

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**December 14, 2022**

**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:**

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

**STAFF:**

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

**AUDIENCE:** 12 Attendees

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

*No public comment.*

**PRESENTATIONS:**

- A. Oath of office for Directors Eileen Mannix and Charlotte Bohlman.
- B. Presentation of the District of Distinction Award by the Special District Leadership Foundation.
- C. Presentation of annual Fire Division employee recognition awards.

**CONSENT AGENDA:**

- A. Presentation and approval of financial statements through November 30, 2022
- B. Approval of the minutes of the Regular Meeting held on November 9, 2022.
- C. Submittal of Fiscal Year 2021-2022 Employee Reimbursement Disclosure Report per Government Code Section 53065.5.

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

***SECOND: Director deGroot***

***AYES: Mannix, Sipperley, deGroot, Bohlman. Knudson***

***NOES: None***

***ABSTAIN: None***

**NEW BUSINESS:**

- A. Discussion/action to adopt Resolution #22-35 Approving a Fiscal Year 2022-23 Park Fund Budget Adjustment For Insurance Deductible Costs.

**MOTION:** Director Mannix made a motion to adopt Resolution #22-35 Approving a Fiscal Year 2022-23 Park Fund Budget Adjustment For Insurance Deductible Costs.  
**SECOND:** Director Bohlman  
**AYES:** deGroot, Mannix, Bohlman, Knudson  
**NOES:** None  
**ABSTAIN:** Sipperley

B. Approval of 2023 Board and Committee Calendar.

**MOTION:** Director deGroot made a motion to approve the 2023 Board and Committee Calendar.  
**SECOND:** Director Bohlman  
**AYES:** deGroot, Mannix, Sipperley, Bohlman, Knudson  
**NOES:** None  
**ABSTAIN:** None

C. Appointment of Board President and Vice President for the 2023 calendar year.

**MOTION:** Director deGroot made a motion to appoint Director Mannix as the Board President and Director Bohlman as the Vice President for the 2023 calendar year.  
**SECOND:** Director Mannix  
**AYES:** deGroot, Sipperley, Bohlman, Knudson  
**NOES:** None  
**ABSTAIN:** Mannix

D. Annual Board self-evaluation of performance and identification of improvement opportunities.

**REPORTS:**

**President and Board Member Reports**

- President Sipperley summarized the WAC IRWM meeting he attended.

**Fire Chief Report by Chief Gamez**

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

**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.

**CLOSED SESSION:** The Board of Directors convened into closed session at 10:35 a.m.

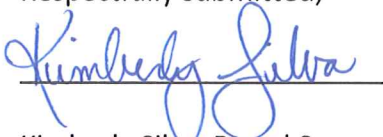
- A. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (1 case)

President Sipperley reconvened the meeting into regular session at 10:52 a.m. with no reportable action.

**ADJOURNMENT:**

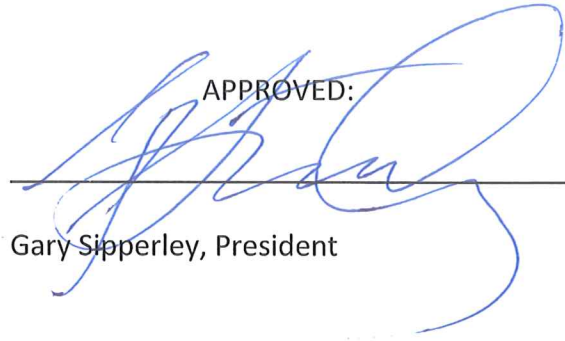
The meeting was adjourned at 10:52 a.m.

Respectfully submitted,

Handwritten signature of Kimberly Silva in blue ink, written over a horizontal line.

Kimberly Silva, Board Secretary

APPROVED:

Handwritten signature of Gary Sipperley in blue ink, written over a horizontal line.

Gary Sipperley, President