

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
June 12, 2024

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

DIRECTORS:

President Sipperley
Director Mannix
Director Knudson
Director Bohlman
Director Dearborn

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Lewis Giambruno, Operations Manager

AUDIENCE: 4 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through May 31, 2024.
- B. Approval of the minutes of the Regular Meeting held on May 8, 2024.
- C. Discussion/action to adopt Resolution #24-17 – Approve Continuance of the 1981 Special Tax for Fire Protection and Prevention.

MOTION: Director Knudson made a motion to accept the consent agenda in its entirety with the minor edits to the public comment section of the May 8, 2024 meeting.

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

PUBLIC HEARING:

- A. Open public hearing.
- B. Presentation on continuation of assessments for Fire and Rescue, Fire Protection and Emergency Services and Parks and Recreation Maintenance Districts.
- C. Receive public comment regarding continuation of assessments.
- D. Presentation of the proposed Fiscal Year 2024-25 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

- E. Receive public comment regarding budget.
- F. Close public hearing.
- G. Discussion/action to adopt Resolution #24-18 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2024-25.

MOTION: Director Bohlman made a motion to adopt Resolution #24-18 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2024-25.

SECOND: Director Dearborn

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

- H. Discussion/action to adopt Resolution #24-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire Protection and Emergency Response Services Assessment District for Fiscal Year 2024-25.

MOTION: Director Dearborn made a motion to adopt Resolution #24-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire Protection and Emergency Response Services Assessment District for Fiscal Year 2024-25.

SECOND: Director Knudson

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

- I. Discussion/action to adopt Resolution #24-20 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2024-25.

MOTION: Director Bohlman made a motion to adopt Resolution #24-20 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2024-25.

SECOND: Director Mannix

AYES: Sipperley, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: Knudson

- J. Discussion/action to adopt Resolution #24-21 – Adoption of the Fiscal Year 2024-25 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

MOTION: Director Bohlman made a motion to adopt Resolution #24-21 – Adoption of the Fiscal Year 2024-25 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

SECOND: Director Mannix

AYES: Sipperley, Dearborn, Mannix, Bohlman, Knudson

NOES: None

ABSTAIN: None

NEW BUSINESS:

- A. Discuss Twain Harte Meadows Park grand opening ribbon cutting ceremony.
GM Trott provided an update on Meadows Park construction and recommended August 10, 2024 for the grand opening ribbon cutting ceremony to allow for the meadow to be fully established, the construction to be complete and all finishing touches put on the park. The board provided direction to move forward with August 10, 2024 as the grand opening date.
- B. Discussion/action to approve proposed revisions to Policy #1065 – Facility Rental Fee Schedule.

MOTION: Director Bohlman made a motion to approve proposed revisions to Policy #1065 – Facility Rental Fee Schedule.

SECOND: Director Mannix

AYES: Sipperley, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: Knudson

- C. Discussion/action to approve proposed revisions to Policy #2300 – Volunteer Program.

MOTION: Director Dearborn made a motion to approve proposed revisions to Policy #2300 – Volunteer Program.

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

- D. Discussion/action to approve proposed revisions to Policy #2301 (Program Description: Reserve Firefighter/Reserve Operator) and rescind Policy #2302 (Program Description: Volunteer Firefighter/Operational Support Unit).

MOTION: Director Mannix made a motion to approve proposed revisions to Policy #2301 (Program Description: Reserve Firefighter/Reserve Operator) and rescind Policy #2302 (Program Description: Volunteer Firefighter/Operational Support Unit).

SECOND: Director Knudson

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

- E. Discussion/action to approve proposed revisions to Policy #2303 (Program Description: Firefighter Intern) and rescind Policy #2304 (Program Description: Apparatus Operator Intern).

MOTION: Director Dearborn made a motion to approve proposed revisions to Policy #2303 (Program Description: Firefighter Intern) and rescind Policy #2304 (Program Description: Apparatus Operator Intern).

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None
ABSTAIN: None

- F. Discussion/action to authorize the General Manager to enter into an agreement to participate in the California Cooperative Liquid Assets Securities System (California CLASS).

MOTION: Director Mannix made a motion to authorize the General Manager to enter into an agreement to participate in the California Cooperative Liquid Assets Securities System (California CLASS).

SECOND: Director Dearborn

AYES: Sipperley, Knudson, Dearborn, Mannix, Bohlman

NOES: None

ABSTAIN: None

REPORTS:

President and Board Member Reports

- Director Dearborn reported on attending the June fire committee and reviewing the budget.
- President Sipperley reported on attending Legislative Days with GM Trott and Director Bohlman and meeting with the legislator staff for Senator Marie Alvarado Gil's office.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided.

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.

CLOSED SESSION: The Board of Directors convened into closed session at 10:45 a.m.

- A. Conference with Legal Counsel – Anticipated Litigation:
Significant exposure to litigation pursuant to Government Code Section 54956.9(b)
(1 case)

President Sipperley reconvened the meeting into regular session at 11:06 a.m. with no reportable action.

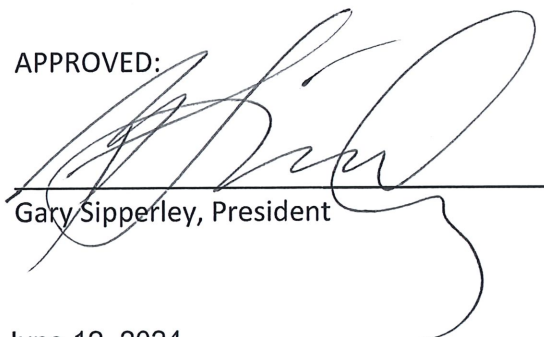
ADJOURNMENT:

The meeting was adjourned at 11:06 a.m.

Respectfully submitted,


Kimberly Silva, Board Secretary

APPROVED:


Gary Sipperley, President