

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting via Teleconference due to COVID-19
April 14, 2021

CALL TO ORDER: President Sipperley called the meeting to order at 09:02 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

Director Sipperley, President
Director McManus
Director Mannix
Director Knudson
Director deGroot

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Kim Silva, Administrative Coordinator/ Board Secretary
Lewis Giambruno, Operations Manager
Carolyn Higgins, Finance Officer

AUDIENCE: 2 Attendees.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

PRESENTATIONS:

- A. Presentation of the Fiscal Year 2019-20 Audit Report by Jacobson Jarvis & Co.
Christy Tyler-Cooper presented the final draft of the fiscal year 2019-20 Audit Report.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through March 31, 2021.
B. Approval of the minutes of the Regular Meeting held on March 14, 2021.

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

SECOND: Director McManus

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

OLD BUSINESS

- A. None.

NEW BUSINESS:

- A. Discussion/action to adopt Resolution #21-09 – Authorization to Enter into a Funding Agreement with the State Water Resources Control Board and Authorization and

Designation of a Representative for the Twain Harte Community Stormwater Enhancement Project.

MOTION: *Director McManus made a motion to adopt Resolution #21-09 – Authorization to Enter into a Funding Agreement with the State Water Resources Control Board and Authorization and Designation of a Representative for the Twain Harte Community Stormwater Enhancement Project.*

SECOND: *Director Mannix*

AYES: *Mannix, deGroot, McManus, Sipperley, Knudson*

NOES: *None*

ABSTAIN:

- B. Discussion/action to adopt Resolution #21-10 – Approval of Fiscal Year 2020-21 Water, Park and Fire Funds Budget Adjustments in the Amount of \$60,000 for Power Resiliency Projects Funded by the California Office of Emergency Services Community Power Resiliency Program.

MOTION: *Director deGroot made a motion to adopt Resolution #21-10 – Approval of Fiscal Year 2020-21 Water, Park and Fire Funds Budget Adjustments in the Amount of \$60,000 for Power Resiliency Projects Funded by the California Office of Emergency Services Community Power Resiliency Program.*

SECOND: *Director Knudson*

AYES: *Mannix, deGroot, McManus, Sipperley, Knudson*

NOES: *None*

ABSTAIN:

- C. Discussion/action regarding selection of an auditor for Fiscal Year 2020-21.

MOTION: *Director Mannix made a motion to cancel the contract with current auditor Jacobson Jarvis & Co. and select Bloomberg & Griffin as the auditor for the Fiscal Year 2020-21.*

SECOND: *Director deGroot*

AYES: *Mannix, deGroot, McManus, Sipperley, Knudson*

NOES: *None*

ABSTAIN:

- D. Discussion/action to review and evaluate the existing suspension of water and sewer late fees due to COVID-19.

The Board provided direction to GM Trott to draft a resolution for the May board meeting that reinstates the late fees and restriction fees effective immediately.

- E. Discussion/action regarding COVID-19 restrictions and public access to District facilities.

MOTION: *Director deGroot made a motion to approve the opening of the three facilities as outlined by GM Trott, that includes the community center, stage area and district office lobby with proper safety restrictions in place.*

SECOND: *Director Knudson*

AYES: *Mannix, deGroot, McManus, Sipperley, Knudson*

NOES: *None*

ABSTAIN:

REPORTS:

President and Board Member Reports.

- *President Sipperley provided a report on attending the IRWM monthly meeting.*
- *Director McManus provided an update on the monthly activity of CERT.*

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.*

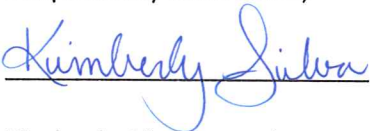
Closed Session: *The Board of Directors convened into closed session at 10:56 a.m.*

- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957: Public Employee Performance Evaluation, General Manager.
- *President Sipperley reconvened the meeting into regular session at 12:28 p.m. with no reportable action.*

ADJOURNMENT:

The meeting was adjourned at 12:28 p.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Gary Sipperley, President