

# TWAIN HARTE COMMUNITY SERVICES DISTRICT

WATER – SEWER – FIRE – PARK  
22912 Vantage Pointe Drive, Twain Harte, CA 95383  
Phone (209) 586-3172 Fax (209) 586-0424

## REGULAR MEETING OF THE BOARD OF DIRECTORS VIDEO TELECONFERENCE January 13, 2021 9:00 A.M.

### IMPORTANT NOTICE:

To help slow the spread of COVID-19, the District offices are closed to the public. Under the Governor's Executive Order N-25-20, this meeting will be held remotely by teleconference using Zoom:

- Videoconference Link: <https://us02web.zoom.us/j/87511256717>
- Meeting ID: 875 1125 6717
- Telephone: (669) 900-6833

**ANYONE CAN PARTICIPATE IN THIS MEETING:** see details at the end of this agenda.

## 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:**  
This time is provided to the public to speak regarding items not listed on this agenda.
- 5. Presentations:**
  - A. Presentation of Annual Fire Report.
  - B. Presentation of Annual Community Emergency Response Team (CERT) Report.
- 6. Communications:**
  - A. None.
- 7. Consent Agenda:**
  - A. Presentation and approval of financial statements through December 31, 2020.
  - B. Approval of the minutes of the Regular Meeting held on December 9, 2020.

## 8. New Business

- A. Discussion/action to adopt Resolution #21-01 - Approval of Fiscal Year 2020-21 Mid-Year Budget Adjustment.
- B. Discussion/Action to adopt revisions to Policy 3020 – Salary Plan Development.
- C. Discussion/action to adopt Resolution #21-02 – Revisions to the Fiscal Year 2020-21 Salary Plan.
- D. Discussion/Action to adopt revisions to Policy 3031 – Customer Payment Arrangements.
- E. Discussion/Action to adopt revisions to Policy 3040 – Purchasing and Expense Authorization.
- F. Discussion/action regarding revisions to Board Committee Meeting schedule.
- G. Discussion/action to consider an application to place a memorial honoring women veterans in Eproson Park.
- H. Discussion/action to adopt Resolution #21-03 – A Resolution of Appreciation for Robb Perry.

## 9. Reports:

- A. President and Board member reports
- B. Water/Sewer Operations Manager's report
- C. Fire Chief's report
- D. General Manager's report

## 10. Adjourn

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### HOW TO OBSERVE THIS MEETING:

The public can 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](#)

### HOW TO SUBMIT PUBLIC COMMENTS:

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

- **Before the Meeting:** If you cannot attend the meeting, you may:

- Email comments to [ksilva@twainhartecsd.com](mailto: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 THCSD Board Secretary: P.O. Box 649, Twain Harte, CA 95383
- **During the Meeting:** The public will have opportunity to provide comment before and after the meeting as follows:
  - 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.



- 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.

\* NOTE: 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 speaking during the 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.

**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](http://www.twainhartecsd.com)