

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**July 10, 2019**

**CALL TO ORDER:** Vice President Mannix called the meeting to order at 9:00 a.m. The following Directors, Staff, and Community Members were present:

**DIRECTORS:**

Director Mannix  
Director Knudson  
Director Sipperley

**STAFF:**

Tom Trott, General Manager, Interim Board Secretary  
Todd McNeal, Fire Chief  
Robb Perry, Operations Manager

**AUDIENCE:**

One member of the public.

**PUBLIC COMMENT ON NON-AGENDIZED ITEMS:**

*A representative from California Special Districts Association (CSDA) informed the board about CSDA's call to action to oppose SB 13, which restricts districts from being able to charge impact fees for accessory dwelling units that are 750 square feet or less.*

**PRESENTATIONS:**

- A. Presentation of the District Transparency Certificate of Excellence by the Special District Leadership Foundation.

*Dane Wadle, representative from California Special Districts Association and Special District Leadership Foundation, commended the district for their transparency efforts and presented the board with the District Transparency Certificate of Excellence.*

- B. Tour of the Fire Division training simulation table.

*Chief McNeal provided a tour of the newly constructed fire training simulation room and simulation table in the Vantage Pointe office facility. Chief McNeal demonstrated how the simulation table and room could be used to simulate fire events with 3-dimensional modeling, providing real-time emergency operations center and command training. Chief McNeal stated that the training facility could be used to accommodate a small emergency operations center in the event of a real incident that threatened the District.*

**COMMUNICATIONS:**

- A. June 25, 2019 – Joint Floor Alert with Association of California Water Agencies (ACWA): Opposition to Trailer Budget Bill SB 101 and Support of Trailer Budget Bill AB 100 for Safe Drinking Water Funding.

**CONSENT AGENDA:**

- A. Presentation and approval of financial statements through June 30, 2019.  
B. Approval of the minutes of the Regular Meeting held on June 12, 2019.

***MOTION: Director Sipperley made a motion to adopt the consent agenda in its entirety.***

**SECOND: Mannix**  
**AYES: All Present**  
**ABSENT: McManus, deGroot**

**OLD BUSINESS:**

- A. Discussion/action regarding review and continuance of order of emergency action for completion of the Well #3 Water Supply Project.

*GM Trott reported that the project is currently under construction and asked the board to consider whether the emergency action should be continued, which would declare that: (1) the current water supply shortage emergency still exists, which is currently declared by the District and by the state for Tuolumne County; (2) the project is necessary to address this emergency; and (3) the emergency situation will not permit a time delay resulting from formal competitive bidding.*

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

**SECOND: Knudson**  
**AYES: All Present**  
**ABSENT: McManus, deGroot**

**NEW BUSINESS:**

- A. Discussion/action regarding special districts gaining representation on Tuolumne County Local Agency Formation Commission.

**MOTION: Director Sipperley made a motion to nominate Director Mannix as the District's initial candidate for potential appointment to the Tuolumne County LAFCO by the Special District Selection Committee and Director McManus as the District's alternate candidate.**

**SECOND: Knudson**  
**AYES: All Present**  
**ABSENT: McManus, deGroot**

- B. Discussion/action to appoint Lynn Crook as a citizen member of the Park and Recreation/Citizens' Oversight Committee.

**MOTION: Director Sipperley made a motion to appoint Lynn Crook as an official citizen member of the Park and Recreation/Citizens' Oversight Committee.**

**SECOND: Knudson**  
**AYES: All Present**  
**ABSENT: McManus, deGroot**

- C. Discussion/action to approve Amendment #1 to the General Manager Employment Agreement.

**MOTION: Director Sipperley made a motion to approve Amendment #1 to the General Manager Employment Agreement.**

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

**REPORTS:**

**President and Board Member Report**

- *Directors Sipperley reported attendance at the IRWM JPA meeting.*

**Park & Recreation/Citizen Oversight Committee Report Provided by Director Mannix**

- *All items discussed in the committee were discussed as board items except the following items:*
  - *Development of a free book exchange in honor of Ralph Geissler at Eproson Park.*
  - *Design of bocce court improvements.*
  - *Twain Harte Meadows Park development.*

**Finance/Policy Committee Report Provided by Director Sipperley**

- *All items discussed in the committee were discussed as board items, except the following items:*
  - *LAFCO Municipal Service Review.*
  - *Evaluating the frequency and efficiency of board and committee meetings.*

**Water/Sewer Committee Report Provided by Director Sipperley**

- *All items discussed in the committee were discussed as board items, except the following items:*
  - *Update on Million Gallon Tank #1 Rehabilitation and Recoating Project.*

**Water/Sewer/Park Operations Report Provided by Operations Manager Perry**

- *A verbal summary of the written report was provided.*

**Fire Committee Report Provided by Director Knudson**

- *All items discussed in the committee were discussed as board items, except the following items:*
  - *Community fire preparedness outreach.*
  - *Completion of standard operating guidelines*
  - *Vegetation removal along Twain Harte Drive*

**Fire Chief Report by Chief McNeal**

- *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 10:38 a.m.

Respectfully submitted,

APPROVED:

*For*   
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Carolyn Higgins, Board Secretary

  
\_\_\_\_\_  
Bill McManus, President