TWAIN HARTE COMMUNITY SERVICES DISTRICT

WATER – SEWER – FIRE – PARK
22912 Vantage Pointe Drive, Twain Harte, CA 95383
Phone (209) 586-3172

REGULAR MEETING OF THE BOARD OF DIRECTORS
THCSD CONFERENCE ROOM
22912 VANTAGE POINTE DR., TWAIN HARTE
November 12, 2026 - 9:00 A.M.

NOTICE: This meeting will be accessible via ZOOM for virtual participation.

- Videoconference Link: https://us02web.zoom.us/j/83225610600
- Meeting ID: 832 2561 0600
- Telephone: (669) 900-6833

❖ Teleconference Location (Director Dearborn): 8606 E Kael Circle, Mesa, AZ 85207

AGENDA

The Board may take action on any item on the agenda.

1. **Call to Order**

2. **Pledge of Allegiance & Roll Call**

3. **Reading of Mission Statement**

4. **Public Comment**
   Our Board values community involvement and encourages public input on matters of District interest. This time is set aside for comment on matters not listed on the agenda.

5. **Presentations**
   A. Presentation of annual employee safety awards.
   B. Demonstration of BEST Device for electric vehicle battery fire suppression (to be conducted after Reports).

6. **Consent Agenda**
   A. Presentation and approval of financial statements through October 31, 2026.
   B. Approval of the minutes of the Regular Meeting held on October 14, 2026.
   C. Accept and file the annual Government Code Section 66013 Capacity Charges Report for Fiscal Year 2024-25.

D. Annual review and submittal of annual report for Policy #1015 – Identity Theft Prevention Program.

7. New Business

A. Discussion/action to review and adopt revisions to Policy #2082 – Internet, Email and Social Media Use.

B. Discussion/action to review and adopt revisions to Policy #4000 – Board of Directors.

C. Discussion/action to adopt Resolution #26-26 – Confirming the Existence of a Public Emergency and Approving a Fiscal Year 2026-27 Sewer Fund Budget Adjustment for Emergency Repair of the Twain Harte Creek Sewer Line Crossing.

8. Reports

A. President and Board member reports.

B. Fire Chief's report.

C. Water/Sewer Operations Manager's report.

D. General Manager's report.

9. Adjourn

HOW TO VIRTUALLY PARTICIPATE IN THIS MEETING

The public can virtually observe and participate in a meeting as follows:

- **Computer**: Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter "anonymous" for your name.
- **Smart Phone/Tablet**: Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter your name and email. Your email will remain private and you may enter "anonymous" for your name.
- **Telephone**: Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

***** NOTE: your personal video will be disabled and your microphone will be automatically muted.

FOR MORE DETAILED INSTRUCTIONS, CLICK HERE

SUBMITTING PUBLIC COMMENT

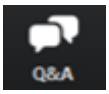
The public will have an opportunity to comment before and during the meeting as follows:

- **Before the Meeting**:
  - Email comments to ksilva@twainhartecsd.com, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.

- Mail comments to Board Secretary: 22912 Vantage Pointe Dr., Twain Harte, CA 95383

- **During the Meeting:**
  - Computer/Tablet/Smartphone: Click the "Raise Hand" icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the "Q&A" icon and type your comment. You may need to tap your screen or click on "View Participants" to make icons visible.

    Raise Hand Icon: 

    Q&A Icon: 

  - Telephone: Press *9 if to notify the host that you have a comment. The host will unmute you during the public comment period and invite you to share comments.

  - In-Person: Raise your hand and the Board Chairperson will call on you.

PUBLIC COMMENT RULES

- If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself.
- If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period.
- Persons providing public comment will be limited to five minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board.
- Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda.
- Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

MEETING ETIQUETTE

Attendees shall make every effort not to disrupt the meeting. Cell phones must be silenced or set in a mode that will not disturb District business during the meeting.

ACCESSIBILITY

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

WRITTEN MEETING MATERIALS

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District's website: www.twainhartecsd.com

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	05A	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	Presentation of Annual Employee Safety Awards		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

Present annual safety awards to employees who have a proven safety record over the past year.

SUMMARY:

The District strongly encourages safe practices within the workplace and realizes benefits when employees remain free of injuries. Healthy, injury-free employees are happier and more capable of providing reliable and efficient services. The District also realizes lower workers' compensation insurance costs when employees remain injury free. For this reason, the District incentivizes employee safety.

Each November, the District presents safety awards to employees who have remained injury-free and engaged in safe work practices over the past year. The District's Employee Safety Award program requirements are detailed in District Policy #2140 – Employee Safety Award.

FINANCIAL IMPACT:

Employee safety awards for this year total $1,600, which is included in the Fiscal Year 2026-27 Budget.

ATTACHMENTS:

- Safety Awards

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	05B	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	Demonstration of BEST Device for electric vehicle battery fire suppression		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Receive a demonstration of the BEST device for electric vehicle battery fire suppression.

SUMMARY:

The District was awarded a $35,900 grant from the Sonora Area Foundation, through its supporting organization, The Irving J. Symons Foundation for Tuolumne County, to purchase a BEST device for safely extinguishing electric vehicle battery fires. The device reduces extinguishment time, water usage, and risks to firefighters.

A demonstration of the BEST device will be provided to the Board to showcase its capabilities and how it will enhance the District's emergency response resources.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

None.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	06A	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Presentation and Approval of Financial Statements through October 31, 2026.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Receive and approve the financial statements through October 31, 2026.

SUMMARY:

This item presents Fiscal Year (FY) 2026-27 financial statements for all District Funds through October 31, 2026. The following is a general summary of the financial statements:

- Operating expenses for all Funds, with the exception of the Park and Sewer Funds, are above the target expenditure level of 33%. This is typical during the early months of the fiscal year, as the target percentage assumes that expenditures occur evenly throughout the year. While the target serves as a useful benchmark for monitoring budget performance, it does not reflect the actual timing of expenditures. At the beginning of each fiscal year, the District makes several significant upfront payments that cover costs for the entire year. As a result, these one-time annual expenditures have already been fully recognized, causing expenses in most Funds to exceed the target percentage. The following are some examples of one-time, annual expenses that have already been fully paid:
    - Annual Property/Liability and Workers' Compensation Insurance Premiums
    - CalPERS Unfunded Liability Payment
    - Water Meter Replacement Annual Loan Payment
    - Water Treatment Chemical Bulk Purchase

- Sewer Fund expenses would be higher if the Sewer Fund's largest expense (a quarterly wastewater treatment invoice from Tuolumne Utilities District) was included. If that bill was provided monthly, Sewer Fund expenses would be 35% of budget.

- In addition to upfront annual payments, Fire Fund expenditures are significantly above budget due to heavy strike-team activity and approximately $172,664 in related expenses, which will be reimbursed with additional revenue later in the fiscal year. Without these expenses, the Fire Fund would be 37% of budget. Fire Capital expenditures are higher than target due to the purchase of the Type 6 Engine.

- Bank balances are healthy and in line with expectations.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Bank Balances – Including a summary of receipts and disbursements
- Operating Expenditure Summary
- Capital Expenditure Summary

TWAIN HARTE COMMUNITY SERVICES DISTRICT
BANK BALANCES
As of October 31, 2026

Account	Beginning Balance	Receipts	Disbursements	Transfers	Current Balance
Five Star - Operating	644,128	409,335	(434,127)	125,000	744,337
US Bank - Operating	1,694	2,116	(25)		3,785
Five Star - Money Market	2,837,870	9,329		(125,000)	2,722,200
CA CLASS - Investment	1,299,642	4,339			1,303,980
LAIF - Investment	930,336	9,288			939,623
TOTAL	**$ 5,713,669**	**$ 434,407**	**$ (434,152)**	**$ -**	**$ 5,713,925**

TWAIN HARTE COMMUNITY SERVICES DISTRICT
26/27 OPERATING EXPENDITURE SUMMARY
As of October 31, 2026

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 33.3%)
Park	109,964	29,421	80,543	26.76%
Water	1,257,771	515,009	742,762	40.95%
Sewer	1,164,594	353,494	811,100	30.35%
Fire	1,392,004	690,484	701,520	49.60%
Admin	889,458	326,448	563,010	36.70%
TOTAL	**$ 4,813,791**	**$ 1,914,856**	**$ 2,898,935**	**39.78%**

Based on FY 26/27 Amended Budget - Amended September 9, 2026

TWAIN HARTE COMMUNITY SERVICES DISTRICT
26/27 CAPITAL EXPENDITURE SUMMARY
As of October 31, 2026

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 33.3%)
Park	129,000		129,000	0.00%
Water	738,100		738,100	0.00%
Sewer	609,700		609,700	0.00%
Fire	489,500	463,787	25,713	94.75%
Admin		-	-	
TOTAL	**$ 1,966,300**	**$ 463,787**	**$ 1,502,513**	**23.59%**

Based on FY 26/27 Amended Budget - Amended September 9, 2026

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	06B	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Approval of the Minutes of the Regular Meeting held on October 14, 2026.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

Approve the minutes of the Regular Meeting held on October 14, 2026.

SUMMARY:

The California Government Code and District Policy #5060 (Minutes of Board Meetings) requires the District to keep a record of all its actions. As such, the District's Board Secretary prepared draft minutes for the Board's Regular Meeting held on October 14, 2026, in the format required by Policy #5060. The Board's responsibility is to review and approve the draft meeting minutes.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Minutes of the Regular Meeting held on October 14, 2026

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
October 14, 2026

CALL TO ORDER: Director Bohlman called the meeting to order at 9:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:
Director Sipperley
Director Bohlman
Director Mannix
Director Mitchell

STAFF:
Tom Trott, General Manager
Lewis Giambruno, Operations Manager
Neil Gamez, Fire Chief
Kimberly Silva, Board Secretary

AUDIENCE:
15 members of the public.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:
No public comment

PRESENTATIONS:

A. Fire Division field save recognition awards.

Chief Gamez presented awards recognizing three field saves made by Twain Harte Fire Department personnel.

CONSENT AGENDA:

A. Presentation and approval of financial statements through September 30, 2026.

B. Approval of the minutes of the Regular Meeting held on September 9, 2026.

MOTION: Director Mannix made a motion to accept the consent agenda in its entirety, with an amendment to the Director's Report to include the name of the award GM Trott received at the CSDA Conference.

SECOND: Director Sipperley

AYES: Sipperley, Mannix, Bohlman, Mitchell
NOES: None
ABSTAIN: None
ABSENT: Dearborn

NEW BUSINESS:

A. Discussion/action to approve an agreement between the County of Tuolumne on Behalf of the Sheriff's Office Jail Industry Authority Program with Twain Harte Community Services District for Inmate Work Crew.

MOTION: Director Sipperley made a motion to approve an agreement between the County of Tuolumne on Behalf of the Sheriff's Office Jail Industry Authority Program with Twain Harte Community Services District for Inmate Work Crew.

SECOND: Director Mitchell

AYES: Sipperley, Mannix, Bohlman, Mitchell
NOES: None
ABSTAIN: None
ABSENT: Dearborn

B. Presentation and discussion of year-end financial report for Fiscal Year 2025-26.

General Manager Trott presented the year-end financial report for Fiscal Year 2025-26, including comparison of actuals and budget.

C. Discussion/action to adopt Resolution #26-25 – Designation of Fiscal Year 2025-26 Year End Balances to Reserves.

MOTION: Director Sipperley made a motion to adopt Resolution #26-25 – Designation of Fiscal Year 2025-26 Year End Balances to Reserves, with authorization for the General Manager to make revisions.

SECOND: Director Mannix

AYES: Sipperley, Mannix, Bohlman, Mitchell
NOES: None
ABSTAIN: None
ABSENT: Dearborn

REPORTS:

President and Board Member Reports

- *Director Sipperley reported on attending the San Francisco Italian Heritage Parade and suggested District participation in next year's parade with the antique fire truck. He also requested that Chief Gamez begin planning a community meeting to educate residents about potential safety concerns associated with electric vehicles (EVs).*

Fire Chief Report by Chief Gamez

- *A verbal summary of the written report was provided.*
- *A verbal summary of the written report was provided by CERT's John Buckingham.*

Water/Sewer/Park Operations Report Provided by Operations Manager Giambruno

- *A verbal summary of the written report was provided.*

General Manager Report Provided by General Manager Trott

- *A verbal summary of the written report was provided.*

ADJOURNMENT:

The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

_____
Kimberly Silva, Board Secretary

APPROVED:

_____
Mary Dearborn, President

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	06C	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Accept and File the Annual Government Vode Section 66013 Capacity Charges Report for Fiscal Year 2025-26.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Accept and file the annual Government Code Section 66013 Capacity Charges Report for Fiscal Year 2025-26.

SUMMARY:

California Government Code 66013 requires the District to complete a publicly available annual report detailing capacity charges that were collected in the previous fiscal year (FY). The report lists the amount of fees that were collected, the capital projects or portions of capital projects to which they were applied, and the projects budgeted for the upcoming fiscal year.

The District collected $3,900 in capacity charges in FY 2025-26. The attached report details how those charges were expended.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Capacity Charges Report for Fiscal Year 2025-26

TWAIN HARTE COMMUNITY SERVICES DISTRICT

CAPACITY CHARGES REPORT

FOR FISCAL YEAR ENDING JUNE 30, 2026

Purpose of the Report

This report is prepared to comply with California Government Code 66013, detailing the amount of capacity charges that were received by the District and on what capital projects those charges were expended.

Capacity Charges Defined

Per § 66013 (b) (3) – Capacity charge means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities.

Charges Collected During FY 2025/2026

Twain Harte Community Services District collects two capacity related charges at the time of new connection - Connection Fees and Capacity Charges. A detailed description of the charges can be found in the District's Water and Wastewater Ordinances. The below tables summarize the connection fees and capacity charges collected in FY 2025-26 and the projects they helped fund.

Activity for Current Reporting Period (FY 2025/2026)

	BEGINNING BALANCE	25/26 COLLECTED	INTEREST	SPENT	ENDING BALANCE
Water					
Connection Fees	$ -	$ 1,000	$ -		$ 1,000
Capacity Charges	-	-	-		-
Sewer					
Connection Fees	$ -	$ 2,900	$ -		$ 2,900
Capacity Charges					-
	$ -	$ 3,900	$ -	$ -	$ 3,900

Beginning /Ending deficit balances are not carried forward

Completed Capacity Charge Expenses for Current Reporting Period (FY 2025/2026)

Expenditures/Capital Projects	25/26 Expense	% Funded by Impact Charges	% Funded by Other Revenue	Total Capacity Charges Expended	Total Other Revenue Expended
Water					
Mazanita Waterline Upgrade*	$ 78,103	1.28%	98.72%	$ 1,000	$ 77,103
Sewer					
Cresta Dr Sewer Replace	$ 79,603	3.21%	96.79%	$ 2,554	$ 77,050
Black Oak Sewer Replacement*	$ 10,800	3.21%	96.79%	$ 346	$ 10,454
	$ 168,507			$ 3,900	$ 164,607

Total Other Revenue-represents the amount not funded by capacity charges, which is made up of grants, user charges an/or district reserves.
*Project Complete

Anticipated Capacity Charge Improvements for FY 2026-27

The below table identifies capacity-related projects that are budgeted for completion in the next reporting period - FY 2026-27.

Description	Water	Sewer
FH and Service Line Replacement	$ 40,000	
SCADA Upgrade	$ 410,500	$ 114,500
Cedar Pines Pressure Zone Upgrades	$ 200,000	
Confined Space Davit Lift Systems	$ 20,000	
Shadybrook Raw Water Meter	$ 25,000	
Black Oak Pump/Motor Rehab	$ 5,000	
Cresta Dr/tuolumnbe Dr Sewer Reline		$ 240,000
Tamarack Manhole		$ 20,000
Twain Harte to Marquis Sewer Relining		$ 160,000
Marquis Drive Sewer Replacement		$ 55,000
TOTAL CONNECTION/IMPACT CHARGE EXP	**$ 700,500**	**$ 589,500**

Inter-fund Transfer or Loans

During FY 2025-26, there were no interfund transfers or loans from capacity charge funds. Interfund transfers or loans, if ever necessary, are made from unrestricted funds

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	06D	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Annual review and submittal of annual report for Policy #1015 – Identity Theft Prevention Program.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Accept review of Policy #1015 (Identity Theft Prevention Program) and make no changes. Accept the General Manager's annual Identity Theft Prevention Program report.

SUMMARY:

Policy #1015 (Identity Theft Prevention Program) requires the Board to perform an annual review of the Policy to ensure it is up-to-date and continues to identify red flags that will alert District employees when new or existing accounts are opened using false information, protect against the establishment of false accounts, and provide measures to respond to such events.

Policy #1015 also requires the General Manager to submit an annual report detailing the effectiveness of the policies and procedures, the oversight and effectiveness of any third-party billing and account establishment entities, a summary of any identify theft incidents and the response to the incident, and any recommendations for changes to the program.

The Board's Finance/Policy Committee reviewed Policy #1015 and the General Manager's annual report and recommends that the report be accepted and no Policy changes be made at this time.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Policy #1015 – Identity Theft Prevention Program
- Annual Report – Identity Theft Prevention Program (Policy #1015)

TWAIN HARTE COMMUNITY SERVICES DISTRICT

Policy and Procedure Manual

POLICY TITLE: Identity Theft Prevention Program
POLICY NUMBER: 1015
ADOPTED: June 11, 2009
LAST REVIEWED: 11/12/2025
LAST AMENDED: November 12, 2025

1015.10 PURPOSE

This program is intended to identify red flags that will alert District employees when new or existing accounts are opened using false information, protect against the establishment of false accounts, and provide measures to respond to such events.

1015.20 RISK ASSESSMENT

This policy is based on an internal risk assessment conducted by the District to evaluate how at risk the current procedures are at allowing customers to create a fraudulent account and evaluate if current (existing) accounts are being manipulated. This risk assessment evaluated how new accounts were opened and the methods used to access the account information. Using this information, the District identified red flags that were appropriate to prevent identity theft for the following types of activities:

- New accounts opened in person for new construction
- New accounts opened via mail (copy of Grant Deed required)
- Account information accessed in person
- Account information accessed via telephone (person)

1015.30 DETECTION (RED FLAGS)

At a minimum, the following red flags will be used to detect potential fraud. These are not intended to be all-inclusive and other suspicious activity may be investigated as necessary.

- Identification documents appear to be altered.
- Photo and physical description do not match appearance of applicant.
- Other information is inconsistent with information provided by applicant.
- Other information provided by applicant is inconsistent with information on file.
- Application appears altered or destroyed and reassembled.

- Personal information provided by applicant does not match other sources of information (e.g. credit reports, SS# not issued or listed as deceased).
- Information provided is associated with known fraudulent activity (e.g. address or phone number provided is same as that of a fraudulent application).
- Information commonly associated with fraudulent activity is provided by applicant (e.g. address that is a mail drop or prison, non-working phone number or associated with answering service/pager).
- SS#, address, or telephone # is the same as that of another customer.
- Customer fails to provide all information requested.
- Personal information provided is inconsistent with information on file for a customer.
- Applicant cannot provide information requested beyond what could commonly be found in a purse or wallet.
- Identity theft is reported or discovered.

1015.40 RESPONSE TO POTENTIAL FRAUD

Any employee that may suspect fraud or detect a red flag will implement the following response as applicable. All detections or suspicious red flags shall be reported to senior management.

1. Ask applicant for additional documentation
2. Notify internal manager: Any District employee who becomes aware of suspected or actual fraudulent use of a customer or potential customers' identity must notify the Customer Services Manager and General Manager.
3. Notify law enforcement: The District will notify Sheriff's Department at Sonora, CA of any attempted or actual identity theft.
4. Do not open the account.
5. Close the account.
6. Do not attempt to collect against the account but notify authorities.

1015.50 PERSONAL INFORMATION SECURITY PROCEDURES

The District shall implement the following security procedures:

1. Paper documents, files and electronic media containing secure information will be stored in locked file cabinets.
2. Only specially identified employees with a legitimate need will have keys to the office and cabinets.
3. Files containing personally identifiable information are kept in locked file cabinets except when an employee is working on the file.
4. Employees will not leave sensitive papers out on their desks when they are away from their workstations.

5. Employees will store files when leaving their work areas.
6. Employees will lock file cabinets when leaving their work areas.
7. Visitors who must enter areas where sensitive files are kept must be escorted by a District employee.
8. No visitor will be given any entry codes or allowed unescorted access to the office.
9. Access to sensitive information will be controlled using “strong” passwords. Employees will choose passwords with a mix of letters, numbers, and characters.
10. Passwords will not be shared or posted near workstations.
11. When installing new software, immediately change vendor-supplied default passwords to a more secure strong password.
12. Sensitive information that is sent to third parties over public networks will be encrypted.
13. Anti-virus and anti-spyware programs will be run on individual computers and on servers daily.
14. When sensitive data is received or transmitted, secure connections will be used.
15. Computer passwords will be required.
16. Usernames and passwords will be different.
17. The computer network will have a firewall where your network connects to the Internet.
18. Check references or do background checks before hiring employees who will have access to sensitive data.
19. New employees sign an agreement to follow the District’s confidentiality and security standards for handling sensitive data.
20. Access to customer’s personal identity information is limited to employees with a “need to know.”
21. Procedures exist for making sure that workers who leave your employ or transfer to another part of the company no longer have access to sensitive information.
22. Implement a regular schedule of employee training.
23. Employees will be trained to recognize attempts at phone/email/text phishing and other forms of cyber security breach tactics.
24. Employees are required to notify the General Manager immediately if there is a potential security breach.

25. Employees who violate security policy are subjected to discipline up to, and including, dismissal.
26. Service providers notify you of any security incidents they experience, even if the incidents may not have led to an actual compromise of our data.
27. Paper records will be shredded before being placed into the trash.
28. Paper shredders will be available in the office.
29. Any data storage media will be disposed of by shredding, punching holes in, or incineration.

1015.60 IDENTITY THEFT PREVENTION PROGRAM REVIEW AND APPROVAL

Annually, at each November board meeting, the General Manager will prepare and submit a report to the governing body that includes matters related to the program, the effectiveness of the policies and procedures, the oversight and effectiveness of any third party billing and account establishment entities, a summary of any identify theft incidents and the response to the incident and recommendations for substantial changes to the program, if any.

Appropriate employees will be trained on the contents and procedures of this policy.

Twain Harte Community Services District
MEMORANDUM

DATE: November 4, 2026

TO: Board of Directors

FROM: Tom Trott, General Manager

SUBJECT: Annual Report – Identity Theft Prevention Program (Policy #1015)

Twain Harte Community Services District staff successfully implemented the Identity Theft Prevention Program (Policy #1015) over the last year of business. The following report summarizes Policy activities over the past year.

Actions:

- Detection. Employees looked for red flags identified in the Policy when opening new accounts, receiving requests to access account information, and in daily business activities with other staff, vendors and customers.
- Response. When red flags were detected, employees responded according to the Policy by asking for additional information. This prevented fraud in all cases related to customer or vendor interactions. It also helped identify fraudulent emails from cyber thieves who attempted to coerce District staff to provide unauthorized information or access.
- Personal Information Security Procedures. All procedures were followed.
- Training. Appropriate staff reviewed Policy 1015 and were trained on its contents and procedures to prevent fraud. All staff have received cyber security training and specific training on password management utilizing the District's password management platform.

Incidents:

ZERO incidents occurred in the last year related to District staff, customers and vendors.

Recommendations:

Policy guidelines proved effective in preventing fraud; therefore, no substantive Policy changes are recommended.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	07A	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Discussion/action to review and adopt revisions to Policy #2082 – Internet, Email and Social Media Use.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Perform the annual review of Policy #2082 (Internet, Email and Social Media Use) and adopt proposed revisions.

SUMMARY:

Policy #2082 (Internet, Email and Social Media Use) requires the Board to review the Policy each year to ensure it remains up to date and continues to ensure that all District employees use internet, email, and social media resources in an ethical, legal, and appropriate manner. The Policy also requires that all employees re-read and acknowledge the Policy in writing at the time of the Board's annual review or following any revisions.

At their meeting this month, the Board's Finance and Policy Committee reviewed Policy #2082, which was last amended on November 12, 2025. Overall, the Committee found the Policy to be effective and update. Only one revision was suggested to strengthen requirements for using District-approved internet browsers.

The Finance and Policy Committee recommends that the Board adopt the attached revised Policy #2082 – Internet, Email and Social Media Use.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Policy #2082 – Internet, Email and Social Media Use (Proposed Revisions w/Redlines)
- Policy #2082 – Internet, Email and Social Media Use (Proposed Revisions w/o Redlines)

PROPOSED REVISIONS - REDLINES

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Internet, Email and Social Media Use
POLICY NUMBER: 2082
ADOPTED: May 14, 2009
AMENDED: 3/8/2012, 1/10/2013, 9/8/2016, 11/12/2020, 11/12/2025
LAST REVIEWED: ~~11/12/2025~~11/12/26
LAST AMENDED: ~~November 12, 2025~~ November 12, 2026

2082.10 PURPOSE

The District believes that employee access to and use of internet, email, social media and other electronic communications resources benefits the District. This policy is established to ensure that all District employees use internet, email and social media resources in an ethical, legal and appropriate manner. This policy defines acceptable and unacceptable use of internet, email and social media resources. It also establishes actions the District may take for inappropriate use of such resources, since misuse has the potential to harm the District's reputation and success.

2082.20 ACKNOWLEDGEMENT AND REVIEW

2082.21 Acknowledgment. All employees must read and adhere to the guidelines and requirements established herein. Employees shall verify that they have read the policy by signing a form that will be placed in their personnel file.

2082.22 Review. The District Board shall review this policy annually. At the same time as the Board's review or any time after the Board revises this policy, all District employees shall re-read the policy and acknowledge their review in writing.

2082.30 DEFINITIONS

2082.31 Email. All forms of electronic information sent over the internet, including but not limited to electronic mail and instant chat messages.

2082.32 Post. Content an individual shares on a social media site or the act of publishing content on a site.

2082.33 Profile. Information that a user provides about himself or herself on a social networking site.

2082.34 Social Media. A category of internet-based resources that enable the user to generate content and encourage other user participation. This includes, but is not

limited to, social networking sites: Facebook, Instagram, X, NextDoor, TikTok, Snapchat, YouTube and other sites. (There are thousands of these types of sites and this is only a short list.)

2082.35 Social Networks. Platforms where users can create profiles and share information with others using a range of technologies.

2082.36 Speech. Expression or communication of thoughts or opinions in spoken words, in writing, by expressive conduct, symbolism, photographs, videotape, or related forms of communication.

2082.40 NO RIGHT TO PRIVACY

2082.41 Employees do not have any right to privacy in District internet, email and social media use. This includes, but is not limited to internet sites visited, downloads and email messages produced, sent or received through the District's email system or the District's servers and network.

2082.42 The District maintains administrative controls to email and internet and may reset passwords to access accounts at any time. Employees must disclose passwords to systems, software and sites not directly controlled by the District.

2082.43 Employees access to and use of the internet, email and other electronic communications (including all associated content) will be monitored frequently to promote the administration of the District, its business and policies.

2082.44 The District retains backup copies of all documents, including email messages produced, sent, received, and deleted through the District's email system, in accordance with the District's Records Retention Policy. All such copies may be considered a public record available to the public via the Public Records Act.

2082.45 It is advisable for all employees of the District to remind customers/clients/ contractors that email and/or documents sent to the District are not confidential.

2082.50 APPROPRIATE USE GUIDELINES

District employees and Board members shall adhere to the following guidelines of appropriate use of District internet, email and social media resources:

1. Correspondence with customers (and others) through the District's email system may be considered part of the District's public records and should be treated as such.

2. When employees communicate using email or other features of the internet, the employee must be extremely mindful of the image being portrayed of the District.

3. Email and any attachments are subject to the same ethical and legal concerns and standards of good conduct as memos, letters and other paper-based documents.

Employees shall not transmit information in an email that should not be written in a letter, memorandum or document available to the public.

4. Be aware of the content placed within an email. Email, once transmitted, can be printed, forwarded and disclosed by the receiving party without the consent of the sender.

5. Employees shall take all necessary steps to prevent unauthorized disclosure of confidential or privileged information.

6. Employees are to be continually aware of phishing scams and other methods hackers use to compromise security and shall consider such scams before downloading or opening files and other items on their computers to prevent the introduction of computer viruses.

7. Emails that employees need to retrieve from their personal internet accounts must be retrieved via that user's personal internet account.

8. ~~Employees will only access the internet using the approved internet browser. Any other browser being used on a workstation will be promptly removed.~~Employees shall only use internet browsers and software that have been pre-approved by the District. Employees must get approval from the General Manager or District IT consultant prior to downloading or using other internet browsers or software.

9. Employees will only download information and/or publications for official business purposes.

10. Employees will respect all copyright and license agreements regarding software or publication that they access or download from the internet. The District will not condone violations of copyright laws and licenses and the employee will be personally liable for any fines or sanctions caused by the license or copyright infringement. Any software or publication, which is downloaded onto District computer resources, becomes the sole property of the District.

2082.60 INAPPROPRIATE USE RESTRICTIONS

District employees and Board members shall not engage in any of the following restrictions related to use of District internet, email and social media resources:

1. Accessing internet sites that contain pornography, exploit children or that would generally be regarded in the community as offensive, or for which there is no official business purpose to access.

2. Participating in any profane, defamatory, harassing, illegal, discriminatory or offensive activity or any activity that is inconsistent in any way with the District's policies (i.e. Policy #2002 Discrimination, Policy #2215 Unlawful Harassment).

3. Using speech containing obscene or sexually explicit language, images, or acts and statements or other forms of speech that ridicule, malign, disparage, or otherwise express bias against any protected class of individuals.

4. Using speech involving themselves or other District personnel reflecting behavior that would reasonably be considered reckless or irresponsible.

5. Transmitting offensive messages of any kind.

6. Posting, downloading or viewing inappropriate pictures or images.

7. Using email or the internet to distribute copyrighted materials.

8. Using email, internet or social media for inappropriate or unauthorized advertising and promotion of the District or others.

9. Using email, internet or social media for personal commercial activity.

10. Using another employee's username/account without express permission of the user or systems administrator.

11. Receiving and/or downloading executable files and programs without express permission of the systems administrator. This includes, but is not limited to, software programs and software upgrades. This does not include email and/or documents received via email and the internet. All downloaded files must be scanned for viruses.

12. Exploiting security weaknesses of the District's computer systems and network and/or other networks or computers outside the District.

13. Using internet, email and/or social media in a manner that interferes with the timely and efficient performance of job duties. Access to these resources is not a benefit of employment with the District.

2082.70 PERSONAL USE OF SOCIAL MEDIA

2082.71 Purpose and Philosophy. Social media provides a valuable means of assisting the District and its personnel in gathering community information and other related organizational and community objectives. This section identifies possible uses of social media that may be deemed necessary by Board members and District personnel.

2082.72 Employee and Board Responsibility. The proper functioning of any public agency relies upon the public's confidence and trust in the individuals and the agency to provide effective service and protection. Any matter, which brings the integrity of District personnel or Board members into question has the corresponding effect of reducing public confidence and trust, impeding the ability to work and serve the public. While employees and Board members have the right to use personal/social networking web pages or sites, as members of the District, they are encouraged to remember their position of public responsibility, trust, and transparency when using personal social media. Employees and Board members shall maintain a level of professionalism in both on and off-duty conduct. Employees and Board members shall not engage in conduct that contradicts or impedes the mission of the District.

2082.73 Personal Use Cautions. Employees and Board members are cautioned to take into account the following when using social media for personal use:

1. Employees are free to express themselves as private citizens on social media sites to the degree that their speech does not impair working relationships of the District, impede the performance of duties, impair discipline and harmony among co-workers, or negatively affect the public perception of the District.

2. Employees are cautioned that their speech either on or off duty has a nexus to the employee's professional duties and responsibilities and may not necessarily be protected speech under the First Amendment.

3. Employees should assume that their speech and related activity on social media sites will reflect upon their position within the District and should be mindful that their speech becomes part of the worldwide web.

4. Employees should expect that any information created, transmitted, downloaded, exchanged, or discussed in a public online forum may be accessed by the District at any time without prior notice.

5. Employees should not display department logos, uniforms, or similar identifying items on personal web pages without prior written permission.

6. Employees should not post any material that brings discredit to or may adversely affect the efficiency or integrity of the District.

7. Employees should not complain about their jobs, supervisors, or co-workers in a public forum. These comments reflect poorly on employee, the organization and the persons criticized. Negative and derogatory comments may also lead to claims of defamation and slander.

2082.74 Personal Use Prohibitions. Employees and Board members are prohibited from the following types of personal use of social media:

1. Using social media or other electronic communication to discuss or deliberate District business, directly or indirectly, in a manner that violates the Brown Act.

2. Using the Twain Harte Community Services District name, logos, or employee status on personal social media to imply, directly or indirectly, that personal opinions or posts are an official position or opinion of the District.

3. Divulging information gained by reason of their authority as a District employee or making any statements, speeches, appearances, and endorsements, or publishing materials that could reasonably be considered to represent the views or positions of the District without express authorization.

4. Linking work activities to personal social media postings.

5. Posting inappropriate status updates that discuss department, other staff members, or that may implicate unprofessional conduct.

6. Posting photographs/images, video, audio files and/or any other information related to any emergency response activity conducted by the District.

7. Posting, transmitting, or otherwise disseminating any information accessed as a result of employment without written permission from the General Manager or designee.

8. Using social media while engaged in District work activities, except when such use is directly related to performance of District work activities. Access to social media sites on a personal device should only occur during breaks or absolute down time (firefighters only). It is inappropriate to post statuses or to view social networking profiles while engaged in District work activity.

2082.80 OFFICIAL DISTRICT SOCIAL MEDIA USE

At the discretion of the General Manager, the District may establish and utilize social media accounts to gather and disseminate information. All such use shall serve to further the mission and vision of the District. The General Manager, or his/her official designee, shall manage and oversee all official District social media use. All content posted via District social media must be approved prior to posting by the General Manager or official designee.

2082.90 VIOLATIONS

Failure to adhere to the guidelines and requirements of this policy may lead to disciplinary action, up to and including, immediate termination. Any employee becoming aware of or having knowledge of a posting or of any social media site or web page in violation of the provision of this policy shall notify his or her supervisor immediately for follow-up action. Violation of this social media policy may result in suspension or termination.

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Internet, Email and Social Media Use
POLICY NUMBER: 2082
ADOPTED: May 14, 2009
AMENDED: 3/8/2012, 1/10/2013, 9/8/2016, 11/12/2020, 11/12/2025
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2082.90 VIOLATIONS

Failure to adhere to the guidelines and requirements of this policy may lead to disciplinary action, up to and including, immediate termination. Any employee becoming aware of or having knowledge of a posting or of any social media site or web page in violation of the provision of this policy shall notify his or her supervisor immediately for follow-up action. Violation of this social media policy may result in suspension or termination.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	07B	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Discussion/action to review and adopt revisions to Policy #4000 – Board of Directors.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Review Policy #4000 - Board of Directors and consider adoption of proposed revisions.

SUMMARY:

Policy #4000 - Board of Directors establishes the composition, responsibilities, selection, and officers of the District's Board of Directors.

At the request of a Board member, the Board's Finance and Policy Committee reviewed suggested revisions to Policy #4000. The recommended revisions included clarification of attendance expectations for Directors serving as Board President or Vice President. The proposed revision establishes that if a Board Officer is absent from three meetings within a calendar year (not counting remote attendance in accordance with the Brown Act), they will forfeit their officer position, and the Board will elect a replacement at the next regular Board meeting.

The Finance and Policy Committee recommends that the Board adopt the attached revised Policy #4000 – Board of Directors.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Policy #4000 – Board of Directors (Proposed Revisions w/Redlines)
- Policy #4000 – Board of Directors (Proposed Revisions w/o Redlines)

PROPOSED REVISIONS - REDLINES

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Board of Directors
POLICY NUMBER: 4000
ADOPTED: September 17, 1996
AMENDED: 2/10/11, 9/15/21
LAST AMENDED: ~~September 15, 2021~~November 12, 2026

4000.10 BOARD OF DIRECTORS

4000.11 Governing Body. The District shall be governed by a five-member Board of Directors, in accordance to California Government Code Sections 61000-61250 (Community Services Districts). Members of the Board of Directors must meet the following criteria:

1. No person shall be a candidate for the Board of Directors unless he or she is a voter of the District.

2. A member of the Board of Directors shall not be the General Manager, the District Treasurer or any other compensated employee of the District.

4000.12 Purpose. The Board of Directors is responsible for the overall governance of the District, establishing policies for District operation and appointing a General Manager to implement those policies. All Directors shall exercise their independent judgment on behalf of the interests of the entire District, including the residents, property owners, and the public as a whole.

4000.20 SELECTION OF DIRECTORS

4000.21 Election and Terms. Directors shall be elected at large, serving as follows:

1. Directors shall serve staggered terms of four years.

2. Terms shall begin on the first Friday in December following their election.

4000.22 Vacancies. Board of Director vacancies in the middle of a term shall be filled pursuant to Section 1780 of the California Government Code.

4000.30 OFFICERS

4000.31 Board Officers. Each December, ~~T~~the Board of Directors shall vote to elect Directors to serve as Board President and Vice President ~~elect the following Officers each December to serve in that office~~ for the following calendar year. Directors elected to serve in these roles are expected to be present at Board meetings to fulfill their respective duties. If a Director elected as President or Vice President is absent for three meetings within the calendar year, the Director will forfeit their Board Officer position and the Board will vote to elect a replacement at the next regular Board meeting. Remote attendance in accordance with the Brown Act will not be counted as an absence. General duties of Board Officers are as follows:

1. President. The President of the Board of Directors shall serve as chairperson at all Board meetings. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

2. Vice President. In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

4000.32 District Officers. The Board of Directors shall appoint the following District Officers to serve at their pleasure:

1. General Manager. The General Manager shall be responsible for all of the following:

    A. Implementation of the policies established by the Board of Directors for the operation of the District.

    B. Appointment, supervision, discipline, and dismissal of the District's employees, consistent with employee relations policies and agreements established by the Board of Directors.

    C. Supervision of the District's facilities and services.

    D. Supervision of the District's finances.

2. District Treasurer. The Board may appoint the General Manager as the District Treasurer. The District Treasurer shall be responsible for all of the following:

    A. Implementation of a system of accounting that adheres to generally accepted accounting principles and, at all times, shows the District's financial condition.

B. Implementation of the Board's financial policies and laws to control withdrawals and deposits of District funds, make payments, manage loans, pay employee salaries and make other financial transactions required for District operations.

C. Providing written reports to the Board of Directors regarding the receipts, disbursements and balances in the accounts controlled by the District Treasurer.

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Board of Directors
POLICY NUMBER: 4000
ADOPTED: September 17, 1996
AMENDED: 2/10/11, 9/15/21
LAST AMENDED: November 12, 2026

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1. No person shall be a candidate for the Board of Directors unless he or she is a voter of the District.

2. A member of the Board of Directors shall not be the General Manager, the District Treasurer or any other compensated employee of the District.

4000.12 Purpose. The Board of Directors is responsible for the overall governance of the District, establishing policies for District operation and appointing a General Manager to implement those policies. All Directors shall exercise their independent judgment on behalf of the interests of the entire District, including the residents, property owners, and the public as a whole.

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2. Vice President. In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

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1. General Manager. The General Manager shall be responsible for all of the following:

    A. Implementation of the policies established by the Board of Directors for the operation of the District.

    B. Appointment, supervision, discipline, and dismissal of the District's employees, consistent with employee relations policies and agreements established by the Board of Directors.

    C. Supervision of the District's facilities and services.

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2. District Treasurer. The Board may appoint the General Manager as the District Treasurer. The District Treasurer shall be responsible for all of the following:

    A. Implementation of a system of accounting that adheres to generally accepted accounting principles and, at all times, shows the District's financial condition.

    B. Implementation of the Board's financial policies and laws to

control withdrawals and deposits of District funds, make payments, manage loans, pay employee salaries and make other financial transactions required for District operations.

C. Providing written reports to the Board of Directors regarding the receipts, disbursements and balances in the accounts controlled by the District Treasurer.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	**07C**	**ITEM TYPE:**	☐ **Discussion** ☐ **Action** ☒ **Both**
SUBJECT:	Discussion/action to adopt Resolution #26-26 – Confirming the Existence of a Public Emergency and Approving a Fiscal Year 2026-27 Sewer Fund Budget Adjustment for Emergency Repair of the Twain Harte Creek Sewer Line Crossing.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s:** _____		

RECOMMENDED ACTION:

Adopt Resolution #26-26 - Confirming the Existence of a Public Emergency and Approving a Fiscal Year 2026-27 Sewer Fund Budget Adjustment for Emergency Repair of the Twain Harte Creek Sewer Line Crossing.

SUMMARY:

The District's Operations Division staff recently discovered that severe storms in February and March this year caused significant erosion and undermining around and beneath its concrete-encased sewer line crossing at Twain Harte Creek, located a few hundred feet upstream from Twain Harte Lake. The erosion, primarily caused by high stream flows and fallen trees that rerouted stream flow direction, carved out the streambank on the edge of the concrete-encasement, exposing a portion of the sewer line that was previously buried in the bank (see attached photos). The erosion damage has compromised the crossing and staff believes that the severe storms predicted with the developing El Niño conditions will cause the sewer line crossing to fail, creating a sewer overflow that significantly threatens public health and safety.

On September 21, 2026, Governor Gavin Newsom proclaimed a statewide emergency due to developing El Niño conditions, citing the potential for severe storms, flooding, erosion, and damage to critical infrastructure. The proclamation emphasizes the importance of taking early action to prepare critical infrastructure to withstand anticipated storm impacts and directs state agencies to expedite emergency environmental permits to perform such work.

On October 20, 2026, in accordance with District Ordinance #26-02, Public Contract Code Section 22035, and District Policy #3040 (Purchasing and Expense Authorization), General Manager Trott declared a public emergency, initiated emergency environmental permitting and directed sewer line crossing repair work to performed as soon as possible to mitigate the threat to public health and safety. Said District Policy and Ordinance authorize the General Manager to declare the public emergency, waive bidding procedures and exceed approved budgets. The Ordinance also requires that the General Manager provide a report of the emergency work at the next regular Board meeting, at which time the Board may confirm the existence of the emergency by a 4/5ths vote.

The estimated cost of the emergency repair project is $125,000 – approximately $55,000 for environmental permitting and fees and $70,000 for construction. Environmental permitting work began on October 22nd and construction work started on November 4th. At the time of this meeting, construction work is anticipated to be complete. Emergency repair work generally includes: removing vegetation and debris blocking normal stream flows and causing erosion; restoring and fortifying the eroded streambank; removing and replacing a portion of the compromised concrete encasement to fill undermined voids and deepen the concrete below the streambed to prevent future scouring and improve stream flows; and extending the encasement out of streambed toward the adjacent manhole.

Staff recommends that the Board confirm the existence of the public emergency, acknowledging the need to immediately mitigate the threat to public health and safety. Staff also recommend that the Board approve Fiscal Year (FY) 2026-27 Sewer Fund Budget Adjustment to cover the project costs with Sewer Fund Capital Reserves.

FINANCIAL IMPACT:

Approval of the recommended action will result in a withdrawal of $125,000 from the Sewer Fund Capital Reserve Account. This will result in a total budgeted $405,409 withdrawal from reserves for the Sewer Fund, leaving a projected Capital Reserve balance of $685,310 at the end of FY 2026-27. It should be noted that this creek crossing was identified for repair/replacement as a potential high risk sewer line on the District's 10-year sewer capital improvement priorities and, therefore, project costs would have been incurred within the next 10 years.

ATTACHMENTS:

- Resolution #26-26 - Confirming the Existence of a Public Emergency and Approving a Fiscal Year 2026-27 Sewer Fund Budget Adjustment for Emergency Repair of the Twain Harte Creek Sewer Line Crossing.
- Creek Crossing Erosion Photos
- Governor Proclamation of State of Emergency – El Niño

TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 26-26

CONFIRMING THE EXISTENCE OF A PUBLIC EMERGENCY AND APPROVING A FISCAL YEAR 2026-27 SEWER FUND BUDGET ADJUSTMENT FOR EMERGENCY REPAIR OF THE TWAIN HARTE CREEK SEWER LINE CROSSING

WHEREAS, the Twain Harte Community Services District's (District) Operations Division staff recently discovered significant erosion and undermining around and under a concrete-encased sewer line crossing of Twain Harte Creek, located a few hundred feet upstream from Twain Harte Lake; and

WHEREAS, the erosion, caused by fallen trees and high creek flows during severe winter storms earlier this year, has compromised the concrete encasement's integrity and exposed a portion of sewer line that was once embedded in the streambank where it enters the encasement; and

WHEREAS, District staff believe that severe winter storm events anticipated with developing El Niño conditions will result in continued erosion and undermining that will fully compromise the crossing and sewer line, creating a sewer overflow that would pose a significant threat to public health and safety and the environment; and

WHEREAS, on September 21, 2026, Governor Gavin Newsom proclaimed a statewide emergency due to developing 2026-2027 El Niño conditions, recognizing the potential for severe storms, flooding, erosion, and damage to critical infrastructure, and directing actions to be taken before storms arrive, including clearing waterways, preparing infrastructure and issuing emergency environmental permitting; and

WHEREAS, on October 20, 2026, to mitigate the threat to public health and safety, the General Manager declared a public emergency and authorized repair work to be performed as soon as possible, in accordance with District Ordinance #26-02, Public Contract Code Section 22035, and District Policy #3040 (Purchasing and Expense Authorization); and

WHEREAS, said Policy and Ordinance authorizes the General Manager to waive bidding procedures and exceed approved budgets for emergency work; and

WHEREAS, said Ordinance requires the General Manager to provide a report of the emergency work at the next regular meeting, at which time the Board may confirm the existence of the emergency by a 4/5ths vote; and

WHEREAS, the proposed emergency work generally includes obtaining emergency environmental permitting, removing vegetation and debris blocking normal stream flows and causing erosion, restoring and fortifying the eroded streambank, removing and replacing a portion of the compromised concrete encasement to fill undermined voids, prevent future scouring and improve stream flows, and extending the encasement out of the streambed into the adjacent soil; and

WHEREAS, the estimated cost to perform said emergency work (including environmental permitting, reporting, fees and monitoring) is $125,000; and

WHEREAS, the Sewer Fund Capital Reserves Account has sufficient balance to cover said costs; and

WHEREAS, a FY 2026-27 Sewer Fund Budget adjustment is necessary for the emergency repair work to mitigate the potential threat to public health and safety.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Twain Harte Community Services District that:

1. A public emergency exists and confirms that the immediate repair of the Twain Harte Creek sewer line crossing is necessary to protect real threats to public health and safety; and

2. Waiver of bidding requirements is necessary to complete the emergency repairs as soon as possible; and

3. The FY 2026-27 Sewer Fund Budget is adjusted as follows:

    a. Add an “Emergency Twain Harte Creek Sewer Crossing” Expense line item to Capital Outlay in the amount of $125,000; and

    b. Increase Transfer from Reserves by $125,000, from $(280,409) to $(405,409).

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District on November 12, 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

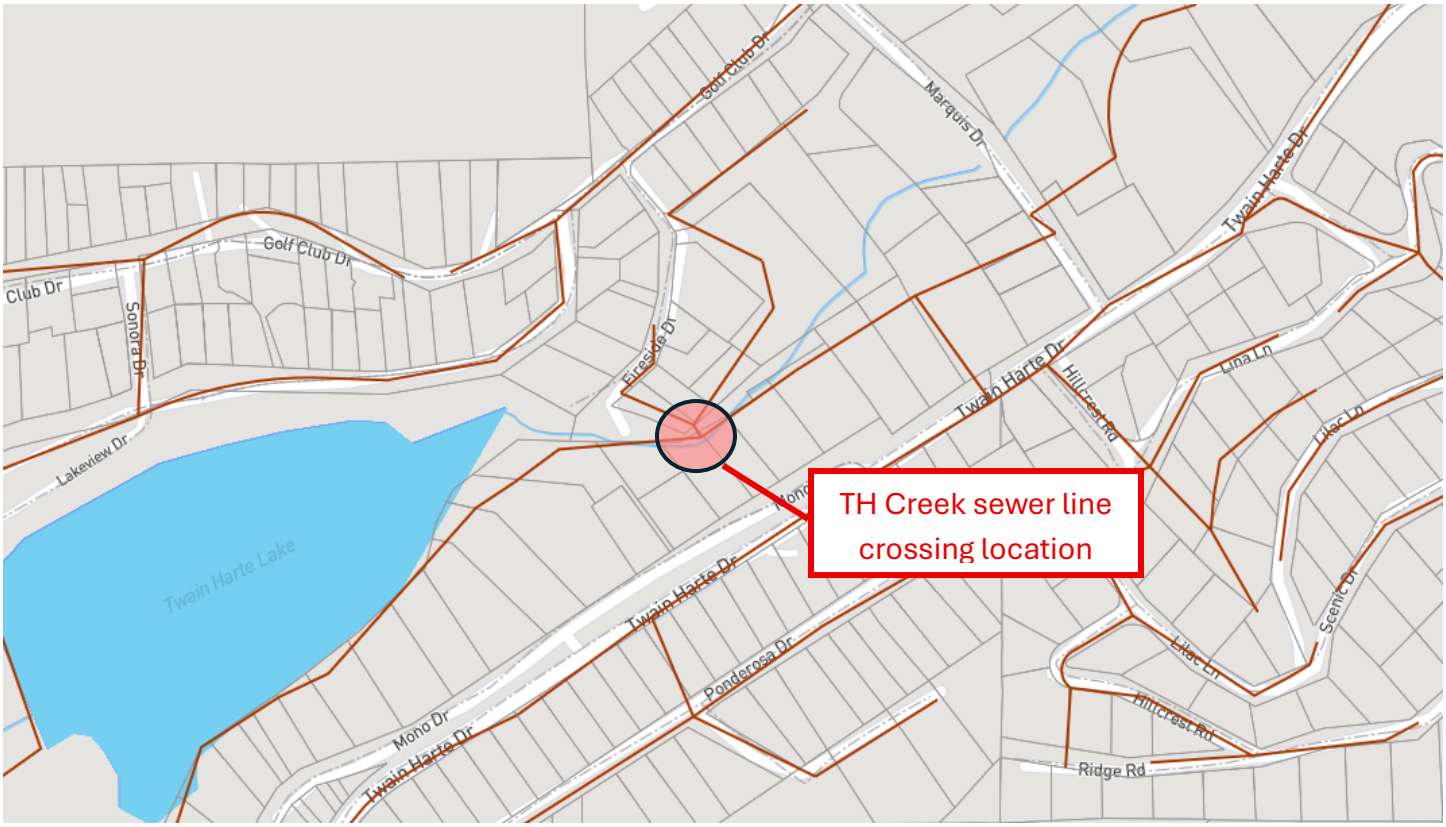
ATTEST:

_____
Mary Dearborn, Board President

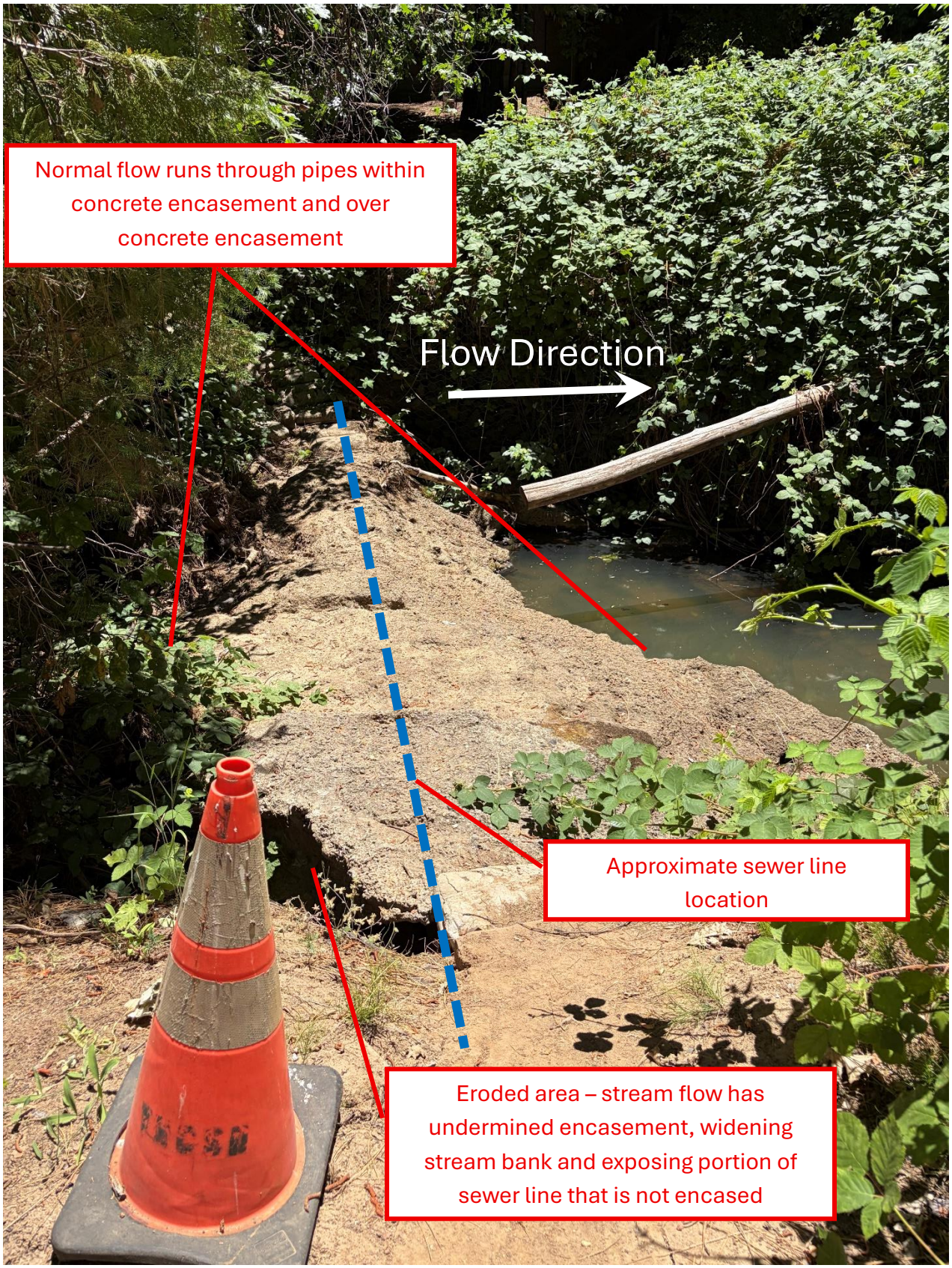
_____
Kimberly Silva, Board Secretary

TWAIN HARTE CSD

Twain Harte Creek - Concrete-Encased Sewer Crossing



Location of Twain Harte CSD concrete-encased sewer line crossing



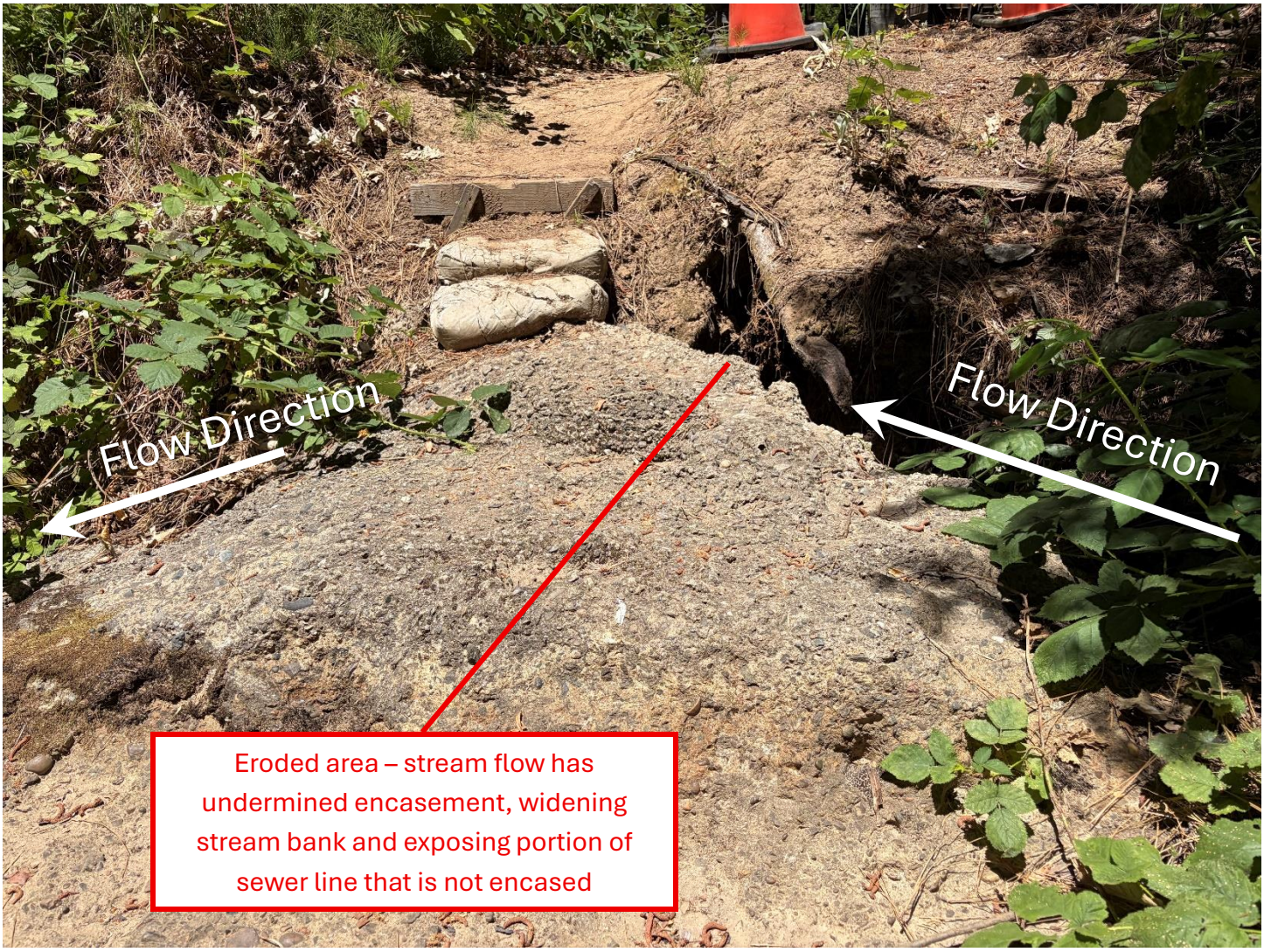
Existing Twain Harte Creek Sewer Crossing w/Concrete Encasement



Existing drains (downstream side of encasement) that stream flows through when not high enough to flow over top of encasement. High flows have cause undermining beneath encasement.



Upstream side of encasement blocked with debris and dense vegetation. Water still flows through pipes, but only water in stream currently is TUD release from ditch to Twain Harte Lake.



Undermined and eroded encasement. End of encasement used to be completely covered by dirt within the bank.



Undermined and eroded encasement. End of encasement used to be completely covered by dirt within the bank.



Exposed sewer line at edge of concrete encasement. High storm flows has eroded the bank away and all dirt at the edge of the concrete encasement, creating a potential for failure and sewer overflow into Twain Harte Creek and Twain Harte Lake.

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

PROCLAMATION OF A STATE OF EMERGENCY

WHEREAS in the past several years, California has experienced increasingly severe and destructive storms, including atmospheric river events that have caused widespread flooding, mud and debris flows, landslides, high winds, power outages, road and highway closures, evacuation orders, damage to homes and critical infrastructure, and disruption of essential services; and

WHEREAS climate change is intensifying these weather and hydrologic extremes in California, contributing to increasingly severe swings between drought and flooding, and heightening the risks that extreme storms pose to communities, infrastructure, natural resources, and the economy; and

WHEREAS California is entering the 2026–2027 wet season amid the ongoing development of a strong and likely historic El Niño event in the Pacific Ocean; and

WHEREAS the National Oceanic and Atmospheric Administration's National Weather Service Climate Prediction Center, in its August 13, 2026, diagnostic report, found that the El Niño event is strengthening, with a greater than 90 percent chance of a very strong event during Northern Hemisphere fall and winter of 2026–2027; and

WHEREAS the Climate Prediction Center projected a 69 percent chance that the event will reach historic strength during the October through December 2026 season, defined as a three-month Relative Oceanic Niño Index, and exceeding the strength of all prior El Niño events in the historical record beginning in 1950; and

WHEREAS the National Weather Service Climate Prediction Center has found that atmospheric conditions over the tropical Pacific are consistent with a strengthening El Niño, including changes in equatorial winds and an eastward shift in enhanced convection and rainfall toward the central and eastern Pacific, making it more likely that at least some parts of California will experience stronger storms in coming months; and

WHEREAS elevated baseline coastal water levels, combined with high tides, large waves, high surf, and coastal storms, can increase risks of coastal flooding, beach erosion, bluff erosion, transportation disruption, and damage to public and private infrastructure; and

WHEREAS California has already begun to experience effects attributed to this El Niño event, including unusual precipitation and significant coastal flooding; and

WHEREAS historical experience demonstrates that very strong El Niño events do not produce uniform statewide outcomes, but can be associated with exceptionally wet and destructive winter conditions in California; and

WHEREAS California's recent experience with atmospheric rivers, debris flows following wildfires, flash flooding, coastal erosion, inundation, and damage to transportation and flood-control infrastructure demonstrates the importance of procuring and positioning resources, clearing waterways, and taking additional actions to prepare before severe storms arrive; and

WHEREAS areas affected by recent wildfires are particularly susceptible to flash flooding, mud and debris flows, erosion, sediment transport, and road closures during high-intensity rainfall; and

WHEREAS in light of that experience, local governments, local water agencies, and local flood control authorities have requested action now to enable them to move quickly to begin preparations for preventing and responding to the impacts of potential flooding; and

WHEREAS low-income communities, farmworker families, rural residents, seniors, persons with disabilities, residents with limited transportation access, people experiencing homelessness, and communities in flood-prone, coastal, or post-fire areas may face disproportionate risks; and

WHEREAS the demonstrated potential for a very strong or historic-strength El Niño event to cause elevated coastal water levels and high-impact storms in California warrants early, coordinated, and targeted preparedness actions to protect Californians, critical infrastructure, agricultural lands, natural resources, and the State's economy; and

WHEREAS under the provisions of Government Code section 8558(b), I find that conditions of extreme peril to the safety of persons and property exist due to the developing El Niño event; and

WHEREAS under the provisions of Government Code section 8558(b), I find that the developing El Niño event is likely to cause conditions that, by reason of their magnitude, are likely to be beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to appropriately respond; and

WHEREAS under the provisions of Government Code section 8625(c), I find that local authority is inadequate to cope with the magnitude of the extreme peril posed by the developing El Niño event; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this Proclamation would prevent, hinder, or delay the mitigation of the effects of the developing El Niño event.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist statewide due to the developing 2026–2027 El Niño event.

IT IS HEREBY ORDERED THAT:

1. All agencies of the state government are to utilize and employ state personnel, equipment, and facilities for the performance of any and all activities consistent with the direction of the Governor's Office of Emergency Services and the State Emergency Plan. The Governor's Office of Emergency Services shall coordinate statewide preparedness activities for potential severe weather, flooding, coastal flooding, erosion, mud and debris flows, and related impacts associated with conditions resulting from the El Niño event, including atmospheric rivers and other severe storm systems. The Governor's Office of Emergency Services shall work with local and tribal governments to support emergency planning, resource coordination, and requests for state assistance. To protect their safety, all residents are to obey the direction of emergency officials with regard to this emergency.

2. As necessary to assist local governments and for the protection of public safety and the environment, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services necessary to quickly assist with the response to and recovery from the impacts of this emergency. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of this emergency.

3. The California Environmental Protection Agency and the California Natural Resources Agency, including boards, departments, and offices within those agencies, are directed to prioritize work to help local agencies prepare for anticipated impacts from the El Niño event. In particular, those state agencies are directed to prioritize permitting, consultation, and technical assistance to support local efforts to prevent or mitigate impacts from anticipated or potential flooding, landslides, and mud and debris flows, including local efforts to expedite levee and other flood management infrastructure repairs, vegetation management, debris removal, sediment management, bridge scour protection, and channel-capacity improvements. State agencies are directed to work with local agencies to issue any necessary permits or other approvals for such efforts as quickly as possible, including by identifying and invoking existing emergency authorities or other pathways for streamlined review. On or before October 16, 2026, the Secretary for Environmental Protection and the Secretary of the Natural Resources Agency shall submit a joint recommendation to my office as to whether further action or emergency suspensions are necessary to support and expedite this work.

4. The Governor's Office of Emergency Services shall coordinate the State's preparation for and response to the developing El Niño event, including by working with the Department of Water Resources and other appropriate government agencies to prepare to pre-position personnel, equipment, supplies, commodities, and other resources based on forecast conditions, local needs, and identified risks. In particular, this work shall draw on the Department of Water Resources' guidance regarding flood-risk-reduction activities.

5. The Department of Water Resources shall take appropriate action to procure, maintain, stage, pre-position, distribute, and replenish flood-fight supplies, equipment (including, but not limited to, sandbags, riprap and other rock materials, plastic sheeting, and pumps), and other materials necessary to support statewide flood preparedness, response, and protective actions in connection with the El Niño event. The Department of Water Resources shall coordinate with appropriate government agencies to identify priority areas for flood-fight material staging and plans to make these materials available where they are needed, when they are needed.

6. The Department of Water Resources, through its Division of Safety of Dams, shall conduct outreach to owners of jurisdictional dams regarding potential severe conditions during the El Niño event and shall reiterate to dam owners their responsibilities to inspect, operate, maintain, repair, and safely manage their dams and appurtenant structures in accordance

with applicable law, permit conditions, emergency action plans, and directives of the Division of Safety of Dams.

7. The Governor's Office of Emergency Services, in coordination with the Department of Water Resources, shall conduct outreach to counties, cities, and relevant local agencies that are responsible for levees, flood-control facilities, and associated structures that may be vulnerable to impacts of the El Niño event to take appropriate actions to procure, maintain, stage, pre-position, distribute, and replenish flood-fight supplies, commodities, equipment, and materials necessary to support flood preparedness, response, and protective actions.

8. The Department of Water Resources, in coordination with the State Water Resources Control Board, shall conduct outreach and education to advance groundwater recharge projects and to use flood flows to recharge groundwater aquifers under existing law with the goal of reducing flood impacts and strengthening local water supplies.

9. Consistent with Paragraph 3 of this Proclamation, the Coastal Commission is directed to expedite review and action on proposed development by coastal communities to prepare for the impacts of this El Niño event. Coastal communities are encouraged to submit permit applications, as appropriate, to facilitate timely Coastal Commission review, technical assistance, and other support for El Niño preparations. After an application is received, the Commission shall respond with notification of any incomplete items within five days. After an application is complete, it shall be scheduled for hearing at the next Commission meeting. For emergency permit requests, the Commission shall accept both written and oral requests to its district offices. When necessary to address an urgent need related to this emergency, the Commission shall take action on emergency permit requests as quickly as possible and within twenty-four hours of receipt.

10. The California Department of Transportation and California State Transportation Agency shall identify those state highways, bridges, culverts, drainage facilities, slopes, and other transportation infrastructure most at risk of flooding, erosion, debris flows, rockslides, mudslides, or other significant impacts from severe storms caused by the El Niño event, and transmit to the Governor's Office of Emergency Services a prioritized list of projects to address such risks within 30 days of this Proclamation.

11. The California Department of Transportation shall develop plans to pre-position personnel and materials (including directional signage, traffic-control devices, road-closure devices, warning signs, delineators, emergency communications equipment, and other resources) at or near locations that may be identified as at risk of severe impacts from the El Niño event. This shall include plans to prepare and pre-position snow-removal, snow-control, and ice-control equipment as appropriate, including snowplows, snow blowers, graders, loaders, chain-control equipment, salt, sand, and other materials necessary to maintain safe travel and restore access on state highways during the El Niño event.

12. The Adjutant General and the California Military Department shall, in coordination with the Director of the Governor's Office of Emergency

Services, identify California National Guard personnel, equipment, and capabilities that may be available to support state and local emergency operations, if activated or tasked, in relation to this El Niño event. Such planning shall include readiness for high-water vehicle operations; aviation operations, including reconnaissance, search and rescue, transport, and heavy-lift support, as appropriate; engineering support; emergency communications; transportation and logistics; evacuation support; flood-fight activities; debris removal and route clearance; commodity distribution; shelter support; and other life-safety and emergency-support missions.

13. California Volunteers, in coordination with the Governor's Office of Emergency Services and other appropriate agencies, shall prepare to mobilize volunteers and trained service members, consistent with their training, mission, safety requirements, and applicable law, to support state and local preparedness, response, and recovery activities in connection with the El Niño event.

14. The California Conservation Corps shall prepare to deploy Corpsmembers, consistent with its statutory mission, training, available resources, safety requirements, and applicable law, to support severe weather preparedness and response activities in connection with the El Niño event.

15. The California Energy Commission, the Office of Energy Infrastructure Safety, and the State Water Resources Control Board and regional water quality control boards are directed, and the California Public Utilities Commission is requested, to coordinate, consistent with their respective authorities, with electrical, natural-gas, water, wastewater, telecommunications, transportation, and other critical-service providers to enhance readiness and support timely restoration of essential services following storm impacts.

16. The Governor's Office of Emergency Services, in consultation with relevant state agencies, shall expand accessible, multilingual public preparedness communications related to severe weather, flooding, emergency alerts, evacuation readiness, power outages, safe travel, disaster assistance, and household emergency planning.

17. Agencies under my direct authority shall cooperate in their response to this emergency. Other agencies are requested to assist in responding to this emergency, as appropriate.

18. The restrictions set forth in Penal Code section 396, which are automatically triggered upon proclamation of a state of emergency, are suspended, and no such restrictions are imposed, with respect to this El Niño event, at this time.

I FURTHER DIRECT that as soon as hereafter possible, this Proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Proclamation.

This Proclamation is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 21st day of September 2026.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY WEBER, PH. D
Secretary of State

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	08A	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	President and Board member reports.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

None.

SUMMARY:

This item provides an opportunity for individual Board members to provide a verbal report of District-related activities undertaken in the previous month.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

None.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	08B	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	Fire Chief's report.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

None.

SUMMARY:

This item includes a written and verbal report from the Fire Chief regarding general operations of the District's Fire Division over the previous month.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Fire Operations Report
- CERT Monthly Newsletter

TWAIN HARTE 7 2 FIRE DEPARTMENT

THFD

OCTOBER

OPERATIONS REPORT

FIRE

October Staffing

Full-Time Captains-2

Full Time Engineer-3

Intern Operator-1

Reserve Firefighters-2

Intern Firefighters-6

Media



On October 27th, Tuolumne County Fire Agencies participated in a Train-the-Trainer class for the Battery Extinguishment System Technology (BEST) device. Thank you to the City of Sonora Fire Department for hosting the training.

Grants







On October 29, 2026, Chief Gamez submitted a $150,000 California Fire Foundation Vegetation and Fuels Management Grant application to purchase a BurnBoss air curtain burner system. This portable system efficiently burns brush, tree limbs, and other vegetation while reducing smoke emissions compared to traditional open burning. If awarded, the equipment would support hazardous fuels reduction, defensible space projects, and wildfire prevention efforts throughout Twain Harte and Tuolumne County, benefiting local fire agencies, Firewise communities, and residents.

Fleet

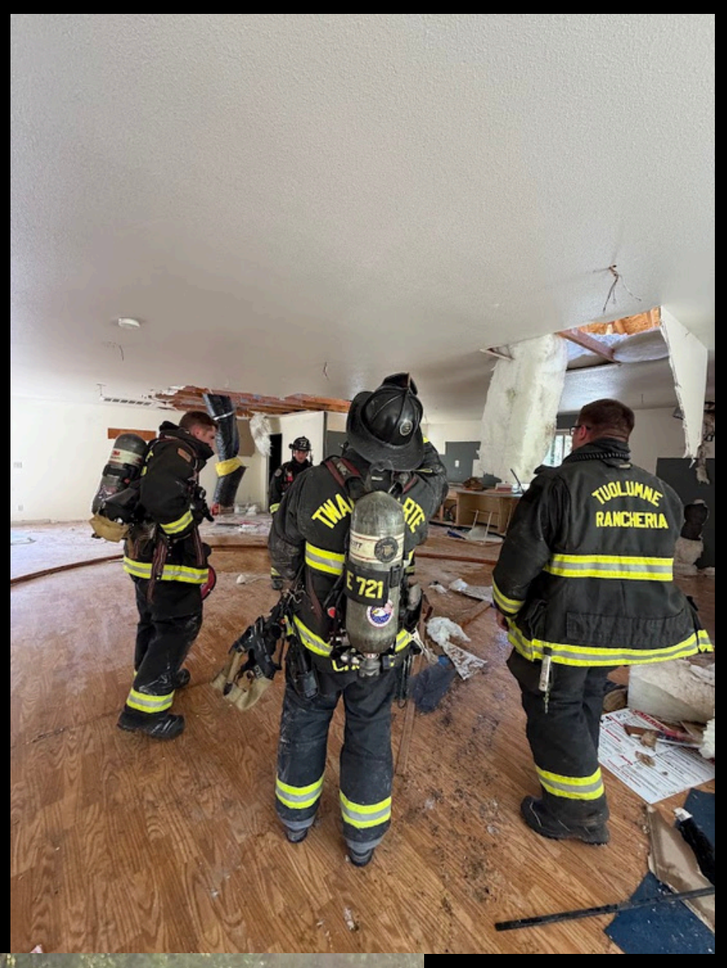




E-726 was placed into service on October 1st. Thank you to Captain Slater and Engineer McNeal for developing the in-service training for all staff members.

October Training Hours-153

















October Responses



On October 30, 2026, at approximately 10:00 a.m., the Twain Harte Fire Department (THFD) responded to a reported residential structure fire in the Golf Club Road area. While responding, the Emergency Command Center (ECC) advised incoming units that Tuolumne County Sheriff's Office (TCSO) personnel had reportedly rescued an individual from the residence. Dispatch further reported that one patient had sustained burn injuries. Upon arrival, responding fire crews initiated fire suppression operations, prioritizing life safety, incident stabilization, and preventing further fire spread. Through coordinated efforts, firefighters achieved full containment of the fire within approximately 45 minutes. The cause and origin of the fire remain under investigation. Additional information will be released as it becomes available and appropriate. The Twain Harte Fire Department would like to extend its sincere appreciation to our neighboring agencies and cooperating partners for their assistance and professionalism during this incident. Their continued dedication to automatic aid agreement plays a vital role in protecting our communities. Special thanks to our responding cooperators:

- CAL FIRE Tuolumne-Calaveras Unit (TCU)
- Tuolumne Rancheria Fire Department
- Mi-Wuk Sugar Pine Fire Protection District
- Tuolumne County Fire Department
- Tuolumne County Sheriff's Office
- Mercy Ambulance
- Twain Harte Community Emergency Response Team (CERT)

Incidents like this demonstrate the importance of strong partnerships, effective communication, and coordinated emergency response. We are grateful for the commitment of all responding personnel who worked together to protect lives and property in our community.

Moving On



On behalf of the Twain Harte Fire Department, we would like to congratulate Intern Operator Lukas Castle and Intern Firefighter Ethan Rowe on their new positions with the Mountain House McKinley Fire Department! Your hard work, dedication, and commitment to the fire service have paid off. We are proud to have been part of your journey and wish you both continued success as you begin this exciting new chapter in your careers. Congratulations, gentlemen!

You will always be part of the THFD family

Congratulations





On behalf of the Twain Harte Fire Department, we would like to congratulate Engineer Kaleb Trine and his fiancé, Aubrey, on their recent engagement and the announcement of their first child. We are excited for them both and welcome Aubrey to the Twain Harte Fire family.

October 2026
Incidents by Type- 65



EMS Incidents-42



Fires-5



Public Service Assist-11



Emergency Standby-1



False Alarms-6

Incident Response by Districts
October 2026

Twain Harte District 40 %

Tuolumne County Fire 57%

Mi Wuk Sugar Pine FPD 3%

TWAIN HARTE AREA CERT COMMUNITY EMERGENCY RESPONSE TEAM

MONTHLY UPDATE

October 2026

SERVING OUR COMMUNITY

Volunteer news, emergency preparedness, and community updates for Twain Harte.



THFD C-Shift Training with Twain Harte Elementary School 8th Graders

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THIS MONTH'S HIGHLIGHTS

THFD: Multiple Life Safety Awards

Three Awards, One Mission: THFD Recognized!

Final Blood Drive of 2026

Help Twain Harte Finish Strong!

Building Skills, Saving Lives

Essential CPR, AED, and First Aid skills from Twain Harte Fire Engineer Cory Payton.



Twain Harte CSD Shines with Tourism Award

A Community Effort Worth Celebrating!

"Every leaf speaks bliss to me / Fluttering from the autumn tree."
- Emily Brontë



THCSD GENERAL MANAGER REPORT

Tom Trott, THCSD General Manager

GM REPORT

October 14, 2026

ADMIN ACTIVITIES

- Skate Park Planning – Possible Donation
- Fixed Assets/Depreciation Reconciliation
- Closing of Fiscal Year 2025-26 Books
- Fiscal Year 2025-26 Audit Preparation
- Designation of FY 2025-26 Fund Balances
- County Roads Collaboration

MEETINGS OF INTEREST

9/10	TCSD GM Assistance Kickoff
9/16	CARB Advanced Clean Fleets Training
9/28	Labor Relations Law Training
10/14	Workplace Violence Prevention Train
10/14	Local Agency Formation Commission

CAPITAL PROJECTS

Eproson Park Solar Light Replacement

Budget: $93,500

Procurement of solar lights and solicitation of a contractor is underway for a grant-funded project to replace streetlights in Eproson Park. Anticipated project completion in spring 2027.

Cresta Sewer Replacement/Relining

Budget: $325,000

Replacement of 955' of high-risk sewer line between Cresta Drive and Oak View Drive is complete. The remaining 1,550' of sewer line has been repaired and is anticipated to be relined in spring 2027.

Twain Harte Dr to Marquis Sewer Repair/Relining

Budget: $160,000

Repairs to prepare for relining of 900' of sewer line between Twain Harte Dr. and Marquis Dr. are being planned. Relining is expected to be performed with Cresta Drive relining in spring 2027.

Cedar Pines Pressure Zone Upgrades

Budget: $700,000

The District is in process of obtaining a consultant to design this project that improves pressure zones, eliminates an aging tank and pump station, and replaces deteriorated, undersized water lines.

SCADA System Improvements

Budget: $645,000

The District is waiting on grant funding to begin a SCADA project to provide remote monitoring/control of the treatment plant, pump stations, tanks and sewer lift stations. A radio survey has concluded that radios can provide reliable communication between the sites.

PLANNING PROJECTS

Activation of Latent Powers

Based on citizen request and strategic plan goals, staff is exploring activation of its powers to provide lighting services to downtown Twain Harte. This requires LAFCO approval and a study showing the District can sustainably provide services long-term. Staff/LAFCO have initiated discussions to begin this process with anticipated completion in FY 26/27. If approval is this calendar year, there is a possibility that grants may be used to procure solar lights.

FUNDING OPPORTUNITIES

Sonora Area Foundation - $36K
EV Fire Response / AWARDED

California Fire Foundation - $15K
Wildland Hose / AWARDED

FEMA Public Assistance - $90K
Storm Response / AWARD: Fall 2026

FY 26-27 VFC GRANT - $38K
Radios / AWARD: Fall 2026

Energy Efficiency Grant - $94K
Eproson Park Solar Lights / AWARDED

HUD CDBG Grant - $525K
SCADA System / AWARDED

To learn more details, join us at our monthly THCSD board meetings.



TH FIRE DEPARTMENT REPORT

Neil Gamez, THFD Fire Chief

Life Safety Award: August 5th

On August 5, 2026, Engine 722 was dispatched to a medical aid for a patient in cardiac arrest with CPR in progress. Engine 722 arrived at the same time as the ambulance, with Engine 771 already on scene. The C-Shift crew immediately joined Engine 771 and ambulance personnel to provide advanced resuscitation. After approximately 15 minutes of continuous CPR and coordinated lifesaving care, crews achieved Return of Spontaneous Circulation (ROSC). Engine 722 and Engine 771 personnel then assisted with packaging and loading the patient for transport. Recognizing the patient's critical condition, Engine 722 assigned two firefighters to accompany the ambulance and continue care en route to Adventist Health Sonora. During transport, the patient suffered a second cardiac arrest. Fire and EMS personnel immediately resumed resuscitation and successfully achieved ROSC for a second time. The patient arrived at Adventist Health Sonora with a pulse. This incident underscores the importance of teamwork, training, rapid intervention, and seamless cooperation between fire and EMS personnel. This call was especially significant for Intern Firefighter Dickens, as it was his first CPR incident. His ability to perform alongside experienced personnel during a critical emergency demonstrates the value of training and readiness for the realities of the fire service. In recognition of their actions, professionalism, and contribution to a successful lifesaving outcome, Captain Mark Slater, Engineer Kaleb Trine, Intern Firefighter Ethan Rowe, and Intern Firefighter Dickens are presented with the Life Safety Award. Their collective actions directly contributed to giving this patient the best possible chance of survival.



Life Safety Award: August 14th

On August 14, 2026, Captain Neftali Orozco, Engineer McNeal, Intern Firefighter Rowe, and Intern Firefighter Minard responded aboard Engine 722 to a reported CPR-in-progress in the Ridgewood Estates area. Upon arrival, the crew worked alongside Mercy Ambulance to provide lifesaving care and CPR. Through their coordinated efforts, the patient regained a pulse and spontaneous respirations. The crew's teamwork, professionalism, and lifesaving actions demonstrate their dedication to serving the community and warrant recognition through the Life Safety Award.



TH FIRE DEPARTMENT REPORT

Neil Gamez, THFD Fire Chief

Life Safety Award: September 7th Pediatric Medical Emergency

On September 7, Engine 722 responded with Mercy Ambulance to a critical medical emergency involving a two-year-old child with an unknown breathing status. Engine 722 was staffed by Engineer Payton, Intern Operator Castle, and Intern Firefighters Menard and Dickens, with Reserve Captain Grant responding in Utility 722. Upon arrival, crews found the child in critical condition, requiring immediate Code 3 transport to Adventist Health Sonora. At the Mercy Ambulance paramedic's request, Engineer Payton accompanied the patient and assisted with care throughout transport. Intern Operator Castle, a qualified ambulance operator, drove the ambulance Code 3 to the hospital, allowing the ambulance crew and Engineer Payton to remain focused on the patient. The incident demonstrated strong coordination between Twain Harte Fire and Mercy Ambulance personnel, as well as the department's ability to quickly adapt to the needs of a critically ill pediatric patient.

Fleet

The Union Democrat ran a story on New Engine 726. Thank you to Captain Slater, Engineer McNeal, and Intern Firefighter Row for the interview.



Facilities

Thank you to Engineer Trine and Intern Firefighter Ethan Row for completing the station paint project. The station has a new, more modern look.



August By the Numbers

Training Hours: 122

INCIDENT RESPONSES

Twain Harte: 18%
Tuolumne County Fire: 77%
Mi Wuk Fire: 5%

STAFFING

Full-Time Captains: 2
Full-Time Engineers: 3
Intern Operators: 1
Reserve Firefighters: 2
Intern Firefighters: 6

7 Fire Incidents

3 False Alarms

36 EMS Incidents

5 Public Service Assists

4 Emergency Standby

Congratulations!

We would like to congratulate Engineer Jesse McNeal and his longtime girlfriend, Chloe, on their recent engagement!





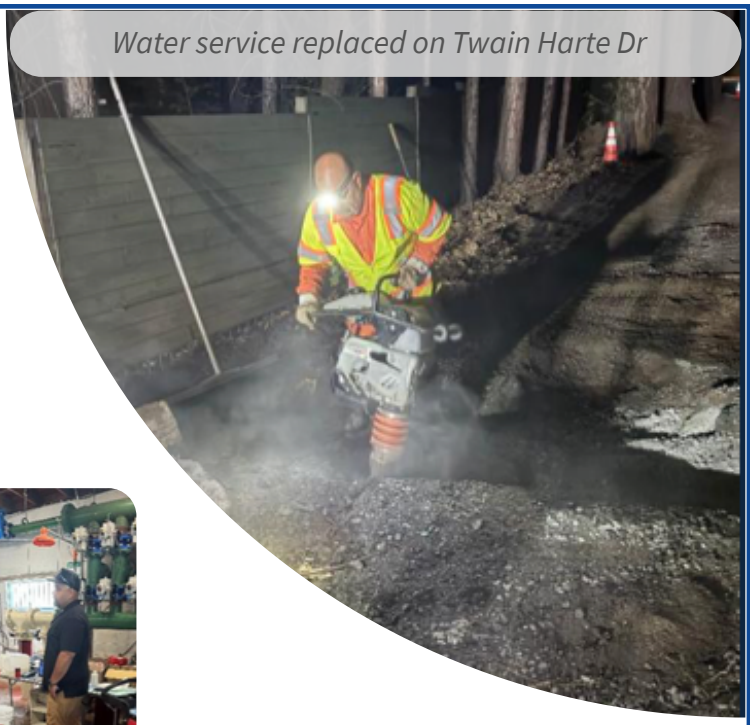
THCSD WATER AND SEWER REPORT

Lewis Giambruno, THCSD Operations Manager



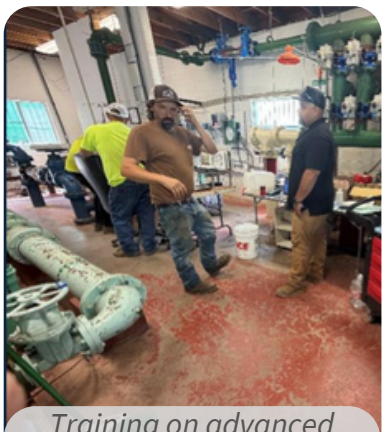
Maintenance done on emergency backup generators

Water service replaced on Twain Harte Dr





Rick and Eric with happy customers



Training on advanced jartesting procedures



The jetter filled from the new water fill station



The reel on the jetter was replaced

Other Completed Projects

- Black Oak Pump was aligned, and the Shadybrook pump underwent vibrational analysis.
- Sludge was removed from the backwash sludge tank.
- Mark Twain sewer bench was smoke-tested.
- Dogwood Dr. sewer line was repaired.
- Eproson Park parking lot is in the process of being crack sealed.
- Window repaired at the Ballfield Snack-Shack.
- Twain Harte Homeowners funded and worked on trail improvements.
- Sewer line repair on Sequoia Dr.
- PG&E Open House at the Community Center discussing the planned summer 2027 undergrounding work.



WINDS OF CHANGE AT THA-CERT

A Little Staff Shuffle, a Lot of Appreciation

Mike Mandell, THA-CERT Team Leader & President

THA-CERT thanks Mary for her service and welcomes Carol as the new Finance Section Chief.

The autumn wind has blown more than just leaves through Twain Harte this season—it's also stirred up a little change in our THA-CERT staff.

For the past two years, Mary Dearborn has served as our Finance Section Chief with the kind of steady reliability that makes everyone else's job easier. She has now stepped aside to focus on her other responsibilities around town. We cannot thank her enough for the support, hard work, and quiet competence she brought to the role. The good news? Mary remains part of our CERT team. With her Program Manager training newly complete, we fully expect she'll continue lending her talents to our community, our firefighters, and CERT as a valued volunteer.



Mary Dearborn

As sorry as we are to see Mary step back from the finance desk, we're equally pleased to announce that the position has been filled by someone many of you will recognize, Carol Hallett. One of our founding members and longtime Program Manager, Carol is returning to the staff as Finance Section Chief. She wanted to rejoin the team in a more limited capacity, and this role felt like the right first step. We're glad to have her back where she can help us move forward and continue growing the team.



Carol Hallett

I'll just say this: I am surrounded by strong, hard-working women. Color me lucky.

Here's to Mary's continued contributions, Carol's return, and the dedicated people who keep THA-CERT ready for whatever comes next.

A HEARTFELT THANK YOU TO OUR CHAMBER

Celebrating Community and Good Food Coming Together

Carol Hancock, Owner - The Harte of the Kitchen

The Twain Harte Area Chamber of Commerce and The Harte of the Kitchen come together to celebrate community and local flavor.



Photo courtesy of Patrick Roddie Photography

We had a fantastic Thursday night at our Sips n Snacks. A huge thank-you to our local Chamber of Commerce for your support and partnership — we truly appreciate everything you do for us & our community.

Thank you to the Chamber Board for preparing a delicious Lasagna dinner for our Thursday Happy Hour and all the hard work you did to make this evening a huge success. We cannot tell you enough what that means to us.



Photo courtesy of Patrick Roddie Photography

And to all the customers who joined us, you made the evening unforgettable. Your support and loyalty mean the world to us. We're grateful to each of you. We appreciate you all.





CERT AFTER DARK: TRAFFIC CONTROL

Fresh from CHP training, CERT volunteers put their skills to the test after dark!

Mike Mandell, THA-CERT Team Leader & President

CERT volunteers safely directed traffic during water line repairs until the job was completed.

This news item may sound similar to a recent one, but it isn't. We were doing traffic control in the dark! Luckily for us, we just received formal traffic control training from the California Highway Patrol on September 27th, so we got to put all that new learning to immediate use.



On September 30th, Chief Gamez contacted me at 1400 (that's 2 pm for landlubbers), and I pulled together two other people, Bob Schreiner and Lise Lemonnier. I picked up our CERT truck and met my fellow CERT volunteers at 1600. Miguel of the District's Water Department gave us our instructions so that we could direct one-way traffic while the service people repaired the line. Luckily, most of the digging was off the street, so our job mostly consisted of slowing the traffic down. Very occasionally, we had to close one lane for the equipment to get in and out. Once it started getting dark, we turned on lights, but we quickly realized that our signs were not reflective! By 2100, the job was finished, and it was time for us to clean up our equipment.

Another good deployment, and this time in the dark!



LAST CHANCE TO SAVE LIVES THIS YEAR!

Cookies, Community, and a Call for Donors: Let's Finish Strong!

by Carol Hallett, Program Manager and Finance Section Chief

This is the final Blood Drive in Twain Harte until 2027, and we need you.

Monday, November 16
10:00 a.m. – 3:00 p.m.
Twain Harte Community Center

Our dedicated volunteers are ready. The Red Cross is ready. The only question left is: Are you signed up?

We host these drives from March through November each year, so Monday, November 16th will be our last opportunity in 2026 to make a difference right here at home.

As a special thank-you, several community members are bringing homemade cookies for every donor. And this year I'm aiming higher than ever: I'd love to see more Power Red donations than we've ever had. **We still have 2 Power Red appointments and 21 whole blood appointments available.**

In addition, the Red Cross is offering:

- **Free A1C Test:** In recognition of National Diabetes Awareness Month, all donors who successfully give blood, platelets, or plasma November 1–30, 2026, receive a complimentary hemoglobin A1C test to screen for prediabetes and diabetes (no fasting is required).
- **$10 Amazon Gift Card + 500 Bonus Points:** Donors who come to give blood or platelets between October 19 and November 22, receive a $10 Amazon Gift Card via email plus 500 bonus points through Blood Donor Rewards, which can be redeemed for an additional $10 e-gift card (totaling $20 in value).

Please claim a spot and help us finish the year strong. Every donation counts. Sign up today and be part of something that truly saves lives. **https://www.redcrossblood.org Enter: *twain harte***



WHEN CELL SERVICE FAILS, RADIOS DELIVER

TCARES helps residents build confidence in radio communication when it matters most.

Brad Menary, Co-owner Buisness First

TCARES hosted a hands-on radio class teaching community members practical skills for staying connected during emergencies when cell service and internet access are unavailable.

Using Handheld Radios During Emergency Situations was the topic of a late-September Sunday afternoon class hosted by TCARES, the Tuolumne County Amateur Radio and Electronics Society.

Open to the public, the well-attended free session included Amateur radio operators (HAMS) along with FRS (Family Radio Service) and GMRS (General Mobile Radio Service) users and enthusiasts. The class opened with a presentation and discussion on emergency preparedness, focusing on situations when cell service and internet communication are unavailable, and radio may be the only option. The class was able to be hands-on, checking out what a portable DIY radio emergency "grab and go" waterproof kit could look like. In the kit were detailed emergency radio use instructions tailored to the individual user. My takeaway is that the emergency procedure and operation instructions are as important as the radio.

During an emergency, it is important to be able to get the best performance possible out of a handheld radio, often referred to as a walkie-talkie or HT (handy talkie). The presentation included a demonstration of add-on longer antennas for HAM and GMRS, radio power settings, battery condition and the importance of spares, how to stand, and how to hold radios for efficiency, using repeaters if possible, and why getting to higher ground may increase range. An outdoor hands-on simulation of emergencies followed. That was fun and quite eye-opening! It became apparent to me that in a rush situation with several radios and multiple tasks to deal with, it is easy for chaos and confusion to develop. My takeaway is that radio practice is important!

The Q&A session as the meeting was drawing to a close was quite interesting. It evolved into an enthusiastic class discussion with an expressed desire for TCARES to plan to host more radio classes!

The TCARES radio club has an informative website: **www.tcares.net**. The club is available to answer radio questions about GMRS, FRS, or HAM radio.

Brad Menary Ham - KN6ERF GMRS - WRWU678



THA-CERT HOSTS SUCCESSFUL CPR/AED/FIRST AID TRAINING

Learning to save lives with Twain Harte Fire & Twain Harte Area CERT

Mike "Griff" Griffin, Training Officer

THA-CERT hosted a hands-on CPR/AED/First Aid class, empowering local community members with lifesaving skills led by Twain Harte Fire Engineer Cory Payton.



On October 17, THA-CERT hosted a CPR/AED/First Aid training class at the Twain Harte CSD offices. Twelve community members signed up, and ten attended. Eight participants requested certification.

Attendees learned proper CPR techniques for adults, children, and infants, with a primary focus on CPR and AED use. The class also covered essential first aid skills. Our instructor, Twain Harte Fire Engineer Cory Payton, delivered an informative session that struck an excellent balance between clear instruction and hands-on practice.



TWAIN HARTE CSD RECEIVES TOURISM ADVOCATE OF THE YEAR AWARD

Grateful for the Recognition, Proud of Our Community

Kim Silva, THCSD Human Resources | Executive Coordinator

Twain Harte Community Services District received the 2026 Tourism Advocate of the Year Award for its efforts to improve local parks, recreational facilities, and visitor experiences.

The Twain Harte Community Services District (THCSD) has been recognized by Visit Tuolumne County with the Tourism Advocate of the Year Award, honoring the District's efforts to enhance Twain Harte's parks, recreational amenities, and visitor experience.



General Manager Tom Trott attended Visit Tuolumne County's Tourism Summit and Industry Awards on October 15, 2026, at Chicken Ranch Casino Resort to accept the award on behalf of the District.

A wooden award for "Tourism Advocate of the Year" presented to Twain Harte Community Services District in 2026.
Visit Tuolumne County selected THCSD for its leadership and efforts to support tourism through improvements to Twain Harte's parks and recreational facilities. The District's recreational offerings include the area's distinctive clay tennis courts, amazingly popular pickleball courts, a playground nestled among the pines, and bocce ball courts. Eproson Park's outdoor stage also hosts concerts and community events throughout the year, bringing residents and visitors together.



Twain Harte Meadows Park adds another unique experience, combining local history, recreation, and environmental education. The park features interactive learning areas that demonstrate how simple landscaping techniques can capture and reuse stormwater, improve water quality, and support a healthier environment. Meadows Park provides opportunities to explore, learn, and enjoy the outdoors while showcasing what makes Twain Harte such a special place to visit.

The District is honored to receive this recognition and grateful to the staff, Board of Directors, community partners, volunteers, and residents who help make these improvements possible. THCSD remains committed to caring for local parks and facilities and enhancing the experience of everyone who visits Twain Harte.

Thank you to Visit Tuolumne County for recognizing the District's work and for supporting the people and organizations that make Tuolumne County such a wonderful place to visit.

> *The District is honored to receive this recognition and grateful to the staff, Board of Directors, community partners, volunteers, and residents who help make these improvements possible.*

NEWS RELEASE

California Department of Forestry & Fire Protection

CAL FIRE Urges Californians to Power Up Their Devices with Fire Safety in Mind

Sacramento – CAL FIRE is teaming up with the National Fire Protection Association® (NFPA®) to support Fire Prevention Week. This year's FPW theme, "Charge into Fire Safety: Safe Charging Is a Superpower," focuses on the simple steps people can take to recharge safely. Safe charging means making smart choices every time you plug in.

Many devices used in our daily lives - phones, tablets, laptops, tools, toys, e-bikes, and scooters—run on rechargeable lithium-ion batteries, which store a lot of energy in a small space. If they are damaged or charged the wrong way, they can overheat, start a fire, or even explode.

"The way you charge your lithium-ion battery devices can make a difference in helping prevent home fires," said Chief Daniel Berlant, California State Fire Marshal. "By making safe charging a daily habit, we can all help prevent fires and protect our homes, families, and communities."

- Use the cord and charger that came with your device or one approved by the manufacturer. Using the wrong charger can damage the battery and increase the risk of fire.
- Charge devices on a table, desk, or other hard, flat surface. Do not charge them on beds, couches, or under pillows. Devices and chargers produce heat during normal charging. Soft surfaces can trap heat and block airflow, which can cause the battery to overheat.
- Stop using your device if it feels very hot, starts to swell, is smoking, or has a strange smell. These are warning signs that the battery may be damaged or failing.
- Unplug your device when it is fully charged. Do not leave it plugged in longer than needed. Leaving a device plugged in too long can increase heat and stress on the battery.
- Charge larger items like e-bikes, scooters, and power tools outside and away from exits. These batteries are larger and store more energy. If they fail, fires can grow quickly and spread.
- When on a plane, keep your device where you can see it while charging. Do not charge devices in overhead compartments. Do not charge e-cigarettes or vapes on a plane. If a battery overheats or fails, it is important for the flight crew to respond quickly.

CAL FIRE – Office of the State Fire Marshal (CAL FIRE - OSFM) is helping Californians stay safe by sharing free Fire Prevention Week resources and promoting California's battery safety regulations at the **Fire Prevention Week Toolkit**. To support safer communities, CAL FIRE - OSFM leads statewide efforts to improve lithium-ion battery safety. Through code development and collaboration with industry experts and fire agencies, CAL FIRE - OSFM works to reduce the risk of battery-related fires in homes, businesses, and energy storage sites across California.

CAL FIRE – OSFM's newly established Battery Energy Storage Systems Workgroup brings together specialists from across the state to study emerging hazards, recommend best practices, and strengthen firefighter training and public safety messaging. Their work helps make sure California stays ahead of evolving battery technology, and the risks that come with it.
By making safe charging a daily habit, we can all help prevent fires and protect our homes, families, and communities.

To learn more about lithium-ion battery safety, visit **fpw.org.**



CHAMBER UPDATE

by Glen Cantrell, President, Twain Harte Area Chamber of Commerce

Well, That Was Timely.

In last month's CERT newsletter, I wrote about preparing for unexpected interruptions. I even mentioned a fall power outage as an example.

Oops.

As I write this, we're coming out of a multi-day Public Safety Power Shutoff (PSPS). A couple of days without power exposes the difference between being prepared in theory and being prepared in practice.

The Difference Between Having a Plan and Using One

Most of us know the basics. Flashlights, batteries, charged devices, extra supplies, and a way to keep food safe.

Does your generator start (mine took a couple of tries)? Do you have enough fuel (I did not)? Can you safely connect the equipment you need? Does your backup internet connection support the work you need to do?

And how long can you maintain those arrangements?

A backup plan that works beautifully for six hours may become considerably less useful after two days.

What I Saw Along Highway 108

During the outage, I braved the winds (!) to check in with businesses throughout downtown Twain Harte and along the Highway 108 corridor. Some never lost power. Some did and were forced to close. Others were operating on generators, sometimes with limited services.

A generator might keep the doors open, but at considerable expense. A restaurant could still lose inventory, and some did. A lodging business might lose reservations that can't be recovered once the lights come back on. For households that depend on medical equipment, refrigerated medications, or reliable communications, losing power can quickly become more than an inconvenience.

Preparedness Is More Than Supplies

Do you know where to get reliable updates? Does someone know to check on a neighbor who might need help? Can your business reach employees and customers when its usual systems aren't working? PG&E's Community Resource Centers offer device charging, Wi-Fi, and basic supplies. Useful resources, certainly, but only if people know where to find them.

Neighbors helping neighbors, businesses sharing information, and volunteers stepping in are a form of emergency infrastructure, even if they don't appear on a utility company's map.

Preparedness Doesn't Mean Accepting the Status Quo

Residents and business owners have questioned why widespread shutoffs were necessary when conditions where they were appeared relatively calm. A shutoff can affect communities beyond the area experiencing dangerous weather. That doesn't eliminate the need for clear explanations and accountability.

The Chamber is documenting the outage's economic consequences and working with local elected representatives to seek answers about the infrastructure limitations affecting our communities. Preparing for outages doesn't remove the need for a more reliable electrical system.

Before the Next One

Pick one thing that fell short during this outage and improve it before the next one. Maybe that means improving backup power (top of my list), updating contact information, checking on neighbors and local businesses, or simply keeping a little more fuel on hand.

Maybe next month I'll try writing about something less likely to become an immediate practical demonstration.

Take care,
Glen



COMMUNITY KITCHEN

Shared by Casey Headrick

Cranberry Brie Bites

12 Servings Level: Easy

10 min prep / 25 min total

Buttery crescent dough, creamy melted Brie, tangy whole berry cranberry sauce, and a touch of fresh rosemary come together in these irresistible bites. They're simple to make, elegant enough for any gathering, and always one of the first appetizers to disappear.



Elegant, easy, and always a crowd-pleaser.

INGREDIENTS:

- ☐ All-purpose flour (for dusting the dough and cutting board)
- ☐ 8-ounce crescent dough sheet
- ☐ 8-ounce wheel of brie cheese
- ☐ 1 cup whole berry cranberry sauce (not jellied)
- ☐ 2 fresh rosemary sprigs

KITCHEN TIPS:

- Cutting the rind off of the brie isn't necessary, but feel free to remove the rind to your taste preference.
- A 24-count mini muffin tin is recommended. If unavailable, use a 12- or 18-count tin and work in batches.

Want to share a favorite family recipe? Email us at TwainHarteCERT@gmail.com for a chance to be featured in an upcoming issue.

DIRECTIONS:

1. Preheat oven to 375°F. Spray a 24-count mini muffin tin with cooking spray. Dust all-purpose flour out onto a cutting board, then roll out an 8-ounce crescent dough sheet.
2. Cut the crescent dough into 24 equal-sized squares and place the squares into the muffin tin slots.
3. Cut an 8-ounce wheel of brie cheese into small pieces and place inside the crescent dough squares.
4. Top each with a generous spoonful of whole cranberry sauce and add a small piece of fresh rosemary sprig to each.
5. Bake for 15 minutes or until the crescent dough is a light golden brown.
6. Serve warm.



SAFETY TIP OF THE MONTH

John Buckingham, Safety Officer

Hello Fall! TIME TO FOCUS ON FIRE SAFETY

CLEAN
CHECK
PREPARE
STAY SAFE

Now that summer has passed and we are firmly in fall and preparing for winter, it's a great time to take some fire prevention measures.

AT HOME

- **Check your heating system and replace filters.** Make sure you keep combustible items at least six inches from your vents.
- **Continue to keep your property clean and remove combustible debris away from your home.**
- **Replace batteries in your smoke detectors and check to ensure they work.**

FIREPLACE SAFETY

- **Get your chimney cleaned to prevent chimney fires, which can easily spread to your home.**
- **Never leave your fireplace unattended while in use.**
- **Do NOT use flammable liquids to start a fire in your fireplace.**
- **Keep the area around your fireplace clear of debris, decorations, and flammable materials.**





If you need new smoke detectors, please contact CERT for **FREE** replacements and installation.

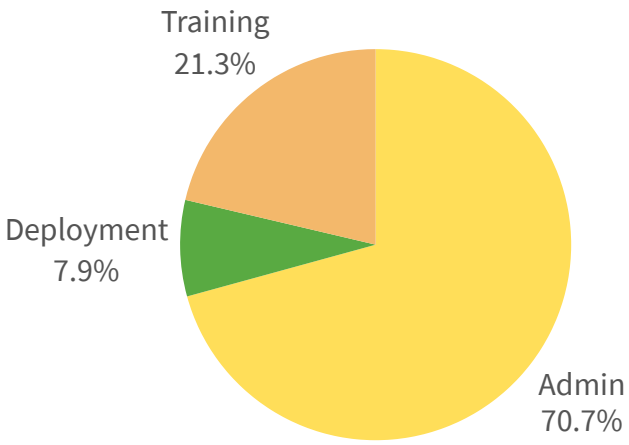
Be fire-safe and enjoy a cozy Fall! ♡



WHERE DOES THE TIME GO?

Lise Lemonnier, Planning Section Chief

Every hour donated strengthens our community's emergency readiness.

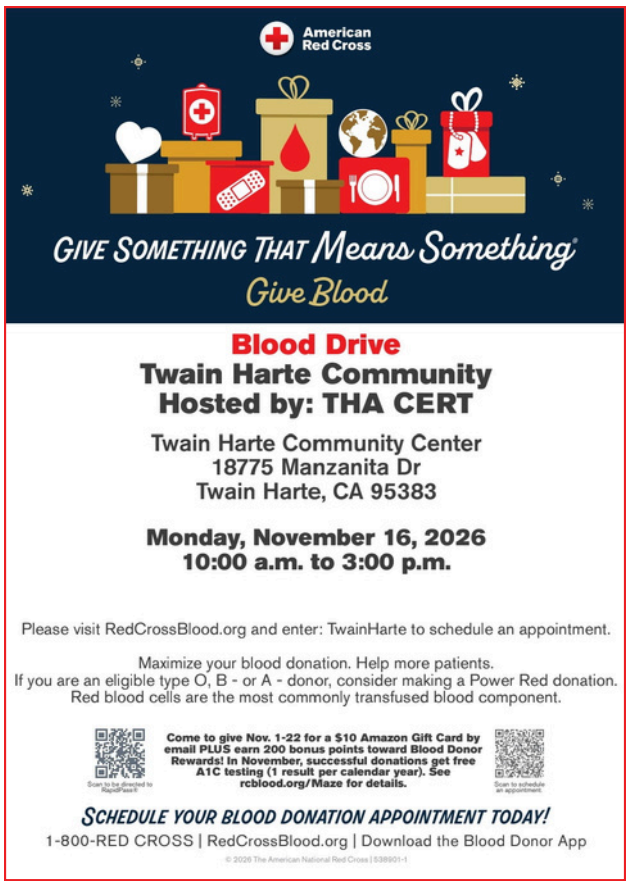


TOTAL Volunteer Hours for the Month!

258

20.5	55	182.5
Deployment Hours	Training Hours	Administration Hours

UPCOMING COMMUNITY EVENTS

















MORE TO DO!

Visit Tuolumne County: Events

Chamber of Commerce: Events

GET INVOLVED! *There are many ways to help make our community safer.*

Communications

Join a weekly Twain Harte Area Neighborhood Radio Watch

What if you lived in a remote area of Tuolumne County and the cell towers went down? Could you still get help for yourself, your family, and your neighbors?

Only if you prepare in advance. In higher elevations, forested areas, and near the Stanislaus National Forest, Yosemite fringe, or some locations like along 108, cell coverage is already limited or spotty. When towers fail due to fire, storms, power outages, or damage, regular phones become useless. Tuolumne County has seen real outages from fiber cuts that disrupted phone service and 911 routing. Landlines help, but many rural homes no longer have them.

The practical solution is radio. Practice with radios when there's no emergency so you're confident when it matters. In one real incident, a ham operator heard stranded people calling for help on the radio, relayed their location and needs to the Sheriff's Department, and help arrived.

Relying solely on a cell phone in remote Tuolumne County is a serious vulnerability.

Join a radio net:

Wednesday Evening
6:30 PM. Cedar Ridge Repeater
Contact: Lee Smith 209-988-8832

7:00 PM. FRS/GMRS: Channel 18
Contact: Brad Menary 209-352-1442

Sunday Morning
9:00 AM. FRS/GMRS: Channel 18
Contact: Lise Lemonnier 209-770-4210



Community Meetings

THCSD Board Meeting
Thursday, November 12th, 2026 9:00 am
22912 Vantage Point, TH, THCSD Mtg Room

THA-CERT & Fire Board Meeting
Thursday, November 12th, 2026 1:00 pm
22912 Vantage Point, TH, THCSD Mtg Room

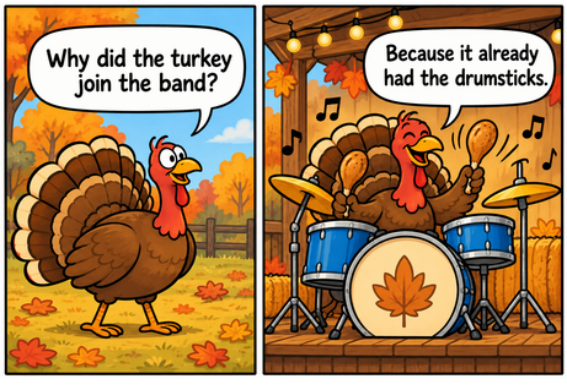
About This Publication

Thank you for reading the THA-CERT Monthly Update. Our goal is to keep our community informed about preparedness, safety, training, and volunteer opportunities.

Have an idea for a future article? We'd love to hear from you at twainhartecert@gmail.com.

Newsletter Staff
PIO: Mary Schreiner
Editor: Casey Headrick
Proofreader: Lise Lemonnier

Before You Go...



Stay safe, stay prepared, and keep smiling.

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	08C	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	Operations Manager's report.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

None

SUMMARY:

This item includes a written and verbal report from the Operations Manager regarding general operations of the District's Operations Division over the previous month. The Operations Division is responsible for water, sewer, and parks and recreations services.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- Operations Manager Report

TWAIN HARTE CSD OPERATIONS REPORT

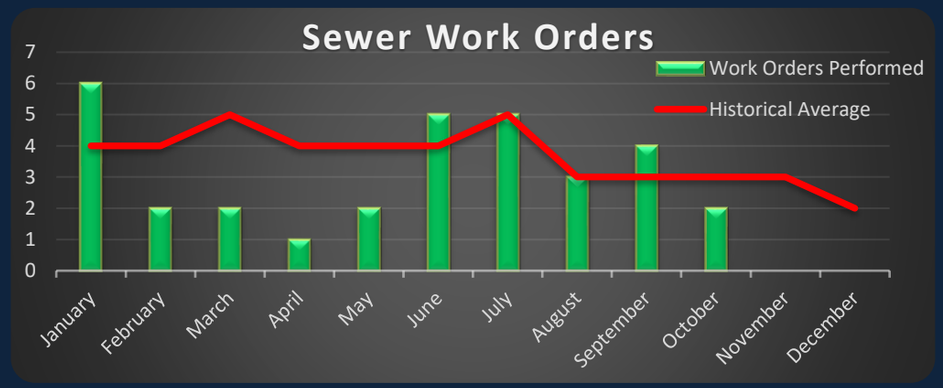


WATER/SEWER/PARK DIVISION

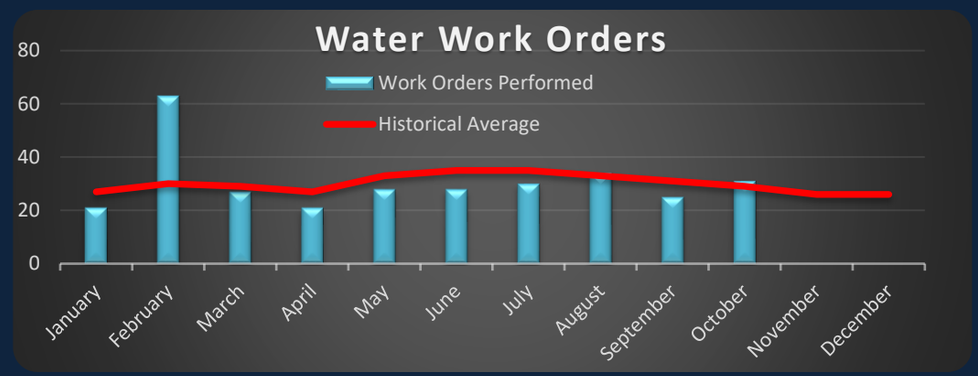
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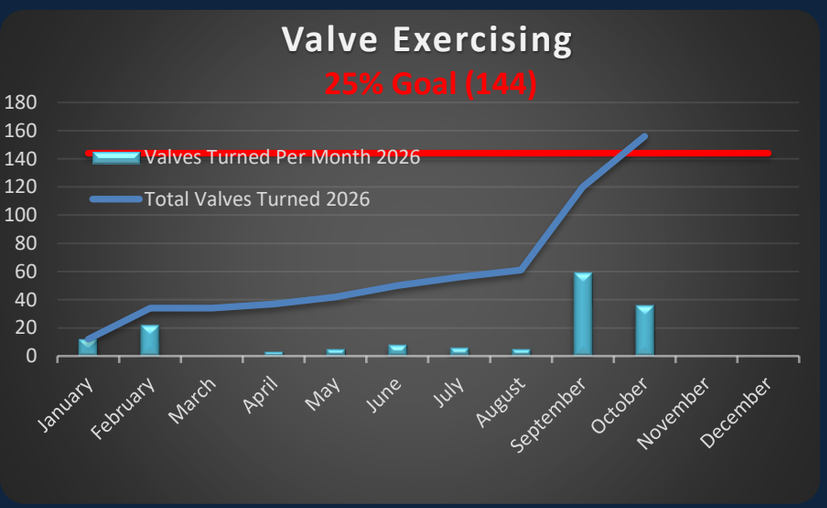
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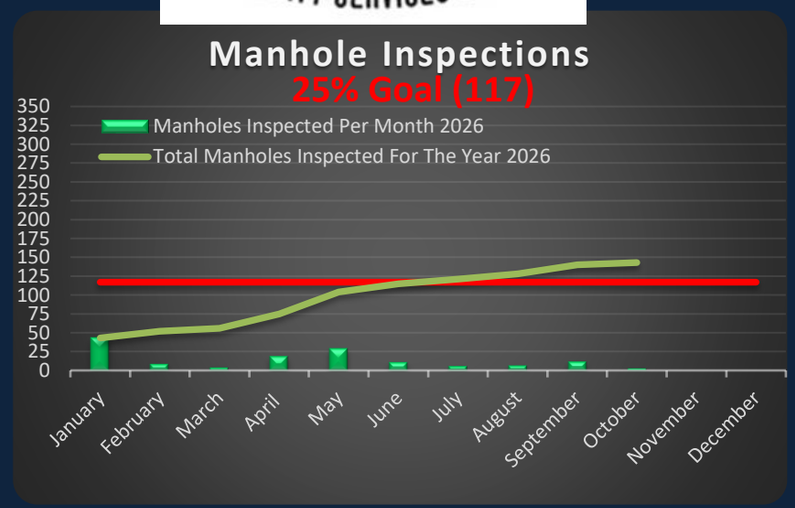
WATER, SEWER & PARKS STATISTICS

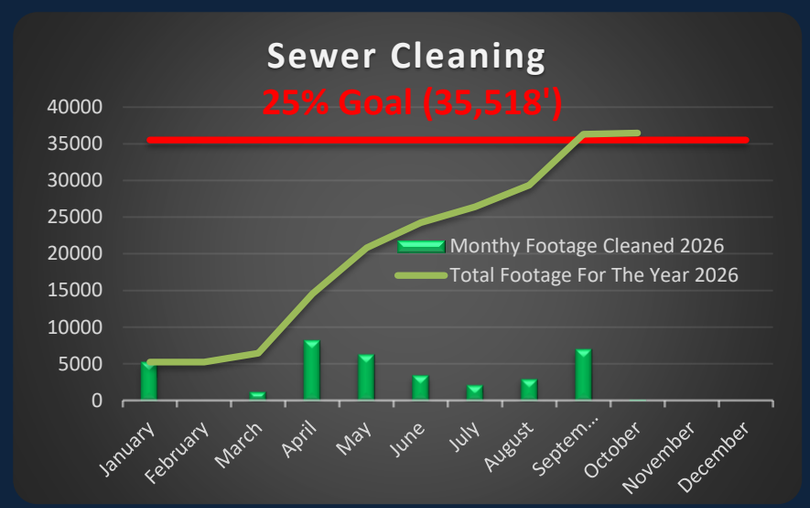


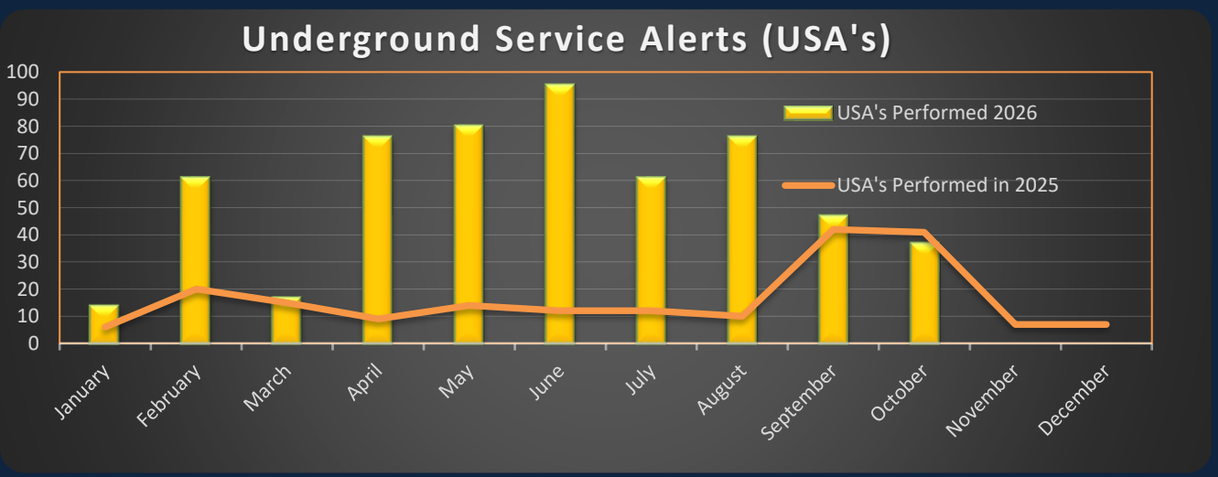


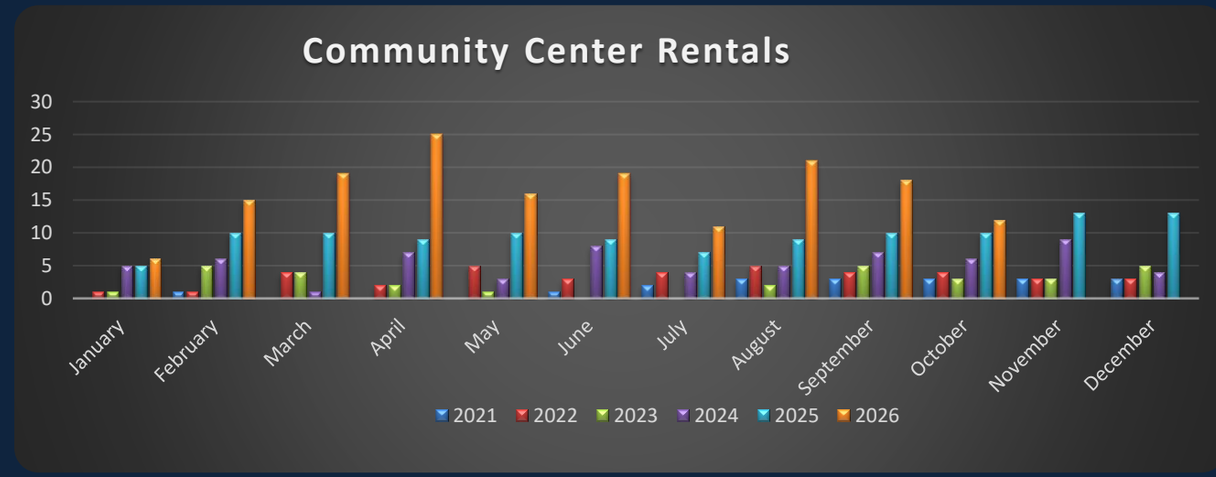












ITEMS OF NOTE



























Items of Note Pictures Explanation

Page 1

Top Left: Heaters and eye wash water heater circuits were installed at each wellsite.

Bottom Left and Bottom Right: Crews worked on several leaks this month. We received CDL mutual aid assistance from TUD to tow our hydro-excavator as well as assisting on the leak.

Top Center: Intake screens were repaired and intake vaults cleaned out by Eric and Garrett during the ditch outage. We provided TUD with approximately 3.27 million gallons of water while also dealing with a PSPS event.

Bottom Center: Robert performing alkalinity test via the titration method.

Top Right: Our internet and Wi-Fi reliability project is complete.

Page 2

Top Left: Eric spraying down the clarifier during its biannual cleaning.

Bottom Left: Eric practicing for his CDL drivers test.

Right: Crews working on a leak off of Twain Harte Dr. Pictured is Rick and Robert. THA CERT assisted with traffic control.

Page 3

Top Left: Mark Twain Lift Station pump had its check valve replaced.

Bottom Left: PG&E Customer Resource Center was activated at the park parking lot during the PSPS.

Center: Garrett and Jason working on putting together the concrete picnic tables. Rick and Miguel assisted as well.

Right: Rick and Garrett sealing cracks at the park parking lot.

Not Pictured:

- This years ditch outage required us to provide a lot more water in shorter periods of time that required additional backwashes. THCSD crew was able to meet the higher demands even during the PSPS event.
- PSPS occurred during the ditch outage which shortened it.
- THCSD WSP crew is very thankful to Chief Gamez for communicating to us that they would be pulling a lot of water during a housefire.

Year: 2026

Month	SWTP Treatment Plant (Gal)	Well #1 (Gal)	Well #2 (Gal)	Well #3 (Gal)	Total Recycled (Gal)	Total Production (Gal)	2013 Total Production (Gal)	Decrease in Demand (%)	Rain (inches)	Snow (inches)
Jan	3,411,542	0	1,232,872	834,477	490,587	5,478,891	8,304,262	34.02%	4.82	0
Feb	6,392,660	307,455	856,258	463,933	408,506	8,020,306	5,836,362	-37.42%	2.98	42
Mar	6,744,282	167,604	274,638	140,324	474,297	7,326,848	5,776,198	-26.85%	0.71	0
Apr	5,832,887	0	49,268	248,937	525,435	6,131,092	6,737,931	9.01%	5.45	0
May	6,798,702	0	220,237	106,842	510,556	7,125,781	9,624,851	25.96%	0.77	0
Jun	7,833,012	0	0	0	590,158	7,833,012	11,912,958	34.25%	0	0
Jul	9,331,157	0	0	0	775,258	9,331,157	14,740,484	36.70%	0.02	0
Aug	8,330,099	0	182,549	213,493	700,989	8,726,141	14,605,710	40.26%	0.08	0
Sep	7,465,826	0	0	0	652,353	7,465,826	10,891,827	31.45%	0	0
Oct	8,903,238	125,026	500,274	298,068	598,979	9,826,606	9,867,000	0.41%	1.85	0
Nov						0				
Dec						0				
Total	**71,043,405**	**600,085**	**3,316,096**	**2,306,074**	**5,727,118**	**77,265,660**	**98,297,583**	**21.40%**	**16.68**	**42**

10 Year Rain/Snow Average from 2016-2025: Rain: 40.31", Snow: 51.47"

11/16/2016

Board Meeting Agenda Item Summary

November 12, 2026

ITEM #:	08D	**ITEM TYPE:**	☒ **Discussion** ☐ **Action** ☐ **Both**
SUBJECT:	General Manager's report.		
RELATION TO STRATEGIC PLAN:	☒ **N/A** ☐ **Advances Goal/Objective #'s: _____**		

RECOMMENDED ACTION:

None.

SUMMARY:

This item includes a written and verbal report from the General Manager regarding overall District operations and operations of the District's Administration Division over the previous month.

FINANCIAL IMPACT:

None.

ATTACHMENTS:

- General Manager's Report

GM REPORT

November 12, 2026

ADMIN ACTIVITIES

- Fiscal Year 2025-26 Audit
- Emergency TH Creek Sewer Line Crossing Repair
- Christmas Tree Replacement & Park Lighting
- LAFCO Municipal Service Review/Latent Powers
- Infrastructure Collaboration with new County Staff
- Office HVAC Replacement Project

MEETINGS OF INTEREST

10/15	**Regional Sewer Advisory Committee**
10/15	**Visit Tuolumne Award Banquet**
10/22	**Emergency Environmental Permitting**
10/29	**County Infrastructure Partnership**
10/29-30	**FY 2025-26 Audit**

CAPITAL PROJECTS

Eproson Park Solar Light Replacement

Budget: $93,500

Procurement of solar lights and solicitation of a contractor is underway for a grant-funded project to replace streetlights in Eproson Park. Anticipated project completion in spring 2027.

Cresta Sewer Replacement/Relining

Budget: $325,000

Replacement of 955’ of high-risk sewer line between Cresta Drive and Oak View Drive is complete. The remaining 1,550’ of sewer line has been repaired and is anticipated to be relined in spring 2027.

Twain Harte Dr to Marquis Sewer Repair/Relining

Budget: $160,000

Repairs to prepare for relining of 900’ of sewer line between Twain Harte Dr. and Marquis Dr. are being planned. Relining is expected to be performed with Cresta Drive relining in spring 2027.

Cedar Pines Pressure Zone Upgrades

Budget: $700,000

The District is in process of obtaining a consultant to design this project that improves pressure zones, eliminates an aging tank and pump station, and replaces deteriorated, undersized water lines.

SCADA System Improvements

Budget: $645,000

The District is waiting on grant funding to begin a SCADA project to provide remote monitoring/control of the treatment plant, pump stations, tanks and sewer lift stations. A radio survey has concluded that radios can provide reliable communication between the sites.

PLANNING PROJECTS

Activation of Latent Powers

Based on citizen request and strategic plan goals, staff is exploring activation of its powers to provide lighting services to downtown Twain Harte. This requires LAFCO approval and a study showing the District can sustainably provide services long-term. Staff/LAFCO have initiated this process with anticipated completion in early 2027, which may allow for a possibility to utilize grants to procure solar lights for the downtown area.

FUNDING OPPORTUNITIES

California Fire Foundation - $140K
Community Burn Trailer / AWARD: Spring 2027

FY 26-27 VFC GRANT - $38K
Radios / AWARD: Winter 2026-27

FEMA Public Assistance - $90K
Storm Response / AWARD: Fall 2026

Sonora Area Foundation - $36K
EV Fire Response / AWARDED

Energy Efficiency Grant - $94K
Eproson Park Solar Lights / AWARDED

HUD CDBG Grant - $525K
SCADA System / AWARDED