

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting via Teleconference due to COVID-19
June 9, 2021

CALL TO ORDER: President Sipperley called the meeting to order at 09:00 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 Attendee.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No Comment.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through May 31, 2021.
- B. Approval of the minutes of the Regular Meeting held on May 12, 2021.
- C. Adopt Resolution #21-16 – Approve Continuance of the 1981 Special Tax for Fire Protection and Prevention.

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

SECOND: Director Knudson

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

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 2021-22 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 #21-17 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2021-22.

MOTION: Director Mannix made a motion to adopt Resolution #21-17 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2021-22.

SECOND: Director McManus

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- H. Discussion/action to adopt Resolution #21-18 – 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 2021-22.

MOTION: Director McManus made a motion to adopt Resolution #21-18 – 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 2021-22.

SECOND: Director deGroot

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- I. Discussion/action to adopt Resolution #21-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2021-22.

MOTION: Director deGroot made a motion to adopt Resolution #21-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2021-22.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley

NOES: None

ABSTAIN: Knudson

- J. Discussion/action to adopt Resolution #21-20 – Adoption of the Fiscal Year 2021-22 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

MOTION: Director McManus made a motion to adopt Resolution #21-20 – Adoption of the Fiscal Year 2021-22 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

NEW BUSINESS:

- A. Discussion/action to adopt revisions to Policy #1065 – Facility Rental Fee Schedule.

MOTION: Director deGroot made a motion to adopt revisions to Policy #1065 – Facility Rental Fee Schedule.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley

NOES: None

ABSTAIN: Knudson

- B. Discussion/action to adopt revisions to Policy #3080 – Disposal of Surplus Property or Equipment.

MOTION: Director McManus made a motion to adopt revisions to Policy #3080 – Disposal of Surplus Property or Equipment.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- C. Discussion/action regarding drought and water supply conditions.

GM Trott discussed plan regarding drought and water supply conditions. This includes ramping up education for our community utilizing the messaging of ‘use water wisely’ and don’t waste water, ramp up leak notifications including smaller leaks, identifying and speaking with large water users.

President and Board Member Reports.

- *President Sipperley provided a report summarizing the 2021 CSDA legislative days conference.*
- *Director McManus provided his resignation from the THCS Board.*

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.*

ADJOURNMENT:

The meeting was adjourned at 11 15: a.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Gary Sipperley, President