

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
June 14, 2023

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

DIRECTORS:

Director Mannix, President
Director Sipperley
Director Knudson
Director deGroot
Director Bohlman

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Lewis Giambruno, Operations Manager
Carolyn Higgins, Finance Officer

AUDIENCE: 14 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

PRESENTATIONS:

A. Badge Pinning of Captain Orozco.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through May 31, 2023.
- B. Approval of the minutes of the Regular Meeting held on May 10, 2023.
- C. Discussion/action to Adopt Resolution #23-29 – Approve Continuance of the 1981 Special Tax for Fire Protection and Prevention.

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

SECOND: Director Bohlman

AYES: Mannix, Sipperley, Knudson, deGroot, Bohlman

NOES: None

ABSTAIN: None

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 2023-24 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 #23-20 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2023-24.

MOTION: Director deGroot made a motion to adopt Resolution #23-20 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2023-24.

SECOND: Director Sipperley

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

- H. Discussion/action to adopt Resolution #23-21 – 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 2023-24.

MOTION: Director Bohlman made a motion to adopt Resolution #23-21 – 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 2023-24.

SECOND: Director Knudson

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

- I. Discussion/action to adopt Resolution #23-22 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2023-24.

MOTION: Director Sipperley made a motion to adopt Resolution #23-22 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2023-24.

SECOND: Director DeGroot

AYES: Mannix, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: Knudson

- J. Discussion/action to adopt Resolution #23-23 – Adoption of the Fiscal Year 2023-24 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

MOTION: Director Sipperley made a motion to adopt Resolution #23-23 – Adoption of the Fiscal Year 2023-24 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

SECOND: Director Bohlman

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

NEW BUSINESS:

- A. Discussion/action regarding selection of an auditor for Fiscal Year 2022-23 through Fiscal Year 2025-26.
MOTION: Director deGroot made a motion to select auditor Blomberg and Griffin Accountancy Corporation for Fiscal Year 2022-23 through Fiscal Year 2025-26.
SECOND: Director Bohlman
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- B. Discussion/action to adopt the plans and specifications for the Twain Harte Meadows Park Project and authorize that it be advertised for formal bidding.
MOTION: Director Bohlman made a motion to adopt the plans and specifications for the Twain Harte Meadows Park Project and authorize that it be advertised for formal bidding.
SECOND: Director Sipperley
AYES: Mannix, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: Knudson
- C. Discussion/action to adopt Resolution #23-24 – Awarding a Services Agreement to Advantage Technical Services, Inc. in the Amount of \$121,054 for Construction Management, Engineering and Inspection Services for the Million Gallon Tank #2 Rehabilitation Project.
MOTION: Director Sipperley made a motion to adopt Resolution #23-24 – Awarding a Services Agreement to Advantage Technical Services, Inc. in the Amount of \$121,054 for Construction Management, Engineering and Inspection Services for the Million Gallon Tank #2 Rehabilitation Project.
SECOND: Director Knudson
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- D. Discussion/action to adopt Resolution #23-25 – Approving a Fiscal Year 2022-23 Fire Fund Budget Adjustment in the amount of \$28,500 for Engine 722 Repairs.
MOTION: Director deGroot made a motion to adopt Resolution #23-25 – Approving a Fiscal Year 2022-23 Fire Fund Budget Adjustment in the amount of \$28,500 for Engine 722 Repairs.
SECOND: Director Sipperley
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- E. Discussion/action to adopt Resolution #23-26 – Adopting the Twain Harte Community Services District Water Shortage Contingency Plan.
MOTION: Director Sipperley made a motion to adopt Resolution #23-26 – Adopting the Twain Harte Community Services District Water Shortage Contingency Plan.
SECOND: Director Bohlman

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

F. Discussion/action to adopt revisions to Policy #2081 – Performance Evaluations.

MOTION: Director Bohlman made a motion to adopt revisions to Policy #2081 – Performance Evaluations.

SECOND: Director deGroot

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

G. Discussion/action to adopt revisions to Policy #2120 – District Cellular Phones.

MOTION: Director Knudson made a motion to adopt revisions to Policy #2120 – District Cellular Phones.

SECOND: Director Bohlman

AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None

ABSTAIN: None

REPORTS:

President and Board Member Reports

- Director Bohlman reported on her attendance of Legislative Days and LAFCO meeting
- Director Sipperley reported on his attendance of the Tuolumne County CSD meeting.
- President Mannix reported on her attendance of the Tuolumne County CSD meeting.

Fire Chief Report by Chief Gamez

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

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

- A verbal summary of the written report was provided.

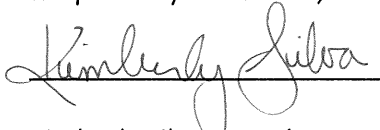
General Manager Report Provided by General Manager Trott

- A verbal summary of the written report was provided.

ADJOURNMENT:

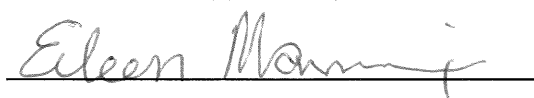
The meeting was adjourned at 10:54 a.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Eileen Mannix, President