

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
September 10, 2015

CALL TO ORDER: President Mannix called the meeting to order at 9:00 a.m.

The following Directors, Staff, and Community Members Were Present:

DIRECTORS:

Director Mannix, President
Director Johnson, Vice President
Director McManus

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Robb Perry, Operations Manager
Todd McNeal, Fire Chief

AUDIENCE:

One member of the public

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

Ron Ringen stated that TUD hired a new General Manager. Mr. Ringen also presented a history of TUD's past rates and projects over the past 20+ years. He also suggested that our district attend TUD's future water committee meetings as they may be reviewing their water rules and regulations.

GM Trott stated that we have received e-mails from CAL FIRE and the county, thanking us for our participation and assistance during the Oak Fire incident.

PRESENTATIONS & AWARDS:

None

COMMUNICATIONS:

None

CONSENT AGENDA:

A. Presentation and approval of preliminary financial statements through August 31, 2015.

B. Approval of the minutes of the Regular Meeting of August 13, 2015.

MOTION: Director Johnson made a motion to accept the consent agenda in its entirety.

SECOND: McManus

AYES: All Present

OLD BUSINESS:

A. Update on drought conditions and water supply.

GM Trott stated that Lyons is approximately 39% full but now that Labor Day has passed, the county has access to water in Pinecrest. However, due to curtailments, Lyons will not be allowed to rise above 2,000 acre-ft. He again stated that there is no

significant correlation between strong El Nino's and wet years in central California. Conservation is still a necessity and this year our county conserved approximately 1100 acre-ft of water. The State still requires 25% conservation through November.

- B. Discussion/action regarding review and continuance of order of emergency action for completion of Well #2 and Well #3 Water Supply Projects.

GM Trott recommended that the order of emergency action be continued because it is still necessary to respond to the District's Water Shortage Emergency and the projects will not permit a delay resulting from competitive bidding.

MOTION: Director Johnson made a motion to continue the order of emergency action for completion of Well #2 & Well #3 due to the above.

SECOND: Mannix

AYES: All Present

NEW BUSINESS:

- A. Discussion/action regarding adoption of Resolution #15-23 – Declaration of a Continued Water Shortage Emergency and Continuance of Phase III Mandatory Water Conservation Measures with a Reduced Water Reduction Goal.

GM Trott stated that the District's cumulative water savings to date is 48.6%. G.M. Trott recommended that penalties only be applied if the district as a whole doesn't meet the reduction goal.

INTRODUCTION OF RESOLUTION #15-23 with revisions that included GM Trott's above recommendation regarding penalties – Director Johnson

MOTION : Director McManus made a motion to accept resolution #15-23 as revised.

SECOND: Mannix

AYES ROLL CALL: Mannix, Johnson, McManus

ABSENT: Sipperley, Knudson

- B. Discussion/action regarding annual review and potential revisions of Policy #2002, "Discrimination".

MOTION: Director Johnson made a motion to accept the annual review of Policy #2002 and noted that no changes were needed this year.

SECOND: McManus

AYES: All Present

- C. Discussion/action regarding annual review and potential revision of Policy #3030, "Injury and Illness Prevention Program".

MOTION: Director Johnson made a motion to accept the annual review and revisions of Policy #3030.

SECOND: McManus

AYES: All Present

D. Discussion/action to adopt revisions to District Policy #1030, "Communications Policy".

MOTION: *Director Johnson made a motion to accept the revisions to Policy #1030.*

SECOND: *McManus*

AYES: *All Present*

E. Discussion/action to adopt revisions to District Policy #4090, "Training, Education and Conferences".

MOTION: *Director Johnson made a motion to adopt revisions to Policy #4090 with a small change of taking out the word "other" in paragraph 4090.22.*

SECOND: *McManus*

AYES: *All Present*

F. Discussion/action to adopt Resolution #15-24 – Declaring Real Property Located on Meadow Drive as Surplus, Authorizing the General Manager to Dispose of said Real Property by Sale or Lease in Accordance with State Law, and Approving a Notice of Exemption for such Action.

INTRODUCTION OF RESOLUTION #15-24 – Director Johnson

MOTION : *Director Mannix*

SECOND: *McManus*

AYES ROLL CALL: *Mannix, Johnson, McManus*

ABSENT: *Sipperley, Knudson*

G. Discussion/action to adopt Resolution #15-25 - Approving the Department of Forestry and Fire Protection Agreement #7FG15127 for a \$10,048.25 grant for personal protective equipment, hoses, and other equipment through the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

INTRODUCTION OF RESOLUTION #15-25 – Director Johnson

MOTION : *Director Mannix made a motion to adopt Resolution #15-25.*

SECOND: *McManus*

AYES ROLL CALL: *Mannix, Johnson, McManus*

ABSENT: *Sipperley, Knudson*

H. Discussion/action regarding a park facility rental fee waiver request from the Twain Harte Chamber of Commerce.

The Chamber of Commerce requested that the parking lot rental fee be waived for 4 of the summer concerts.

MOTION: *Director Johnson made a motion to accept in-kind services or materials for four parking lot rental fees in-lieu of payment.*

SECOND: *McManus*

AYES: *All Present*

REPORTS:

President & Board Member Report

- No Reports Given

Park & Recreation/Citizen Oversight Committee and Operations Report

- The committee spoke about dead trees at the park and their possible removal. Operations Manager Perry will solicit quotes from vendors and contact PG&E for possible removal.

Water/Sewer Committee and Operations Report

- Operations Manager Perry reported that high levels of Manganese in Well 2 will necessitate the purchase of a green sand filter.

Fire Committee and Fire Chief Report

- 1200 cubic yards of green waste was picked up through the Curbside Slash Program.

Finance/Admin Committee Report

- The committee discussed all policies presented earlier in the meeting, the Vantage Pointe property, and the National Disaster Resiliency Grant.

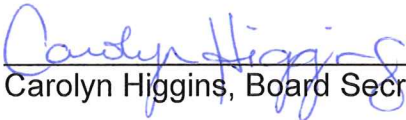
General Manager Report

- The vacuum truck sold for \$21,850. This un-budgeted revenue will be reflected in the mid-year budget revision.
- A State projected grant application containing approximately \$120 million dollars in projects will be submitted to the Federal government for the National Disaster Resiliency Grant. The State will notify agencies regarding the final list of included projects by month's end.

ADJOURNMENT:


The meeting was adjourned at 11:09 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Eileen Mannix, President