

TWAIN HARTE COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

Public Hearing for Proposed New Fire Assessment

Special Meeting to Set Dates for Public Hearing and Board Vote for Proposed Water Rate Increase

July 14, 2011

**DIRECTORS PRESENT:** Gordon Molloy, Packy Maxwell, Jim Johnson, Richard Knudson and Wes Jordan

**DIRECTORS ABSENT:** None

**ADMINISTRATIVE STAFF PRESENT:** General Manager Moody, Acting Board Secretary Lawton,  
Operations Manager Perry

This meeting is recorded.

**CALL TO ORDER:**

A. Public Hearing called to order by President Molloy at 9:00 am. President Molloy explained the process for today's meeting.

Director Johnson indicated that the agenda needed to allow for a Public Comment period for items not on the agenda; President Molloy then asked for any comments on items not listed on the agenda.

President Molloy asked if anyone in the audience needed a ballot and gave the final call for ballots to be handed in.

**PUBLIC HEARING CLOSED:** President Molloy closed the Public Hearing until the completion of the ballot tabulation by the representative for the Registrar of Voters and the SCI Consultant, Arcelia Herrera. President Molloy explained that the Regular Board Meeting would continue in the interim.

**NEW BUSINESS:**

B. Discussion/action to approve Resolution #11-14, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2011-12, for the Parks and Recreation Maintenance District of the Twain Hare Community Services District.

**INTRODUCTION: Johnson; MOTION: Knudson; SECOND: Maxwell; AYES: All**

C. Discussion/action to approve Resolution #11-15, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2011-12, for the Fire and Rescue Assessment District of the Twain Hare Community Services District.

**INTRODUCTION: Johnson; MOTION: Knudson; SECOND: Maxwell; AYES: All**

D. Discussion/action to declare water department brass fittings (unusable) surplus and authorize disposal of same. Original cost of fittings: \$4235.35.

**MOTION: Maxwell; SECOND: Molloy; AYES: All**

E. Appointment of new Board Secretary was moved to the next Board meeting in August.

**COMMUNICATIONS:** None

**CONSENT AGENDA:**

A. Approval of financial statement through June 30, 2011 and approval of the minutes of the Regular Meeting of June 9, 2011 and of the Special Meeting of June 27, 2011.

**MOTION: Johnson; SECOND: Jordan; AYES: All**

**OLD BUSINESS:**

A. Discussion/action to approve a transfer from reserves for the 2<sup>nd</sup> installment of emergency repairs to the plant filter in the amount of \$61,766.23.

**MOTION: Johnson; SECOND: Maxwell; AYES: All**

**PRESIDENT'S REPORT:** President Molloy indicated that the Public Hearing for the proposed water service increase will be held on July 26, 2011. A half day workshop will be held on August 26, 2011 at which time the Board will look at possible disposition of some properties held by the District and at the financials.

**PARK & REC COMMITTEE REPORT:**

No meeting was held; however, the following updates were given:

- 6 trees died at Park; will be replaced. Some bushes need to be staked.
- The Community Center roofing material to be installed, once received; decision needs to be made regarding porch.
- Discussion of selecting a new contractor to complete Community Center porch after July.
- Touch-up needs to be done to playground equipment.
- Need to assess the condition of the bark on the ground to determine if more is needed.
- The hot dog vendor's schedule is up in the air; need to ensure rent is up to date.
- Kids broke into the Snack Shack at the ball field and stole some candy and sodas. Police report was completed.
- Working to cover up graffiti
- May need to contact sheriff regarding patrol needed during and after Concerts.

**WATER/SEWER COMMITTEE AND OPERATIONS REPORT:**

No meeting was held, however, the following updates were given:

- 17 water service orders were completed and 4 sewer service orders were completed
- 4 lock offs were completed due to non-payment and 7 unlocks were completed
- Big Pines project started
- Main line leak was repaired in Sherwood Forest
- 2 service line leaks were repaired
- Rented a tractor with a brush hog and mowed the trail at the Park, both fire properties and some of the sewer benches.
- Cleaned 1300 feet of sewer main
- Pumped and cleaned all lift stations

**FIRE COMMITTEE REPORT:**

No meeting was held and no update given.

**ADMIN/POLICY COMMITTEE REPORT:**

No meeting was held, however, the following update was given:

- Old employee handbook is being reviewed to possibly eliminate some policies and other policies will be updated and transferred to the new policy and procedure handbook.

**FINANCE COMMITTEE REPORT:**

No meeting was held and no update.

**GEN MGR'S REPORT:**

- Received a call that current Little League is going to dissolve; will be merging a number of smaller groups together, however, they have already booked ball field for next year.
- Aircon – meter replacement has begun-will take approximately 30 days.
- Ridge Rd. property – neighbor may be interested in purchasing; will revisit in August committee meeting as to price and if it will be declared surplus.

- Changes to signature cards for our bank accounts used to be done by a resolution provided by US Bank. Will discuss at next Admin/Policy Committee as to creating a resolution.
- Financials for projects already committed will be reviewed at next Finance Committee meeting, however, exact funds won't be known yet so discussion will have to be arbitrary.
- Working to close out FY 10-11 by August 26.

**SPECIAL MEETING:**

- A. Discussion/action to set the date for a Special Meeting of the Board of Directors for Tuesday, July 26, 2011 at 7pm; at the Twain Harte Community Center/American Legion Hall to hold a Public Hearing to receive public comment and protests regarding a proposed increase to monthly rates for water services for fiscal year 2011/2012.

**MOTION: Johnson; SECOND: Molloy; AYES: All**

- B. Discussion/action to establish a formal vote of the Board of Directors for the next Regular Board Meeting on August 11, 2011, regarding the proposed increase to monthly rates for water services for fiscal year 2011/2012.

**MOTION: Maxwell; SECOND: Johnson; AYES: All**

The Board of Directors convened to closed session at 10:15 a.m.

**CLOSED SESSION:**

- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957. (b)  
(1): Personnel
- B. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9 (b)  
(1): Conference with Legal Counsel, Anticipated Litigation: Big Pine Development Project

**REGULAR SESSION:**

The Board of Directors reconvened to open session at 10:40 a.m.

- A. No action taken from Closed Session
- B. No action taken from Closed Session

**CONTINUED PUBLIC HEARING:**

President Molloy reopened the Public Hearing and the representative from the Registrar of Voters read the tabulation results: 755 ballots returned; 54.85% *Yes* votes and 45.15% *No* votes; measure passed.

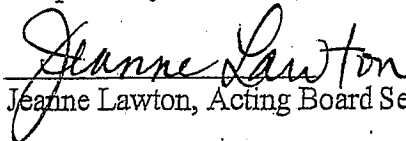
- A. Discussion/action to approve Resolution #11-18, a Resolution of the Board of Directors of Twain Harte Community Services District Declaring Its Intention To Provide Improved Fire Protection And Emergency Response Services; Declaring The Work To Be Of More Than General Or Ordinary Benefit And Describing The District To Be Assessed To Pay The Costs And Expenses Thereof; Approving Engineer's Report, Confirming Diagram And Assessment, And Ordering Levy Of The Fire Protection And Emergency Response Assessment District For Fiscal Year 2011-12.

**INTRODUCTION: Maxwell; MOTION: Knudson; SECOND: Molloy; AYES: All**

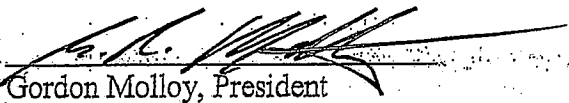
Adjournment

The Public Hearing was adjourned at: 11:35 am

Respectfully submitted,

  
Jeanne Lawton, Acting Board Secretary

APPROVED:

  
Gordon Molloy, President

TWAIN HARTE COMMUNITY SERVICES DISTRICT  
Special Meeting of the Board of Directors  
Public Hearing for Proposed Water Rate Increase  
July 26, 2011

**DIRECTORS PRESENT:** Gordon Molloy, Packy Maxwell, Jim Johnson, Richard Knudson and Wes Jordan

**DIRECTORS ABSENT:** None

**ADMINISTRATIVE STAFF PRESENT:** General Manager Moody, Acting Board Secretary Lawton,  
Operations Manager Perry

This meeting is recorded.

**CALL TO ORDER:** Public Hearing called to order by President Molloy at 7:00 pm.

**PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None

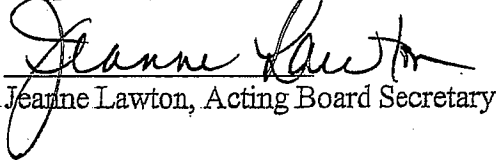
**PUBLIC HEARING:**

- A. General Manager Moody gave a PowerPoint presentation entitled "*THCSD Infrastructure Improvements*".
- B. President Molloy indicated that a vote would not be taking place this evening, but rather held at the next Regular Board Meeting on August 11, 2011. President Molloy indicated that in reviewing the written protests already submitted, there were those that questioned what the proposed rate increase was for and he commented that it would all be for infrastructure, not more employee benefits or to hire more employees. He then called for any comments or protests from the audience. Discussion on various aspects of the proposed water rate increase was held.

**Adjournment**

The Public Hearing was adjourned at: 8:00 pm.

Respectfully submitted,

  
Jeanne Lawton, Acting Board Secretary

APPROVED:

  
Gordon Molloy, President