Control, Trench and Shoring, Confined Space, Bucket Truck training and FROST Fit testing annually. Operators attend an onsite staff safety meeting on a weekly basis to go over important topics given by the Special District Risk Management Authority (SDRMA), as well as attend training courses through SDRMA's Target Solutions, a safety training library and documentation program. Operators' off-site training includes state certification preparation, Safety Day offered by SDRMA and Water Expo through Clean Water Environment Association (CWEA).

1.3.3 Regional and Service-Specific Participation

The GCSD provides structural fire protection and emergency services, water service, sewer service, park/recreation services and community facilities management to the areas of Big Oak Flat, Groveland and Pine Mountain Lake. Other service providers/districts in these areas include the County of Tuolumne, the Tuolumne County Resource Conservation District, and a County-wide ambulance district known as the Tuolumne County Ambulance Service (Tuolumne County LAFCo 2013).

The GCSD has a significant degree of interdependence with the surrounding area due to the services provided and the mutual aid provided to other fire protection agencies in the County, CAL FIRE and the USFS. Often the fire department responds outside its boundaries in accordance with mutual aid agreements (GCSD 2020a).

The Department is a signatory to the Tuolumne County Mutual Aid Plan and the State of California Master Mutual Aid Agreement. Under the County Plan, every fire agency agrees to provide free assistance to any other County fire agency upon request, as available. For the District, however, given its remote location at the top of Priest Grade, there are no mutual aid resources available within approximately 20-30 minutes travel time other than the CAL FIRE Groveland Station resources, when available. In addition, the District is signatory to the Automatic/Mutual Aid Agreement between Tuolumne County, Mariposa County, and Stanislaus Consolidated Fire, as well as an Assistance-by Hire Agreement with the CAL FIRE Tuolumne-Calaveras Unit.

1.3.4 Shared Facilities, Resources and Services

The GCSD works collaboratively with other service providers to deliver services more effectively or efficiently by maintaining several mutual aid and automatic aid agreements.

- Mutual Fire Aid is provided to all other fire protection agencies in the County, CAL FIRE and the USFS.
- An agreement with the Tuolumne Utilities District to respond to calls for mutual water and sewer service aid in case of emergency situations.
- A Memorandum of Understanding (MOU) with Tuolumne County for operation of the Groveland Youth Center which is now located within the Mary Laveroni Community Park.

1.3.5 Government Restructure Options

The District is the primary municipal service provider in the area. The District is entirely unincorporated with the planning jurisdiction in the hands of Tuolumne County. The GCSD provides water, wastewater, fire protection and EMS, community facilities and park and recreation services. Law enforcement, code enforcement, transportation, and stormwater collection systems are provided by the County of Tuolumne. Since neither Groveland or Big Oak Flat are incorporated cities, public service districts, such as the GCSD, appear to be an excellent way to ensure effective community representation and accountability, public funds and operations transparency, and public participation high while at the same time maintaining consistent and adequate service levels. Consolidation of these services in a Community Services District is an efficient way to provide these services.

The Groveland Lighting District was created in 1919 to place electric lights in the downtown Groveland area of Tuolumne County. Lighting districts are commonly used by local governments to fund the costs of lighting in public areas. Many districts' funding can also be used to finance improvements such as parks, auditoriums or other public infrastructure. Each lighting district receives its own ad valorem property tax allocations, which pays for its expenses. The County of Tuolumne currently operates the Groveland Lighting District. To obtain new lighting in the Mary Laveroni Park, or in downtown Groveland, the request must be approved by the County Administrator.

The GCSD boundaries overlap the boundaries of the Groveland Lighting District. A 2011 Grand Jury Report recommended a manager be hired to manage and oversee the County's lighting districts. The Groveland Lighting District could reorganize to be a part of the GCSD, which would then be responsible to maintain lighting, add lighting, and fund public improvements related to lighting. Such a reorganization would consist of an activation of latent powers for GCSD and concurrent dissolution of the Groveland Lighting District.

1.4 FINANCES

1.4.1 Current Fiscal Health

The GCSD prepares and adopts an annual budget prior to the beginning of the fiscal year (July 1), which serves as a financial planning tool and an expense control system. Expenses cannot exceed authorized budget amounts unless the budget is amended by the Board of Directors by resolution. The District has annual audited financial statements prepared by a Certified Public Accountant (CPA) which serves as financial assurance for the use of public funds.

Table 1-3 provides year-end financial information for the District. This table summarizes the Statement of Activities included in the reference fiscal year audits. Refer to the following hyperlink from the District's website to download full copies of the District's FY 2018-19 Audit: <https://www.gcsd.org/fy-2018-19-audited-financial-statements>.

Table 1-3: GCSD Financial Summary

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Beginning Aggregated Net Position	9,274,140	9,486,579	9,563,414	10,686,304	11,533,780
Ending Aggregated Net Position	9,486,579	10,735,238	10,686,304	11,533,780	12,717,057
Revenue					
<u>General Revenue</u>					
Property Taxes	1,071,197	1,101,047	1,133,799	1,180,524	1,223,172
Interest earnings	6,717	17,833	17,697	56,162	77,989
Other Revenues	93,105	54,963	75,987	84,959	164,673
Loss on disposal of capital asset	-	-	-	(72,612)	-
Sub-total	1,171,019	1,173,843	1,227,483	1,249,033	1,465,834
<u>Program Revenues</u>					
Administration	-	-	-	-	-
Fire	-	-	-	-	-
Parks and Recreation	1,485	1,980	1,845	1,710	2,515
Water	2,603,079	3,168,754	3,165,584	3,184,980	3,256,867
Wastewater	1,867,943	1,862,515	1,862,027	2,023,058	2,283,618
Operating Grants/Contributions	-	-	-	-	-
Capital Grants/Contributions	-	868,469	348,699	410,016	431,844
Sub-total	4,472,507	5,901,718	5,414,155	5,619,764	5,974,844
Total Revenue	5,643,526	7,075,561	6,641,638	6,868,797	7,440,678
Expenses					
Administration	-	-	-	-	-
Fire	1,045,990	1,148,932	1,024,815	1,274,331	1,585,136
Parks and Recreation	83,112	96,952	109,500	331,678	167,847
Water	2,561,328	2,676,791	2,420,904	2,516,717	2,791,551
Davis-Grunksy	989	356	271	(113)	(314)
Wastewater	1,739,668	1,903,871	1,963,312	1,898,708	1,713,181
Total Expenses	5,431,087	5,826,902	5,518,748	6,021,321	6,257,401
Change in net position	212,439	1,248,659	1,122,890	847,476	1,183,277
Accumulated Depreciation	21,207,035	22,471,590	23,488,758	24,170,344	25,200,758

Source: GCSD Consulting CPA Gilbert and Associates Summary Spreadsheet with Notes

The GCSD employs various cost-avoidance practices in its daily operations and practices. The District has taken numerous actions in the last five years to save money and lower expenses. Cost saving practices include investing in infrastructure and equipment replacement, seeking grant funding opportunities, project performance tracking, and appropriately increasing water and sewage rates.

According to planned land uses in the GCSD's service area and its SOI, water and wastewater treatment plants and infrastructure will likely require improvements to accommodate growth and/or to meet new regulations.

Water Rates

The current water rates for the GCSD include a fixed rate charge, a usage rate and a District-wide debt service charge. The fixed rate charge is dependent upon the size of the meter, as shown in the District's current published rate structures. A current water rate schedule is posted on the GCSD website.

The District also charges a *Usage (Variable) Rate* with the cost per gallon depending on the number of gallons of water that are used in a month. A current schedule of water consumption rates is published on the District website. As is indicated by the figures above, the per gallon price of water increases as the amount of water usage increases (GCSD 2019c).

In addition to monthly rates, all water customers are required to pay a *1996-1998 Capital Facilities Bond Fee* of \$9.83 and a *2007 Water Debt Service Fee* of \$10.75 for each water service connection, per month, to pay off water system improvement loans incurred in 1997 and 2007. These loans will be paid off in March 2026 and July 2027, respectively (Tuolumne County LAFCo 2013).

2021 Water Debt Service (formerly called the 2013 Water Debt Service and 2014 Water Debt Service)

The District issued the 2021 Water Revenue Refunding Bond dated December 8, 2020 in the amount of \$3,594,320 with an interest rate of 2.35% to refinance the remaining balance on the Water Revenue Refunding Bonds, Series A, 2013 Installment Sale Agreement and Series B, 2014 Installment Sale Agreement. Payments are due semiannually in July and January. Final maturity for Series A is July 10, 2026 and July 10, 2027 for Series B. The refunding reduced the District's debt service loan amount by \$126, 733. A \$15.57 is billed monthly to all water service connections.

Sewer Rates

The sewer fees consist of a monthly fixed rate service charge and a monthly usage (variable) charge. A current schedule of water consumption rates is published on the District website.

The District issued the 2019 Wastewater Revenue Refunding Bond (2019 Wastewater Refunding) dated December 10, 2019 in the amount of \$1,906,811 with an interest rate of 2.840% to refinance the remaining balance on the Wastewater Revenue Refunding Bonds, Series 2014 bond (2014 Wastewater Revenue Refunding). Payments are due semiannually on July 10 and January 10. Final maturity is on July 20, 2026. The refunding reduced the District's debt service loan amount by \$483,155 and provided for an economic gain (difference between the present value of the old and new debt service payments) of approximately \$71,543 in aggregate savings through the end of the loan term in 2026.

A \$20.42 fee is billed monthly to each sewer service connection that are tributary to Lift Station 7, which serves parcels in the Pine Mountain Lake Subdivision.

A 2018 Sewer Rate Study determined that adopted rate schedule above would generate adequate revenue through the District's connection and service charges to keep up with its operation and maintenance costs and to dedicate capacity to new connections (GCSD 2018a).

It is the GCSD Board's policy to establish rates for water and sewer that cover the cost of system operation, maintenance, improvement and replacement. The GCSD charges a fixed rate charge, a usage rate and a District-wide debt service charge as discussed above. Other sources of revenue

are sought to off-set customer water and sewer rates such as seeking grant funding. .

Fire Services

GCSD funds a minimum staffing of five full time firefighters through its cooperative agreement with CALFIRE. This staffing level provides for an engine staffed with two full time personnel living at the GCSD fire station every hour of every day throughout the year. During the winter months, the County is charged for providing emergency services through CAL FIRE's Amador station located on Merrill Road. An Amador station is a CAL FIRE station, with CAL FIRE staff and equipment. The cost of running the station is borne by the state during fire season. The current contract is for a three-year term at a budgeted amount of \$263,466 a year. The funding for non-fire season staffing provides for a second staffed fire engine serving the Hwy 120 corridor.

In 2019, the Tuolumne County Board of Supervisors was informed by GCSD of the challenges involved with affording the cost of providing fire services and the difficulty in providing emergency responses to developing areas and increasing call volumes outside the District boundaries and SOI; and outside the mutual aid response area for GCSD. At that time, the GCSD General Manager had stated that within three years GCSD will find themselves in a difficult place to afford to fund the CAL FIRE contract for fire services both at the GCSD fire station and that are provided at the CAL FIRE station in Groveland. Due to the evaluation of several land use projects that could utilize the mutual aid response of GCSD fire resources, as well as identified concerns with the financial and staffing level of the department, the GCSD Board directed in 2019 the preparation of a Fire Services Master Plan update. The Master Plan findings and recommendations are detailed in Section 3.4 below. One recommendation in the Fire Master Plan directed the District General Manager to work with the County towards future fire revenues and/or services to offset the fire service/response time impact of new development and increasing call volumes. In considering the financial issues GCSD is facing and that the County does not provide any fire services along the Groveland SR-120 corridor, on September 22, 2020, the County approved an allocation of \$263,466 to provide funding for the Groveland Amador station removing that financial responsibility from GCSD. The action allowed the County to move towards their goal of providing financial relief to GCSD in providing current fire service levels, and with the recognition that there is an identified need for additional first responder services along the SR-120 corridor as. The County's payment for the three-year contract relieved GCSD of a cost of over \$790,000 to other needs within the District. (ESA 2020)

1.4.2 Long Term Financial Considerations

Public Debt and Bonds

The GCSD has incurred outstanding public debt for purchases, upgrades or replacement of capital improvements such as storage tanks, water and sewer lines, and water treatment facilities, ump stations, and wastewater treatment plant upgrades.

In 1996, bonds totaling \$4,600,000 were issued for the purpose of acquisition, construction and improvement of water storage and treatment facilities for the District. Increased population and State Health Department standards necessitated the addition of storage and water treatment capacity to be provided by the construction of two new storage tanks with related water treatment facilities. The project financing included the acquisition of land for one water storage site as well as engineering costs and costs of issuance of the securities. This bond was refinanced in 1998 (*1998 and 2014 Refunding Bonds*) and refinanced in 2021 through an installment sales agreement to acquire lower interest rates and will be paid off in March 2026. Revenue is collected on each customer's water bill

In 2007, the District issued an additional \$9,560,000 in bond/debt for various water and sewer

capital projects as follows:

- *2007 Water Installment Sale Agreement – La Salle Bank National Association:* incurred a debt of \$5,031,000 in May 2007 to pay for federal and State-mandated disinfection upgrades to the two water treatment plants, construction of an alternative water supply system, and upgrades to the radio telemetry and control system (SCADA). The GCSD is collecting a \$10.75 per month *Water Debt Service Fee* from each customer to help repay this debt. This debt was refinanced for cost savings in 2014 and again in 2021, and will be paid off in July 2027, which was the original payoff date prior to refinancing.
- *2007 Sewer Installment Sale Agreement—La Salle Bank National Association:* a debt of \$4,529,000 was incurred in June 2007 to pay for State-mandated upgrades to the District's sixteen sewer lift stations. A monthly *Wastewater Debt Service Fee* of \$25.75 is charge to all wastewater customers tributary to Lift Station 7 to help repay this debt. This debt was refinanced for cost savings in 2014 and again in 2020, and will be paid off in 2026, which was the original payoff date prior to refinancing. Lift Station 16, which serves Big Oak Flat, was not included as a part of this indebtedness and was not upgraded as part of the 2007 debt issuance and was ultimately upgraded in 2016 with a grant from the Department of Water Resources for \$349,424.
- In 2008, a Commercial Loan, from Rabobank in the amount of \$35,586 was incurred as a business loan to finance vehicle replacement and was paid off in September 2013.
- In 2019, a Commercial Loan through the Municipal Finance Corporation in the amount of \$1,525,000 for immediately required Wastewater Treatment Plant Improvements (2019) with annual payments of \$105,234 and scheduled to be paid off in 2039. This Installment Sales Agreement was included with the refinancing of the 2014 Sewer Bonds detailed above. Revenue from wastewater rate increases approved in 2018 fund the annual loan payments.

Most of the District's debt was incurred to upgrade facilities and infrastructure improvements as mandated by regulating federal and State authorities, to replace failed facilities and equipment and to improve operating efficiencies. The existing debts detailed above are repaid through a per lot water stand-by fee, debt service charge, and allocation of water/sewer enterprise funds. The GCSD has never defaulted on repayment of any bonds or other debt (Tuolumne County LAFCo 2013).

Reserve Funds

The GCSD's reserve funds, categorized in the Operational Policies and Procedures Manual (Manual) adopted by the Board in October of 2010, are Designated Reserve for capital improvements, Designated Reserve for operating and other contingencies, and Restricted Debt Service Reserve. The Manual defines the Operational Reserve as funds allocated for the purpose of paying the costs and expenses associated with unanticipated events including but not limited to: temporary cash flow shortages, repair/replacement of facilities, equipment, supplies or infrastructure resulting from a catastrophic event, or expenditures required to respond to an emergency which threatens public health and safety. Funds allocated to the Operational Reserve may also be used to pay damage claims against the District which are not covered by insurance. The Board of Directors may authorize expenditure of the funds allocated to the Operational Reserve on any expenses that may be incurred during the fiscal year for which no specific appropriation has previously been made.

The Manual also stipulates that in a State of Emergency, or in a local emergency as defined by GC §8558, the Board of Directors may temporarily transfer funds from the Operational Reserve to the

District's General Fund to fund those costs necessary to respond to such emergencies. The Board of Directors shall restore any such funds to the designated reserve from which such funds were drawn as soon as feasible pursuant to the requirements of GC §61112 (GCSD 2010).

1.5 GROWTH

1.5.1 Present and Planned Land Use and Development

Future development will be based on land uses designated by the Tuolumne County General Plan and the ability of the GCSD to serve the area with water, sewer, fire protection and park and recreation services to meet the development requirements of the County of Tuolumne.

The District contains a combination of residential, commercial, industrial and recreational land uses. Tuolumne County's General Plan governs land use within the District and includes the following designations: Parks and Recreation (R/P), Public (P), Open Space (O), Low Density Residential (LDR), Medium Density Residential (MDR), High Density Residential (HDR), Estate Residential (ER), Homestead Residential (HR), Rural Residential (RR), Large Lot Residential (LR), Agricultural (AG), Neighborhood Commercial (NC), General Commercial (GC), Mixed-Use (MU), Business Park (BP), Light Industrial (LI), Heavy Industrial (HI), Special Commercial (SC) and Heavy Commercial (HC). (Tuolumne County 2018a)

The area encompassed by the District boundary of the GCSD contains property zoned R-1 (Single-family Residential), R-2 (Medium Density Residential), R-3 (Multiple-family Residential), RE-1 (Residential Estate, One Acre Minimum), RE-2 (Residential Estate, Two Acre Minimum), RE-3 (Residential Estate, Three Acre Minimum), RE-5 (Residential Estate, Five Acre Minimum), A-10 (General Agricultural, Ten Acre Minimum), A-20 (General Agricultural, Twenty Acre Minimum), AE-37 (Exclusive Agricultural, Thirty-Seven Acre Minimum), M-U (Mixed Use), C-O (Neighborhood Commercial), C-1 (General Commercial), C-2 (Heavy Commercial), C-K (Commercial Recreation), B-P (Business Park), M-1 (Light Industrial), M-2 (Heavy Industrial), K (General Recreation), O (Open Space) and P (Public). (Tuolumne County 2019b).

1.5.2 Existing Population and Projected Growth

Within the GCSD District boundary there are 4,335 total parcels, of which 807 are undeveloped (GCSD 2020d). According to Tuolumne County GIS data there are 4,613 total parcels within the SOI Boundary (Tuolumne County 2019b).

The 2010 US Census indicates that there were 4,924 residents in 2010 in the Groveland/Big Oak Flat Census County Division (CCD). The communities of Groveland and Big Oak Flat consist of both year-round and seasonal households. Many properties in the Pine Mountain Lake Subdivision contain second homes, which are only seasonally occupied (Census 2010)

Population growth is expected to increase at an annual rate of approximately 0.8% for Tuolumne County (Tuolumne County, 2019). Based on this growth rate, the District can expect a population increase of approximately 670 people within the next five years.

There are two development projects that are being considered within the District's Sphere of Influence: the Airport Estates and the Long Gulch Subdivision project. Construction of the Airport Estates project would result in 9 residential lots, ranging in size from approximately 2 to 2.9 acres (see Section 4.1.2 for further detail). The Long Gulch project would result in 19 residential lots, ranging in size from approximately 3.0± acres to 12.5± acres.

Additionally, Yonder Yosemite is a proposed hospitality development on 36 acres located within the District's boundaries. The development includes 200 guest suites, a lodge, restaurant, pool, spa and outdoor movie theater. The project proposes connection to the District's water and wastewater systems and will receive fire protection and suppression, emergency response, park and recreation services from the District.

1.6 DISADVANTAGED UNINCORPORATED COMMUNITIES

Pursuant to GC §56430(a)(2), LAFCo is required to include in a MSR a description of the location and characteristics of any disadvantaged unincorporated communities (DUC) within or contiguous to the SOI. Government Code §56033.5 defines a DUC as "inhabited territory that constitutes all or a portion of a disadvantaged community as defined Section 79505.5 of the Water Code." A disadvantaged community is defined as a community with a median household income (MHI) of less than 80 percent of the statewide annual MHI.

Further, GC §56425(e)(2) requires LAFCo to adopt additional determinations for an update of a SOI of a special district that provides public facilities and services related to sewer, water and fire protection. The GCSD provides sewer, water, fire protection, park and recreation services to the DUC of Groveland, including the communities of Big Oak Flat. The GCSD also provides services to the Pine Mountain Lake Subdivision. These services and facilities are provided in an efficient manner to all property owners, residents and visitors of the area regardless of income.

The GCSD service area encompasses the unincorporated community of Groveland, including the Pine Mountain Lake Subdivision, and Big Oak Flat. The communities of Groveland and Big Oak Flat are located approximately 25 miles southeast of Sonora on State Highway 120. Property owners within the District boundaries receiving general services such as water, sewer, park/recreation, community fire protection and emergency services, are considered customers of the District. The Groveland Fire Department routinely provides fire suppression and rescue response outside the District boundaries under an Automatic and Mutual Aid Agreement Local Operating Plan between the Tuolumne County Fire Department, Mariposa County Fire Department and the GCSD. Mutual Fire Aid is provided to all other fire protection agencies in the County, including CalFire, and the USFS.

The 2010 Census identifies the Groveland community as a census designated place (CDP) with a MHI of \$31,587 per year. Pine Mountain Lake is also a CDP that has a MHI of \$54,200 per year. The Census further indicates that the MHI for the State of California is \$61,632 per year. Eighty percent of the statewide MHI is \$49,306 per year. Since the MHI of the Groveland community is less than 80 percent of the Statewide median household income, the Groveland community is a DUC. However, the Pine Mountain Lake Subdivision does not meet the definition of a DUC (Census 2010).

Senate Bill 1087 requires that water use projection of an Urban Water Management Plan (UWMP) include projected water use for single-family and multi-family residential housing for lower income households as identified in the housing element of any city, county or other applicable general plan. Housing Elements rely on the Regional Housing Needs Assessment (RHNA) generated by the State Department of Housing and Community Development (HCD) to allocate the regional need for housing for incorporation into housing element updates. Tuolumne County last updated Chapter 3, the Housing Element of the Tuolumne County General Plan in September 2019. The County's Housing Element identifies a five-year (2019-2024) low-income housing development goal. The target number for new lower income households is 62 extremely low-income units, 63 very low-income units, and 93 low-income units for a total of 218 lower-income units.

Consistent with GC §65589.7, it is GCSD policy to prioritize proposed developments seeking water

and/or sewer service that include housing units affordable to lower income households. To further this policy, the GCSD adopted the following procedures:

GCSD will not deny or condition the approval of an application for services to, or reduce the amount of service by a proposed development that includes housing units affordable to lower income households unless GCSD makes a specific written finding that the denial, condition, or reduction is necessary due to the existence of one or more of the following:

1. GCSD does not have "sufficient water supply" as defined in paragraph (2) of subdivision (a) of Government Code Section 66473.7, or is operating under a water shortage emergency as defined in Section 350 of the California Water Code, or does not have sufficient water treatment or distribution capacity to serve the needs of the proposed development, as demonstrated by a written engineering analysis and report.
2. GCSD is subject to a compliance order issued by the State Department of Health Services that prohibits new water connections.
3. The proposed development is seeking sewer service, and GCSD does not have sufficient collection, treatment, or reclamation capacity, as demonstrated by a written engineering analysis and report on the condition of the collection, treatment, or reclamation works, to serve the needs of the proposed development.
4. The proposed development is seeking sewer service, and GCSD is under an order issued by a Regional Water Quality Control Board (RWQCB) that prohibits new sewer connections.
5. The applicant failed to agree to reasonable terms and conditions relating to the provision of service generally applicable to development projects seeking service from GCSD, including but not limited to the requirements of local, state, or federal laws, and regulations or payment of a fee or charge.

2 INTRODUCTION

2.1 LOCAL AGENCY FORMATION COMMISSION

Local Agency Formation Commissions (LAFCo) are quasi-legislative, independent local agencies that were established by State legislation in 1963 to regulate the boundaries of cities and special districts. There is a LAFCo in each of the 58 counties in California; each LAFCo is an independent public agency.

Through the implementation of the Cortese-Knox-Hertzberg (CKH) Local Government Reorganization Act of 2000 (California Government Code (GC) §56000 et. seq.), the objectives of LAFCo are to encourage the orderly formation of local government agencies and promote the efficient provision of public services, preserve agricultural and open space lands, and to promote orderly growth and discourage urban sprawl.

LAFCo has the authority to establish and reorganize cities and special districts, change their boundaries and authorized services, allow the extension of public services, and a responsibility to perform municipal service reviews (MSRs), and establish spheres of influence (SOI). Some of LAFCo duties include regulating boundary changes through annexations or detachments and forming, consolidating, or dissolving local agencies.

2.2 TUOLUMNE LAFCO

The CKH provides for flexibility in addressing State regulations to allow for adaptation to local needs. Tuolumne County LAFCo has adopted policies, procedures and principles that guide its operations. These policies and procedures can be found on Tuolumne LAFCo's website at the following location: <https://www.tuolumnecounty.ca.gov/143/Local-Agency-Formation-Commission>. The Tuolumne County LAFCo adopted policies related to Municipal (urban) Services on November 26, 2001.

Tuolumne LAFCo has a public Commission with seven regular Commissioners and four alternate Commissioners. The Commission is composed of two members of the Tuolumne County Board of Supervisors, two City Council members, two Special District representatives, and one Public Member-At Large. The Commission also includes one alternate member for each represented category.

2.3 MUNICIPAL SERVICE REVIEW

The CKH (GC §56430) is the statutory authority for the preparation of an MSR and periodic updates of the SOI of each local agency. MSRs are required prior to and in conjunction with the update of a SOI.

An MSR is a comprehensive analysis of the services provided by a local government agency to evaluate the capabilities of that agency to meet the public service needs of their current and future service area. An MSR must address the following seven factors:

1. Growth and population projections for the affected area.
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers,

- municipal and industrial water, and structural fire protection in any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
4. Financial ability of agencies to provide services.
 5. Status of, and opportunities for, shared facilities.
 6. Accountability for community service needs, including governmental structure and operational efficiencies.
 7. Any other matter related to effective or efficient service delivery, as required by commission policy.

MSRs include written statements or determinations with respect to each of the seven mandated areas of evaluation enumerated above. These determinations provide the basis for LAFCo to consider the appropriateness of a service provider's existing and future service area boundary.

2.4 SPHERE OF INFLUENCE

The CKH Act requires LAFCo to adopt a SOI for all local agencies within its jurisdiction and review the SOIs every five years (GC 56425(g)). A SOI is "a plan for the probable physical boundary and service area of a local agency or municipality as determined by the Commission" (GC §56076).

The SOI is only one of several factors LAFCo must consider in reviewing individual proposals, such as an application for an annexation to a district or city. (California Government Code Section 56668). However, inclusion of a particular area within an agency's SOI does not necessarily mean that the area will eventually be annexed.

In determining the SOI for each local agency, LAFCo must consider and prepare a written statement of determinations with respect to each of the following (GC 56425(e)):

1. The present and planned land uses in the area, including agricultural and open space lands.
2. The present and probable need for public facilities and services in the area.
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
5. For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, that occurs pursuant to subdivision (g) on or after July 1, 2012, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

These determinations provide the basis for LAFCo to consider the appropriateness of establishing or modifying a service provider's SOI or probable future boundary.

2.5 DESCRIPTION OF PUBLIC PARTICIPATION PROCESS

As a public agency, LAFCo proceedings are subject to the provisions of California's open meeting law, the Ralph M. Brown Act (Government Code Sections 54950 et seq.) The Brown Act requires advance posting of meeting agendas and contains various other provisions designed to ensure that the public has adequate access to information regarding the proceedings of public boards and commissions. Tuolumne County LAFCo complies with the requirements of the Brown Act.

Each MSR is prepared as a draft and will be subject to public and agency comment prior to final

consideration by the Commission. The contents of this review are based primarily upon the information provided in the "Request For information for Municipal Service Reviews" completed for the Groveland Community Services District (GCSD) by Peter Kampa, General Manager, and staff of the GCSD.

2.6 CALIFORNIA ENVIRONMENTAL QUALITY ACT

Municipal service reviews are planning studies that are statutorily exempt from environmental review pursuant to GC §15262 of the *State CEQA Guidelines*. The MSR will be considered by LAFCo in connection with subsequent proceedings regarding the GCSD SOI. An SOI review or update is a project and as such is subject to CEQA consideration.

2.7 SENATE BILL 215

Senate Bill 215 (Wiggins) requires LAFCo to consider regional transportation plans and sustainable community strategies developed pursuant to SB 375 before making boundary decisions. Senate Bill 375 (Sustainable Communities and Climate Protection Act) requires each metropolitan planning organization (MPO) to address regional greenhouse gas (GHG) emission reduction targets for passenger vehicles in their Regional Transportation Plan (RTP) by integrating planning for transportation, land-use, and housing in a sustainable communities strategy.

Tuolumne County is not located within an MPO boundary and therefore is not subject to the provisions of SB 375. However, the Tuolumne County Transportation Council (TCTC) is responsible for developing transportation improvements that reflect the needs, concerns and actions of all the agencies (including Tribal Governments) involved in the Tuolumne County region, while contributing to the region's mobility needs, economic health, and environmental quality. TCTC is also responsible for allocating regional transportation funding to transportation improvement projects consistent with the 2016 RTP for Tuolumne County.

Tuolumne County and the City of Sonora are the local agencies primarily responsible for planning regional growth patterns through adoption and implementation of general plan and zoning regulations. While Tuolumne County is not subject to the provisions of SB 375, LAFCo will review applicable regional transportation and growth plans when considering a change of organization or reorganization application.

3 MUNICIPAL SERVICE REVIEW

3.1 SERVICE OVERVIEW

The CKH identifies seven factors, listed in Section 1.3, to be addressed when preparing a MSR. For each factor, information is gathered and analyzed, with written determinations prepared for LAFCo's consideration. This MSR will be used as an information base to update the GCSD's SOI, including any annexation considerations, and provides a basis for the public, County and LAFCo to discuss changes to the SOI.

3.1.1 Services

The GCSD water system distributes the water to the populated areas of Big Oak Flat, Groveland, and Pine Mountain Lake. The GCSD water supply and distribution system includes 3 water treatment plants, 5 storage reservoirs, and approximately 70 miles of distribution piping. The District provides a treated water supply to approximately 3,500 customers. The District also owns and operates the regional wastewater collection, treatment, and regional recycled water system, which provides sewer service to approximately 1,500 customers within the District's service area.

The areas of Groveland and Big Oak Flat encompassed by the GCSD include 3,230 water service connections, 1,590 sewer service connections and approximately 4,500 parcels who receive Fire Protection/Emergency Services and Parks/Recreation Services provided by GCSD, the majority of which are single-family residences (GCSD 2016a; GCSD 2019b; GCSD 2020a).

Additionally, Pursuant to the Tuolumne County Automatic and Mutual Aid Agreements, the Fire Department of the GCSD provides automatic and mutual aid response to fire and medical emergencies between Moccasin and Yosemite National Park along Highway 120 (Table 3-1). The Fire Department is the only staffed response agency in that unincorporated area of the County except for the CalFire Groveland Station when staffed and available (GCSD 2020a).

Table 3-1: GCSD services provided to the Groveland and Big Oak Flat Communities

Service	Connections	Population (full time)	Parcels
Water	3,230	3,257	
Wastewater	1,590		
Fire/EMS			4,500
Parks/Recreation			4,500

Source: GCSD 2016a; GCSD 2019b; GCSD 2020a.

3.1.2 Service Areas

The GCSD provides potable water delivery, wastewater collection, parks and fire protection services to a 14.9 square-mile service area that includes the communities of Groveland, Big Oak Flat and Pine Mountain Lake with a population of approximately 4,500 residents. In addition to this resident population, the Tuolumne County Visitor's Bureau estimates upwards of 400,000 vehicles access Yosemite National Park annually by way of Highway 120 through Groveland (GCSD 2020a).

3.2 WATER

3.2.1 Service Overview

The GCSD operates 3 water treatment plants, 5 storage reservoirs, and approximately 70 miles of distribution piping. The GCSD provides potable water service to 3,230 service connections (See Figure 3). The Agreement with the San Francisco Public Utilities Commission (SFPUC) allows for the District to purchase a sufficient quantity of water to supply the total water needs of the District service area. The GCSD currently provides water service to 3,257 full-time residents (GCSD 2016a).

Capital Improvement Projects

As of the date of this review, the District has the following projects documented as recently completed, in construction, preparing for public bid or waiting for funding prior to bidding:

General Projects (Provide benefits to all services):

- Administrative Office Building Upgrades – completed 2020
- Administrative Office Asphalt Rehabilitation – Phase I completed in 2021

Water Projects

- Big Creek/Second Garotte Clearwell Rehabilitation - in construction
- Tank 4 Emergency Generator – Completed 2021
- Butler Way Bypass Pump – in construction
- Alternative Water Supply (AWS) Improvements – in planning and design
- Downtown Groveland/Big Oak Flat Water Distribution System Replacement, design and permitting complete, awaiting \$3.4 million grant/loan funding contract

Sewer Projects

- Wastewater Treatment Plant Headworks Replacement – Bidding November 2021
- Sludge Drying Bed Improvements – Construction October 2021
- Rattlesnake Creek Crossing Replacement – completed 2020, \$45,000 grant funded
- Groveland/Big Oak Flat Sewer Collection System Rehabilitation – \$5.8 Million, 75% grant funded, Public Bidding in March 2021
- Generator Replacements for PSPS preparation –Emergency power generators being replaced in 9 pumping and treatment plant locations, funding with \$600,000 in state grant funding. Generators have been ordered and final installation expected by March 2022
- Lift Station 5 Sewer Line Repair – in design
- Wastewater Treatment Plant Road Restoration – Construction October 2021
- Wastewater Treatment Plant Valve Vault Replacement – completed 2019
- Lift Station 2 Improvements – bidding planned for March 2021

Fire Projects

- Jones Hill Fire Fuel Break – Phase 1 completed 2021, \$165,000 grant funded, Additional grants awarded in September 2021 for additional phases of the fuel break and on all district properties
- Fire Station Driveway Restoration – completed 2019
- Fire Station Siding Replacement and Paint – completed 2020

Park Projects (all projects in Master Planning process)

- 2021 Capital Improvements –Currently planning and designing an adventure park and amphitheater development, a system of trails, Irrigation system replacement, restroom plumbing replacements, parking lot resurfacing and striping, replacement of concrete slab under skate park, table and barbeque replacements
- Bike Pump Track, Disc Golf Course, RV Park Development, Mountain Bike Course

- Hetch Hetchy Railroad Trail Development

3.2.2 Water Demand and Capacity

Water Sources

The GCSD has three sources of water: 1) Surface water from the SFPUC Hetch Hetchy Mountain Tunnel at two locations (Second Garrote Shaft and Big Creek Shaft); 2) Surface water that flows into Pine Mountain Lake (water rights owned by the Turlock Irrigation District); and 3) Surface water stored in Cherry Lake owned by the SFPUC and diverted into the Mountain Tunnel in emergency and maintenance conditions. The majority of the District's water is sourced from the Hetch Hetchy Mountain Tunnel (GCSD 2020b).

The surface water supplied to the GCSD from the Hetch Hetchy Mountain Tunnel is provided through a 1967 Agreement with the SFPUC, which was extended in 1984 and will not expire until March of 2034. Under the terms of the Agreement, the GCSD is a retail customer of the City and County of San Francisco. The source of supply for the Hetch Hetchy Reservoir is the Tuolumne River. Big Creek Shaft and Second Garrote tap the underlying Hetch Hetchy Mountain Tunnel as the primary source of water for the GCSD area. This water is considered "pristine" since it originates from high in the Sierra Nevada Mountain Range and is protected in tunnels until it gets to the GCSD. Although the US Environmental Protection Agency (EPA) and the Department of Public Health (DPH) have approved the use of this water without filtering, water from both facilities is treated prior to distribution to its customers. The GCSD treats the water with ultraviolet (UV) light disinfection and chloramines before it is transmitted through the water distribution systems. The Big Creek Water Treatment Facility primarily serves Pine Mountain Lake, while the Second Garrote Water Treatment Facility serves Groveland and Big Oak Flat. The District has an interconnection tying the two distribution systems together between Water Storage Tanks 1 and 3 (Tuolumne County LAFCo 2013). The interconnection is served by the Butler Way Booster Pump system, which was rebuilt and improved using state grant funds in 2021.

From the treatment plants, the treated water travels to the GCSD's distribution system through the underground piping mainly contained in road rights-of-way. The GCSD serves its customers through a network of primarily asbestos cement pipe and polyvinyl chloride pipe ranging in diameter from 2 to 10 inches. The water distribution system is approximately 71 miles long and contains 11 different pressure zones. Figure 3 displays a map of the GCSD water system. Approximately 80% of the existing connections have pressure reducing valves as required by the Uniform Plumbing Code and to protect customer plumbing, and all system services are metered (GCSD 2020b). The District has 3,257 active water connections and serves a population that varies between approximately 4,500 in the winter months to about 9,000 on busy holiday weekends in the summer. (GCSD 2020b)

Water Storage

The overall SFPUC system provides 265 million gallons per day (mgd) of water, of which the GCSD has a share of 0.4 mgd. The GCSD's two water treatment facilities have a combined water storage capacity of 4 million gallons. The GCSD also has five (5) storage reservoirs with a total capacity of approximately 2.5 million gallons. The tank number and storage capacity are shown in Table 3-2. A deficiency in water storage volumes for firefighting purposes is identified in Tank #5, and the construction of additional storage serving the Groveland and Big Oak Flat pressure zone is recommended and being planned by the District.

The District's total storage volume, including the storage at the water treatment plants is 6.64 million gallons of water storage, which is much more than current daily customer demands (discussed below). The GCSD has completed a *Water Supply Critical Dry Period Analysis* that shows even in dry and critical dry years the District has sufficient water storage to meet its customers' daily demands through year 2034 (Tuolumne County LAFCo 2013).

Table 3-2: GCSD Storage Tanks

Tank Number	Water Source	Area Served	Tank Volume (gallons)
1	Second Garrotte Treatment Facility	Groveland, Big Oak and Yosemite Highland Subdivision	500,000
2	Big Creek Treatment Facility	Pine Mountain Lake Subdivision	750,000
3	Big Creek Treatment Facility	Pine Mountain Lake Subdivision	750,000
4	Big Creek Treatment Facility	Pine Mountain Lake Subdivision	500,000
5	Groveland Pressure Zone	Yosemite Highlands Subdivision	140,000
Total Tank Capacity			2,640,000

Source: GCSD 2020b.

Water Demand

According to the California Code of Regulations (CCR), Title 22, Section 64554, when monthly water usage data is available, the maximum monthly water usage for the past 10 years should be implemented to project the community's future water demands. Based on the observed water consumption from 2016 to 2019, the GCSD maximum monthly water consumption in August of 2017. Table 3-3 displays the observed water consumption for the GCSD from 2016 to 2019 (GCSD 2020b).

Table 3-3: GCSD Historical Water Consumption

Month	2016 Million Gallons	2017 Million Gallons	2018 Million Gallons	2019 Million Gallons
January	7.2	8.48	6.69	6.55
February	6.85	1.64	7.2	5.75
March	6.61	1.55	6.51	7.18
April	8.43	8.22	7.39	8.13
May	10.71	6.3	9.64	10.53
June	13.51	12.39	12.56	11.48
July	16.85	13.19	15.31	14.73
August	16.2	20.05	13.82	15.31
September	12.52	15.52	12.04	11.45
October	9.98	12.31	10.15	9.71
November	8.11	11.08	8.56	8.64
December	8.48	7.73	8.06	8.12
Total Usage	125.45	118.47	117.93	117.59
Maximum Usage	16.85	20.05	15.31	15.31
Maximum Month	July	August	July	August

Source: GCSD 2020b.

Table 3-4 provides a summary of the District's potable water demand projections, as well as the Average Day Demand (ADD), Maximum Day Demand (MDD) and Peak Hour Demand (PHD) for the GCSD's water system through 2040. The ADD's were calculated from the maximum month demands reported for the region during the specified year and projected through the year 2040. The MDDs were calculated using the ADD and a factor of 1.5, as specified in the CCR Title 22, Section 64554. The PHD was calculated by applying a factor of 1.5 to the MDD as specified by CCR Title 22, Section 64554 (GCSD 2020b).

Table 3-4: Projected Water Demands (Million Gallons)

	2017	2020	2025	2030	2035	2040
Projected ADD	0.65	0.66	0.68	0.69	0.71	0.73
Projected MDD	0.97	0.99	1.01	1.04	1.07	1.1
Projected PHD	1.46	1.48	1.52	1.56	1.6	1.65

Source: GCSD 2020b.

Water Treatment Plants

GCSD has three (3) Water Treatment Plants (WTP's). GCSD has relied on filtration avoidance to achieve compliance with the Surface Water Treatment Regulations (SWTR) using the disinfection process only. However, since the adoption of the Federal Disinfection Byproducts Rule (DBPR) on January 1, 2004, GCSD modified the disinfection process to achieve compliance with the DBPR and maintain filtration avoidance. Only two (2) of the three (3) treatment facilities are reliant on filtration avoidance: the Big Creek and Second Garrotte treatment facilities.

The GCSD has an alternative water treatment facility that is utilized when the Hetch Hetchy Mountain tunnel is undergoing maintenance or during emergency situations. This treatment facility is recognized as the Alternative Water System (AWS) WTP (GCSD 2020b). The water treatment capacity for each of the WTP's is listed in Table 3-5.

Table 3-5: Water Treatment Plant Capacity

Facility Name	Gallons Per Minute (GPM) Capacity	Gallons Per Day (GPD) Capacity
Big Creek Treatment Facility	1650	2,376,000
Second Garrotte Treatment Facility	620	892,800
Groveland AWS Treatment Facility	600	864,000

Source: GCSD 2020b.

Water for Fire Flows

Fire services in communities are classified by the Insurance Service Office (ISO), which is an advisory organization depended on by insurance companies for establishing the availability and costs for fire insurance. The ISO rating classifies fire service in communities with a ranking from 1 to 10, indicating the general adequacy of coverage. Communities with the best fire protection facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1. Primary factors assessed in establishing ISO ratings are maintaining more than one fire station within a district boundary to meet the 5-mile radius requirements, ensuring appropriate facility maintenance and upgrades are made, and sufficient personnel and volunteers

exist to respond to each station.

The Tuolumne County Fire Department recently received an updated Public Protection Classification rating by ISO of 04/04x, which includes the services of and rating for the Groveland CSD Fire Department. The current ISO ratings are based on fire prevention activities and water storage and pumping capacity.

The GCSD has approximately 535 fire hydrants strategically placed throughout the service area. GCSD's Standards specify a minimum fire flow requirement of 500 gpm for commercial and residential areas. In 2001, Tuolumne County performed a hydrant test within GCSD. The findings indicated that a majority of GCSD's fire hydrants are capable of exceeding the 500 gpm fire flow standard (GCSD 2020b). Figure 5 shows the location of the GCSD hydrants and Fire Stations.

Fire flow is dependent of volume, pressure and flow duration. GCSD is capable of providing adequate volume of water, therefore satisfying two of the three requirements (volume, flow duration). In all regions where fire flow requirements were not met, the reasons were directly related to low pressure. Table 3-6 shows the areas that did not meet the fire flow requirements.

Table 3-6: Low Pressure Zones

Zone	Zone	Location	Pressure¹
GL-C Fire	GL-C	HWY 120	< 0.0 psi
	GL-C	Millen Trailer Park	3.62 psi
BOF Fire	BOF	Majority of Community	< 0.0 psi
PML-W Fire	PML-W	Muller Dr. near PRV-PML-06	< 0.0 psi
	PML-W	Jackson Mill Rd.	< 0.0 psi
	PML-W	Ferretti Rd.	< 0.0 psi
GL-SE Fire	GL-SE	Hillhurst Circle below Tank No. 3	< 0.0 psi
	GL-SE	Elder Lane	< 0.0 psi
PML-C Fire	PML-C	Lower Skyridge Drive	< 0.0 psi

Notes:

¹ A pressure of < 0.0 psi indicates that the fire demand would not be achieved.

Source: GCSD 2020b.

The GL-C zone's low pressure was caused by a looped system comprised of 4-inch pipelines. The low pressure zone at the Millen Trailer park may be resolved by increasing the hydraulic gradient line for the system.

The Big Oak Flat (BOF) zone's low pressure was triggered by system deficiencies. The BOF zone is provided potable water entirely through a single 6-inch dead-end pipeline. A 6-inch dead-end pipeline is not sufficient to provide fire flow conditions.

The PML-W zone is connected to the PML-SW zone. PRV-PML-06, separates the two zones. In normal operation, PRV-PML-06 is closed. By closing this valve, it creates low pressure within PML-W.

Similar to the BOF zone, the GL-SE zone's low pressure is introduced by system deficiencies. The GL-SE zone's deficiency is that it is supplied potable water through a single dead-end 6-inch pipeline that is connected directly to Tank No. 3.

The PML-C zone's low pressure was caused by an un-looped dead-end pipeline within Skyridge Drive.

The District has completed the design of a new water distribution system within Groveland and BOF to address the fire flow conditions and is waiting for CDBG funding through Tuolumne County or DWSRF funding to construction the new distribution system improvements. Funding is expected to become available in 2021 (GCSD 2020b), and completion of this project will increase system fire flow capabilities to acceptable levels. In addition, the District is seeking funding for relocation of Tank 4 to a higher elevation to increase fireflow and also relocation/expansion of Tank 3 to provide adequate water storage for fire flow.

3.2.3 Operations and Capital Needs

GCSD is located on the uppermost portion of the transmission system and has a contract with the SFPUC for raw water supply until 2034. GCSD and SFPUC estimate that sufficient quantities of water will be available from the Hetch Hetchy system to meet projected demands over the next 14 years (GCSD 2016a). Despite being under contract with SFPUC until 2034, repairs to the Hetch Hetchy Mountain Tunnel are needed. During the period of 2007 to 2017 the tunnel was shut down once a year for approximately 60 days. Throughout those 10 years, the raw water supply was interrupted, which required the GCSD to find a new alternative way to supply the community. As stated above, the District was given rights to draw water from Pine Mountain Lake (PML), which is treated at the AWS WTP. The life span of the repairs made between 2007 and 2017 is unknown, and it is currently planned by the SFPUC for the tunnel to be shut down again for repairs/maintenance in the future. To prepare for these shutdowns or any other catastrophic problem that could cause the shutdown of the tunnel, the GCSD recommends transitioning the temporary AWS WTP to a permanent facility (GCSD 2020b).

3.2.4 Water Infrastructure Needs and Deficiencies

The GCSD water system is in reasonably good condition, aside from the deficiencies in fire storage and fire flow conditions discussed above. The 2020 GCSD Agency Facilities and Infrastructure report stated that the GCSD water system does not have any active violations and has not received any violations since 2007. Potable water being provided to their customers meets the requirements set forth under the California Waterworks Standards and the SWRCB-DDW (GCSD 2020b).

Indicators of distribution system integrity are the number of breaks and leaks in the system and the rate of unaccounted for water loss. GCSD has drastically reduced the amount of water loss through the distribution system in recent years. This reduction is due mainly to metering the quantity of water being used for fire suppression or line flushing and replacement of outdated customer/source water meters. In addition to the fireflow improvement project addressed above, the 2020 report identified two additional water infrastructure needs for the district: water meters and AWS WTP improvements (GCSD 2020b).

Water Meter Improvements

The GCSD utilizes manual water meters to monitor and measure the amount of water used within each active connection. The District's operators must visit each individual meter and manually record each water meter reading to obtain water usage information. This is an outdated, inaccurate and inefficient way to monitor water usage. District residents pay a fixed plus variable rate for water services. The variable rate charged plays a small role in the resident's total monthly water bill. Rate increases implemented beginning in 2016 and extending through 2020 increased the variably component of the water rate significantly, encouraging water conservation within the District.

California legislature has recognized the importance of water metering and has passed several bills requiring meters throughout the State. In 2004, AB 2572 closed the loophole in the SB 229 by

requiring urban water utilities to meter all municipal and industrial users by 2025 and charge metered customers based on the actual volume of water delivered.

Metering water usage and billing residents based on volumetric rates is the best way to promote water conservation and reduce lost or unmetered water. The District is actively seeking funding to transition their current metering system to a more technologically and time efficient, system before the 2025 deadline. This deadline does not apply to the transition to AMI.

To fund the construction of these improvements, the GCSD has applied for a United States Department of Agriculture (USDA) grant/loan funding to pay for the installation of a water meter improvements and permanent AWS system installation.

AWS WTP Improvements

The AWS WTP is a revolutionary facility that was designed with simplicity in mind. The District's main objective was designing a temporary facility that runs simply and can be constructed/deconstructed effortlessly and construct a treatment facility capable of treating raw water from the Pine Mountain Lake to drinking water standards. However, while the AWS WTP is capable of treating raw water from Pine Mountain Lake to drinking water standards, it is neither simple to run nor easily constructed/deconstructed. Many aspects of the treatment must be manually monitored and altered to ensure proper treatment is achieved and overflow does not occur (GCSD 2020b).

The AWS WTP was designed to be a temporary pop-up water treatment facility. The intent was that the plant would be constructed before the first day of maintenance each year and deconstructed after the annual 60-day maintenance shutdown period of the Hetch Hetchy Mountain Tunnel had lapsed. This way, the AWS WTP would not interfere with the Pine Mountain Lake Homeowner's Association (PMLA) or County Sheriff Department. Due to the complexity of the treatment facility, required tools to deconstruct and transport the treatment units and the need for the membrane filters to be submerged underwater, GCSD has decided to leave the AWS WTP system up year-round. For this reason, PMLA charges the District an annual fee to house the AWS WTP.

The GCSD must be capable of providing their customers potable water under the worst-case scenario. Due to the aging infrastructure of the Hetch Hetchy Mountain tunnel, the GCSD require a permanent alternative water supply method. For this reason, the GCSD has applied for a USDA grant/loan funding to fund the construction of a permanent AWS WTP (GCSD 2020b).

3.3 WASTEWATER

3.3.1 Service Overview

The GCSD wastewater infrastructure consists of a sewer collection system, a wastewater treatment plant (WWTP) and reuse/disposal fields. The District's WWTP receives wastewater generated by residential and commercial customers throughout the Groveland, Big Oak Flat and Pine Mountain Lake communities. The District provides sewer service to approximately 1,590 connections including residents and businesses.

The GCSD operates a wastewater collection, treatment, and storage system and a potable water treatment, storage, and distribution system. These facilities are managed by the Operations Department Manager. All employees in this department are certified by the State of California in the areas of water treatment, wastewater treatment, sewage collection, and/or water distribution (GCSD 2019b).

3.3.2 Wastewater Collection, Treatment and Disposal

The District owns and operates one WWTP with a nominal capacity of 250,000 gallons per day (gpd). The treatment plant consists of primary and secondary treatment. On-site facilities consist of a mechanical shop, laboratory and offices.

GCSD's sewer collection system consists of 16 lift stations, 7 miles of force main, 35 miles of gravity lines, which serve the District's 1,590 connections. All of the lift stations are located in Pine Mountain Lake, except Lift Station 16, which serves Big Oak Flat. The physical state of some of these sewer lines is in poor condition and requires rehabilitation (discussed in detail below) (GCSD 2020b). Capital Improvement Projects are prioritized based on criticality to system operation and impact on system maintenance requirements and Sanitary Sewer Overflows, cost savings, safety and regulatory requirements. Portions of the sewer collection system are internally evaluated annually using CCTV. Failed or failing items that affect regulatory compliance including system overflows are replaced and upgraded as the highest priority. Projects that improve operations and operator/public safety are typically second priority, and improvements for cost savings only are third priority. The District has a draft Capital Improvement Plan that is being evaluated and integrated into the 2021 Water/Wastewater Master Plan Update expected to be completed by November 2021.

There are two reclaimed water storage reservoirs. Reservoir 1 has a storage volume of approximately 14 acre-feet (AF). Reservoir 2 has a volume of approximately 170 AF. Pine Mountain Lake Golf Course operates a small reservoir that blends a portion of the District's effluent with lake water for irrigation of the 110-acre golf course and landscaping. The golf course uses 135 AF annually on average. The remainder of the District's reclaimed water is disposed of on the 14 acres of spray fields on District property (Tuolumne County LAFCo 2013).

Collection

A planning study grant was received in 2015 and a comprehensive engineering report evaluating the condition of the sewer collection network was completed. To fund the construction of the required repairs to the GCSD sewer collection network, the District has applied for and received SWRCB Clean Water State Revolving Fund (CWSRF) construction grant and loan funding (GCSD 2020b) in the amount of \$4,384,176 (Grant) and \$1,461,392 (Loan). The project has been bid and a construction contract awarded in July 2021. Construction is estimated to take approximately 365 working days to complete.

The study revealed that the overall condition of the sewer collection system within Groveland and Big Oak Flats is rated as fair to good in accordance with pipeline standards described below. There are several areas of the collection system, including the pipelines rated as Fair to Immediate Action Required that are causing significant maintenance problems, including many collection manholes not included in the pipeline ratings, that require renovation and replacement. Currently, repairs are prioritized in response to emergency calls from the District's residents. Response consists of GCSD staff addressing problems with the collection system that typically consist of location and repair of back-ups and overflows/spills within the system. Additionally, some manholes become submerged under water during high precipitation events. In some cases, the structural condition of manholes is extremely poor, with cracks and erosion present in the concrete. Further, some areas within Pine Mountain Lake require frequent flushing due to sags in the sewer pipe.

In Spring of 2016 as a component of the planning study, the District conducted a comprehensive Closed-Circuit Television (CCTV) inspection of the sewer collection system within the Groveland and Big Oak Flat communities, assessing approximately 35,000 feet of sanitary sewer.

The condition of the sewer mains was rated using the National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Condition Program (PACP) standardized ratings. NASSCO PACP provides a standardized system for the consistent assessment of sanitary sewer conditions. PACP provides the capability to benchmark sewer conditions in order to track deterioration over time.

The PACP process identifies the major deterioration factors and assigns a rating that is related to the likelihood of failure or collapse. Deterioration factors include surrounding soil condition, position of groundwater table, frequency of sewer surcharging, above ground traffic loading, methods and materials used in construction, third party damages and defects such as roots, grease and debris that result in the need for more frequent cleaning. It is important to note that while the condition of the sewer involves many deterioration factors, both internal and external, a CCTV inspection can only determine the internal defects that affect the sewer condition (GCSD 2020b).

PACP defects are assigned a grade of 1 to 5 in order of increasing severity. Table 3-7 shows the criteria of NASSCO PACP ratings.

Table 3-7: NASSCO Ratings

Rating	Importance	Likelihood of Failure
5- Immediate Attention	Defects require immediate action	Pipe has failed or will likely fail within the next 5 years
4- Poor	Severe defects	Pipe will probably fail in 5 to 10 years
3- Fair	Moderate defects that will continue to deteriorate	Pipe may fail in 10 to 20 years
2- Good	Defects that have not begun to deteriorate	Pipe unlikely to fail for at least 20 years
1- Excellent	Minor defects	Failure unlikely in the foreseeable future

Source: GCSD 2020b.

Due to the topography of the area, the sewer collection system was designed with numerous changes in pipe alignment. Structural pipe ratings are only based on the structural integrity of the pipes and do not factor in operation and maintenance issues such as changes in pipe alignment. Table 3-8 presents a summary of the ratings observed in the 35,037 feet of CCTV video evaluated.

Table 3-8: Summary of Structural PACP Defects

Rating	Size (inches)	Total Length (ft)
5	6"	170
4	none	0
3	6"	340
2	6"	721
1	6" and 8"	34,172

Source: GCSD 2020b.

The CCTV inspection has revealed the condition of approximately 170 feet of line that require immediate attention and another 340 feet that are rated fair. Defects found in the lines include a crushed pipe, delamination, infiltration runners, sags, medium to large joint displacements, deposits and root intrusion.

3.3.3 Operations and Capital Needs

There are plans for several other repairs, rehabilitations, replacements, and capital improvements at the District's treatment facility. The GCSD has received a loan to fund the construction of various improvements throughout the District's WWTP. The various upgrades include improvements to the headworks, irrigation pump station, scum pump station, polymer activation system, screw press and effluent pump station. By completing these improvements, it will increase the plant's efficiency, overall sustainability, and introduce redundancy within the facility (GCSD 2020b). Project design will be completed by September 2021 and construction expected to begin in November or December 2021.

The District received a \$400,000 planning grant from the State Water Board to evaluate the condition of the sewer collection system, which has resulted in the Downtown Groveland/Big Oak Flat Sewer Collection System Renovation project and has received a state water board construction funding agreement in the amount of \$5.8 million of which \$4.8 million is grant.

3.3.4 Regulatory Environment

All wastewater treatment providers are required to comply with effluent quality standards under the waste discharge requirements determined by the RWQCB. There have been no formal Notices of Violation (NOV) from regulatory agencies concerning the District's collection system. The major concerns associated with the GCSD sewer are age and operating condition of the District's collection system. The District has adopted a Sewer System Management Plan (SSMP), evaluates performance annually and updates the SSMP every five years as required.

The GCSD operates under a permit issued by the California Regional Water Quality Control Board, Central Valley Region (CRWQCB). The permit regulates waste discharge requirements for the

wastewater collection, treatment and reclamation system as well as the National Pollutant Discharge Elimination System (NPDES) permit. The CRWQCB adopted Cleanup and Abatement Order No. 5-01-713 in 2001 as a result of sanitary sewer overflows and other Waste Discharge Permit violations. As a result, the District secured the 2007 Sewer Installment Sale Agreement—La Salle Bank National Association and upgraded fifteen sewer lift (pump) stations surrounding Pine Mountain Lake and completed wastewater treatment plant improvements. In 2011, the District was issued a Notice of Violation (NOV) from the California Regional Water Quality Control Board (CRWQCB) alleging various violations of water quality and reporting laws as a result of two sewer spills occurring in 2010 and 2011, and a second NOV on April 9, 2012 for unapproved sludge disposal practices at the wastewater treatment plant.

In response to the two NOV, in May of 2013, the CRWQCB issued the District a Settlement Agreement and Stipulation for Entry of Administrative Civil Liability Order R5-2013-0542. The District complied fully with this order by development of a Sewer System Management Plan (SSMP) in 2012, increasing sewer system inspections and maintenance, making payments to the State Water Board, and completing improvements at the wastewater treatment plant.

The District has received no additional notices or violations from the state since 2013 and completed an update of its Sewer System Management Plan in 2018. The District received a planning grant from the State Water Board to evaluate the condition of the sewer collection system, which has resulted in the Downtown Groveland/Big Oak Flat Sewer Collection System Renovation project and which has received a state water board funding agreement in the amount of \$5.8 million of which \$4.8 million is grant. Construction will begin in May 2021 and be completed by December 31, 2022. This project is expected to likely eliminate SSO caused by poor system condition.

3.4 FIRE PROTECTION AND EMERGENCY SERVICES

3.4.1 Service Overview

The GCSD is authorized to provide fire protection services, rescue services, hazardous material emergency response services, emergency medical services and ambulance services. The Fire Master Plan prepared by Citygate in 2020 found that the GCSD Fire Department is well organized to accomplish its mission to serve a rural population across a varied land-use pattern with a minimal career staff and no volunteer firefighters. The GCSD provides mutual aid to the Tuolumne County Fire Department, CAL FIRE and the USFS under its CAL FIRE Schedule A contract. The department receives good value and benefit from its CAL FIRE Schedule A contract, including mutual aid as needed from the CAL FIRE Groveland Station when staffed during the summer fire season and under the Amador Plan Agreement (GCSD 2020a).

The District owns, maintains, and is responsible for the operations of the GCSD Fire Department. The District funds the entire fire department operation including equipment and fire station, and contracts with CAL FIRE for personnel to staff the station through the Schedule A Contract. The Groveland Fire Station is staffed on a full-time basis. The Schedule A contract provides for five (5) fire fighters total that rotate; one (1) captain and four (4) engineers. Two (2) bodies man the station 24/7. When the state declares the official end to a fire season, funding is halted for the CAL FIRE Schedule B station located on Merrell Rd. Prior to the 2020/21 fiscal year, the District then funded the staffing of two (2) fire fighters at this station through its Amador Plan contract. The financial obligation for the cost of the Amador Plan contract was assumed by the County of Tuolumne effective July 1, 2020. This assists the District in meeting the two in two out requirements to enter a structure fire to initiate fire suppression measures and to achieve the Response Time and Effective Response Force standards adopted by the District in 2020 (GCSD 2020d).

The GCSD Fire Department, currently provides fire protection services and emergency response to a population of approximately 4,500 in the winter months to about 9,000 on busy holiday weekends in the summer. The GCSD provides Mutual Aid to the Tuolumne County Fire Department, CAL FIRE and the USFS. There are two fire stations within the District. The GCSD Station # 78 houses two Type-1 engines and one Type-3 engine, while the CAL FIRE Groveland Station houses two Type-3 engines (GCSD 2020a).

GCSD completed a Fire Department Master Plan in 2020 that contains various recommendations that are identified in Section 3.6.1.3 below (GCSD 2020a).

3.4.2 Facilities and Assets

The Department provides services from one District fire station with a daily response force of two personnel as summarized in Table 3-9. The County also has an Amador Plan contract with CAL FIRE that maintains a two-person CAL FIRE engine based at the CAL FIRE Groveland Station, located approximately one mile west of Groveland, during the winter months. The CAL FIRE Groveland Station also responds to emergency incidents within the District during the summer wildland fire season, as available. Response personnel work a 72/96-hour shift of three consecutive 24-hour days on duty, followed by four consecutive days off (GCSD 2020a).

Table 3-9: Department Facilities, Resources, and Staffing

Station	Address	Assigned Resources	Resource Type	Minimum Staffing	
				Fire Season 5/1-10/30	Non-Fire Season 11/1-4/30
GCSD Station 78	18930 State Highway 120 Groveland, CA	E-781 E-787 E-783	Type-1 Engine Type-1 Engine (Reserve) Type-3 Engine	2	2
CAL FIRE Groveland Station	11300 Merrill Road Groveland, CA	E-4466 E-4476	Type-3 Engine Type-3 Engine	3 3	2
Total Daily Staffing				8	4

Note: Bold font indicates staffed apparatus
Source: GCSD 2020a.

3.4.3 Service Adequacy

There are no mandatory federal or state regulations directing the level of fire service staffing, response times, or outcomes. Thus, the level of fire protection services provided is a local policy decision and communities have the level of fire services they can afford, which may not always be the level desired. However, if services are provided, all local, state, and federal regulations relating to firefighter and citizen safety must be followed (GCSD 2020a). As recommended in the 2020 Fire Master Plan, GCSD has adopted response/deployment standards in accordance with NFPA standards which it has historically met and are intended for future performance measurement, as well as planning for stations, staffing and equipment to be able to meet these standards in the future.

Service response time includes three distinct components (1) 9-1-1 call processing/dispatch time; (2) crew turnout time; and (3) travel time. Recommended best practices for these response components for urban population density areas are 1:30 minutes, 2:00 minutes, and 4:00/8:00 minutes respectively for first-due and multiple-unit Effective Response Force (ERF) responses. For rural response areas, they equate to 1:30 minutes, 2:00 minutes, and 10:30/16:00 minutes, respectively. This slower response performance goal also generally results in less-desirable outcomes including total building fire loss, lower serious emergency medical services (EMS) survivability, and larger wildland fires. Table 3-10 summarizes the GCSD Fire Department's 90th percentile operational response performance over the previous three years (GCSD 2020a).

Table 3-10: Best Practice and GCSD Response Performance

Response Performance Component	Best Practice Goal	GCSD
Call Processing/Dispatch	1:30	0:46
Crew Turnout	2:00	4:25*
First-Due Travel	10:30	9:51
First-Due Call-to-Arrival	14:00	13:42

*Crew turnout performance cannot be accurately measured given current CAL FIRE Tuolumne-Calaveras Unit Emergency Command Center procedures.

Source: GCSD 2020a.

The 2020 Fire Master Plan Update found that the District is providing the best quality fire services it can afford and is facing two primary challenges in its efforts to continue to maintain adequate fire services: (1) long-term fiscal sustainability, and (2) daily staffing capacity (GCSD 2020a).

3.4.4 Operations and Capital Needs

Beginning in Fiscal Year (FY) 2016–17, and continuing again since FY 2018–19, the District has spent more on fire services than it received in revenue. This is the result of several factors including voter defeat of the District's former parcel tax in 2012, minimal growth in the District's property tax base, an increase in revenues of 19 percent from FY 2014–15 to FY 2018–19 compared to an increase in expenditures of 63 percent over the same time, and a 50 percent increase in the District's CAL FIRE Schedule A contract cost over the same time. Tables 3-11 and 3-12 summarize projected Fire Fund expenditures and revenues through FY 2029-30 (GCSD 2020a).

Table 3-11 Projected Fire Service Costs - FY 2020-21 through FY 2024-25

Cost Category	Annual Change Factor	Projected Costs				
		FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
CAL FIRE Schedule A Contract	5.00%	1,131,604	1,188,184	1,247,593	1,309,973	1,375,472
Operations/Maintenance	5.00%	76,124	79,930	83,927	88,123	92,529
District Administration	5.00%	21,007	22,058	23,161	24,319	25,535
Fire Fund Reserve	0.00%	26,500	26,500	26,500	26,500	26,500
Capital Replacement/Renewal		236,500	211,500	231,500	233,500	213,500
Total Projected Expenditures		1,777,873	1,828,616	1,928,147	2,013,655	2,081,337
Projected Revenue		1,142,871	1,174,452	1,208,541	1,244,167	1,280,862
Gap		-635,002	-654,164	-719,607	-769,488	-800,475

Source: GCSD 2020a.

Table 3-12 Projected Fire Service Costs - FY 2025-26 through FY 2029-30

Cost Category	Annual Change Factor	Projected Costs				
		FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
CAL FIRE Schedule A Contract	5.00%	1,444,245	1,516,457	1,592,280	1,671,894	1,755,489
Operations/Maintenance	5.00%	97,156	102,013	107,114	112,470	118,093
District Administration	5.00%	26,811	28,152	29,559	31,037	32,589
Fire Fund Reserve	0.00%	26,500	26,500	26,500	26,500	26,500
Capital Replacement/Renewal		236,500	236,500	242,500	239,500	218,500
Total Projected Expenditures		2,196,404	2,299,074	2,397,578	248,157	2,645,065
Projected Revenue		1,318,658	1,357,588	1,397,685	1,438,986	1,481,525
Gap		-877,746	-941,487	-999,893	1,044,171	1,163,540

Source: GCSD 2020a.

The County's assumption of the District's CAL FIRE Amador Plan Agreement does not fully close this budget gap, and the District would require an additional estimated \$0.635 million in revenue next fiscal year to close the projected gap to maintain current fire services, increasing approximately five percent each subsequent year to an estimated \$1.164 million in FY 2029-30. Section 3.6.1.3 below identifies potential funding strategies for the District to consider to close this revenue gap (GCSD 2020a).

The Fire Master Plan found that the Department's physical resources are appropriate to protect against the hazards likely to impact the District; however, the daily staffing of two to five career response personnel and volunteers is barely adequate to safely perform the critical tasks associated with small, emerging fires and routine single-patient EMS incidents. Even a best-case staffing level of nine career personnel (two District personnel and seven CAL FIRE Groveland Station personnel including a Chief Officer) is insufficient to safely and effectively perform the critical firefighting/rescue tasks at a confined building fire, moderate vegetation/wildland fire,

serious multiple-patient EMS incident, or complex rescue incident in a timely manner without additional assistance. In addition, the District is not geographically located for timely mutual aid, thus a worst-case District staffing of two personnel reflects a likely outcome of not even being able to confine building fires to the building or parcel of origin, an inability to confine a rapidly developing vegetation/wildland fire, and the non-survival of some EMS patients (GCSD 2020a).

Recognizing that the District is currently providing the best fire services it can afford, according to the Fire Master Plan, optimal daily operational response staffing for the District is six personnel given the values to be protected and the risks. This could be achieved incrementally as funding permits by adding one full-time equivalent (FTE) on the District engine, and one Amador Plan firefighter during the winter months, with associated estimated annual costs as summarized in Table 3-13 and Table 3-14. To help ease the fiscal transition associated with adding daily on-duty staffing, the District could seek a Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) grant that reimburses 75 percent of first- and second-year costs, and 35 percent of third-year costs.

The District in 2021 created a Community Facilities District (CFD) to provide special tax funding from new development projects within the District boundaries. The CFD is intended to fund the difference in the cost of providing park and fire services to new development, and the amount of property tax generated from the new development. In addition, in response to approval of two additional resort development projects located outside the GCSD boundaries and SOI, the County has been evaluating the possibility of adding a staffed fire station on the SR 120 corridor near Groveland, or considering expansion of GCSD's boundaries and/or responses to the area under contract. Calls generated from the new resort areas will require GCSD fire response in most cases.

Table 3-13: Estimated Optimal Staffing Level Costs (FY 20-21 through FY 24-25)

Expenditure Category	Annual Change Factor	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
CAL FIRE Schedule A Contract	5.00%	1,131,604	1,188,184	1,247,593	1,309,973	1,375,472
3.0 Additional Engineer FTEs	5.00%	616,497	647,322	679,688	713,673	749,356
Schedule A Contract Total		1,748,101	1,835,506	1,927,281	2,023,646	2,124,828

Source: GCSD 2020a.

Table 3-14: Estimated Optimal Staffing Level Costs (FY 25-26 through FY 29-30)

Expenditure Category	Annual Change Factor	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
CAL FIRE Schedule A Contract	5.00%	1,444,245	1,516,457	1,592,280	1,671,894	1,755,489
3.0 Additional Engineer FTEs	5.00%	786,824	826,165	867,473	910,847	956,389
Schedule A Contract Total		2,231,069	2,342,623	2,459,754	2,582,741	2,711,879

Source: GCSD 2020a.

3.5 PARKS AND RECREATION

3.5.1 Service Overview

The GCSD owns and operates two parks: Mary Laveroni Community Park and Leon Rose Ball Field and dog park. There is an amphitheater in the Mary Laveroni Community Park that consists of a grassy area, one stage, storage area, concession stand and restrooms. In 2008, the County's Youth Center relocated to Mary Laveroni Community Park. The Mary Laveroni Community Park also includes a dog park, a skate park, basketball court and a playground. In 2012, the parking lot and lighting were upgraded at Mary Laveroni Community Park as a joint project with Tuolumne County. Funding was provided by the Groveland Lighting District. The GCSD hopes to do more improvements to Mary Laveroni Community Park as more Lighting District Funds become available.

The Leon Rose Ball Field is used for softball games, and in the past years practice and league play by the Tioga High School Boys Baseball Team and Girls Softball Team. The ballpark has restrooms and lighting for night games (GCSD 2017a).

Community Facilities

Community events are held at Mary Laveroni Community Park in the stage area. The District has been working to develop the Groveland Community Resilience Center, located partially on a parcel of land donated by the District to the County. There is also a library and museum adjacent to the Mary Laveroni Park that is operated by the Southern Tuolumne County Historical Society.

3.5.2 Operations and Capital Needs

As discussed above, the GCSD owns and operates two parks: Mary Laveroni Community Park and Leon Rose Ball Field. These facilities are maintained annually, and improvements added regularly with funding from grants and donations. The following maintenance improvements were recommended in the GCSD Parks Master Plan:

Mary Laveroni Park (Upper Park)

- Replacing current play structures to make ADA compliant (completed in 2016).
- Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking lot, and picnic areas.
- Park rules signage should be introduced in more locations to reinforce proper behavior in the park.

Mary Laveroni Park (Lower Park)

- Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking

lot, picnic areas, and play structure could be improved to enhance image and condition of the park;

- Park rules signage should be introduced in more locations to reinforce proper behavior in the park;
- Maintenance is needed to the shade structure, storage, and amphitheater facilities.

Leon Rose Ballpark

- Accessibility of public restrooms needs to be verified;
- Accessibility improvement to and from parking lot (including signage) need to be verified;
- Parking lot is in need of resurfacing, restriping and drainage improvements;
- Undertake certified ADA Compliance assessment to identify opportunities to improve accessibility;
- Routine maintenance of grounds, landscaping, trash receptacles, restrooms, parking lot, picnic areas and play structure could be improved;
- Park entrance signage could be improved to allow motorists travelling along Ferretti road to more easily determine park location;
- Park rules signage should be introduced in more locations to reinforce proper behavior in the park (GCSD 2017a).

3.6 DETERMINATIONS

3.6.1 MSR Review Factors

3.6.1.1 Growth

1. With the development of the Airport Estates and the Long Gulch project discussed above, an additional 28 lots could be developed. Additionally, there are 807 vacant parcels within the district that could be developed, resulting in growth occurring in the Groveland Community Services District.
2. In the Groveland Community Service District, parcels can be divided or discretionary permits issued to allow additional development that would be dependent on GCSD services.

3.6.1.2 Disadvantaged Communities

1. The community of Groveland/Big Oak Flat has been identified as a disadvantaged unincorporated community.
2. The Groveland Community Services District (GCSD) provides water, sewer, structural fire protection, park and recreational services within its District.
3. The GCSD provides services and facilities to property owners, residents and visitors within its District in an efficient manner.

3.6.1.3 Capacity of Facilities and Adequacy of Services

Water

1. The GCSD's water system is adequate to serve the existing and future population until at least 2034.

2. The GCSD ~~needs should continue its efforts~~ to transition their current metering system to a more efficient, accurate and time efficient system ~~before 2025~~.
3. The PML AWS WTP must be converted to a permanent alternative water treatment plant due to the aging infrastructure of the Hetch Hetchy Mountain tunnel.
4. In the future, replacement of infrastructure may be necessary due to age-related degradation and changes in regulations.

Wastewater

1. The GCSD sewer collection system within Groveland, areas of Pine Mountain Lake, and Big Oak Flats is poor and requires repairs.
2. Repairs are needed in areas identified in the Engineering Report.
3. Repairs, rehabilitations, replacements, and capital improvements at the District's WWTP are needed. The various proposed upgrades include improvements to the headworks, irrigation pump station, scum pump station, polymer activation system, screw press and effluent pump station. Completing these improvements will increase the plant's efficiency, overall sustainability, and add redundancy within the facility.
4. The District's state operating permit for the wastewater treatment plant is nearly 40 years old and will be updated when required by the state at an unknown time in the near future. Significant improvements and upgrades to the treatment plant will likely be required by new state regulations and in the updated state permit.
5. The District should plan system capacities in anticipation of planned future land annexations and development in areas adjacent to its boundaries.

~~In the future, replacement of infrastructure may be necessary due to age and changes in State regulations.~~

Fire Protection and Emergency Services

1. The District Board of Directors adopted the following fire deployment goals to deliver outcomes that will save medical patients when possible upon arrival and to keep small but serious fires from becoming more serious.
 - a. Distribution of Fire Stations: First-due response units should arrive within 14:00 minutes, 90 percent of the time from the receipt of the 9-1-1 call at the fire dispatch center, which equates to a 90-second dispatch time, 2:00-minute crew turnout time, and 10:30-minute travel time.
 - b. Multiple-Unit Effective Response Force (ERF) for Serious Emergencies: A multiple-unit ERF, including at least one Chief Officer, should arrive within 19:30 minutes from the time of 9-1-1 call receipt at fire dispatch, 90 percent of the time. This equates to a 90-second dispatch time, 2:00-minute company turnout time, and 16:00-minute travel time.
 - c. Hazardous Materials Response: To provide hazardous materials response designed to protect the community from the hazards associated with uncontrolled release of hazardous and toxic materials, a fire-due response should arrive within 14:00 minutes, 90 percent of the time from the receipt of the

9-1-1 call at the fire dispatch center to isolate the hazard, deny entry into the hazard zone, and notify appropriate officials/resources to minimize impacts on the community. Following initial hazard evaluation and/or mitigation actions, a determination can be made whether to request additional resources from a regional hazardous materials team.

- d. Technical Rescue: To respond to technical rescue emergencies as efficiently and effectively as possible with enough trained personnel to facilitate a successful rescue, a first-due response unit should arrive within 14:00 minutes, 90 percent of the time from the receipt of the 9-1-1 call at the fire dispatch center to evaluate the situation and/or initiate rescue actions. Following the initial evaluation, assemble additional resources as needed within a total response time of 19:30 minutes to safely complete rescue/extrication and delivery of the victim to the appropriate emergency medical care facility.
2. The Department should work with the CAL FIRE Tuolumne-Calaveras Unit Emergency Command Center to modify its procedures to accurately track crew turnout time.
3. The District should consider augmenting daily on-duty staffing as funding permits.
4. The District's staffing would be much safer and more effective if a total of six firefighters were always stationed in Groveland between the District and CAL FIRE.
5. The District should consider seeking voter approval off an annual parcel assessment or special tax to provide necessary supplemental funding to, at a minimum, maintain current fire protection services.
6. The District should consider seeking a cost recovery/reimbursement agreement with Tuolumne County for the District's percentage of total responses outside of the automatic mutual aid zone.

Parks & Recreation

1. The services provided by the GCSD are adequate for the community.
2. The GCSD operates two public park facilities, including Mary Laveroni Community Park and Leon Rose Ball Field.
3. The Groveland Youth Center is now located within Mary Laveroni Community Park. The District has an MOU with Tuolumne County for the operation of the Youth Center.
4. Improvements are needed at both parks to meet ADA compliance.
5. ~~Routine maintenance of both parks is recommended in the Parks Master Plan.~~
6. ~~Deferred maintenance is needed to the shade structure, storage, and amphitheater facilities at Mary Laveroni Community Park.~~
7. Parking lot is in need of resurfacing, restriping, and drainage improvements at Leon Rose Ball Field.
8. The community services currently provided by GCSD are adequate. Community events are held at Mary Laveroni Community Park at two stage areas. ~~The District's Board/Conference room is also available for public meetings.~~

3.6.1.4 Financial Ability of Agency

1. The GCSD prepares a budget annually. Water and sewage rates were determined through rate studies conducted in 2016 and 2018, respectively. These studies determined that multi-year increases to the current rates were necessary to provide sufficient revenue in both services to fund operations and capital improvements (GCSD 2019c). A portion of the sewer rate increases approved in 2018 was necessary for the District to be in a financial condition to secure the \$1.42.9 million loans and \$4.8 million grant from the State Water Resources Control Board for the collection system improvements project.
2. It is the GCSD Board's desire to strive to keep rates for water and sewer applied as equitably as possible among current and future District customers. The Board has directed the preparation of long term master plan updates in the fire, water and sewer services to accurately understand current cost and the predictable, long term cost of infrastructure and major equipment replacements. These infrastructure and operations plans establish the financial framework to be used by the District to ensure that known long term investments and costs are not deferred to future generations for the sake of subsidizing low service rates today. The GCSD charges a fixed rate charge, a usage rate and a debt service charge as discussed above. Other sources of revenue are sought to off-set customer water and sewer rates, such as evaluating and updating connection and capacity fees charged based on current capital improvement plans, leasing property to cellular providers, charging for services such as new development and building plan review and charging fees for certain permits and seeking grant funding (GCSD 2019c). The District is in the process of establishing-implementing Development Impact Mitigation fees for fire and park services, intended to offset the facility and equipment impacts of new development projects and provide funding for service capacity increases such as new fire engines, fire station expansion and new park amenities to serve increased populations. The District is in the process of forming implementing a Community Facilities District (CFD) to levy a special parcel tax on new development projects to fund offset the fiscal impacts identified and the ongoing operating expenses of fire and park services at levels meeting adopted standards.
3. The GCSD follows the Governmental Accounting Standings Board (GASB) 34 accounting standards.
4. The GCSD has incurred outstanding public debt for purchases, upgrades or replacement of capital improvements such as sewage pump stations, water and sewer lines, water and wastewater treatment facilities. The most significant source of debt is from the capital facilities projects. The current debts are repaid through a per lot water stand by fee, debt service charge, water and sewer enterprise fund revenues. The GCSD has never defaulted on repayment of any bonds or other debt.
5. The funding sources for water and wastewater are from user rates. The fire and park funds are special revenue funds and are funded with general property taxes. A fire services special parcel assessment was not continued by the voters in 2012, and as a result fire department staffing in the GCSD is now provided by CAL FIRE under a Schedule A Cooperative Agreement. GCSD owns and operates the Groveland fire station and provides/maintains all equipment and apparatus used by the CAL FIRE staff. GCSD administers the fire service and manages its planning and finances.
6. As discussed in Section 3.4.4 above, since Fiscal Year (FY) 2016–17, the District has spent more on fire services than it received in revenue. Five full time career fire staff are needed to provide two persons on duty at all times, 24 hours per day, 365 days per

year. As detailed in the District's 2020 Fire Master Plan Update, the current daily staffing of two full time career response personnel is barely adequate. The District is working with the County to plan for increased fire staffing in the region, and the GCSD Board has directed evaluation of the cost and funding opportunities to increase full time GCSD contracted staff to a minimum of 10 to provide 4 on duty at all times. Section 3.6.1.3 discusses recommendations to ensure that the department has adequate funding.

7. The GCSD takes advantage of cost avoidance opportunities, including moving from reactive maintenance programs to pro-active and preventative maintenance programs, establishing infrastructure replacement reserves and replacing maintenance-intensive infrastructure/equipment, cross-training personnel, better computer tracking of operations, maintenance and finance, seeking grant funding, project performance tracking and developing a 5-year running budget. The District is also updating its 20 year old water and sewer Master Plans, ~~expected for completion in February 2021 and~~ which will include a comprehensive Capital Improvement Plan. The District has secured over \$9 million in state grant funding in the past year for critical infrastructure projects and refinanced outstanding debt to lower interest rates and cost.
8. The five-member Board of Directors receive a stipend per meeting, which is determined at the first meeting of each fiscal year in July.
9. ~~The GCSD employs 19 full-time employees, 4 part-time employees and 3 contract employees. One recently established Information Technology positions is currently vacant.~~
10. The District is under a Schedule A contract with CAL FIRE. The Schedule A contract provides for five (5) fire fighters total that rotate; one (1) captain and four engineers. Two (2) bodies man the station 24/7. When the state declares the official end to a fire season, funding is halted for the CAL FIRE Schedule B station located on Merrell Rd. Prior to the 2020/21 fiscal year, the District funded the staffing of two (2) fire fighters at this station through an Amador Plan contract. The financial obligation for the cost of the Amador Plan contract was assumed by the County of Tuolumne effective July 1, 2020.
11. There is an adequate number of customers within the GCSD to pay the current operating costs for providing water and sewer services, however due to varying topography, significant mechanical and complex infrastructure and a relatively low number of customers, the cost per customer to operate the system will be much higher than that of more urbanized areas.
12. It is likely that additional parcels will be annexed, improved or divided in the future which would increase the number of customers paying water and sewer fees, however due to varying topography, significant mechanical and complex infrastructure and a relatively low number of customers, the cost per customer to operate the system will be much higher than that of more urbanized areas.

3.6.1.5 Shared Facilities

1. The Groveland Lighting District could be reorganized to be a part of the GCSD. The GCSD would then be responsible to maintain lighting, add lighting, make public improvements related to lighting. This would also increase funding opportunities for the GCSD.

2. The Mary Laveroni Park parking lot is shared for use by the Yosemite Area Regional Transit (YARTS) as a primary stop. The park parking lot is also shared through easement agreements with PG&E for a PIH to allow for the provision of power to the Groveland business district during PSPS events, and for access from Hwy 120 to the county operated Teen Center, Electric Vehicle Charging Station and Library/Museum.

3.6.1.6 Accountability, Structure, and Operational Efficiencies

1. There are very few government structure options currently available to the Communities of Groveland and Big Oak Flat and the GCSD.
2. Changing the governmental structure in GCSD is generally not feasible. The CSD is an efficient way to provide public services, such as water, and sewer, fire, parks and recreation, to the area.
3. Landowners within the GCSD service area are adequately provided water, wastewater, fire protection, emergency, community facilities, and parks and recreation services.
4. The Groveland Lighting District could be reorganized to be a part of the Groveland Community Services District. The potential for this reorganization is discussed further below.
5. The Groveland Community Services District has reduced its staff from 33 full time employees in 2007, to 23 full time employees in 2012, to 19 full-time employees in 2019. The GCSD now employees 19-21 full time employees ~~and 3 contract employee~~.
6. It is reasonable to conclude that management is efficient.
7. The GCSD's outreach program includes distribution of articles about the District and maintaining a website. The District website design engine is a special service provided to California local government, updated continuously to ensure continuous compliance with all state laws and requirements including SB 929. The District received recognition for Excellence in Transparency issued in 2019 by the Special District Leadership Foundation of the California Special Districts Association.
8. The GCSD conducts business during the regularly scheduled monthly meetings that are open to the public, in compliance with the Brown Act. As of 2020, all meetings are also broadcast and public input taken via the Zoom meeting platform.
9. There is an e-mail address on the website maintained by the GCSD where customers can send comments and/or request information.
10. The GCSD solicits customer feedback and comments from property owners within the District. Customers can submit feedback electronically on the District website, physically at the District office, and the District board meetings.

4 SPHERE OF INFLUENCE

4.1 SOI UPDATE

LAFCo prepares a MSR prior to or in conjunction with the SOI Update process. An SOI Update considers whether a change to the SOI, or probable future boundary, of a local government agency is warranted to plan the logical and orderly development of that agency in a manner that supports CKH Law and the Policies of the Commission. The MSR and required determinations are presented in Chapter 3 of this document and form the basis of information and analysis for this SOI Update. This chapter presents the SOI Update and required determinations pursuant to California Government Code §56425(e) for GCSD.

4.1.1 Existing Sphere of Influence

The existing SOI for GCSD is larger than the District boundary. The SOI for the GCSD was established concurrently with formation of the Community Services District. There have not been any reorganizations of the GCSD or changes in its Sphere of Influence since its establishment. The existing Sphere of Influence boundary for the GCSD is farther reaching than the existing District boundary. In its contract for water with the City of San Francisco and SFPUC, the GCSD's SOI was referred to as its "contract area." The contract area is the extent to which the SFPUC will supply water to GCSD (Figure 2) (Tuolumne County LAFCo 2013).

4.1.2 Study Areas

See Study Areas in Figure 6.

Airport Estates Subdivision

The Airport Estates Subdivision consisting of 21.6± acres and 9 parcels, was approved by Tuolumne County in 2018; however, the subdivision has not been developed. This subdivision is located immediately east of the Pine Mountain Lake Subdivision. The parcels range in size from approximately 2 to 2.9 acres. The 21.6-acre property was rezoned from AE-37:AIR (Agricultural Exclusive, Thirty-Seven-Acre Minimum Airport Combining) to RE-1:AIR (Residential Estate, One-Acre Minimum Airport Combining); and included a General Plan Amendment to change the land use designation from Rural Residential (RR) to Low Density Residential (LDR). The proposed residential subdivision is intended for homeowners with private airplanes to be able to access the adjacent Pine Mountain Lake Airport.

The Subdivision is not located within the GCSD service area boundary; however, the entirety of the project is located within its SOI (Tuolumne County 2018b). Although not a condition of approval for the subdivision, the project developer has entered into agreement with ~~has requested the~~ GCSD provide water service to all lots and sewer service to one lot within the Subdivision. The GCSD agreed to annex the proposed project to its service area to provide water, sanitary sewer, fire and parks services on the condition that the applicant assume all expenses related to annexation, design, preparation of plans, specifications, development, construction and installation of the necessary improvements to extend GCSD services (GCSD 2020e). To facilitate water and sewer service being provided to this subdivision, an application requesting annexation and an annexation agreement has been approved by GCSD's Board of Directors. GCSD has conducted an analysis of the capacity of its sewer and water facilities to accommodate the Airport Estates project. LAFCO will be able to accept the annexation application for processing upon completion of the GCSD MSR/SOI Update.

In the interim, the Tuolumne LAFCo approved an Out of Boundary Service Agreement on October, 8, 2020 to allow provision of water and sewer services to Lots 1 through 8 of the Airport Estates. A condition of approval requires the GCSD and property owner to complete an annexation of the property within one year of the approval of the Agreement.

Long Gulch Ranch Subdivision

The Long Gulch project would result in 19 residential lots, ranging in size from approximately 3.0± acres to 12.5± acres. The project proposes to use on-site wells and private septic systems. It is unclear what impact there will be on GCSD's emergency services. The project is located within the District's SOI and is eligible for application for annexation.

GCSD is strongly recommending annexation of the project for the purpose of extension of water service and installation of fire hydrants, sewer service, and to receive fire and park/recreation services. Due to the close proximity of this project to the District boundaries and infrastructure, additional development being proposed in the vicinity, the drought related failure of groundwater wells in the region and the need for costly upgrades to the District wastewater plant/small current customer base; connection of this project to the public systems should be required.

Terra Vi

Terra Vi Lodge Yosemite is a master planned hotel lodging development designed to address the increased demands for eco-sensitive resorts and local recreation tourism. The project is comprised of various single, two- and three- story buildings and structures beginning at the northwest entrance of Sawmill Mountain Road and continuing northeast as it unfolds and curves back towards SR120. Elements of the project include a public market, general lodge with 100 guestrooms, two manager's suites, and multi-purpose uses, indoor and outdoor areas, and seven guest cabins providing 26 guestrooms, as well as five employee apartments with four rooms in each unit, for a total of 20 employee rooms. It is estimated that the buildings would host an average of 104 guests, and they would accommodate a maximum occupancy of 156 guests.

The project is located outside of the GCSD boundaries and SOI. However, all hazard emergency response service to the project site and the surrounding area is currently provided by the GCSD, though resources from other providers (CALFIRE, USFS, NPS) also could be dispatched to the site depending on the type of incident and resource availability. The GCSD responds to emergencies within its District, and also to out-of-District areas like the project site and the surrounding area through its mutual aid agreement with the County.

To assist with the provision of emergency response services to the project site, the project applicant has agreed to financially support emergency response efforts on the Highway 120 corridor. The County is currently in the process of determining an appropriate fair-share fee for the project, which would be based on per unit of lodging. Proceeds from the fee would be utilized to offset the cost of providing emergency services to the project, and to assist the County with equipment and staffing needs. (Tuolumne County 2020c)

The language of the project's condition of approval reflects the possibility that the future will bring changes to the funding of emergency services. Currently, the County is conducting a study evaluating the potential for a commercial County Services Impact Fee to be adopted. Regardless if an impact fee is adopted, the County will collect the developer's fair share of their draw on emergency services. ~~, which would collect funds at the time of a building permit for a development's fair share draw on County services.~~ Additional efforts by County staff are underway to increase emergency response availability on the Highway 120 corridor. Therefore, at this time, it is not certain how the fair share payment will be made. In the event that at the time of the issuance of the building permit for this project, no other fees or assessments have been adopted by the

Board of Supervisors to fund the cost of providing emergency response to the project site, the applicant will be required to pay an annual fair share contribution to Tuolumne County for their use of emergency services. This fair share fee will be collected for the life of the project, or until another substantially similar funding mechanism is in place. (Tuolumne County 2020c)

Yosemite Under Canvas Project

The Under Canvas project is a transient, 99-tent campground with supporting facilities located adjacent to SR 120 in the vicinity of Hardin Flat, east of the community of Groveland. The camp will operate March through October, as weather allows. Potable water and sanitary sewer is provided by on-site systems owned and operated by Under Canvas (ESA 2020). Mitigation measures for the project include fire prevention planning review by agencies, including the GCSD, for construction and operations.

Similar to the Terra Vi project, all hazard emergency response service to the project site and surrounding areas is also provided by the GCSD, which responds to emergencies within its boundaries and also to out-of-district areas through its mutual aid agreement with the County. To assist with the provision of emergency response services to the project site, the project applicant has agreed to financially support emergency response efforts on the Highway 120 corridor. The County is currently in the process of determining an appropriate fair-share fee for the project, which would be based on per unit of lodging. Proceeds from the fee would be utilized to offset the cost of providing emergency services to the project, and to assist the County with equipment and staffing needs. (ESA 2020) (See also Section 2.4)

Groveland Lighting District

The Groveland Lighting District (GLD) was created in 1919 to place electric lights in the downtown Groveland area of Tuolumne County. The GLD is governed by the Highway Lighting District Act of 1941, Streets and Highway Code Section 19000 et seq. The County of Tuolumne currently operates the Groveland Lighting District, which is governed by the County Board of Supervisors. The Groveland Lighting District is approximately 239 acres and located entirely within the GCSD and SOI boundary (Tuolumne County 2020b).

The GLD is funded through a portion of the ad valorem property taxes paid by the owners of the parcels within the District. In FY 2018-19, District revenues were \$28,404 and expenses were \$2,439. GLD expenses typically consist of paying power bills for the streetlights and changing bulbs in the lights. The District revenues typically exceed the expenses; consequently, the GLD has accumulated a maintenance fund of approximately \$410,594 (beginning balance, FY 2019-20). (Tuolumne County 2020b)

During the 2012 Municipal Review of the Groveland Lighting District, LAFCo recommended that the Groveland Lighting District be dissolved, and future lighting services be provided by the GCSD.

Community Facilities District

In June 2021 the GCSD sought adoption of a resolution of intention for the formation of a Community Facilities District (CFD) within the boundaries of the GCSD to fund the cost of expanding fire and park services in the future as population and service demand increase. The CFD is intended to offset and mitigate the fiscal impact of new development on these services, and applies only to properties that have annexed to the CFD. -to provide funding for fire and park services from new development projects. Tuolumne County's approval of new land development projects and issuance of certain county building permits -would be conditioned on annexation into the CFD and a special tax would then be levied on the properties that annex into the CFD.

Properties are only qualified to annex under the following conditions:

1. New construction or complete demolition and redevelopment of residential projects
2. New construction or complete demolition and redevelopment of hotel projects
3. New construction or complete demolition and redevelopment of RV park projects
4. New construction or complete demolition and redevelopment of commercial/industrial projects
5. Building additions (commercial/industrial) that increase total on-site building footprint by at least 100%
6. Any future projects that are likely to impose negative fiscal impacts to CSD services, as determined by CSD staff.

~~This funding is an annual tax to fund the additional operating cost of providing fire and park services for these new projects. Individual parcels securing building permits, lot splits/combinations, and/or parcel maps of five parcels or less would not be required to annex into the CFD. Annexation to the CFD would be required for subdivisions of more than five lots, new commercial developments, and/or properties receiving Conditional Use Permits for commercial development through the county and other similar entitlements.~~

The services to be funded, in whole or in part, by the CFD would consist of services authorized under Section 53313 of the Government Code, including, but not be limited to, fire protection and suppression services, ambulance and paramedic services, and park maintenance and landscaping services. These services may include direct and incidental costs related to providing for the maintenance of public infrastructure within the area of the CFD and areas adjacent to or in the vicinity of such areas. In addition, the CFD may fund the following related services: furnishing, operating and maintaining equipment, apparatus or facilities related to providing the services and/or equipment, apparatus, facilities or fixtures in areas to be maintained, paying the salaries and benefits of personnel necessary or convenient to provide the Services, payment of insurance costs and other related expenses and the provision of reserves for repairs and replacements and for the future provision of services. It is expected that the services would be provided by the GCSD, either with its own employees or by contract with third parties, or a combination thereof. The services to be financed by the CFD are in addition to those provided in the territory of the CFD before the date of creation of the CFD and would not supplant services already available within that territory if/when the CFD is created. As previously discussed, the District is planning to expand park facilities and operations, as well as to increase fire department staffing as demand increases and funding is available in the future.

4.1.3 Proposed SOI Changes

There is no current proposal by the GCSD to expand or reduce its SOI. There is no anticipated change to the provision of water, wastewater and parks and recreation services. However, there exists a demand for GCSD fire and emergency response services as the primary responding entity outside its boundaries, mutual aid boundaries, and SOI. The GCSD continues to work closely with Tuolumne County through the discretionary entitlement process for pending applications (4.1.2 Study Areas) to identify impacts and mitigation for providing fire and emergency services to these areas, particularly along the SR-120 corridor.

A portion of the District SOI bisects a developed residential community known as Prospect Heights, which contains approximately 85 lots. The District provides all-hazard emergency response to this location under its mutual aid agreement, and the number and frequency of calls to this location are increasing, possibly due to an aging population. A potential expansion of the SOI could be considered to encompass the entire development since services are regularly provided to that location and it one of the more densely developed areas near the District boundaries.

4.1.4 Consistency with LAFCo Policies

The District is comprised of a historical mixed use residential and commercial community with a visitor-oriented economy and open space resources. Affirming the District's 2013 SOI is consistent with LAFCO Policies.

4.2 DETERMINATIONS

It is recommended that the Commission affirm the existing SOI for the GCSD. The following statements have been prepared in support of this recommendation.

4.2.1 Land Uses

- The present and planned land uses in the area, including agricultural and open space lands.

The GCSD contains a combination of residential, commercial, industrial, and recreational land uses and densities. Land use designations within the District include Parks and Recreation (R/P), Public (P), Open Space (O), Low Density Residential (LDR), Medium Density Residential (MDR), High Density Residential (HDR), Estate Residential (ER), Homestead Residential (HR), Rural Residential (RR), Large Lot Residential (LR), Agricultural (AG), Neighborhood Commercial (NC), General Commercial (GC), Mixed-Use (MU), Business Park (BP), Light Industrial (LI), Heavy Industrial (HI), Special Commercial (SC) and Heavy Commercial (HC) General Plan Land Use designations as provided in the Tuolumne County General Plan.

The area surrounding the GCSD and SOI also contains residential zoning which will allow for future development. The area surrounding the District is primarily rural residential, agricultural and forest.

4.2.2 Need for Facilities and Services

- The present and probable need for public facilities and services in the area.

The District provides structural fire protection and emergency services, water service, sewer service, park/recreation services and community facilities management to the areas of Big Oak Flat, Groveland and Pine Mountain Lake. Other service providers/districts encompassing these areas include the County of Tuolumne, the Tuolumne County Resource Conservation District, and County-wide Ambulance District (Tuolumne County LAFCo 2013). The GCSD is estimated to serve a population of approximately 4,500 residents in the winter months and up to 9,000 on busy summer weekends. The residents and visitors currently receiving services from the District will continue to need these public services. Additionally, as discussed above, it is recommended that the 239-acre Groveland Lighting District, which funds lighting in the downtown Groveland area, be dissolved and future lighting services be provided by GCSD.

The Study Areas discussed in Section 4.1.2 will impact the District's provision of fire protection and emergency services due to their location along the SR-120 corridor. Because the District participates in Mutual Aid Agreements with other local, state and federal emergency response agencies in the area (CAL FIRE, USFS, County), it routinely provides emergency services outside of its boundaries and SOI. In response to the Study Area developments, the County is undertaking a study to determine appropriate funding mechanisms and structures to fund the cost of emergency services in the area.

To ensure that the adopted district response times and service standards are not negatively impacted by emergency response provided to continued growth outside the District boundaries, the

County should conduct the following Fire Services review studies for the Hwy 120 corridor:

a. Risk Assessment Standards of Cover

b. Fire services and deployment/response standards

These reports will allow the county and district to appropriately plan geographically and financially for the fire stations, equipment and staffing resources to ensure that fire services can meet adopted standards and service levels as the region grows and emergency calls increase. Establishment of these plans and standards will also allow for the ongoing future evaluation of the District services against its adopted deployment and coverage standards.

4.2.3 Capacity of Facilities and Adequacy of Services

- The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

As determined in the MSR prepared for the District, the GCSD requires updates and repairs to existing infrastructure, facilities and equipment to meet current and future demands for public services within the next five years. The GCSD water ~~system supply and system~~ is adequate to serve the existing and future population until at least 2034, ~~however the District needs to transition their current metering system to a more efficient, accurate and time efficient system before 2025.~~ The PML AWS WTP must be converted to a permanent alternative water treatment plan due to aging infrastructure of the Hetch Hetchy Mountain tunnel. The MSR determined that the GCSD sewer collection system is poor and requires repairs and the District has planned, funded and is proceeding with construction of necessary repairs. The district has spent more on fire services than it received in revenue since Fiscal Year (FY) 2016-17, thus the District should consider seeking voter approval off an annual parcel assessment or special tax to provide the necessary supplemental funding to, at a minimum, maintain current fire protection services. The District also needs to implement its approved Development Impact Fees and Community Facilities District to assist in funding the park and fire services expenses as well as to offset the impacts and prepare for new development.

The Study Areas discussed in Section 4.1.2 will impact the District's provision of fire protection and emergency services due to their location along the SR-120 corridor. In response to the increasing demand for out-of-District emergency service provision, the District has identified the need for additional funding for increased staffing and equipment resources or the location of a funded, staffed County fire station on the Hwy 120 corridor. The County has agreed to fund the District's Amador contract with CAL FIRE for a three-year period. Further, in response to the proposed developments along the SR-120 corridor outside the District's boundaries and SOI, the County is undertaking a study to determine appropriate funding mechanisms and structures to fund the cost of emergency services in the area.

It is also recommended that the county undertake the study discussed above to determine the number of fire station and level of staffing resources and equipment needed to meet deployment and response standards to be adopted for the region. This will determine the amount of revenue needed to fund the cost of the emergency services and establish the fair-share funding amounts mentioned.

4.2.4 Communities of Interest

- The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

The Airport Estates and Long Gulch Subdivisions are included in the Sphere of Influence, which makes them eligible to be annexed into the District boundary upon application to LAFCo (GC Section 56375.5).

The proposed projects known as ~~Airport Estates~~, Terra Vi, and Yosemite Under Canvas and the existing Rush Creek Lodge, Evergreen Lodge, Berkeley Camp, Camp Tuolumne Trails, (San Jose) Family Camp are recreation lodging/camping projects along the SR-120 corridor. The projects are located outside of the GCSD boundary and ~~in some cases, the SOI as well. ; however, Guests at these projects, as well as~~ offsite traffic generated by the projects ~~will be using SR-120 and could increase the impact on emergency and fire services, which are provided by the District in conjunction with other local EMS entities.~~

4.2.5 Disadvantaged Unincorporated Communities

- The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

As discussed in Section 2.6 above, the Groveland community is a disadvantaged unincorporated community. Groveland has a MHI of \$31,587 per year while the MHI for the State of California is \$61,632 per year. Eighty percent of the statewide MHI is \$49,306 per year. Since the MHI of the Groveland community is less than 80%, if the statewide MHI, the Groveland community is considered a disadvantaged unincorporated community consistent with LAFCo Policy.

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2020b. Agency Facilities and Infrastructure. Prepared by am Consulting Engineers.

2020c. Meet the Board- Groveland Community Services District. Accessed October 6, 2020 at <https://www.gcsd.org/meet-the-board>

2020d. GCSD Response to HELIX Environmental Planning Memo Titled Tuolumne County LAFCo – Groveland Community Services District MSR/SOI Update – Follow-up Questions. Dated September 21, 2020.

2020e. Annexation Agreement by and between the Groveland Community Services District and Mid Valley Aviation, LLC regarding the parcels in the Airport Estates Subdivision.

2019a. GCSD Organizational Chart.

2019b. Sewer System Management Plan Update. Prepared by am Consulting Engineers.

2019c. Fee Schedule for Fiscal Year 2019-2020.

2019d. Financial Statements with Independent Auditor's Report, Year Ended June 30, 2019.

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2018b. Financial Statements with Independent Auditor's Report, Year Ended June 30, 2018.

2017a. Groveland Community Services District Parks Master Plan.

2017b. Financial Statements with Independent Auditor's Report, Year Ended June 30, 2017.

2016a. 2015 Urban Water Management Plan. Prepared by am Consulting Engineers.

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2019a. Housing Element.

2019b. Parcel Data Shapefile.

2018a. Tuolumne County General Plan.

2018b. Initial Study/Mitigated Negative Declaration Tentative Subdivision Map TSM17-002, Zone Change RZ17-009 and General Plan Amendment GPA17-008. Prepared by Raney Planning and Management, Inc.

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6 ACRONYMS

ADD	Average Daily Demand
AF	Acre-feet
AWS	Alternative Water System
BLM	Bureau of Land Management
BOE	Board of Equalization
CCR	California Code of Regulations
CCTV	Closed-Circuit Television
CEQA	California Environmental Quality Act
CDP	Census Designated Place
CKH	Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000
CRWQCB	California Regional Water Quality Control Board
CSD	Community Services District
CWSRF	Clean Water State Revolving Fund
DPH	Department of Public Health
EMS	Emergency Management Services
EPA	Environmental Protection Agency
ERF	Effective Response Force
FEMA	Federal Emergency Management Agency
FTE	Full Time Equivalent
FY	Fiscal Year
GC	Government Code
GCSD	Groveland Community Services District
GHG	Greenhouse gas emissions
GPM	gallons per minute
HCD	Housing and Community Development
ISO	Insurance Service Office
LAFCo	Local Agency Formation Commission
MDD	Maximum Day Demand
MG	million gallons
MGD	million gallons per day
MHI	Median household income
MPO	Metropolitan Planning Organization
MSR	Municipal Service Review
NASSCO	National Association of Sewer Service Companies
NPDES	National Pollutant Discharge Elimination System
PACP	Pipeline Assessment Condition Program
PHD	Peak Hour Demand
PMLA	Pine Mountain Lake Homeowner's Association
RHNA	Regional Housing Needs Assessment
RTP	Regional Transportation Plan
RV	Recreational Vehicle
SAFER	Staffing for Adequate Fire and Emergency Response

SB	Senate Bill
SFPUC	San Francisco Public Utilities Commission
SOI	Sphere of Influence
TCTC	Tuolumne County Transportation Council
USFS	United State Forest Service
UV	Ultraviolet
UWMP	Urban Water Management Plan
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant

7 ACKNOWLEDGEMENTS

7.1 REPORT PREPARATION

This MSR/SOI Update was prepared by Helix Environmental, Inc. and Hinman & Associates Consulting, Inc.

Robert Edgerton, Project Manager, Helix Environmental Planning, Inc.
Dan Van Essen, Planner, Helix Environmental Planning, Inc.
David Ludwig, Planner, Helix Environmental Planning, Inc.
Uma Hinman, Hinman & Associates Consulting, Inc.

7.2 ASSISTANCE AND SUPPORT

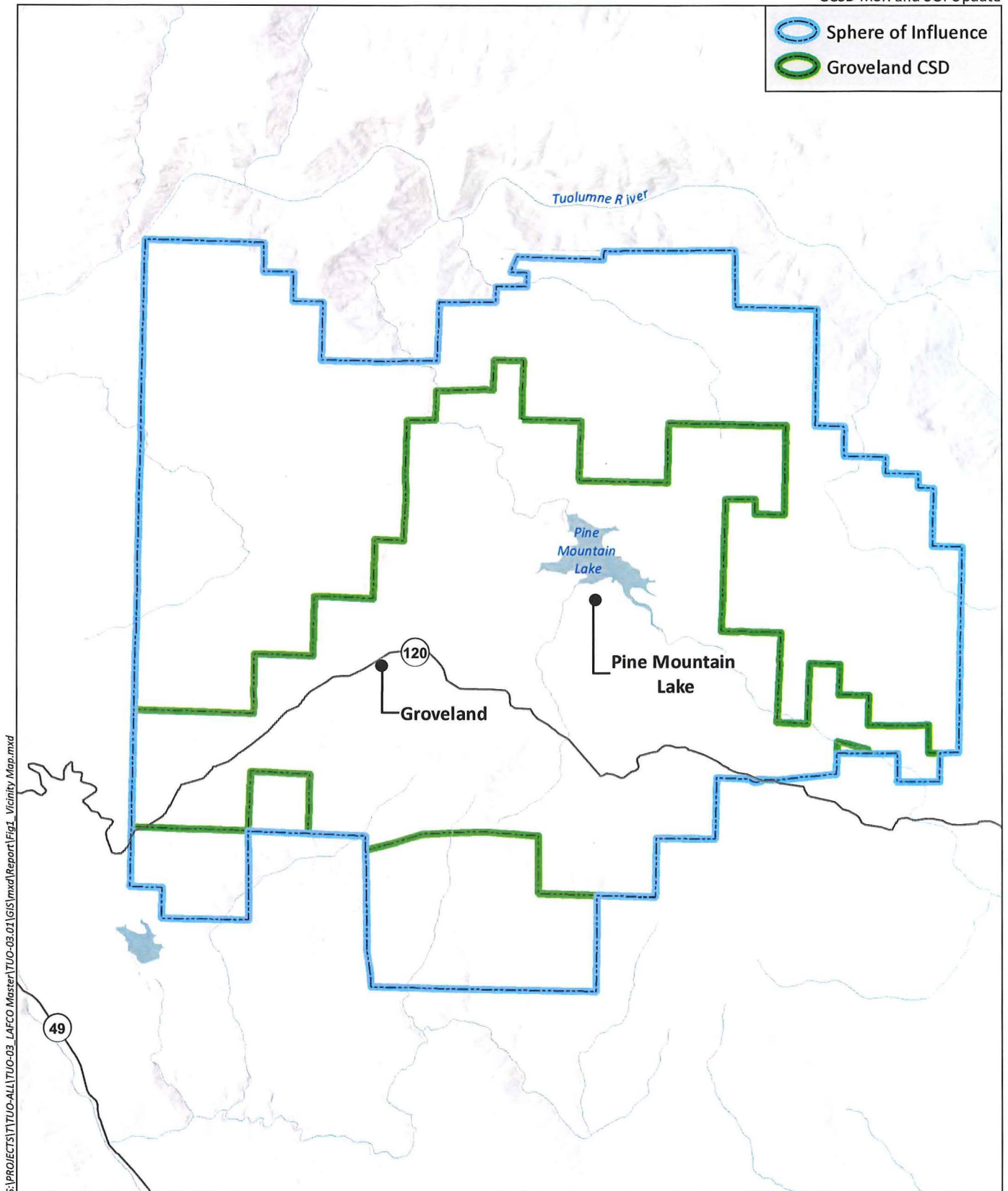
This MSR/SOI Update could not have been completed without the assistance and support from the following organizations and individuals.

Groveland Community Services District
Peter Kampa, General Manager
Jennifer Flores, Administrative Services Manager
Rachel Pearlman, Administrative Services Technician II

Tuolumne County LAFCo
Quincy Yaley, Executive Officer

FIGURES

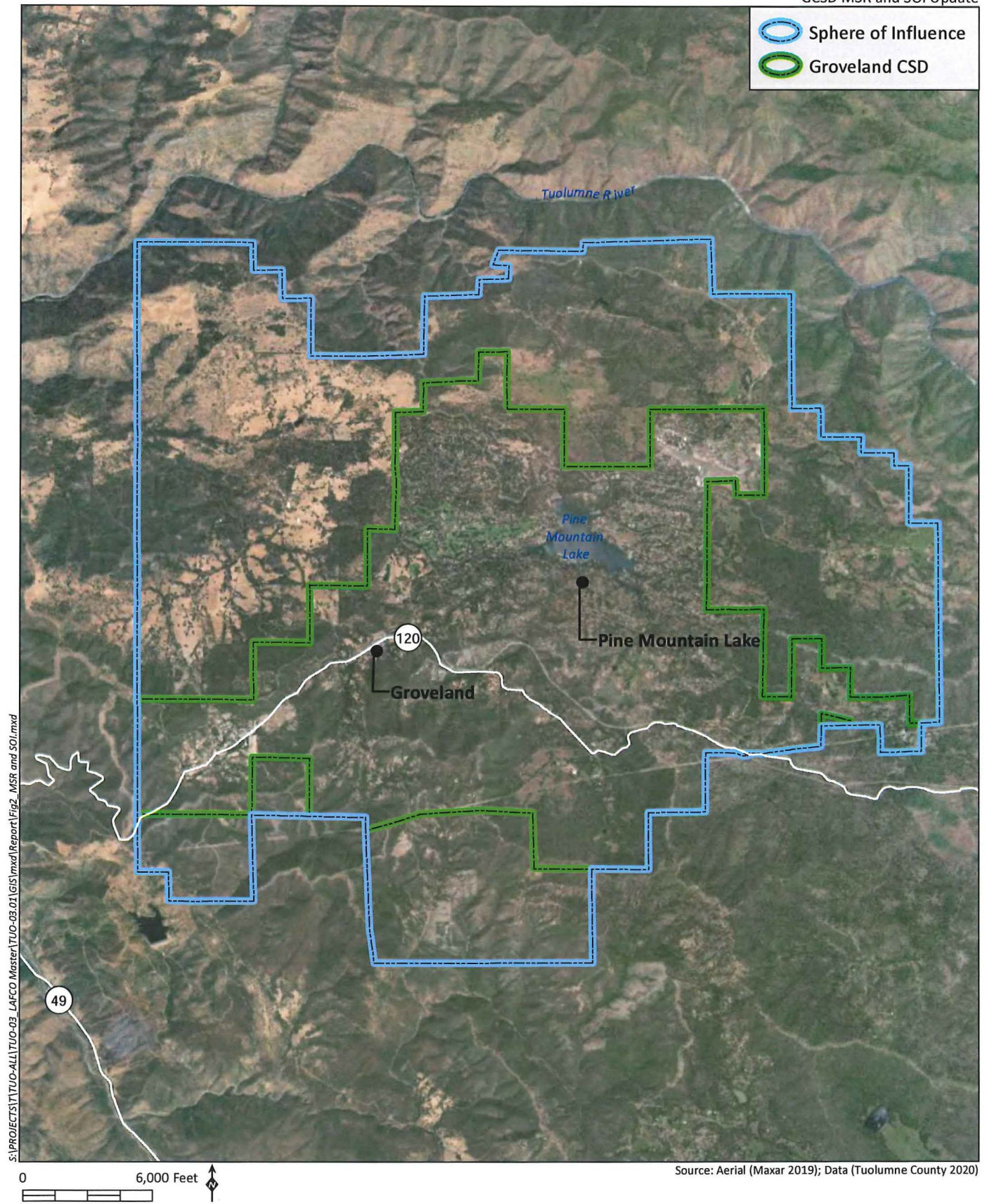
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-  Groveland CSD



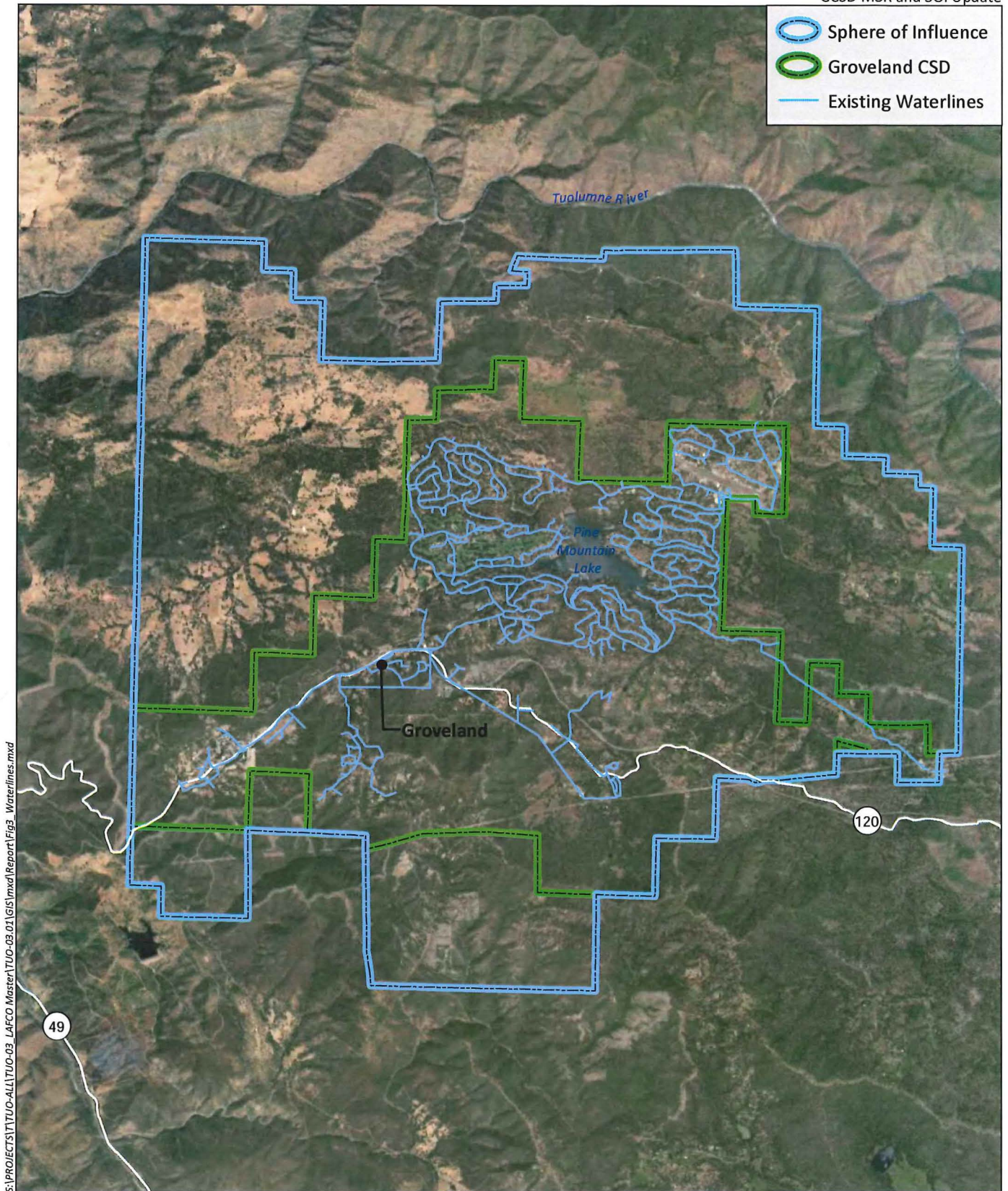
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Source: Basemap (Airbus 2018); Data (Tuolumne County 2020)

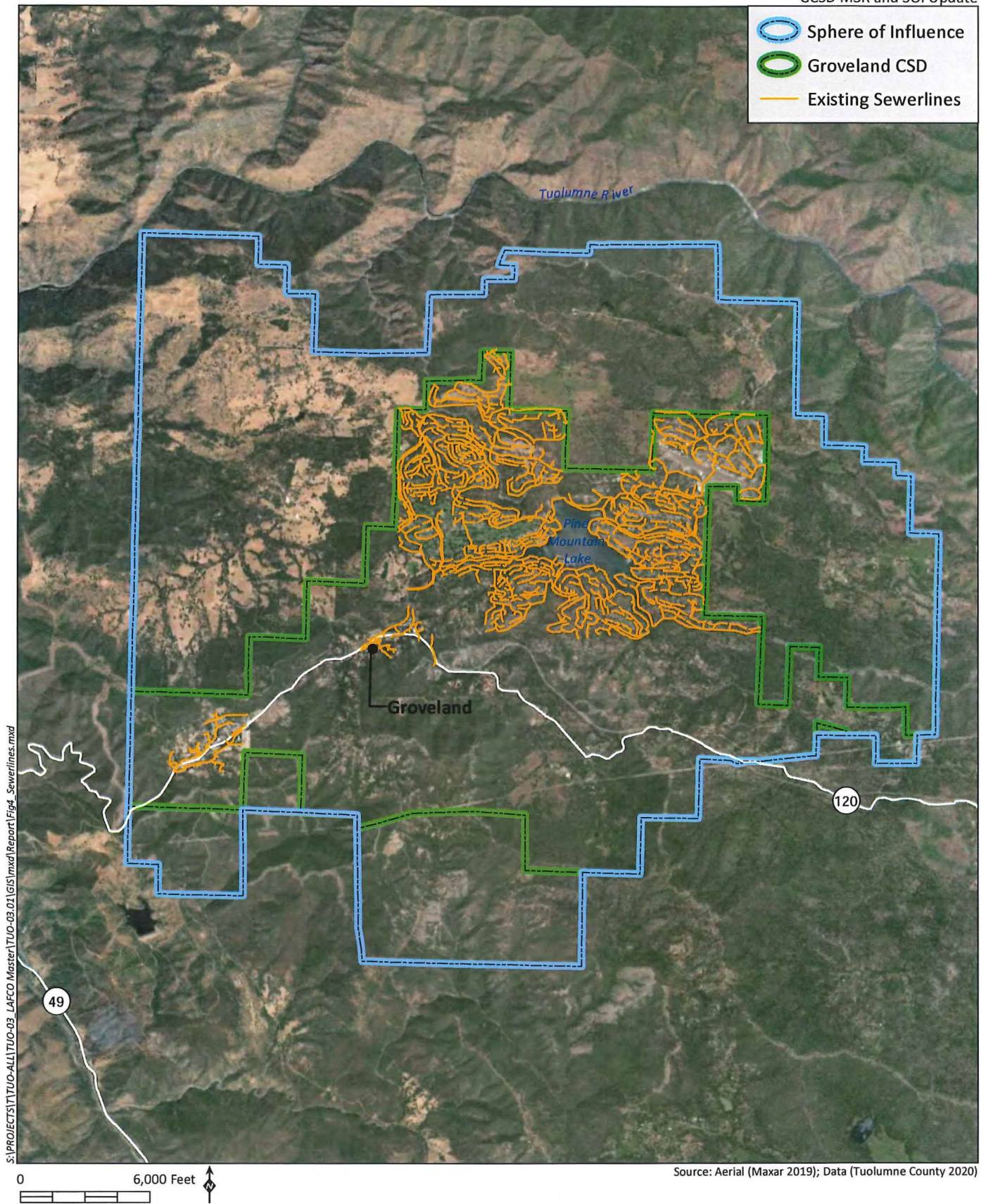


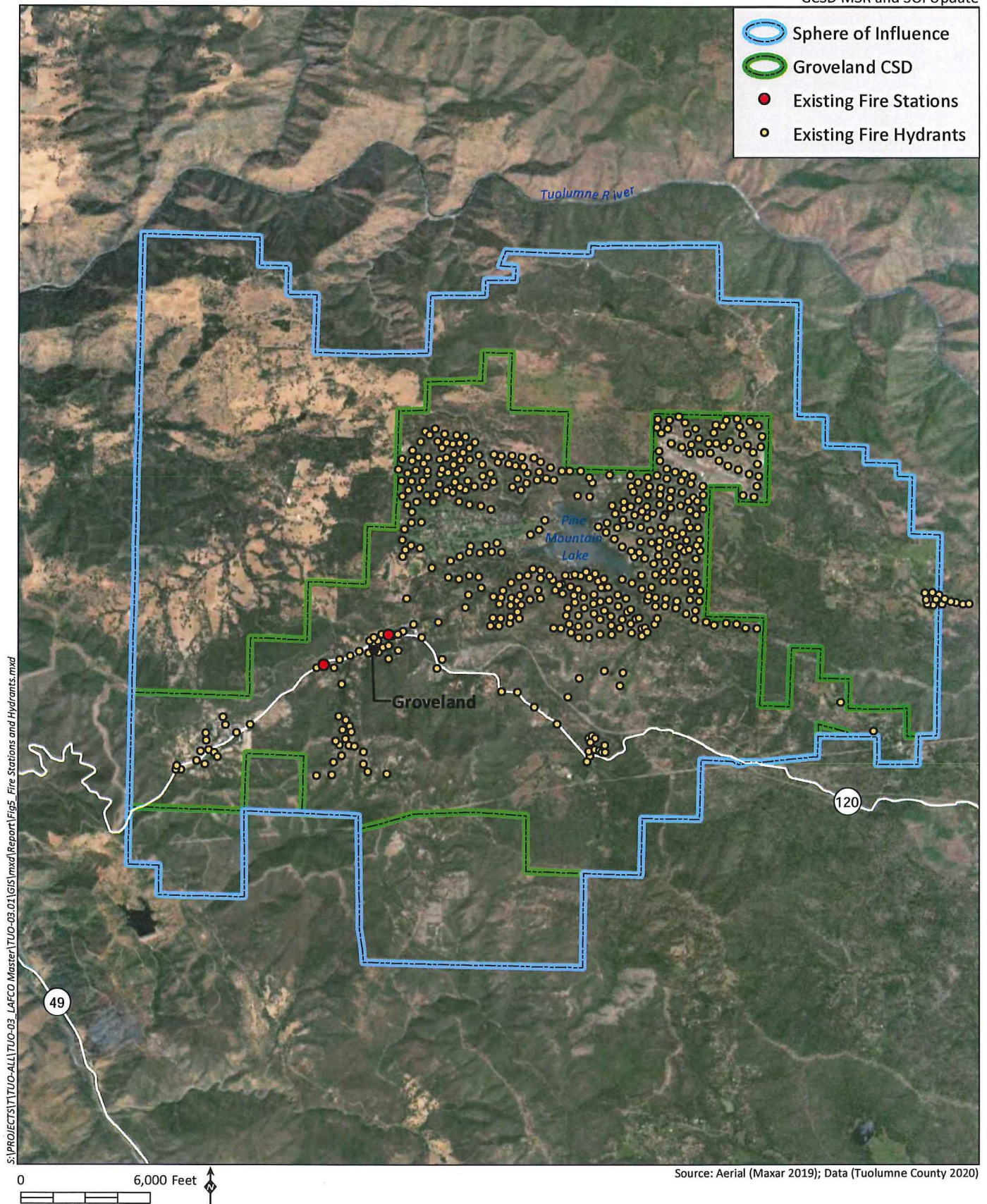
-  Sphere of Influence
-  Groveland CSD
-  Existing Waterlines

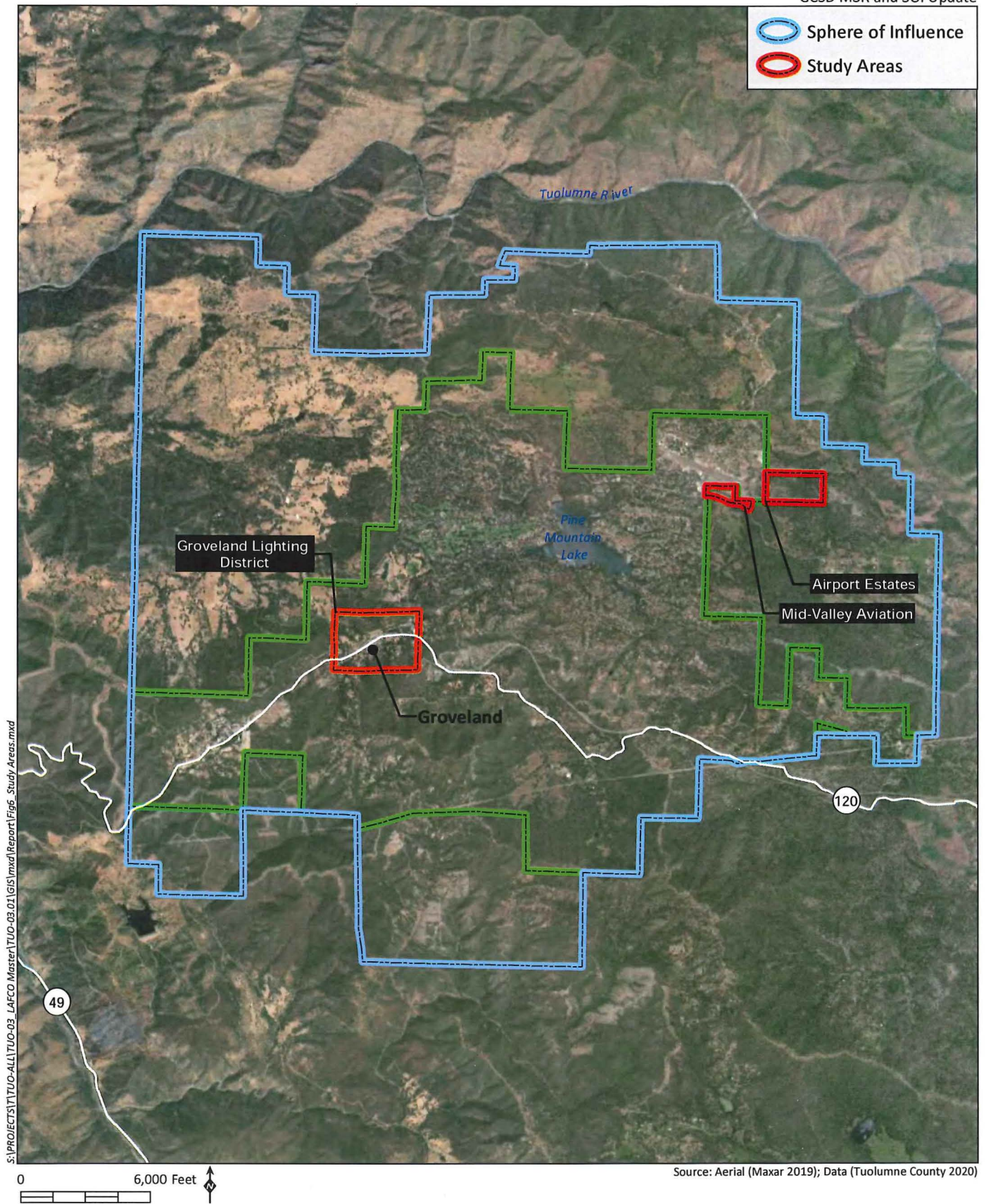


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Source: Aerial (Maxar 2019); Data (Tuolumne County 2020)







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Source: Aerial (Maxar 2019); Data (Tuolumne County 2020)

Unapproved

TUOLUMNE COUNTY LOCAL AGENCY FORMATION COMMISSION

MINUTES

March 14, 2022

PRESENT: Vice-Chair Mark Plummer, Supervisor Ryan Campbell, Supervisor Jaron Brandon, Matt Hawkins, David Boatright and John Feriani

ABSENT: Chair Steve Arreguin

STAFF: Quincy Yaley, LAFCO Executive Officer and Dave Ruby, LAFCO Deputy Executive Officer

CALL TO ORDER: The meeting began at 4:00 p.m.

Vice-Chair Plummer opened the Local Agency Formation Committee meeting and gave an overview of the meeting procedures and Zoom instructions.

Vice-Chair Plummer asked staff to roll call the Commission members.

Chair Arreguin: Absent

Vice-Chair Plummer: Present

Supervisor Ryan Campbell: Present

Supervisor Jaron Brandon: Present

Commissioner Feriani: Present

Commissioner Hawkins: Present

Commissioner David Boatright: Present

Staff indicated that there was a quorum.

COMMISSION BUSINESS:

A. Vice-Chair Plummer led the Commission and audience in the Pledge of Allegiance.

B. Adopting Resolution LAFCO2022-001 authorizing remote teleconference meetings of LAFCO for the period of March 14, 2022 to April 14, 2022.

It was moved by Supervisor Brandon and seconded by Supervisor Campbell to adopt Resolution LAFCO2022-001 authorizing remote teleconference meetings of LAFCO for the period of March 14, 2022 to April 14, 2022.

Vice-Chair Plummer asked staff to roll call the vote.

Chair Arreguin: Absent

Vice-Chair Plummer: Aye

Supervisor Ryan Campbell: Aye

Supervisor Jaron Brandon: Aye

Commissioner Feriani: Aye

Commissioner Hawkins: Aye

Commissioner David Boatright: Aye

Vice-Chair Plummer called for the vote. 6, Ayes; 0, Noes; 0, Abstain.

Motion carried: 6 – 0 – 0 with Chair Arreguin being absent.

- C. Reports : “Reports” are a brief oral report from a committee or commission member and/or County staff, and no committee or commission action will occur. This item is not intended to include in depth presentations or reports, as those matters should be placed on an agenda for discussion.

There were no reports from the Commission or staff.

PUBLIC COMMENT

Vice-Chair Plummer opened the public comment period and asked for those who would like to address the Commission on any item that was not on the agenda. The public may speak on any item not on the printed agenda.

A member of the public asked if there were any special district representatives attending the current LAFCO meeting.

Quincy Yaley, LAFCO Executive Officer, responded that there were two special district representatives that were at the LAFCO meeting.

Vice-Chair Plummer asked if there was anyone else who wished to speak. Seeing no one, he closed the public comment period.

NEW BUSINESS:

- A. Public Workshop – Review the status of LAFCO project LAF20-002, “Consolidation of the Tuolumne City Sanitary District, the Tuolumne Park and Recreation District, and the Tuolumne Lighting District into the Tuolumne Community Services District.”

Ms. Yaley noted that LAFCO is responsible for overseeing the boundaries of special districts to ensure that the County has logical provisions of services. She gave an overview of the application which proposes the formation of the Tuolumne Community Services District, which includes the consolidation of three existing special districts, the Tuolumne City Sanitary District (TCSD), the Tuolumne Park and Recreation District (TPRD) and the Tuolumne Lighting District (TLD). She noted that that the TLD did not submit a resolution to LAFCO indicating their intent to formally join the consolidation but was requested on behalf of TCSD and TPRD. She explained that with the proposed consolidation, all tax revenues, adopted service rates, and other revenues would be allocated to the Community Services District. She noted that the initial Board of Directors would consist of seven members with a minimum of three directors each from TCSD and TPRD. She noted that any properties that are currently receiving services from any of the three consolidated districts would be included in the newly form Community Services District. She gave a summary of the next steps in the applications process. She said that any special district member serving on the Tuolumne County LAFCO shall not be disqualified from voting on proposals affecting their own special district unless the member has a financial conflict of interest.

Vice-Chair Plummer asked if there were any questions from the Commission.

Supervisor Brandon asked for clarification on how the fees associated with the sanitary and fire district will be applied newly formed Community Services District.

Ms. Yaley noted that LAFCO could decide not to comment on how the finances were handled in the new district, or the Commission could create zones of benefit or improvement districts.

Supervisor Brandon asked if the proposed consolidation would impact any fees that are currently allocated to the county for provided services.

Ms. Yaley explained that it would be dependent on what latent powers were activated when approving the application.

Supervisor Brandon asked what changes would require a ballot measure.

Ms. Yaley responded that if there was a protest to LAFCO's decision regarding the proposed application it could lead to a ballot decision.

Vice-Chair Plummer opened the public comment period and asked if there was anyone who wished to speak.

Dave Andres, General Manager of the Tuolumne City Sanitary District, discussed how the tax revenues would be allocated if the proposed consolidation occurred, noting that there is no exchange of money other than what the consolidated entities already receive.

Supervisor Brandon asked what districts in the area are not included in the proposed consolidation.

Mr. Andres noted that the fire district, roads district and cemetery district were not currently included in the consolidation.

Vice-Chair Plummer asked Mr. Andres to clarify how the expansion would affect current taxes and assessments of parcels.

Mr. Andres responded that the expansion would not result in fees for services that parcels do not receive.

Eric Erhardt requested more discussion and better understanding of the latent powers and the impacts they could have on the County.

Pete Kampa, General Manager for Groveland Community Service District, explained that latent powers are not required to be included in the applications for the formation of a district until there is an interest to activate those powers.

A discussion ensued on the process of activating latent powers.

Denise Zitnik, Engineer II of Tuolumne County Public Works, discussed PG&E's Rule 20A utility underground project. She noted that there is no clear determination if the credits being held by PG&E can be transferred to a newly formed Community Service District.

PUBLIC HEARING

NONE

ADJOURNMENT

Vice-Chair Plummer adjourned the meeting at 5:25 p.m.

Respectfully submitted,

Quincy Yaley
Executive Officer