

TWIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Meeting
April 10, 2008

President Johnson called the regular meeting of the Board of Directors of the Twain Harte Community Services District to order at 9:00 a.m.

DIRECTORS PRESENT: Jim Johnson, John Kinsfather, Richard Knudson and Bill Bryant.

DIRECTORS ABSENT: Gary Sipperley.

OTHERS PRESENT: General Manager Stacher, Finance Officer/Board Secretary Hilton, Operations Manager Krawchuk and Fire Chief McCoy.

This meeting is recorded.

AUDIENCE: Carolyn Gunn, Gary Mello, Bonnie Hansen of High Sierra Little League and two local residents.

PUBLIC COMMENT: None.

COMMUNICATIONS: None.

CONSENT AGENDA:

The Consent Agenda consisted of the following:

A. Approval of financial statements through March 31, 2008.

B. Approval of the minutes of the regular meeting of March 13, 2008.

MOTION: Director Kinsfather moved to approve the consent agenda, Director Knudson seconded and the motion carried unanimously.

OLD BUSINESS:

A. Approval of the second reading of THCSO Policy 2315, Job Description – Finance Officer.

MOTION: Director Kinsfather moved to approve the second reading of THCSO Policy 2315, Job Description – Finance Officer. Director Bryant seconded and the motion carried unanimously.

B. Approval of the second reading of THCSO Policy 2370, Job Description – Customer Service Representative.

MOTION: Director Kinsfather moved to approve the second reading of THCSO Policy 2370, Job Description – Customer Service Representative. Director Bryant seconded and the motion carried unanimously.

NEW BUSINESS:

A. Presentation of a Certificate of Appreciation for High Sierra Little League in recognition of the improvements made at Eproson ballpark and the snack shack.

President Jim Johnson and Vice President John Kinsfather presented the certificate of appreciation to Bonnie Hansen, representative of the High Sierra Little League and expressed the District's gratitude for all of the work and improvements that the HSLL has helped to accomplish at the ball field.

B. Discussion/action regarding consultant agreement with Carolyn Gunn.

MOTION: Director Kinsfather moved to approve the consultant agreement with Carolyn Gunn and authorize the General Manager to sign an agreement not to exceed \$3,000.00. Director Bryant seconded and the motion carried unanimously.

C. Approval of water and sewer development agreements for proposed Little Fuller Rd and Big Pine Court development project.

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MOTION: Director Kinsfather moved to approve the water and sewer development agreements for proposed Little Fuller Rd and Big Pine Court development project and authorize the General Manager to sign the agreements. Director Knudson seconded and the motion carried unanimously.

D. Discussion/action regarding approval of the first reading of THCSD Policy 2120, District Cellular Phones.

MOTION: Director Bryant moved to approve the first reading of THCSD Policy 2120, District Cellular Phones. Director Knudson seconded and the motion passed unanimously.

E. Discussion/action regarding approval of the first reading of THCSD Policy 2130, Use of District Vehicles and Equipment.

MOTION: Director Kinsfather moved to approve the first reading of THCSD Policy 2130, Use of District Vehicles. Director Bryant seconded and the motion carried unanimously.

F. Discussion/action regarding approval of the first reading of THCSD Policy 2310, Job Description – Operations Manager.

MOTION: Director Bryant moved to approve the first reading of THCSD Policy 2310, Job Description – Operations Manager. Director Knudson seconded and the motion carried unanimously.

G. Discussion/action regarding approval of the first reading of THCSD Policy 2305, Job Description – Fire Chief.

MOTION: Director Bryant moved to approve the first reading of THCSD Policy 2305, Job Description – Fire Chief. Director Knudson seconded and the motion carried unanimously.

H. Discussion/action regarding approval of the first reading of THCSD Policy 2380, Job Description – Clerk.

MOTION: Director Kinsfather moved to approve the first reading of THCSD Policy 2380, Job Description – Clerk. Director Knudson seconded and the motion carried unanimously.

PRESIDENT'S REPORT: President Johnson reported that the committees are doing well and getting things accomplished.

BD MEMBERS COMMENTS: None.

PARK & REC COMMITTEE REPORT:

The following points were covered and committee meeting notes appended herein.

- Project list update, primary objectives outlined with target dates.
- Brief discussion regarding Bocce court status.
- American Legion Hall/Community Center grant update.
- Reviewed and defined Little League projects and CSD projects.
- Fertilized certain areas and sprayed weeds around the park.
- "No dogs allowed" signs will be installed at the park ball field.

SAFETY COMMITTEE REPORT:

The following points were covered and committee meeting notes appended herein.

- The use of seatbelts was discussed.
- The use of cell phones while driving.
- Door notice delivery.
- First aid and CPR.
- USA alerts and training at TUD.
- Use of reflective signs.

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WATER/SEWER COMMITTEE AND OPERATIONS REPORT:

The following points were covered and committee meeting notes appended herein.

- Report of heater fire in the pump galley.
- Brief presentation regarding contingency plan to bypass pump galley in the event of disaster.
- Chlorine costs are increasing, from \$12. per delivery in November 2007 to \$48. per delivery in March 2008.
- Hydrants are being flushed.
- Shadybrook Lift Station alarm is online.
- Scheduled cleanout for backside of Twain Harte Lake is April 21 or 28th.
- Currently waiting for engineers to investigate sewer line from Meadow to Golf Club Dr.
- Kudos to Frank and Scott for doing an outstanding job notifying restaurants of the upcoming FOG (Fats, oils, grease) program.
- Update on Regional Sewer Advisory Committee (rate study).
- Next Regional Sewer Advisory Committee meeting will be July 17th.
- Twain Harte Drive root notification status.
- Cedar Pines Vista back flow notification status.
- Property owner on Fireside Dr. and Twain Harte Lake have been notified to move forward on the washout.
- Vacuum truck should be arriving in a couple of weeks.

FIRE COMMITTEE AND CHIEF'S REPORT:

The following points were covered and committee meeting notes appended herein.

- Discussed entering into MOU with Cal Fire to allow specific fire personnel to issue citations for 4291 violations.
- Call volume for March was average.
- Will contact draftsmen to draw repair plans for the firehouse wall.
- Hydrant testing to begin in May.
- Local resident has expressed interest in a town siren and is seeking support for the project.

ADMIN/POLICY COMMITTEE REPORT: No report at this time.

FINANCE COMMITTEE REPORT:

The following points were covered:

- Review and discussed draft budget for 2008-09.
- A Board workshop is scheduled for May 2nd to discuss draft budget for FY 2008-09.

STRATEGIC PLANNING COMMITTEE:

The following points were covered and notes appended herein.

- Introduction of Carolyn Gunn and background experience.
- A brief outline of services and cost estimate was provided contingent on Board approval.
- Reviewed current budget with Finance Officer for available funding.
- General Manager to prepare contract for signature pending Board approval.

GEN MGR'S REPORT:

The following points were covered and notes appended herein.

- IRWMP meeting scheduled for March 19 was rescheduled for April 16, 2008 at TUD.

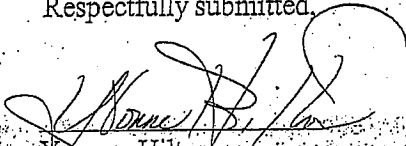
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- Appraisals have been ordered for District property on Vantage Point Drive.
- A State representative has assured us that our proposal for the American Legion Hall/Community Services Center is currently number one on his list.

Adjournment


The meeting adjourned at 11:16 a.m.

Respectfully submitted,



Yvonne Hilton
Secretary to the Board

APPROVED:



Jim Johnson, President