

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
May 12, 2016

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 Knudson
Director McManus
Director Sipperley

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Robb Perry, Operations Manager
Neil Gamez, Fire Captain

AUDIENCE:

Three members of the public

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

- President Mannix thanked everyone on behalf of Nancy Maxwell for everything the District did for Packy and his family members.
- Director Sipperley expressed his appreciation as well.

COMMUNICATIONS:

- A. E-mail from Tuolumne County regarding District's sale of surplus property located at 22933 Twain Harte Drive.

CONSENT AGENDA:

- A. Presentation and approval of the financial statements through April 30, 2016.
- B. Approval of the minutes of the Special Meeting on April 12, 2016 and the Regular Meeting of April 14, 2016, 2016.

MOTION: Johnson

SECOND: Mannix

AYES: All Present

OLD BUSINESS:

- A. Update on drought conditions and water supply.

GM Trott stated that our area has moved from exceptional drought to extreme drought. Most reservoirs in the State are looking better than last year, but New Melones is only 5% higher. The governor released a new proclamation that calls for some permanent water conservation regulations and for other conservation measures to become a normal way of life. The State Water Board has proposed new regulations that are now based on an individual water district

basis rather than a one size fits all approach. The new regulations proposed for small water districts would lift the mandatory conservation percentage and instead would only require these districts to promptly notify customers about leaks and to report District water consumption on a yearly basis. GM Trott also stated that the snowpack is 35% below normal which is much better than last year. TUD engineers are reporting that the Lower Relief (our watershed) snowpack is at about normal. Both of our reservoirs are over 95% full. GM Trott stated that the state regulation of 25% is still in effect but could change shortly.

- 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 asked the board to consider whether the emergency action should be continued and to consider if it is necessary to address the current water supply shortage emergency as declared by this district, the county and the state and if the emergency situation will not permit a delay resulting from formal competitive bidding.

MOTION: *Director Sipperley made a motion to continue the order of emergency action for completion of Well #2 and Well#3.*

SECOND: *Knudson*

AYES: *All Present*

NEW BUSINESS:

- A. Discussion/action to adopt revisions to Policy #3011, "Reserves Policy".

MOTION: *Director Johnson made a motion to adopt the revisions to Policy #3011*

SECOND: *McManus*

AYES: *All Present*

- B. Discussion/action to adopt Resolution #16-06 – Reallocation of Reserves.

MOTION: *Director Johnson made a motion to adopt Resolution #16-06*

SECOND: *Sipperley*

AYES ROLL CALL: *Mannix, Johnson, Knudson, McManus, Sipperley*

ABSENT:

- C. Discussion/action regarding California Disaster Assistance Act funding for tree mortality, including:

GM Trott and the Board Members discussed the prioritization of high risk water/sewer facilities and estimated costs associated with tree removal as well as appropriate levels of facility protection and potential impacts on the Fiscal Year 2016-17 budget.

MOTION: *Director Johnson made a motion to direct staff to budget for the tree mortality removal plan option #1 – removing all trees that pose a potential threat to District infrastructure but in order of priority levels.*

SECOND: *Mannix*

AYES: *All Present*

Adoption of Resolution #16-07 – Approval of Fiscal Year 2015-16 Water and Sewer Fund Budget Adjustments in the amount of \$20,000 for Tree Mortality Projects.

MOTION: Director Johnson made a motion to adopt Resolution #16-07

SECOND: Sipperley

AYES ROLL CALL: Mannix, Johnson, Knudson, McManus, Sipperley

ABSENT:

- D. Discussion/action to adopt Resolution #16-08 - Approval of Fiscal Year 2015-16 Water and Sewer Fund Budget Adjustments in the Amount of \$24,000 for Forklift Replacement.

MOTION: Director Sipperley made a motion to adopt Resolution #16-08

SECOND: McManus

AYES ROLL CALL: Mannix, Johnson, Knudson, McManus, Sipperley

ABSENT:

- E. Discussion/action to approve an Agreement for Professional Services with the County of Tuolumne to obtain services from the Tuolumne County Sheriff's Office inmate work crew

MOTION: Director McManus made a motion to approve the above mentioned agreement.

SECOND: Mannix

AYES: All Present

REPORTS:

President & Board Member Report

- Director Sipperley went to the IRWM JPA meeting and reported that they are discussing next year's budget and our District will be responsible for approximately \$10,595 in dues.
- Director Johnson thanked the District for participating in the trail clean up last Friday. He also reported that a street sweeper has been hired by the Partner's organization to clean downtown streets.

Park & Recreation/Citizen Oversight Committee and Operations Report

- Director McManus reported that the committee is working on the bocce ball courts and reviewing designs and bids. They are also discussing the tennis courts and potential improvements to a retaining wall.

Water/Sewer Committee and Operations Report

- Operations Manager Perry reported that Well #2 will be completed shortly. The sewer cleaning and videoing program is being performed and he is anticipating an increase in this program during the summer. Staff will start work on the entrance sign to the park.
- Director Sipperley reported that the water/sewer committee discussed the wells, the lake sewer stabilization project, the five year capital improvement plan, the 16/17 budget, a water/sewer intern program, and tree mortality.

Fire Committee and Fire Chief Report

- Director Knudson reported that the fire committee spoke about the 16/17 budget, tree mortality, and the training prop at Vantage Point.
- Captain Gamez reported that the fire recruiting video has been posted on Facebook and has been viewed 1300 times. The department is completing hose flow testing at Shadybrook and are recycling 100% of the water.

Finance/Admin Committee Report

- Director Johnson reported that the finance committee discussed drought budget impacts and projected numbers are right on budget. The committee also discussed items previously discussed in the board meeting.

General Manager Report

- GM Trott reported that the Lake Sewer Stabilization project is complete and is \$25,000 under budget. Admin staff are continuing to work on multiple projects as outlined on the GM's written report.

CLOSED SESSION: The Board of Directors convened into closed session at 10:50 a.m.

- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957: Public Employee Performance Evaluation, General Manager.

Director Mannix reconvened the meeting into regular session at 11:16 and reported that no action was taken.

ADJOURNMENT:

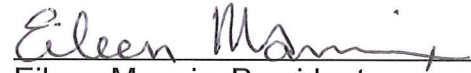
The meeting was adjourned at 11:17 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Eileen Mannix, President