

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
January 10, 2024

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

DIRECTORS:

President Sipperley
Director Mannix
Director Knudson
Director Bohlman
Director Dearborn

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Lewis Giambruno, Operations Manager

AUDIENCE: 9 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through December 30, 2023.
- B. Approval of the minutes of the Regular Meeting held on December 13, 2023.
- C. Annual Review of Policy #3015 – Investment Policy.

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

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Bohlman, Dearborn, Mannix

NOES: None

ABSTAIN: None

PUBLIC HEARING:

- A. Open Public Hearing.
- B. Staff presentation on proposed 5-year water and sewer rate schedule.
 - *GM Trott presented the background process and information regarding the proposed rate increase.*
- C. Receive public comment regarding proposed water and sewer rates.
 - *Various members of the public asked specific questions regarding the new rate structure, grant opportunities, public assistance offerings and the possibility of a District sewer plant system.*
- D. Last call for written protests.
 - *President Sipperley asked members of the public to submit any additional protests if not already submitted.*

- E. Close Public Hearing.
- F. Final Protest count.
 - *Board Secretary Silva stated that the final number of protest letters received was 3 and that a majority protest for both water and sewer was not received.*
- G. Discussion/action to adopt Resolution #24-01 – Establishing the schedule of changes for Water Service.
 - MOTION: Director Bohlman made a motion to adopt Resolution #24-01 - Establishing the schedule of changes for Water Service.***
 - SECOND: Director Mannix***
 - AYES: Sipperley, Knudson, Bohlman, Dearborn, Mannix***
 - NOES: None***
 - ABSTAIN: None***
- H. Discussion/action to adopt Resolution #24-02 – Establishing the schedule of charges for Sewer Service.
 - MOTION: Director Knudson made a motion to adopt Resolution #24-02 - Establishing the schedule of changes for Sewer Service.***
 - SECOND: Director Bohlman***
 - AYES: Sipperley, Knudson, Bohlman, Dearborn, Mannix***
 - NOES: None***
 - ABSTAIN: None***

NEW BUSINESS:

- A. Discussion/action to adopt Resolution #24-03 - Approval of Fiscal Year 2023-24 Mid-Year Budget Adjustment.
 - MOTION: Director Bohlman made a motion to adopt Resolution #24-03 - Approval of Fiscal Year 2023-24 Mid-Year Budget Adjustment.***
 - SECOND: Director Mannix***
 - AYES: Sipperley, Knudson, Bohlman, Dearborn, Mannix***
 - NOES: None***
 - ABSTAIN: None***
- B. Discussion/action to adopt Resolution #24-04 - Resolution of Appreciation for Carolyn Higgins.
 - MOTION: Director Mannix made a motion to adopt Resolution #24-04 - Resolution of Appreciation for Carolyn Higgins.***
 - SECOND: Director Bohlman***
 - AYES: Sipperley, Knudson, Bohlman, Dearborn, Mannix***
 - NOES: None***
 - ABSTAIN: None***
- C. Discussion/action to adopt Resolution #24-05 - Appointing the Position of General Manager as the District Treasurer.

MOTION: Director Knudson made a motion to adopt Resolution #24-05 - Appointing the Position of General Manager as the District Treasurer.

SECOND: Director Bohlman

AYES: Sipperley, Knudson, Bohlman, Mannix

NOES: Dearborn

ABSTAIN: None

D. Annual review of Policy #4010 – General Duties of the Board of Directors.

E. Annual review of Policy #4030 – Code of Ethics and Conduct.

F. Annual Board self-assessment of performance and identification of improvement opportunities.

The board provided an overall positive self-assessment of performance. Director Mannix requested that the Board spend more time reviewing the familiarizing themselves with the strategic plan.

REPORTS:

President and Board Member Reports

- Director Mannix reported on attending the TCCSDA meeting with a presentation by Dori Bietz followed by the LAFCO meeting she attended where they discussed county-maintained roads, a municipal service review that has been put on hold.
- President Sipperley reported on attending TUD’s meeting where they discussed the lead service inventory project grant opportunity as well as another grant awarded to TUD for the draft water point that would give fire departments better access to non-treated water for better fire prevention.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided by Chief Gamez.
- A verbal summary of the written CERT report was provided by Carol Hallett

Water/Sewer/Park Operations Report Provided by Operations Manager Giambruno

- A verbal summary of the written report was provided.

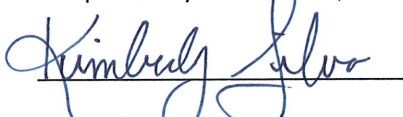
General Manager Report Provided by General Manager Trott

- A verbal summary of the written report was provided.

ADJOURNMENT:

The meeting was adjourned at 12:18 p.m.

Respectfully submitted,



Kim Silva, Board Secretary

APPROVED:



Gary Sipperley, President