

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
February 12, 2015**

CALL TO ORDER: President Maxwell called the meeting to order at 9:01 a.m.

The following Directors, Staff, and Community Members Were Present:

DIRECTORS:

Director Maxwell, President
Director Mannix, Vice President
Director Johnson
Director Knudson
Director Sipperley

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Todd McNeal, Fire Chief
Robb Perry, Operations Manager

AUDIENCE:

Two members of the public

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

President Maxwell congratulated G.M. Trott on the production of the annual newsletter.

COMMUNICATIONS:

Notice of Surface Water Shortage and Potential for Curtailment of Water Rights Diversions for 2015 – State Water Resources Control Board

CONSENT AGENDA:

- A. Presentation and approval of financial statements through January 31, 2015.
- B. Approval of the minutes of the Regular Meeting of January 8, 2015.

Motion: Johnson; Second: Sipperley; Ayes: All Present

OLD BUSINESS:

- A. Update on drought conditions and water supply.
GM Trott stated that the lack of precipitation and snowpack is still a major concern and will continue to be watched in the following months. He also stated that potential curtailments and other regulations by the State Water Resources Control Board could have a serious impact on water supply.

NEW BUSINESS:

- A. Discussion/action regarding renewal of the lease agreement with Twain Harte Lake Association for office space at 22933 Twain Harte Drive, including authorization for the General Manager to finalize and execute the lease agreement.

MOTION: Johnson
SECOND: Sipperley
AYES: All Present

- B. Discussion/action to review the Twain Harte Sewer Stabilization Engineering Report and to approve a sole source engineering services agreement with Condor Earth Technologies, Inc. in the amount of \$20,653 for final sewer stabilization design and construction inspection.

GM Trott asked the board to consider authorizing a sole source contract due to the timing required to address the high risk situation. Since Condor performed all preliminary design work to date, there is a significant time and cost savings that could not be achieved by a separate consultant who would need to research and verify preliminary design conclusions prior to proceeding with final design. Securing three separate proposals, as necessitated by internal policy but not by law, would increase timing and cost, which could place undue risk and cost on the district.

MOTION: Sipperley
SECOND: Johnson
AYES: All Present

- C. Discussion/action to consider citizen nominations and appoint a citizen to the Park and Recreation/Citizens' Oversight Committee.

The Park & Recreation committee recommended Bill McManus as the citizen representative.

Director Johnson made a motion to appoint Bill McManus as the citizen member of the Park & Rec/Citizens' Oversight Committee.
SECOND: Mannix
AYES: All Present

- D. Discussion/action to adopt resolution 15-01 – Directing Preparation of the Engineer's Report for the Continuation of the Assessment for Fiscal Year 2015-16 for the Twain Harte Community Services District Park and Recreation Maintenance District.

INTRODUCTION OF RESOLUTION #15-01: Johnson
MOTION : Sipperley; SECOND: Knudson
AYES ROLL CALL: Sipperley, Maxwell, Mannix, Knudson, Johnson
ABSENT: None

REPORTS:

President & Board Member Report

- Director Sipperley reported on the Mt. Counties Water Resources Association Meeting and stated he found it to be useful.

Park & Recreation/Citizen Oversight Committee and Operations Report

- The Park & Recreation Committee discussed the small playground structure and bocce ball courts.

Water/Sewer Committee and Operations Report

- Operations Manager Perry stated that the well has been running for 24 hours a day since Saturday and is averaging about 47 gpm.

Fire Committee and Fire Chief Report

- The new fire ordinance will be introduced at the next board meeting, with a public hearing to be scheduled in April.
- New dispatch plans will be rolled out in the next 30-60 days.
- Twain Harte Fire will be a host agency for a grant-funded training on February 21st & 22nd which is scheduled to have approximately 75 participants.

Finance/Admin Committee Report

- The Finance and Admin committee discussed the review of the policy manual and will begin reviewing the oldest policies first.
- Finance Officer Higgins will be starting a cost of services study to be completed in the next couple months.

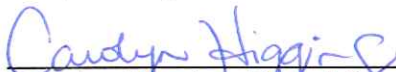
General Manager Report

- Park donations total \$21,690 to date
- The Shadybrook Well project will require a public meeting to discuss CEQA and zoning exemptions.

ADJOURNMENT:

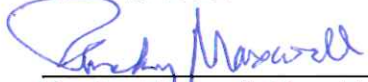
The open session was adjourned at 10:30 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Packy Maxwell, President