## TWAIN HARTE COMMUNITY SERVICES DISTRICT Park and Recreation/Citizens' Committee Meeting

Chair: Charlotte Bohlman Co-Chair: Eileen Mannix

Citizen Members: Julie Cowell & John Kinsfather

### THCSD CONFERENCE ROOM 22912 VANTAGE POINTE DR., TWAIN HARTE May 3, 2023 12:30 p.m.

**NOTICE: Public May Attend this Meeting In-Person.** 

The meeting will be accessible via ZOOM for anyone that chooses to participate virtually:

• Videoconference Link: <a href="https://us02web.zoom.us/j/88094419903">https://us02web.zoom.us/j/88094419903</a>

Meeting ID: 880 9441 9903

• Telephone: (669) 900-6833

### **AGENDA**

- 1. Review/discuss draft Fiscal Year 2023-24 Park Fund Budget, Capital Outlay Plan and projected capital reserve levels.
- 2. Discuss proposed plan to hire a part-time maintenance employee in lieu of janitorial and landscape vendors.
- 3. Update on Twain Harte Meadows Park, Community Center Improvements, Ballfield Improvements, and Tennis/Pickleball Improvements Projects.
- 4. Discuss options for Twain Harte history signs for Twain Harte Meadows Park.
- 5. Discuss proposal to stain the concrete dance floor in front of the Eproson Park outdoor stage.
- 6. Adjourn.

#### HOW TO VIRTUALLY PARTICIPATE IN THIS THIS MEETING

The public can virtually 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 <u>OR</u> 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.

### **SUBMITTING PUBLIC COMMENT**

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

### Before the Meeting:

- Email comments to <u>ksilva@twainhartecsd.com</u>, 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:

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.



Raise Hand Icon: Raise Hand

Q&A Icon:



- 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.
- o <u>In-Person:</u> Raise your hand and the Board Chairperson will call on you.
- \* 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 <u>does not</u> 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.

### **MEETING ETIQUETTE**

Attendees shall make every effort not to disrupt the meeting. Cell phones must be silenced or set in a mode that will not disturb District business during the meeting.

### **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

## Twain Harte Community Services District 2023-2024 ANNUAL BUDGET

### **PARK - REVENUE**

	BUDGET				CHANG	Ε		
BUDGET ITEM	22/	23 Approved	23/	24 Requested		\$	%	REASON FOR CHANGE
Fees								
Facility/Ground Usage Fees		7,100		7,100		-	0%	
TOTAL FEES	\$	7,100	\$	7,100	\$	-	0%	
Taxes & Assessments	ı							
Secured & Unsecured Taxes	\$	31,535	\$	32,166	\$	631	2%	
Property Assessments		115,164		119,199		4,036	4%	
TOTAL TAXES & ASSESSMENTS	\$	146,699	\$	151,365	\$	4,666	3%	
Grants & Donations								
Grant Revenue		2,727,565		2,397,565	\$	(330,000)	-12%	
Donation Revenue		18,500		18,500	Ş	(330,000)	-12% 0%	
TOTAL GRANTS & DONATIONS	Ċ	<b>2,746,065</b>	Ś	2,416,065	\$	(330,000)	- <b>12%</b>	
TOTAL GRANTS & DONATIONS	Ą	2,740,003	۲	2,410,003	Ą	(330,000)	-12/0	
Other Revenue								
Sale of Assets		110,292		-	\$	(110,292)	-100%	
Interest Revenue		1,000		3,500		2,500	250%	Assumes 1.75% LAIF Interest Rate + Money Market Interest
TOTAL OTHER REVENUE	\$	111,292	\$	3,500	\$	(107,792)	-97%	
GRAND TOTAL REVENUE	\$	3,011,156	\$	2,578,030	\$	(433,126)	-14%	
Admin Transfer Out	\$	220	\$	100	\$	(120)		
GRAND TOTAL WITH ADMIN	\$	3,011,376	\$	2,578,130	\$	(433,246)		

# Twain Harte Community Services District 2023-2024 ANNUAL BUDGET PARK - EXPENSES

	BUD	GET	CHANG	GE .	
BUDGET ITEM	22/23 Approved	23/24 Requested	\$	%	REASON FOR CHANGE
Salaries - 51XXX					
Regular Time	\$ 4,390	\$ 24,834	\$ 20,443	466%	New maintenance employee
Overtime	250	250	-	0%	
Sick Leave/Vacation Pay	500	250	(250)	-50%	
Uniform Allowance	54	684	630	1167%	New maintenance employee
Cell Phone Stipend	19	355	336	1750%	New maintenance employee
TOTAL SALARIES	\$ 5,214	\$ 26,373	\$ 21,159	406%	
Benefits - 52XXX					
Health & Vision Insurance	\$ 1,146	\$ 1,227	\$ 80	7%	Anticipated rate increase
HRA Reimbursement	405	405	0	0%	
CALPERS Retirement	652	2,271	1,619	248%	New maintenance employee
FICA	323	1,635	1,312	406%	New maintenance employee
Medicare	76	382	307	406%	New maintenance employee
Workers Comp	410	469	59	14%	
Unemployment Ins/ETT	10	133	123	1219%	New maintenance employee
TOTAL BENEFITS	\$ 3,022	\$ 6,522	\$ 3,500	116%	
Equipment, Automotive, Maintenance &	Repairs				
Equipment Maintenance & Repair	\$ 500	\$ 500	-	0%	
Facilities Maintenance & Repair		·	-	0%	
Baseball Field	3,500	3,500	-	0%	
Tennis Courts	2,000	2,000	-	0%	
Park	6,700	6,700	-	0%	
Community Center	2,300	1,150	(1,150)	-50%	Fire will now contribute 50% of the costs
Landscaping Services	10,280	-	(10,280)	-100%	Work will be completed by new maint employee
Janitorial/Cleaning Services	15,650	-	(15,650)	-100%	Work will be completed by new maint employee
Equipment Under \$5,000	1,000	1,000	-	0%	
TOTAL EQUIP, AUTO, MAINT & REPAIRS	\$ 41,930	\$ 14,850	\$ (27,080)	-65%	

# Twain Harte Community Services District 2023-2024 ANNUAL BUDGET PARK - EXPENSES

	BUDGET			CHANGE					
BUDGET ITEM	22	/23 Approved	23/	/24 Requested		\$	%	REASON FOR CHANGE	
Materials & Supplies - 54XXX									
Janitorial Supplies	\$	1,500	_	1,500	_	-	0%		
TOTAL MATERIALS & SUPPLIES	\$	1,500	\$	1,500	\$	-	0%		
Outside Services - 55XXX									
Engineering Services	\$	4,500	\$	4,500	\$	-	0%		
TOTAL OUTSIDE SERVICES	\$	4,500	\$	4,500	\$	-	0%		
Other - 56XXX									
Utilities									
Baseball Field		9,000		9,300		300	3%		
Park		8,200		8,500		300	4%		
Community Center		3,700		2,000		(1,700)	-46%	Fire will now contribute 50% of the costs	
Property/Liability Insurance		29,200		5,000		(24,200)	-83%	Paid a large deductible in 22.23	
Advertising & Public Education		3,000		3,200		200	7%		
TOTAL OTHER	\$	53,100	\$	28,000	\$	(25,100)	-47%		
GRAND TOTAL EXPENSES	\$	109,266	\$	81,745	\$	(27,521)	-25%		
Admin Transfer Out	\$	76,933	\$	80,557	\$	3,624			
GRAND TOTAL WITH ADMIN	\$	186,199	\$	162,302	\$	(23,897)	-13%		
Capital Outlay - 57XXX									
TH Meadows Park	\$	2,434,800	\$	2,156,000	\$	(278,800)	-11%		
BallField LED Lights & Upgrades	\$	25,000		-	\$	(25,000)			
Tennis/Pickleball Court Expansion	\$		\$	295,000	\$	-	0%		
Community Center Improvements	\$	<u>.</u>	\$	15,000	\$	(25,000)	-63%		
TOTAL CAPITAL OUTLAY	\$	2,794,800	\$	2,466,000		(328,800)	-12%		
GRAND TOTAL WITH CAPITAL	\$	2,980,999	\$	2,628,302	\$	(352,697)	-12%		

# Twain Harte Community Services District 2023/2024 ANNUAL BUDGET

		WATER			SEWER			FIRE			PARK			ADMIN		TOTAL
	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	PROJECTED
Revenue																
Service Charges	\$ 1,470,863	\$ 1,476,315	0%	\$ 1,137,942	\$ 1,137,942	0%	\$ -	\$ -	0%	\$ -	\$ -	0%	\$ -	\$ -	0% \$	2,614,257
Fees	18,180	17,980	-1%	14,820	13,580	-8%	-	-	0%	7,100	7,100	0%	-	-	0%	38,660
Taxes & Assessments	39,292	40,078	2%	-	-	0%	1,278,501	1,311,127	3%	146,699	151,365	3%	-	-	0%	1,502,569
Grants & Donations	1,555,650	1,345,000	-14%	-	490,000	490000%	286,726	289,275	1%	2,746,065	2,416,065	-12%	1,200	-	-100%	4,540,340
Other Revenue	47,800	48,000	0%	7,100	20,000	182%	168,898	35,340	-79%	111,292	3,500	-97%	1,000	1,000	0%	107,840
Total Program Revenue	\$ 3,131,785	\$ 2,927,372	-7%	\$ 1,159,862	\$ 1,661,522	43%	\$ 1,734,125	\$ 1,635,742	-6%	\$ 3,011,156	\$ 2,578,030	-14%	\$ 2,200	\$ 1,000	-55% \$	8,803,666
Admin Revenue Allocation	1,034	470	-55%	550	250	-55%	396	180	-55%	220	100	-55%	(2,200)	(1,000)	-55%	-
GRAND TOTAL REVENUE	\$ 3,132,819	\$ 2,927,842	-7%	\$ 1,160,412	\$ 1,661,772	43%	\$ 1,734,521	\$ 1,635,922	-6%	\$ 3,011,376	\$ 2,578,130	-14%	\$ -	\$ -	0% \$	8,803,666
Operating Expenses																
Salaries	\$ 331,618	\$ 342,134	3%	\$ 183,109	\$ 191,412	5%	\$ 624,733	\$ 612,972	-2%	\$ 5,214	\$ 26,373	406%	\$ 429,933	\$ 450,405	5% \$	1,623,296
Benefits	179,157	191,734	7%	98,967	106,333	7%	288,214	310,863	8%	3,022	6,522	116%	218,196	231,818	6%	847,270
Equip, Auto, Maint, & Repairs	183,470	156,500	-15%	79,900	68,700	-14%	102,900	118,000	15%	41,930	14,850	-65%	16,800	13,000	-23%	371,050
Materials & Supplies	43,300	51,400	19%	5,900	6,000	2%	10,000	10,300	3%	1,500	1,500	0%	3,950	3,950	0%	73,150
Outside Services	305,550	160,550	-47%	30,550	30,350	-1%	27,950	23,500	-16%	4,500	4,500	0%	27,550	28,750	4%	247,650
Other (Utilities, Prop/Liab Ins, TUD)	229,615	247,100	8%	537,885	618,400	15%	108,500	105,900	-2%	53,100	28,000	-47%	72,900	77,650	7%	1,077,050
Debt Service	188,614	110,684	-41%	16,976	16,958	0%	-	-	0%	-	-	0%	-	-	0%	127,641
Total Program Expenses	\$ 1,461,323	\$ 1,260,101	-14%	\$ 953,287	\$ 1,038,153	9%	\$ 1,162,297	\$ 1,181,535	2%	\$ 109,266	\$ 81,745	-25%	\$ 769,329	\$ 805,573	5% \$	4,367,107
Administrative Cost Allocation	361,585	378,619	5%	192,332	201,393	5%	138,479	145,003	5%	76,933	80,557	5%	(769,329)	(805,573)	5%	-
GRAND TOTAL OPERATING EXPENSES	\$ 1,822,908	\$ 1,638,720	-10%	\$ 1,145,619	\$ 1,239,546	8%	\$ 1,300,776	\$ 1,326,538	2%	\$ 186,199	\$ 162,302	-13%	\$ -	\$ -	0% \$	4,367,106
TOTAL OPERATING BALANCE	\$ 1,309,911	\$ 1,289,122		\$ 14,793	\$ 422,226		\$ 433,744	\$ 309,384		\$ 2,825,177	\$ 2,415,828		\$ -	\$ -		
Capital Expenses																
Capital Outlay	1,855,400	1,913,500	3%	224,300	777,500	247%	731,682	380,000	-48%	2,794,800	2,466,000	-12%		-	0%	5,537,000
Adminstrative Capital Allocation		-	0%		-	0%		-	0%		-	0%		-	0%	-
Total Capital Expenses	\$ 1,855,400	\$ 1,913,500	3%	\$ 224,300	\$ 777,500	247%	\$ 731,682	\$ 380,000	-48%	\$ 2,794,800	\$ 2,466,000	-12%	\$ -	\$ -	\$	5,537,000
GRAND TOTAL EXPENSES	\$ 3,678,308	\$ 3,552,220	-3%	\$ 1,369,919	\$ 2,017,046	47%	\$ 2,032,458	\$ 1,706,538	-16%	\$ 2,980,999	\$ 2,628,302	-12%	\$ -	\$ -	0% \$	9,904,106
Transfer To/(From) Reserve	\$ (545,489)	\$ (624,378)		\$ (209,507)	\$ (355,274)		\$ (297,938)	\$ (70,616)		\$ 30,377	\$ (50,172)		\$ -	\$ -	\$	(1,100,440)

### 5-YEAR CAPITAL OUTLAY PLAN Park Fund - FY 23/24

	Previously	Projected	Requested					Out Years	
	Expended	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	6 to 10	Total
BallField LED Lights & Upgrades <sup>3</sup>		\$ 25,000							\$ 25,000
Community Center Improvements <sup>4</sup>		\$ 25,000	\$ 15,000						\$ 40,000
T.H. Meadows Park <sup>4,5</sup>	\$ 193,738	\$ 300,000	\$ 2,156,000						\$ 2,649,738
Tennis/Pickleball Court Expansion <sup>4,6</sup>		\$ -	\$ 295,000						\$ 295,000
Skate Park Improvements				\$ 15,000					
Reseal Park Parking Lot					\$ 12,000			\$ 15,000	\$ 27,000
Bleacher Replacement						\$ 25,000			\$ 25,000
TOTAL CAPITAL OUTLAY	\$ 193,738	\$ 350,000	\$ 2,466,000	\$ 15,000	\$ 12,000	\$ 25,000	\$ -	\$ 15,000	\$ 3,061,738

### **NOTES:**

- 1 Vehicle/Equipment replacement items match the THCSD Vehicle/Equipment Replacement Plan.
- **2** An inflation factor of 3% per year has been applied to future capital costs.
- **3** Project completed or anticipated to be completed in previous fiscal year.
- 4 A portion of the project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.
- 5 Grant funded project Stormwater Grant & Rural Recreation/Tourism Grant: \$2,618,351 Grant / \$31,387 Monetary Match + \$429,026 in-kind match (not shown in CIP budget)

### FY 23-24 Park Fund Capital Reserves Analysis

FY 22-23 Starting Capital Reserve	\$ 261,772
FY 22-23 Anticipated Operational Surplus	\$ 427,612
FY 22-23 Anticipated Capital Outlay	\$ (350,000)
FY 23-24 Operating Surplus (Est. 4/26)	\$ 2,415,828
FY 23-24 Capital Outlay	\$ (2,466,000)
Capital Reserve Balance	\$ 289.212

New Maintenance Worker Position	BUDGET IMPACTS									
New Maintenance Worker Position	Park	Water	Sewer	Fire	Admin					
Park Landscaping	(\$10,280.00)									
Park Janitorial	(\$15,650.00)									
Water Plant Janitorial		(\$1,900.00)	(\$1,100.00)							
Office Janitorial	(\$380.00)	(\$1,786.00)	(\$950.00)	(\$684.00)	(\$3,800.00					
New Maintenance Worker Salary	\$21,047.48	\$5,080.89	\$2,718.45	\$944.38	\$1,936.43					
New Maintenance Worker Benefits	\$3,301.38	\$796.96	\$426.40	\$148.13	\$303.74					
Total Annual Impact	(\$1,961.14)	\$2,191.85	\$1,094.85	\$408.51	(\$1,559.84)					

### Maintenance Worker Labor/Salary Breakdown

 Total Hours (24 hrs/wk)
 1248 Hours

 Total Salary (\$23.15/hr)
 \$29,791.20

 Total Benefits
 \$4,672.86

 Overall Annual Cost
 \$34,464.06

Fund	Hours	Percent Share	Rounded Share	Notes
Admin	78.00	6.25%	6.50% 1	1.5 hrs/wk for admin office cleaning/maintenance
Park	875.33	70.14%	70.00% 2	21.5 hrs/wk for 8 months (spring/summer) & 7.5 hrs/wk for 4 months (wint
Water	174.63	13.99%	14.00% \	Water/Sewer - 10 hrs/wk 4 months (Winter) + 0.5 hr/wk all year for plant c
Sewer	94.03	7.53%	7.50% \	Water/Sewer - 10 hrs/wk 4 months (Winter) + 0.5 hr/wk all year for plant c
Fire	26.00	2.08%	2.00%	0.5 hrs/wk all year for fire share of community center
	1248.00	100.00%	100.00%	







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COMPANY.

ARTIST IMPRESSION: 3D RENDERING ONLY FOR REPRESENTATION. COLORS AND MATERIALS ARE SUBJECT TO CHANGE

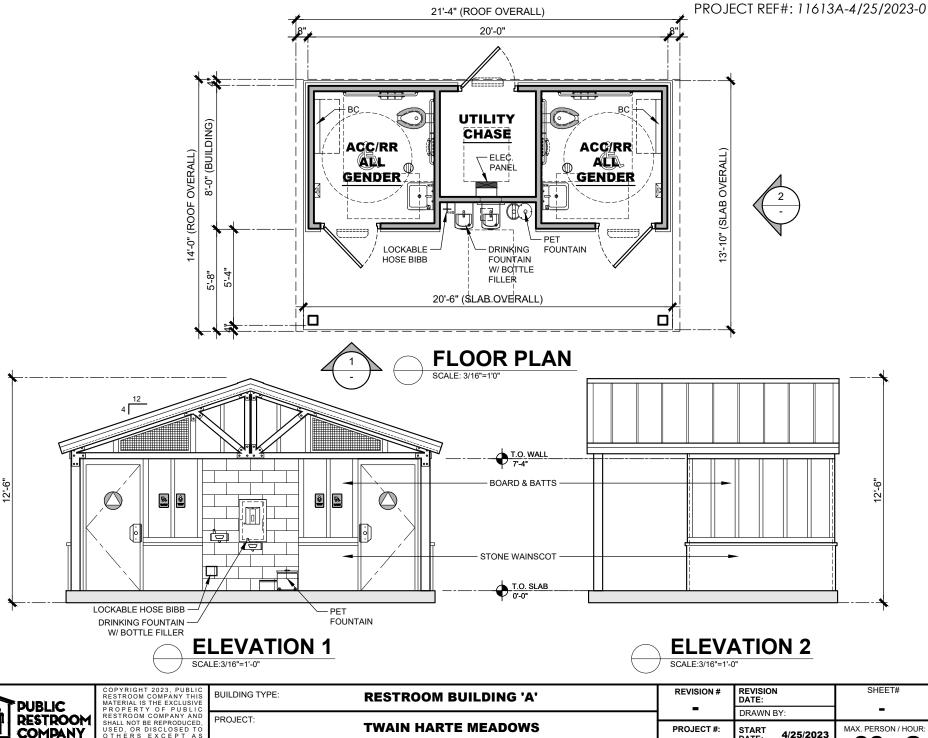
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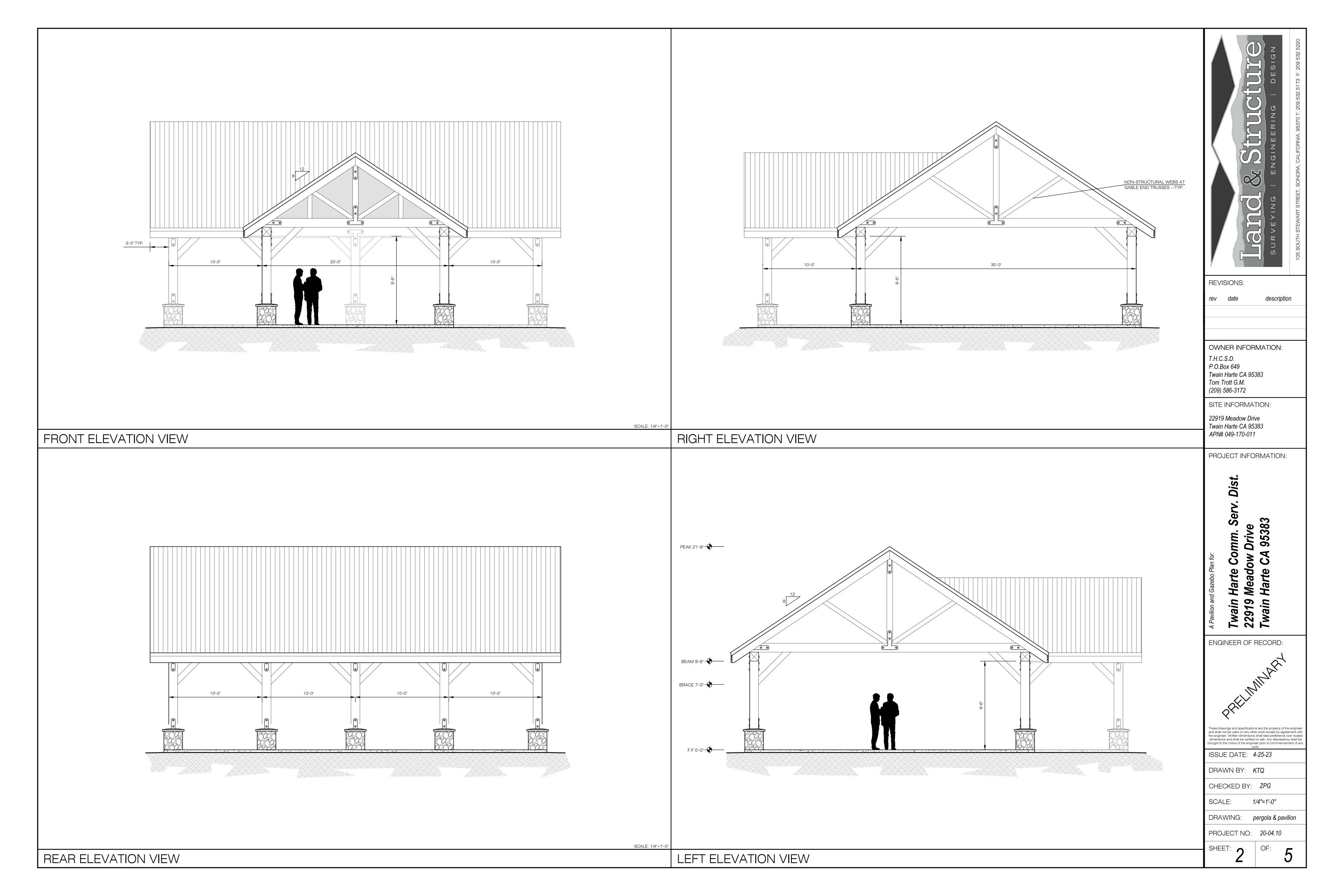
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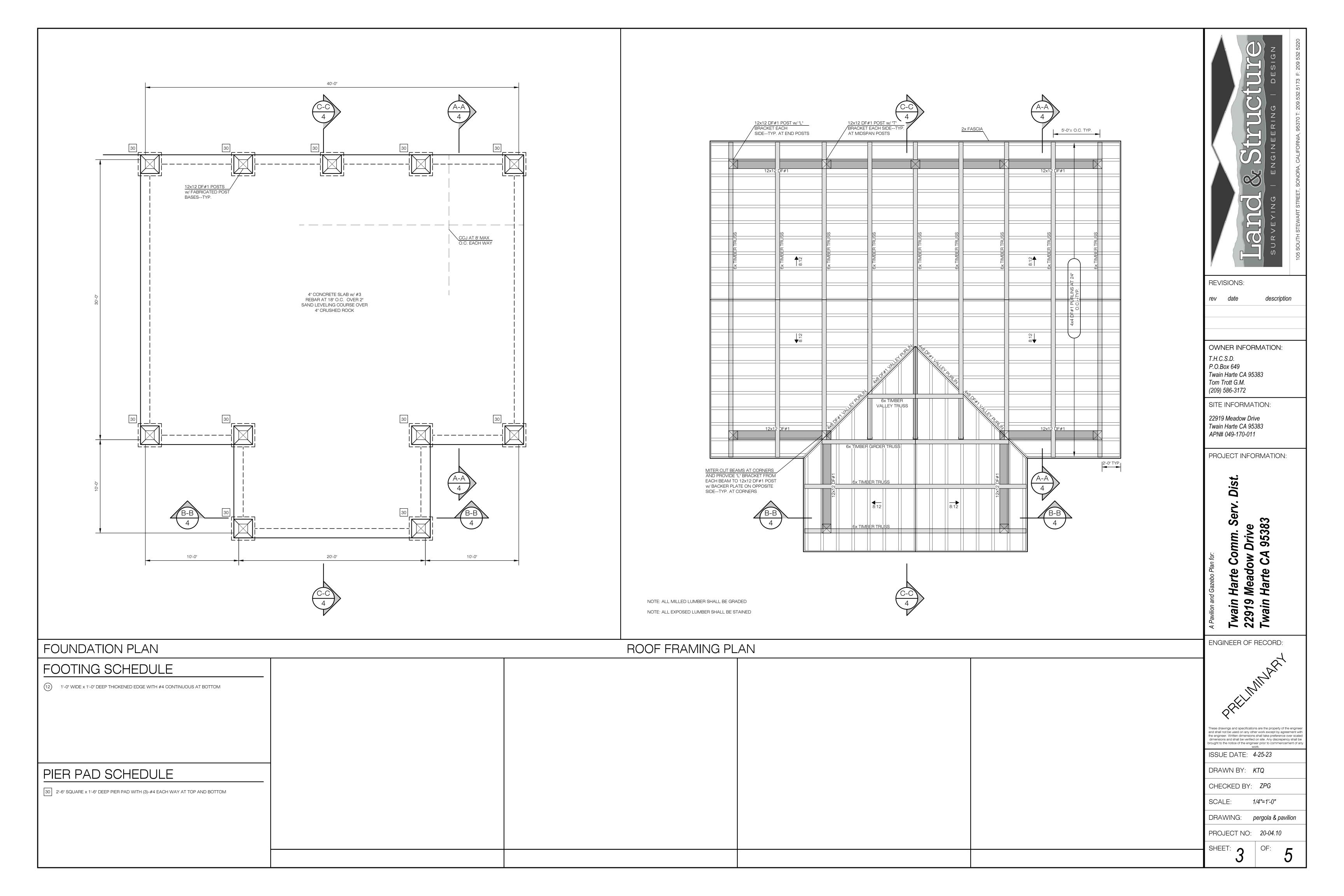
TWAIN HARTE, CA

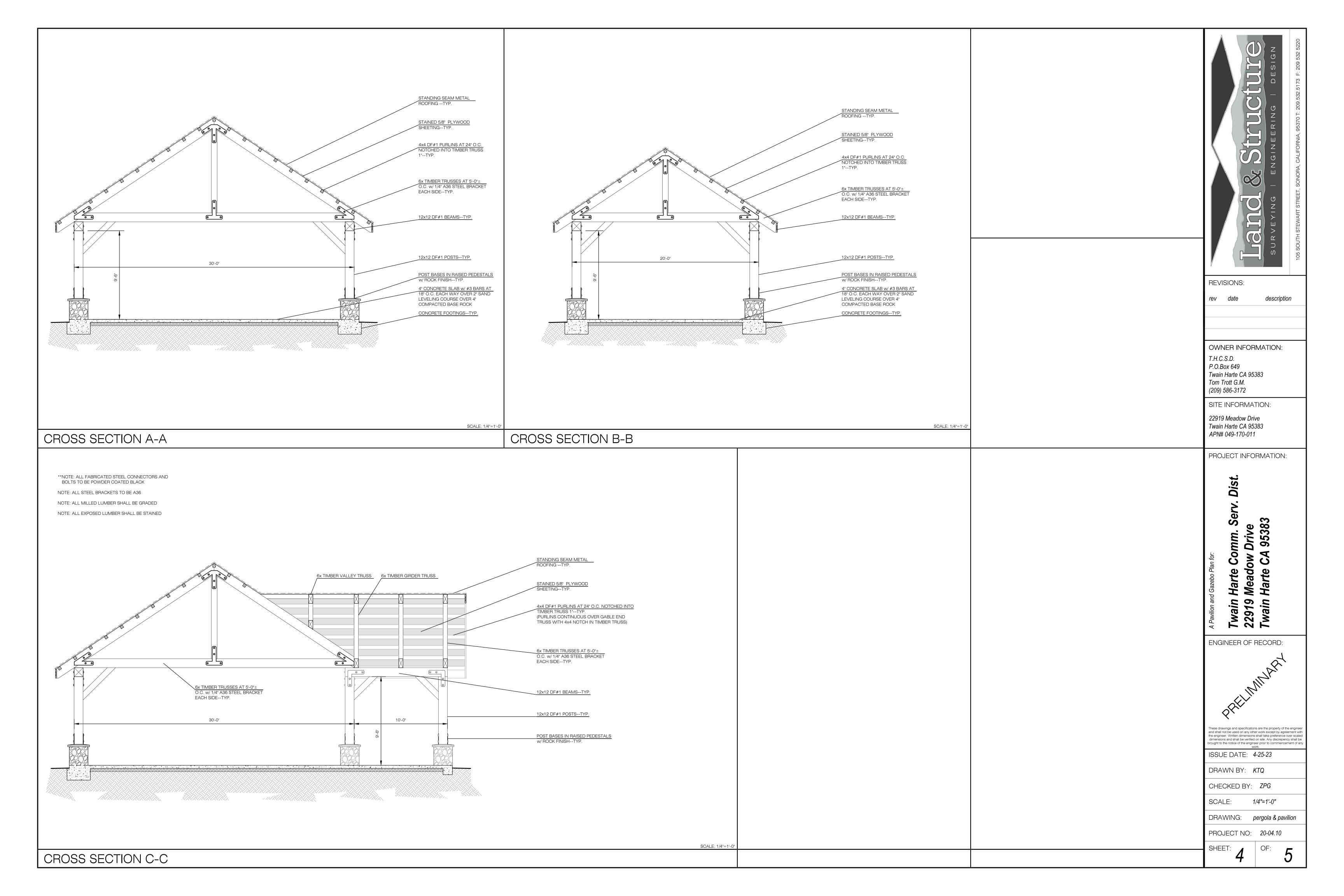
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### **History and Fun Facts about Twain Harte**

#### **NATIVE AMERICANS**

- The first residents of the Twain Harte area were the Me Wuk Indians. Living on either side of the Stanislaus River, many native peoples made their home in the area now known as Twain Harte, where wildlife and water abounded, and edible plants of all sorts grew.
- Me-Wuk people lived in "oochums" made from tree limbs and bark. They also wove fine baskets from the willows that grew in the surrounding area.
- Me Wuk peoples gathered pinecones, acorns, buckeyes and other seeds along with berries, greens, wild onions and mushrooms. They hunted for deer and elk, fished for trout and salmon, collected insects, and gathered eggs, freshwater shellfish and insect larvae.

### **DEVELOPMENT**

- Twain Harte became known for its "Big Red Apples", for the Gold in the nearby hard rock mines, for the water and many free-flowing streams which ran through its hills, and eventually for the Sugar Pine Railroad.
- The great resources of the foothills, gold and timber, brought in hordes of working people; but the "other gold", the soil, kept permanent settlers here.
- The original wooden arch, now known as the Twain Harte Arch, was first constructed in 1933.
- The original school building was brought down from Confidence and founded as Twain Harte School in 1928.
- The Twain Harte volunteer Fire Department was started in May of 1935, buying it's first Fire Truck in June of that year. The community had only one fire "district" and the one truck served the whole town.

### **RECREATION**

As Twain Harte grew and developed it became known as a Four-Season Resort
Community, boasting snow sport winter activities and fair-weather activities such as
swimming, hiking, fishing, hunting, horseback riding, and eventually golfing and
community events.

- Primitive snow sports facilities were found in Twain Harte in the 1930's. Snow was one of the attractions which helped developers sell lots. Heavy snow falls were not always welcomed by the permanent residents who commuted to work daily
- In 1862 a man by the name of Patrick Williams acquired 640 acres of land, which included what was knows as "Bald Rock" and the adjoining meadow, which would ultimately be Twain Harte Lake. Williams used the acreage for apple and pear orchards.
- The Twain Harte Lake Dam was built in 1928, and is one of only a few multiple arch dams in the State of California. Twain Harte Improvement Association, now known as Twain Harte Lake Association was first organized in 1938, which continues to date, to care for and facilitate recreational use of beautiful Twain Harte Lake.
- Twain Harte has served as a movie location for a number of films, one being "Libeled Lady" in 1936, starring Jean Harlow, William Powell, Myrna Loy, Spencer Tracy and Walter Connolly.
- In the 1930's and 1940's the outstanding event of the year was the Annual Rodeo, which was held in the meadow where the golf course now stands. This rodeo became famous over a wide area and as many as a thousand cars of ancient vintage would be seen parked around the meadow on that day. The contestants were all local cowboys, and all the prize money was made by donations and the entry fees.

### SOURCES -

Chispa Quarterly – July-September 1977, vol. 17, No. 1. The Saga of Twain Harte, by James T. Magwood

A Brief History of Twain Harte Lake. Originally written by Elwood Johnson, updated by Robert Laurence 1/1/89

mymotherlode.com – community guide – Twain Harte

www.imdb.com - Libeled Lady

### Construction of Twain Harte Dam.

Photograph



Twain Harte School, March 1960

Photograph



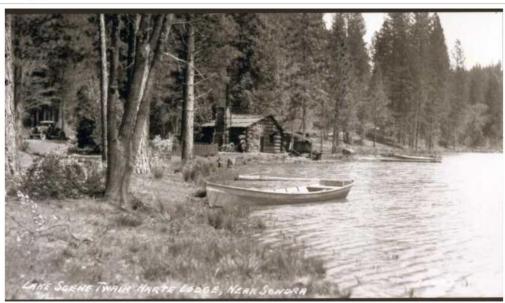
### Photograph



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### Jean Harlow Movie

Photograph



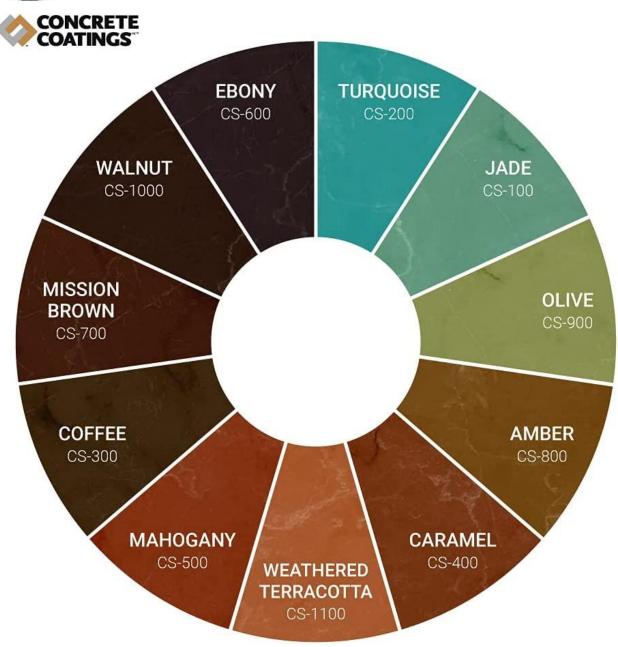
Description

A 5"  $\times$  7" Black and white photo of a lake scene showing the Twain Harte Lake, circa 1920's. Cabin was built for movie starring Jean Harlow, William Powell, Walter Connelly

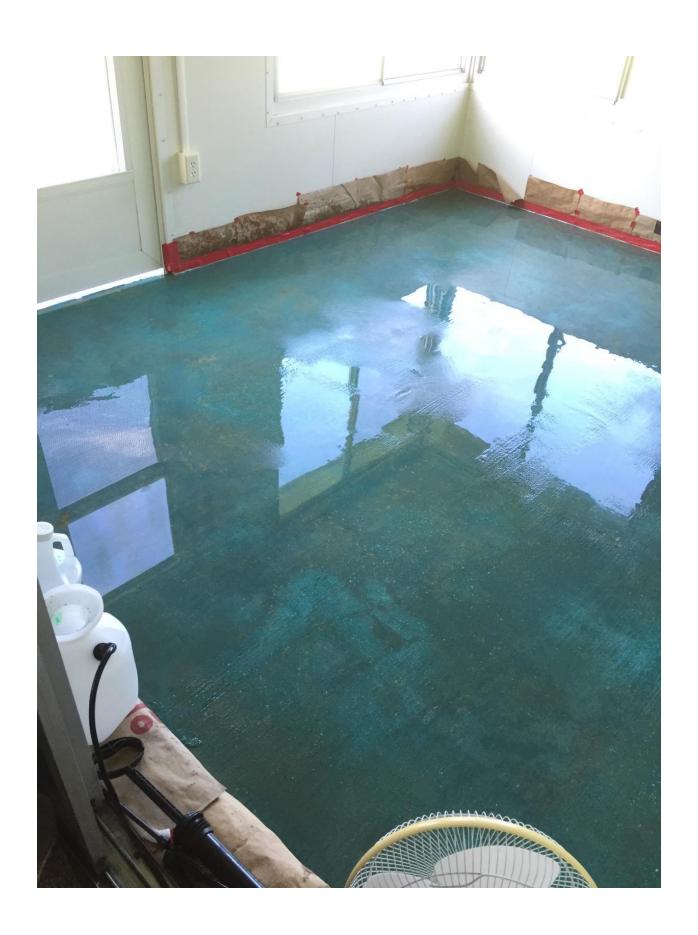
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Dance Floor 2013



Dance Floor 2022