

TWAIN HARTE COMMUNITY SERVICES DISTRICT

WATER – SEWER – FIRE – PARK
22912 Vantage Pointe Drive, Twain Harte, CA 95383
Phone (209) 586-3172 Fax (209) 586-0424

REGULAR MEETING OF THE BOARD OF DIRECTORS THCSD CONFERENCE ROOM 22912 VANTAGE POINTE DR., TWAIN HARTE August 10, 2022 9:00 A.M.

NOTICE: Public May Attend this Meeting In-Person. Facial coverings are recommended for any person attending, regardless of vaccination status.

The meeting will be accessible via ZOOM for anyone that chooses to participate virtually:

- Videoconference Link: <https://us02web.zoom.us/j/88298641398>
- Meeting ID: 882 9864 1398
- Telephone: (669) 900-6833

AGENDA

The board may take action on any item on the agenda.

1. Call to Order

2. Pledge of Allegiance & Roll Call

3. Reading of Mission Statement

4. Public Comment

This time is provided to the public to speak regarding items not listed on this agenda.

5. Correspondence:

- A. Letter from CERT – Thanks for ExtendoBed Installation help.
- B. Letter from Gearhead Revival Committee – Gearhead Revival Car Show Donation to Twain Harte Meadows Park Donation.
- C. Email from Customer – Bret Harte Drive - Regarding Sewer Lateral Disconnect.

6. Consent Agenda:

- A. Presentation and approval of financial statements through July 31, 2022.
- B. Approval of the minutes of the Regular Meeting held on July 13, 2022.

7. New Business

- A. Discussion/action regarding potential cost-sharing to upgrade the Twain Harte Wastewater Treatment Plant.
- B. Discussion/action regarding timing of completing a water and sewer rate study.
- C. Update on vegetation management compliance on vacant lots and continued discussion regarding methods of enforcement.
- D. Discussion/action to authorize the General Manager to enter into a Grant Administration and Local Project Sponsor Agreement with the Tuolumne-Stanislaus Integrated Water Management Authority for a \$1,275,000 Urban and Multi-Benefit Drought Relief Grant to complete the Million Gallon Tank #2 Rehabilitation Project.
- E. Discussion/action to adopt Resolution #22-29 – Approval of Revised Fiscal Year 2022-23 Salary Plan.
- F. Discussion/action to review the District’s Conflict of Interest Code.

8. Reports

- A. President and Board member reports.
- B. Fire Chief’s report.
- C. Water/Sewer Operations Manager’s report.
- D. General Manager’s report.

9. Closed Session

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

10. Adjourn

HOW TO VIRTUALLY PARTICIPATE IN THIS THIS MEETING

The public can virtually observe and participate in a meeting as follows:

- **Computer:** Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Smart Phone/Tablet:** Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Telephone:** Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

* NOTE: your personal video will be disabled and your microphone will be automatically muted.

FOR MORE DETAILED INSTRUCTIONS, CLICK [HERE](#)

SUBMITTING PUBLIC COMMENT

The public will have an opportunity to comment before and during the meeting as follows:

- **Before the Meeting:**

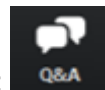
- Email comments to ksilva@twainhartecsd.com, write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.
- Mail comments to THCS Board Secretary: P.O. Box 649, Twain Harte, CA 95383

- **During the Meeting:**

- Computer/Tablet/Smartphone: Click the “Raise Hand” icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the “Q&A” icon and type your comment. You may need to tap your screen or click on “View Participants” to make icons visible.



Raise Hand Icon:



Q&A Icon:

- Telephone: Press *9 if to notify the host that you have a comment. The host will unmute you during the public comment period and invite you to share comments.
- In-Person: Raise your hand and the Board Chairperson will call on you.

* NOTE: If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period. Persons speaking during the Public Comment will be limited to five minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

MEETING ETIQUETTE

Attendees shall make every effort not to disrupt the meeting. Cell phones must be silenced or set in a mode that will not disturb District business during the meeting.

ACCESSIBILITY

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

WRITTEN MEETING MATERIALS

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District’s website: www.twainhartecsd.com

Michelle Wagner
Twain Harte CERT
22912 Vantage Point Drive
Twain Harte, CA 95383

July 12, 2022

Tom Trott
Twain Harte Community Service District
General Manager
22912 Vantage Pointe Dr.
Twain Harte, CA 95383

Dear Tom,

I'd like to take a moment to acknowledge the efforts of Miguel Hernandez from THCS and Captain Nathaniel and Intern Pankey from THFD and to thank them, most sincerely, for all of the help they gave us in removing the old camper shell from our CERT vehicle and loading our new mobile command slide-out. It would simply have been impossible for us to do it without the use of heavy equipment, brut strength, and creative thinking provided by this group of hardworking, helpful, and innovative individuals.

This was just the first step toward the completion of our Mobile Command Vehicle that will allow us to serve our community quickly, safely, and professionally; however, it is the step upon which all others rely and, therefore, very important to our success.

We are extremely fortunate to be a part of a group that fosters teamwork and has individuals willing to go above and beyond to help when needed.

Thank you, again, to you and your team.

Best regards,

Michelle Wagner
THA-CERT UAS Lead



SERVING TUOLUMNE COUNTY

Twain Harte Community Services District – Fire and Rescue Division
PO Box 649 – Twain Harte, CA 95383
209-586-4800
twainhartecert@gmail.com

Wednesday, July 27, 2022

Tom,

As you were probably aware that during the Twain Harte Street Fair this year we were able to resume the car show that was prohibited during the COVID pandemic. The car show name was changed from "Twain Harte Classic Car Show" to "Gearhead Revival" with Dennis Scroggs's (the founder of the show 20 years ago) approval. This year our goals for the car show was as follows:

1. Provide a quality show for the car owners.
2. Promote local businesses whether it is restaurants, hotel occupancy or automotive services.
3. Provide a benefit to the residential community of Twain Harte.

The profits raised from the car participant registrations, sales of "Gearhead Revival" t-shirts and car show promotional items came to a total of \$1200.

It is with great satisfaction that the Gearhead Revival committee will be fulfilling our third goal by providing this money to THCSD for the Twain Harte Park Expansion Project.

Sincerely,
Dave Hallett
President
Gearhead Revival Committee

From: Tib Warner <tibwarner@sbcglobal.net>
Sent: Friday, August 5, 2022 7:34 AM
To: Kim Silva
Subject: Unequal Treatment by the CSD

Kim,
Per your instructions, I send this email for the CSD Board consideration at the next Board meeting. We will not be in Twain Harte Wednesday, and will actually be traveling that morning. Is there a way I can access the meeting at a later date to understand how the Board responds. I would also appreciate a written response from the Board.
Thank you,
Tib and Sandy Warner

Dear CSD Board,

On August 3 we were informed via voice mail that the sewer lateral from an accessory cabin on our property was disconnected at the main sewer line by the CSD, eliminating our sewer service. This was done without any prior notification. When I spoke with Mr. Trott several months back to determine our options to address his claim that our service was unauthorized, he never indicated the CSD would permanently eliminate our sewer service. At that time his suggestion was to disconnect the service at the cabin if we didn't agree with his decision to charge double service fees, leaving the option for an easy reconnection in the future. That option is no longer a possibility. Mr. Trott never contacted us after discussing options several months back.

Apparently Mr. Trott decided our sewer service was unauthorized because it did not conform to a 1992 CSD ordinance. Since the property has been paying for sewer service since the 1960s (per CSD records); since our sewer connection appears to date back to the time the system was installed with materials consistent with those used for the main line; and most importantly since the CSD has accepted service fees for decades as payment in full, the claim of unauthorized service does not consider that prior to the 1992 ordinance our service was likely authorized. Why else would a single service fee have been accepted as full payment for so many years? Since 1992 the CSD has continued to collect a single service fee as payment in full...until Mr. Trott determined the service is now unauthorized. We understand the 1992 ordinance states that accessory units be charged additional fees. The reality is there are numerous properties in the district with accessory units that date back decades...and have been paying one fee. It appears the current ordinance is being applied retroactively, and in a very selective manner. Since the CSD has a history of not enforcing the ordinance in question, even on new construction, our situation seems a case of selective enforcement. Three questions arise. 1. Why were we singled out over the authority behind our sewer connection when others aren't? 2. Why is the 1992 ordinance not being enforced equally? 3. Why was our service permanently removed without notice?

Without historical data either proving or disproving the authority behind our connection, Mr. Trott's extreme enforcement action seems unwarranted and punitive. If enforcement is retroactive to preexisting conditions, all properties should be treated equally. If one property is going to be charged double fees, all properties with secondary units should be charged the same. I suggest a survey of all preexisting secondary units within the district be performed to determine their status before the ordinance is enforced against us. Mr. Trott is applying an ordinance approved in 1992 to claim preexisting connections, that may have been authorized, are now unauthorized because the CSD does not have complete records going back that far. A different time, different protocols and a different Board may easily explain not only our situation, but many like it in town who have a secondary unit and one service fee that may have been authorized decades ago.

It should be noted that it is common practice for accessory units in most jurisdictions to be included in the service fee for the primary structure. That was the case on a property we owned in Pleasanton, that was the case on a another property we owned within the CSD district between 2005 and 2015, we believe that is the case for most homes with accessory units within the the CSD, that was the case on our current home...until Mr. Trott decided to single us out. California SB 1069 was recently passed to encourage accessory units and is clear in setting standards that do not impose financial

burdens on homes with accessory units. It states that a district cannot require a separate service hookup for an ADU (accessory dwelling unit) which would make charging separate service fees problematic and illogical.

At the time I met with Mr. Trott, he never mentioned we could appeal our case to the Board and he never indicated the CSD would permanently remove access to the sewer system without notice. Since that meeting we decided to appeal our case, thus we submit this letter to the Board for consideration. Had Mr. Trott contacted us before taking such an extreme action we could have explained our interest in appealing to the Board.

To provide context, our cabin is very small, about 200 sq.ft. It's use is as a third bedroom for occasional use by family or guests as the primary home only has 2 bedrooms. It would have little if any impact on CSD services. Being a part time home our CSD usage footprint is small. We ask the CSD to not only consider the issues around our case, but the issues around all accessory dwelling units in the district. The ordinance that Mr. Trott is selectively enforcing does not take into consideration state law as it relates to Accessory Dwelling Units (ADUs). We ask the Board to evaluate the current CSD ordinance for consistency with SB 1069, and to craft a new ordinance that is fair and equally applied. We also suggest any enforcement be triggered at the time title to a property is transferred rather than on a selective basis to preexisting properties. This would be fair and easy to accomplish by performing a site inspection when a property is sold and new service is requested. Existing situations would be grandfathered until the property is sold. Requiring double fees for some existing accessory units and not others sends a message of unfairness and unequal treatment by the CSD throughout the community.

As CSD customers, who have had sewer service removed without notification, we wonder why were we singled out in this way for enforcement and why were not given the benefit of doubt regarding the lack of history for our sewer connection. We are greatly saddened as we returned to Twain Harte because we felt the community was run in a way that was cooperative, caring and fair minded.

Sincerely,
Tib and Sandy Warner
Bret Harte Drive

Accessory Dwelling Sewer Lateral History - 22790 Bret Harte Drive

- 4/2/19** Sewer spill on property due to main line root blockage.
- 10/13/20** Sewer spill on property due to main line root blockage.
- 7/21/21** Property ownership change to current customer.
- 1/18/22** Sewer spill on property due to main line root blockage. Based on spill history and more detailed investigation, operator discovered the location of the blockage seemed to be related to the connection from the accessory dwelling unit at 22790 Bret Harte Drive. This lateral was not depicted on the District's sewer as-built plans. Further investigation revealed no records of two sewer connections or two dwelling units. The property had only been charged for one dwelling unit for as far back as District records showed.
- 2/1/22** As a courtesy, based on relationship with customer, GM emailed customer to inform him of the unauthorized connection and to ask clarifying questions regarding the accessory dwelling unit and the unauthorized lateral. This was initiated as a courtesy. Normal procedure is to send the customer a letter stating that they had been an unauthorized connection, had been charged incorrectly, and that their bill was being adjusted to reflect the correct charges for services being provided. If the connection was a hazard, the letter would ask the customer to remove the connection.
- 2/3/22** Customer responded to GM's email, providing information on the accessory dwelling unit and expressed surprise that the District wouldn't have known about the connection. Customer asked if he should have the laterals tied in with the main house.
- 2/3/22** Sewer spill on property due to main line root blockage believed to be located at or near the property's accessory dwelling unit's sewer lateral connection to the main line.
- 2/4/22** GM sent email to customer explaining that the ongoing charges would need to be adjusted to two units, whether or not the accessory dwelling had a separate connection or not. GM described why this was required by Prop 218 (CA Constitution). GM stated that the only way to avoid monthly charges for the accessory dwelling was to disconnect the service, with the option of reconnecting it in the future if desired.
- 2/4/22** Customer responded to GM's email to ask the definition of a separate living quarters that requires a service charge. Customer also asked about how long the CSD fee system for separate units had been enforced, asked about grandfathering, and stated that he knew of several properties that had accessory dwelling that were only receiving one charge, including an interior accessory dwelling the customer had constructed on a different home in 2005.
- 2/4/22** GM responded to customer's email and described that District ordinance required all properties with multiple units to be charged for those units. GM also stated that the District ordinance requires property owners to notify the District when they change their use. GM also stated that this rarely happens and that the District tried to catch more of the changes by getting involved in the County's building permit process in 2007. However, the District is not always notified and property owners don't always get permits. GM stated that the District often discovers changes of use through conversations with customers or when helping customers with problems. GM also shared the District ordinance (adopted in 1992) definition of a single family dwelling unit used for establishing charges – "any unit designed to house human beings which shall consist of one or

more rooms and having one or more plumbing fixtures and used or capable of occupancy by a single person or any number of persons living together as a single family”

- 2/8/22** Customer responded to GM’s email asking for a copy of the ordinance and date it was adopted. Customer also asked to meet with GM.
- 2/8/22** GM responded to customer email by providing a copy of the ordinance and offering dates in February and March to meet.
- 2/9/22** Customer responded to GM email stating that the accessory dwelling was constructed in the 1970’s before the ordinance went into effect in 1992. He also stated that it seems very unlikely someone could connect into our sewer line on their own and without us knowing.
- 2/16/22** GM responded to customer email stating that the sewer system was installed in 1965 and, although the accessory dwelling connection may have occurred before the existing ordinance adoption, monthly charges for the service still fell under the current ordinance. GM explained that the time of connection is not related to monthly charges for service, but only to connection fees, which are one-time fees. GM also stated that unauthorized connections are easier and more common than you would expect, especially in backyard where the sewer line is more hidden and located in dirt instead of asphalt.
- 2/17/22** Customer responded to GM’s email asking about how much the charges would be for the accessory dwelling.
- 2/17/22** GM responded to customer’s email, providing charges for the accessory dwelling. GM also further described why the charges are based on dwelling units, explaining that once a unit is built, the way it is used is completely at the discretion of the owner and out of the control of the District. Because the owner could use it to for a large family, small family, VRBO, or not at all, the District must base it on potential use and the system has to be designed and maintained to provide that use should the customer choose to use it. GM also stated that the only way this could be changed was by changing the ordinance and rate structure. GM asked customer to discuss potential solutions as we look at updating the District ordinance and rate structure in the near future.
- 2/28/22** Customer sent a draft email letter to the District Board President requesting that the accessory dwelling connection be grandfathered in because of its age and the way the customer plans to use the connection. The draft letter stated that charging for the accessory dwelling sends a message of unfairness and discrimination, claiming that the District chooses to charge some and not others. It stated that basing charges on potential use lacks context and sensitivity and violates trust and cooperation in a small town. The customer also referenced SB 1069, stating that it was put in place to prevent agencies from putting burdensome costs and requirements on accessory dwelling units and inferring that District ordinance was not in line with SB 1069. Finally, in the draft letter, the customer requested that the District evaluate its ordinance for consistency with law, fairness, flexibility and consistency with other jurisdictions. Customer informed the board president that he planned to finalize and send the letter for board discussion, but never finalized it.
- 3/2/22** GM emailed customer to follow up on a possible meeting date and re-offered dates and times in March.
- 3/2/22** Customer responded to GM’s email with possible dates to meet in April and a request to be placed on the board agenda following the meeting.

3/2/22 GM responded with available dates and times in April and stated that he would plan to put an item on the May agenda for board discussion.

3/4/22 Customer replied to GM's email to request a May meeting date instead.

3/14/22 GM replied to customer's email to agree to a meeting date of May 11th.

5/11/22 GM met with customer at the District office. Customer discussed concerns regarding SB 1069. GM explained that SB 1069 was put in place to encourage development of accessory dwellings and related to one-time fees and requirements involved with the initial construction of accessory dwellings. SB 1069 does not discuss or make any requirements related to ongoing charges for service. Customer expressed concerns of unfairness because he believes several other properties with accessory dwellings are not being charged. Customer suggested that the District do a survey of all customers to determine which ones needed to be charged and GM agreed that would be a prudent future project. GM discussed that it would be undertaking ordinance review and a rate study and suggested that it would be a good idea to take a closer look at accessory dwellings and related charges. GM and customer discussed that it would be good to include customers on that committee.

GM reiterated that the only way to avoid charges for the accessory dwelling connection was to disconnect the service, with the caveat that it could be reconnected in the future if the customer wanted to use the services for the unit. Customer agreed to disconnect the service and suggested a 30-day window to do so. GM offered a 60-day window to provide more flexibility to customer.

Customer and GM discussed past customer request to put the item on the following month's board agenda and decided it was not needed.

5/23/22 Sewer spill on property due to main line root blockage believed to be located at or near the property's accessory dwelling unit's sewer lateral connection to the main line.

5/31/22 Sewer spill on property due to main line root blockage believed to be located at or near the property's accessory dwelling unit's sewer lateral connection to the main line.

6/13/22 Sewer spill on property due to main line root blockage believed to be located at or near the property's accessory dwelling unit's sewer lateral connection to the main line.

6/13/22 – 7/15/22

District operations staff attempted cleaning of the line to remove roots, but were only able to create small clearings the roots. Operations staff determined that the line needed to be excavated to determine exact location/cause of blockage and perform a permanent repair. Operations staff began planning the work.

7/15/22 – 8/3/22

District operations staff dug up sewer line and found significant root blockage entering the main line at the connection point of the accessory dwelling unit's lateral to the main line. Operations staff determined that the best solution to prevent future overflows was to remove that section of line and replace it. Because the customer had decided to disconnect the unauthorized sewer lateral (although he had not done so as of 8/3/22), operations staff determined that a new connection did not need to be constructed and a straight piece of pipe was installed. This provided a cleaner, quicker solution and still enabled a connection to be made fairly simply in the future, if the customer desired it.

Photos of Accessory Dwelling Lateral, Root Blockage, and Repair







TWAIN HARTE COMMUNITY SERVICES DISTRICT
BANK BALANCES
As of July 31, 2022

Account	Beginning Balance	Receipts	Disbursements	Current Balance
U.S. Bank Operating	2,091,048	301,381	(825,202)	1,567,227
U.S. Bank - D Grunsky #1**	74,650	1,411	(458)	75,603
U.S. Bank - D Grunsky #2**	77,121	1,251	(450)	77,922
LAIF	2,974,637	5,569		2,980,206
TOTAL	\$ 5,217,456	\$ 309,612	\$ (826,110)	\$ 4,700,958

**Davis Grunsky reserve money restricted for Davis Grunsky Loan Payments

TWAIN HARTE COMMUNITY SERVICES DISTRICT
22/23 OPERATING EXPENDITURE SUMMARY
As of July 31, 2022

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 8.33%)
Park	83,797	7,143	76,654	8.52%
Water	1,426,225	231,431	1,194,794	16.23%
Sewer	917,905	91,876	826,029	10.01%
Fire	1,097,021	176,694	920,327	16.11%
Admin	762,749	86,079	676,670	11.29%
TOTAL	\$ 4,287,697	\$ 593,223	\$ 3,694,474	13.84%

TWAIN HARTE COMMUNITY SERVICES DISTRICT
22/23 CAPITAL EXPENDITURE SUMMARY
As of July 31, 2022

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 8.33%)
Park	1,417,400	1,885	1,415,515	0.13%
Water	2,072,400	4,207	2,068,193	0.20%
Sewer	300,300	-	300,300	0.00%
Fire	530,500	43,214	487,286	8.15%
Admin		-	-	
TOTAL	\$ 4,320,600	\$ 49,306	\$ 4,271,294	1.14%

Reflects Original Budget - Approved 6/8/22

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
July 13, 2022

CALL TO ORDER: President Sipperley called the meeting to order at 09:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

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

STAFF:

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

AUDIENCE: 4 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

CONSENT AGENDA:

- A. Presentation and approval of financial statements through June 30, 2022
- B. Approval of the minutes of the Regular Meeting held on June 8, 2022.
MOTION: Director Knudson made a motion to accept the consent agenda in its entirety.
SECOND: Director deGroot
AYES: Mannix, Sipperley, Knudson, deGroot
NOES: None
ABSTAIN: None
ABSENT: Bohlman

PUBLIC HEARING

- A. President Sipperley opened the public hearing at 9:05 a.m.
- B. Finance Officer Higgins presented information regarding placing delinquent water and sewer bills on the Tuolumne County property tax roll.
- C. There were no public comments regarding continuation of the assessments.
- D. President Sipperley closed the public hearing.
- E. Discussion/action to adopt Resolution #22-28 – Authorizing District Staff to Place Delinquent Water and Sewer Charges on the 2022/23 Tuolumne County Secured Property Tax Bill.
MOTION: Director deGroot made a motion to adopt Resolution #22-28 – Authorizing District Staff to Place Delinquent Water and Sewer Charges on the 2022/23 Tuolumne County Secured Property Tax Bill.
SECOND: Director Mannix

AYES: Mannix, Sipperley, Knudson, deGroot

NOES: None

ABSTAIN: None

ABSENT: Bohlman

NEW BUSINESS:

- A. Discussion/action regarding Fire Ordinance provisions related to enforcement and compliance of vegetation management on unimproved parcels.

GM Trott spoke to the current District Fire Ordinance and the process in place for enforcement and compliance on unimproved parcels within the District. GM Trott stated that currently two-thirds of all unimproved parcels are in compliance thanks to continued efforts from Chief Gamez. Chief Gamez discussed the approach of 'prevention through education' not 'prevention through citation' and the success they have seen through utilizing this approach. The board provided direction of continued outreach and further education on this topic along with additional education explaining why we are unable to go on people's property by law.

- B. Discussion/action to review and comment on a draft Memorandum of Understanding with Tuolumne County for Use of Alert and Warning Systems (Including Sirens or Outdoor Audible Alerts) and to authorize the General Manager to approve once revisions are finalized.

MOTION: Director Mannix made a motion to authorize the General Manager to approve the Memorandum of Understanding with Tuolumne County for Use of Alert and Warning Systems (Including Sirens or Outdoor Audible Alerts) once revisions are finalized.

SECOND: Director deGroot

AYES: Mannix, Knudson, deGroot

NOES: None

ABSTAIN: Sipperley

ABSENT: Bohlman

- C. Presentation of the Strategic Plan progress report for Fiscal Year 2021-22.

GM Trott presented the Strategic Plan progress report and stated that the District has completed 32/75 or 43% of the goals with 33/35 partially completed goals. This total means 87% of the goals have either been completed or at a minimum are in process.

- D. Discussion/action regarding review and possible revision of the Strategic Plan.

GM Trott reviewed the five strategic goals and the priorities of the objectives with the board and provided recommendations for revisions to the following objectives: 1.15 - Fix or replace the old bathroom building, 2.16 - Explore options to expand services to include ALS, 3.3 - Improve community center by remodeling bathrooms and kitchen, paving or repairing parking lot and adding internet capabilities, 4.1 - Develop and hold annual open house or community event.

MOTION: Director Knudson made a motion to revise the strategic plan per the recommendations of GM Trott.

SECOND: Director Mannix
AYES: Mannix, Sipperley, Knudson, deGroot
NOES: None
ABSTAIN: None
ABSENT: Bohlman

E. Discussion/action to approve General Manager Objectives for Fiscal Year 2022-23.

MOTION: Director Mannix made a motion to approve General Manager Objectives for Fiscal Year 2022-23.
SECOND: Director deGroot
AYES: Mannix, Sipperley, Knudson, deGroot
NOES: None
ABSTAIN: None
ABSENT: Bohlman

REPORTS:

President and Board Member Reports.

- *President Sipperley stated that there was no IRWM JPA meeting this past month.*

Fire Chief Report by Chief Gamez

- *A verbal summary of the written report was provided by Chief Gamez and Carol Hallet from CERT provided a verbal summary of her report as well.*

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 11:05 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 11:23 a.m. with no reportable action.

ADJOURNMENT:

The meeting was adjourned at 11:23 a.m.

Respectfully submitted,

APPROVED:

Kimberly Silva, Board Secretary

Gary Sipperley, President

Twain Harte WWTP History

- 1965 Constructed (per As-Built Dwgs)
- 1972 RWQCB adopts new discharge limits for Sonora, Jamestown, and issues a CDO for new hookups to Twain Harte because of discharges to Sullivan Creek
- 1972 Tuolumne County completes an Areawide Planning Study for Water and Sewer – proposes regional WWTP
- 1972 TCWD #1 applies for funding to construct TH Interceptor
- 1972 TCWD #2 applies for funding for rest of interceptors, enlarge Sonora, enlarge Jamestown, convert THWWTP from secondary to primary, and construct reclamation system.

Twain Harte WWTP History

- 1974 TCWD #1 & #2 execute agreement to transfer THWWTP to TCWD #2
- 1976 Substantial completion of TH Interceptor
- 1980 Finalized transfer for THWWTP from TCWD #1 to #2
- Currently serves Twain Harte CSD and 12 TUD customers
- Permitted under WDR 86-021
- Design flow = 0.5 mgd



Google Earth

1985

Imagery Date: 6/4/2021 lat 38.029048° lon -120.254744° elev 0 ft eye alt 3619 ft



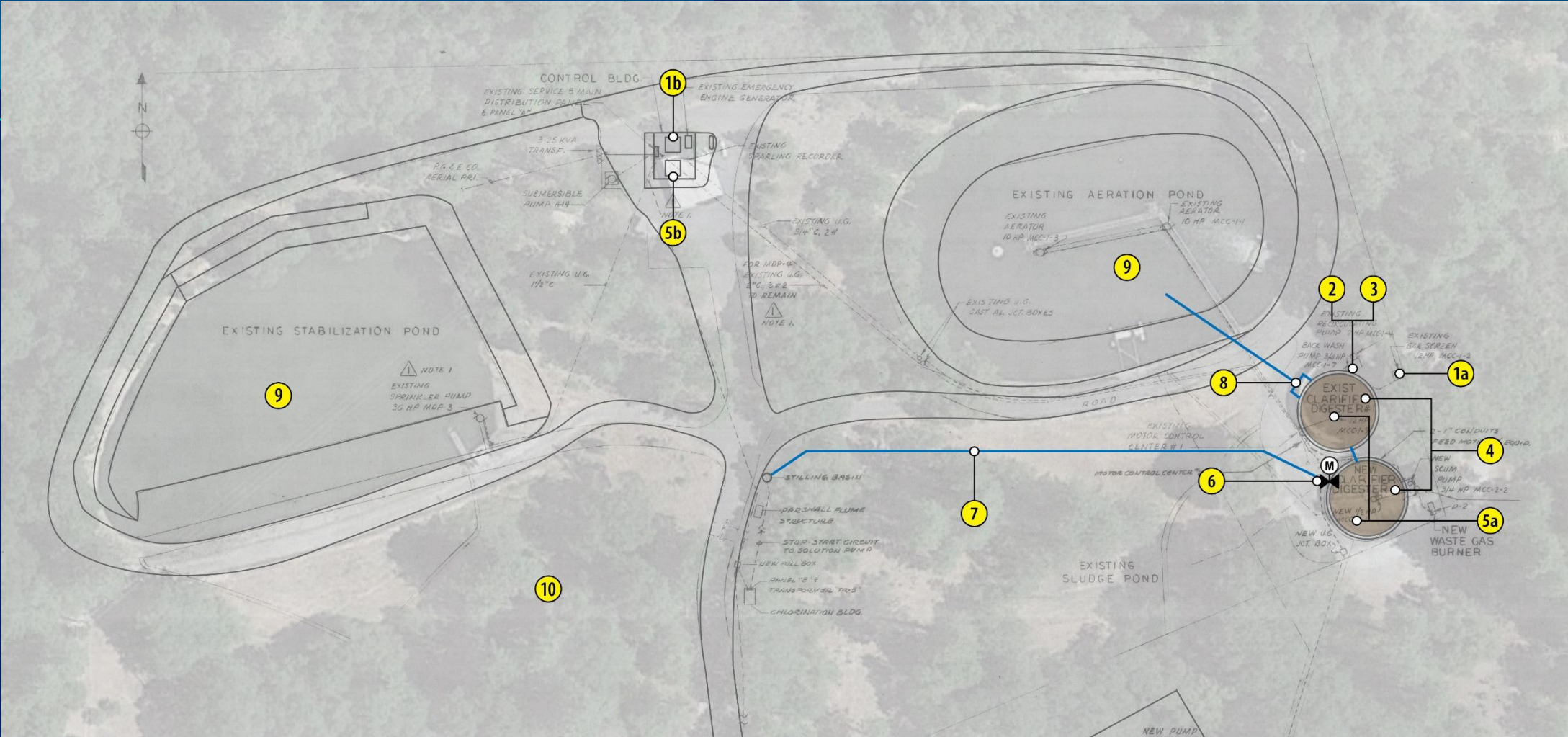


Why continue to operate the facility?

- Flow equalization for interceptor and downstream SRWWTP
- Screening and grit removal before being put in interceptor
- Aeration for BOD removal, suspension of solids
- Prevent flows from going septic, helping control odors
- Allowing for controlled rates of release to promote flushing of the downstream inverted siphons

Why do the project?

- Facility is old.
- 3/8" screen is fine, but no grit removal.
- Very precarious to collect screenings from washer compactor
- Only 1 Clarigester in service and sludge collector rake arm broken
- Upper pond liner degraded
- Upper pond has feet of sludge that we can't reasonably remove
- Upper pond catwalk unsafe
- Aeration equipment not optimal
- Hydraulic restriction between upper and lower pond and pipe is in very poor condition
- Sludge drying beds are not functional nor easy to clean
- Most effluent is pumped out of the plant
- No need to have a permit anymore – propose rescinding permit



- 1a Provide Submersible Ozone Mixer
- 1b Provide Ozone Generator
- 2 Protect Existing Screen Add Disposal Equipment
- 3 Provide Grit Removal Equipment
- 4 Covert to 24hr Aerated Detention Tanks
- 5a Submerged Air Diffusers
- 5b Aeration Blower(s)
- 6 Automated Pinch Valve w/ Flow Meter
- 7 New 12" Discharge Main
- 8 Overflow to Wet Weather Basins
- 9 Demo Reline Existing Equip, Basin, & Install Overflow
- 10 General Site Improvements: Roadways, Sorelines, Piping, Etc.

Project Cost

- \$1M - \$1.5M
- Serves THCS D + 12 TUD Customers
- THCS D Rate (TUD Portion): \$24/mo.

\$8.55
O&M

\$9.08
Admin & General

\$2.68
Capital Recovery

\$3.59
CIP, Cap Outlay

TUD Collects
~\$60k-\$70k/yr



Twain Harte Fire Department Vacant Lot Inspection update

Presented by
Neil Gamez





- Current map of all 146 vacant lots in the district
- 65% of the Vacant Lots were in compliance
- Sixty-eight letters for compliance were sent to the vacant lot owners
- As of July 22th, we have accomplished 2/3 compliance on vacant lot fire clearing



Property #1

This is a before picture of a property located off Big Pine court in Twain Harte



Before



Property #2

This property is located on Big Pine Court property

Big Pine court has 17 vacant lots, all of which have been cleared as of July 22nd, 2022. this undeveloped subdivision has 100% compliance



After



Property #2

This is a before picture of a property located off Cedar Pines Vista in Twain Harte



Before



Property #2

This is a before picture of a property located off Cedar Pines Vista in Twain Harte



After



Property #3

This is a before picture of a property located off Gurney Station in Twain Harte



Before



Property #3

This is a before picture of a property located off Gurney Station in Twain Harte



After



Property #4

This is a before picture of a property located off Broken Bough lane in Twain Harte



Before



Property #4

This is a before picture of a property located off Broken Bough lane in Twain Harte



After



Property #5

This is a before picture of a 4.5 acer property located off Woodwaria lane in Twain Harte



Before



Property #5

This is a before picture of a 4.5 acer property located off Woodwaria lane in Twain Harte



After



Property #5

This is a before picture of a 4.5 acer property located off Woodwaria lane in Twain Harte



Before



Property #5

This is a before picture of a 4.5 acer property located off Woodwaria lane in Twain Harte



After



How were we able to accomplish this?



1. Making contact with the property owner
2. Having an open dialog with the property owner regarding the scope of work that is defined in our district vegetation ordinance
3. Working together to accomplish a common goal
4. Focus on compliance through education and no citation



**GRANT ADMINISTRATION AND LOCAL PROJECT SPONSOR AGREEMENT
TUOLUMNE-STANISLAUS IRWM REGION
URBAN AND MULTIBENEFIT DROUGHT RELIEF GRANT**

This Agreement (hereinafter the "Agreement") is entered into on ____ between the Tuolumne-Stanislaus Integrated Regional Water Management Authority (hereinafter "TSIRWM") and the Twain Harte Community Services District (hereinafter "THCSD").

Section 1.

Recitals:

- A. The Department of Water Resources (hereinafter "DWR") has provided grant funds under Grant Agreement No. 4600014455 (hereinafter "Grant Agreement"), which is attached hereto as Exhibit A and incorporated by reference herein, to TSIRWM for several drought-related subprojects that will be managed and implemented by grant sub-recipients (Local Project Sponsors). Among other subprojects, the Grant Agreement includes grant funds in the amount of \$1,275,000 to manage and implement THCSD's Million Gallon Tank #2 Rehabilitation Project (hereinafter "Project"), as more fully described in the Tuolumne Stanislaus IRWM Region Urban and Multibenefit Drought Relief Grant Proposal (hereinafter "Grant Proposal").
- B. The Grant Agreement requires that TSIRWM administer the funds and partner with the Local Project Sponsors to administer and implement the subprojects described in the Grant Proposal, including the Project described above.
- C. THCSD has the necessary capabilities and resources to implement the Project as required by the terms of the Grant Agreement.
- D. THCSD and TSIRWM wish to document the terms and conditions of the duties associated with the Grant Agreement.
- E. In reliance upon the recitals set forth above, and in consideration of the mutual promises herein exchanged, THCSD and TSIRWM agree as set forth below.

Section 2.

TSIRWM Agrees:

- A. To administer the Grant Agreement, attached hereto and incorporated by reference herein, as is fully set forth consistent with the terms of the Grant Agreement.
- B. To process THCSD's reimbursement requests on a quarterly basis in accordance with the Grant Agreement requirements and the amounts set forth in the Work Plan, Schedule, and Budget (Exhibit A) which are attached hereto and incorporated herein by reference.
- C. To oversee the progress of the Project in accordance with the Grant Agreement requirements.
- D. To comply with all applicable Federal, State, and local laws in administering the grant funds, specifically including those set forth in the Grant Agreement.
- E. To minimize the time elapsing between the transfer of funds and the disbursement of funds to THCSD.
- F. To furnish a Grant Contact, Lindsay Mattos, or her successor, to carry out the duties for TSIRWM described above.
- H. To coordinate its project activities with THCSD and provide THCSD with copies of all documentation produced to satisfy the Grant Agreement requirements.
- I. To send the reports listed in Exhibit A under Section 6, "Reports" to:
California Department of Water Resources
Division of Integrated Regional Water Management
901 P Street, Room 213A

PO Box 942836
Sacramento, CA 94236-0001
Tel: (916) 651-9221

Section 3.

THCS D Agrees:

- A. To cooperate with TSIRWM as reasonably required to carry out the purposes of this Agreement.
- B. To complete all applicable Federal and State Environmental Documentation (if required) and obtain and continue in effect for the duration of this Agreement all required governmental licenses and permits required for completion of the Project.
- C. To implement necessary work items for the Project as described in the Work Plan in Exhibit A.
- D. To provide the deliverables associated with the Project as described in the Implementation Schedule in Exhibit A.
- E. To comply with all the provisions of the Grant Agreement, inclusive of all provisions and requirements set forth in the Grant Agreement, and associated Exhibits A through I, when administering, implementing, constructing, operating, maintaining and monitoring the Project.
- F. To furnish a Contract Administrator, THCS D or his/her successor, who will be responsible for assuring that the duties described in the Grant Agreement's Work Plan and Schedule are carried out.

Section 4

It is Mutually Agreed:

- A. TSIRWM and THCS D intend to fulfill their obligations stated in this Agreement, but TSIRWM and THCS D shall be required to fulfill this Agreement only if or to the extent that the grant funds are actually provided to THCS D by DWR. In the event such grant funds are not provided, or cease to be provided, this Agreement shall automatically terminate.
- B. THCS D may invoice TSIRWM for eligible costs associated with the Project incurred from the date of Grant Award. In no case shall THCS D's compensation for services rendered under this Agreement exceed \$1,275,000.
- C. TSIRWM and THCS D shall mutually hold harmless, indemnify and defend each other and their officers, agents and employees from every expense, liability, or payment by reason of injury (including death) to person or property suffered through any act or omission, including passive negligence or act of negligence, or both directly or indirectly arising from this Agreement. This provision shall not be deemed to require either party to indemnify the other against liability or damage arising from the sole negligence or willful misconduct of the other, its agents, officers or employees.
- D. This Agreement contains all of the agreements and warranties of the parties with respect to any matter covered or mentioned in this Agreement. No prior agreements, arrangements or understandings pertaining to such matters shall be effective for any purpose. No provision of this Agreement may be amended or added to except by an agreement in writing signed by each party or each party's successor in interest.
- E. Any provision of this Agreement which proves to be invalid, or illegal, shall in no way affect, impair or invalidate any other provisions of this Agreement, and such other provisions shall remain in full force and effect.
- F. Each party warrants to each other that he or she is fully authorized and competent to enter into this Agreement in the capacity indicated by his or her signature and agrees to be bound by this Agreement as of the effective date of this Agreement.
- G. In the event of a dispute over the interpretation, implementation, or terms of this Agreement any such dispute shall be resolved by binding arbitration between the parties under the California Arbitration Act (Code of Civil Procedure Section 1280 *et seq.*). Any such arbitration shall be conducted in Sonoma, California. If the parties cannot agree on an arbitrator, one will be selected by the Tuolumne County Courts.

H. This Agreement may be terminated by either party, with or without cause, on ninety (90) days written notice to the business address of the non-canceling parties. Should either party terminate the Agreement pursuant to this paragraph, TSIRWM shall be entitled to reimbursement for eligible project costs incurred prior to the effective date of termination.

I. The performance period of this Agreement shall be from the latest date this Agreement is signed through THCS D.

J. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument.

K. To retain or caused to be retained for access by DWR for audit, examinations, excerpts, and transcripts all financial and programmatic records, supporting documents, statistical records, or other records which are required to be maintained under the terms of the Agreement for a period of three (3) years from the date of submittal of the final invoice.

Section 5.

Startup Funding – Grant contracting with DWR can potentially take a substantial amount of time. Although Local Project Sponsors may begin incurring costs eligible for grant reimbursement as soon as the grant award confirmation letter is received, sponsors will be responsible for covering all project costs, inclusive of grant administration services, until the Grant Agreement is executed with DWR and invoicing can begin.

Section 6.

Notice provision for TSIRWM / TSIRWM:

All notices required to be *given* under this Agreement shall be sent first class mail, return receipt requested to the following:

For TSIRWM:

Lindsay Mattos, Administrator

Tuolumne-Stanislaus Integrated Regional Water Management Authority

PO Box 4794

Sonora, CA, 95370

(209) 559-9066

Email: Lindsay@tcrwd.org

For THCS D:

Tom Trott, General Manager

Twain Harte Community Services District

P.O. Box 649

Twain Harte, CA 95383

(209) 586-3172

Email: ttrott@twainhartecsd.com

Section 7

Signatures

The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date below:

TUOLUMNE-STANISLAUS INTEGRATED REGIONAL WATER MANAGEMENT AUTHORITY (TSIRWM)

By: _____

Printed Name / Title: _____

TWAIN HARTE COMMUNITY SERVICES DISTRICT (THCSD)

By: _____

Printed Name / Title: _____

EXHIBITS

Exhibit A: Grant Agreement

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 22-29**

APPROVAL OF REVISED FISCAL YEAR 2022-23 SALARY PLAN

WHEREAS, the Twain Harte Community Services District (District) Board of Directors adopted a Salary Plan for Fiscal Year 2022-23 on June 8, 2022, via Resolution #22-25; and

WHEREAS, said Salary Plan includes a position for Seasonal Fire Engineer to supplement Fire Division staffing during the fire season; and

WHEREAS, the District has had difficulty filling the Seasonal Fire Engineer position due to significant increases in seasonal positions offered by Cal Fire and certifications required for the Seasonal Fire Engineer; and

WHEREAS, to ensure sufficient staffing, the District would like to add a Seasonal Firefighter position to the Fiscal Year 2022-23 Salary Plan at a rate of \$15.00/hour; and

WHEREAS, no other revisions to the Salary Plan are required; and

WHEREAS, no revisions to the Fiscal Year 2022-23 Budget are necessary; and

WHEREAS, it is now necessary to adopt a revised Fiscal Year 2022-23 Salary Plan to add the Seasonal Firefighter Position.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of Twain Harte Community Services District that the attached revised Fiscal Year 2022-23 Salary Plan be adopted to add the position of Seasonal Firefighter.

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District at their Regular Meeting held on August 10, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Gary Sipperley, Board President

Kimberly Silva, Board Secretary

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
2022/2023 HOURLY SALARY SCHEDULE - Effective July 1, 2022**

TITLE	Competence Salary Steps					Expertise Salary Steps**			
	1	2	3	4	5	6	7	8	9
UNION POSITIONS									
Accounting/Administrative Assistant*	\$ 23.661	\$ 24.844	\$ 26.088	\$ 27.391	\$ 28.761	\$ 30.199	\$ 31.709	\$ 33.295	\$ 34.958
Customer Services Representative#*	\$ 26.045	\$ 27.347	\$ 28.712	\$ 30.149	\$ 31.658	\$ 33.239	\$ 34.899	\$ 36.646	\$ 38.478
Fire Captain^	\$ 24.038	\$ 25.242	\$ 26.503	\$ 27.829	\$ 29.218	\$ 30.680	\$ 32.215	\$ 33.827	\$ 35.518
Seasonal Fire Engineer	\$ 17.000								
Seasonal Firefighter	\$ 15.000								
Fire Relief Captain^	\$ 18.333								
Utility Operator I*	\$ 23.688	\$ 24.871	\$ 26.115	\$ 27.419	\$ 28.791	\$ 30.230	\$ 31.742	\$ 33.328	\$ 34.994
Utility Operator II*	\$ 26.989	\$ 28.339	\$ 29.755	\$ 31.243	\$ 32.806	\$ 34.444	\$ 36.170	\$ 37.976	\$ 39.875
Utility Operator III*	\$ 33.744	\$ 35.432	\$ 37.202	\$ 39.062	\$ 41.014	\$ 43.066	\$ 45.220	\$ 47.479	\$ 49.853
MANAGEMENT POSITIONS (Exempt)									
Administrative Coordinator/Board Secretary*	\$ 31.521	\$ 33.097	\$ 34.752	\$ 36.490	\$ 38.314	\$ 40.230	\$ 42.241	\$ 44.353	\$ 46.571
Finance Officer~*	\$ 44.638	\$ 46.870	\$ 49.213	\$ 51.674	\$ 54.259	\$ 56.973	\$ 59.820	\$ 62.810	\$ 65.951
Fire Chief^	\$ 43.461	\$ 45.635	\$ 47.916	\$ 50.313	\$ 52.826	\$ 55.469	\$ 58.244	\$ 61.156	\$ 64.212
Operations Manager/Assistant General Manager^^*	\$ 47.603	\$ 49.983	\$ 52.482	\$ 55.105	\$ 57.860	\$ 60.753	\$ 63.791	\$ 66.980	\$ 70.329
General Manager (By Contract)*	2022/2023 Negotiated Contract Amount: \$69.33/hour								

Union Negotiated Percentage Increases Effective July 1, 2022: *3%; ^2%

Board Directed Equity Increases Effective July 1, 2022: #2%; ^^7%; ~14%

**Succession to the next step requires a minimum of five years at the previous step.

- Revised - November 24, 2014
- Revised - July 1, 2015
- Revised - July 1, 2016
- Revised - July 1, 2017
- Revised - July 1, 2018
- Revised - July 1, 2019
- Revised - February 12, 2020
- Revised - July 1, 2020
- Revised - January 8, 2021
- Revised - February 10, 2021
- Revised - July 1, 2021
- Revised - July 1, 2022

CONFLICT OF INTEREST CODE

for

Twain Harte Community Services District

Section 1. Definitions

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Adm. Code Sections 18100, et seq.) and any amendments to the Act or regulations, are incorporated by reference into this Conflict of Interest Code.

Section 2. Designated Employees.

The persons holding positions listed in Appendix "A" are designated employees. It has been determined that these officers and employees make or participate in the making of decisions which may foreseeably have a material effect on financial interests.

Section 3. Disclosure Categories.

Those designated employees, if any, specified in Government Code Section 87200 shall file statements of economic interests pursuant to Article 2 of Chapter 7 of the Political Reform Act, Government Code Sections 87200 et seq.¹ With respect to all other designated employees, they shall disclose all those types of economic interests set forth in the latest adopted standard form for statements of economic interests as adopted by the Fair Political Practices Commission. It has been determined that the financial

¹ Designated employees who are required to file statements of economic interests under any other Conflict of Interest Code and those Article 2 filers who are designated in this code in a capacity which is in addition to their Article 2 capabilities may file identical expanded statements of economic interests with both entities in lieu of filing separate and distinct statements. Each expanded statement shall be originally signed by the designated employee, and shall include interests made reportable by virtue of both positions.

interests set forth in a designated employee's disclosure categories are the kinds of financial interests which he or she foreseeably can affect materially through the conduct of his or her office.

Section 4. Statements of Economic Interests - Place of Filing.

The Clerk of the Board of Supervisors shall be the official filing officer. However, all designated employees shall file statements of economic interests with the County Clerks Office.

Section 5. Statements of Economic Interests - Time of Filing.

(a) Initial Statements. All designated employees employed by the agency on the effective date of this Code shall file statements within thirty (30) days after the effective date of this Code, unless the employee has previously filed a statement pursuant to subdivision (b) or (c).

(b) Assuming Office Statements.

(1) All persons assuming designated positions after the effective date of this Code which are civil service or merit system positions, shall file statements within thirty (30) days after assuming the designated positions.

(2) All other persons appointed, promoted or transferred to designated positions after the effective date of the Code, shall file statements within ten (10) days after assuming office, or if subject to confirmation, ten (10) days after being nominated or appointed.

(c) Annual Statements. All designated employees shall file statements no later than April 1st.

(d) Leaving Office Statements. All persons who leave designated positions shall file statements within thirty (30) days after leaving office.

(e) Candidate Statement. All candidates for election to designated offices other than those specified in Government Code Section 87200 shall file statements within five (5) days after the final date for filing nomination petitions. This subsection shall not apply to candidates who have filed a statement of economic interests with the agency within the previous twelve (12) months.

Section 6. Contents of Statements of Economic Interests.

All statements shall disclose those reportable interests required by the applicable disclosure categories as set forth in Section 3.

Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information.

(a) Investment and Real Property Disclosure. When an investment or interest in real property² is required to be reported³ the statement shall contain the following:

² For the purposes of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

³ Investments and interests in real property which have a fair market value of less than \$1,000.00 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual= spouse and dependent children as well as a pro rata share of any investment of interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

(1) A statement of the nature of the investment or interest;

(2) The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;

(3) The address or other precise location of the real property;

(4) A statement whether the fair market value of the investment or interest in real property exceeds Two Thousand Dollars (\$2,000.00), exceeds Ten Thousand Dollars (\$10,000.00), or exceeds One Hundred Thousand Dollars (\$100,000.00), or exceeds One Million Dollars (\$1,000,000.00).

(b) Personal Income Disclosure. When personal income is required to be reported⁴, the statement shall contain:

(1) The name and address of each source of income aggregating Five Hundred Dollars (\$500.00) or more in value, or Fifty Dollars (\$50.00) or more in value if the income was a gift and a general description of the business activity, if any, of each source.

(2) A statement whether the aggregate value of income from each source was One Thousand Dollars (\$1,000.00) or less, greater than One Thousand Dollars (\$1,000.00), or greater than Ten Thousand Dollars (\$10,000.00), or greater than One Hundred Thousand Dollars (\$100,000.00);

⁴ A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

(3) A description of the consideration, if any, for which the income was received;

(4) In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received.

(c) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported⁵, the statement shall contain:

(1) The name, address and a general description of the business activity of the business entity;

(2) The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than Ten Thousand Dollars (\$10,000.00).

(d) Management Position Disclosure. When management positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

⁵ Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

(e) Acquisition or Disposal During Reporting Period. In the case of an annual leaving office statement, if an investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

Section 8. Disqualification.

Designated employees must disqualify themselves from making, participating in the making or using their official positions to influence the making of any governmental decision which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, on:

(a) Any business entity in which the designated employee has a direct or indirect investment worth more than Two Thousand Dollars (\$2,000.00);

(b) Any real property in which the designated employee has a direct or indirect interest worth more than Two Thousand Dollars (\$2,000.00);

(c) Any source of income, other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating Five Hundred Dollars (\$500.00) or more in value received by or promised to the designated employee within twelve (12) months prior to the time when the decision is made; or

(d) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management.

The effects on a designated employee's financial interests of a decision by a landowner voting district to set ad valorem property tax assessments is not

distinguishable from the effects such a decision will have on the public generally within such a district. The effects on a designated employee's financial interests of a decision by a utility district to set rates is not distinguishable from the effects such a decision will have on the public generally unless the designated employee's financial interests constitute more than two percent (2%) of the users to whom the rate will be applicable.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participating legally required for purposes of this section.

Section 9. Manner of Disqualification.

When a designated employee determines that he or she should not make a government decision because he or she has a financial interest in it, the determination not to act must be accompanied by disclosure of the financial interest. In the case of a voting body, this determination and disclosure shall be made part of the agency's official record; in the case of a designated employee who is the head of an agency, this determination and disclosure shall be made in writing to his or her appointing authority; and in the case of other designated employees, this determination and disclosure shall be made in writing to the designated employee's supervisor.

Section 10. Opinions of the Commission and Counsel.

(a) Any designated employee who is unsure of his or her duties under this Code may request a formal opinion or written advice from the Fair Political Practices Commission pursuant to Government Code Section 83114, or an opinion from the

attorney for the agency, provided however that nothing in this section requires the attorney for the agency to issue such an opinion.

(b) If the designated employee truthfully discloses all material facts, an opinion or written advice provided by the Commission protects the designated employee from administrative, civil and criminal penalties to the extent provided for in Government Code Section 83114. If the designated employee has truthfully disclosed all material facts to the attorney for his or her agency, and an opinion is rendered by the attorney stating in full the facts and law upon which the opinion's based, compliance by the designated employee with such opinion may be evidence of good faith in any civil or criminal proceeding brought pursuant to the Political Reform Act, Government Code Sections 81000, et seq. In addition, the designated employee's good faith compliance with the opinion of the attorney for the agency shall act as a complete defense in any disciplinary action the agency may bring under Government Code Section 91003.5.

(c) Copies of any opinion rendered by the attorney for an agency pursuant to this section shall be delivered to the designated employee requesting the opinion and shall be maintained in the files of the agency. Such opinions may subsequently be modified by the attorney for the agency or by the Commission, but such modifications or revisions shall be prospective in effect and shall take effect only after notification has been given the designated employee who requested the opinion.

Section 11. Violations.

This Code has the force and effect of law. Designated employees violating any provision of this Code are subject to the administrative, penal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000 - 91014.

APPENDIX "A"

1. Board Members
2. General Manager
3. Finance Officer
4. Fire Chief
5. Operations Manager

APPENDIX "B"

Disclosure Categories

1. Interests in real property. Investments and business positions in any business entity or income from any source if the business entity or source of income manufactures or sells supplies, machinery or equipment of the type utilized by the District.

Investments and business positions in any business entity or income from any source if the business entity or source of income is a contractor or subcontractor engaged in the performance of work or services of the type utilized by the District.

2. Consultants shall disclose all sources of income, interests in real property and investments and business positions in business entities.

The General Manager of the District may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

2022 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

An amendment is required. The following amendments are necessary:

(Check all that apply.)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

2022 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2022**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 3, 2022**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).



SCADA



Cody Billings
Chief Plant Operator



In the distance,
Quartz Reservoir



Part of the group on the “tour” – from
Tuolumne & Calaveras County
governments, Murphys, Groveland,
CSERC, the Audubon Society and other
organizations



The “solids” that
will be shipped to
a landfill in Manteca

The July 20 IRWM-JPA meeting was held at Jamestown Sanitary District to showcase their new waste treatment facility, which was completed last October at a cost of around \$16 million. Many of the technical details of its operation were way over my head, but I was pleased to see their facility and to represent THCS.

(One of the perks for being on the JPA board!!! My second sewer plant tour!)

Oh...and they LOVE Lewis!!!



JAMESTOWN WASTEWATER TREATMENT FACILITY UNDER CONSTRUCTION

JAMESTOWN - By fall 2021, sewer utility customers served by the Jamestown Sanitary District (JSD) will benefit from a new state-of-art \$13.73 million-dollar wastewater treatment facility. The facility is being constructed on JSD property on Karlee Lane, owned since 1993 for the sole purpose of constructing a future wastewater treatment plant.

"We anticipate having the facility operational by September of 2021," said Patricia Ingalls, JSD District Manager. "Construction schedule will depend on the weather."

Ingalls said the new facility, which broke ground on June 10, together with Auburn Constructors, LLC as the general contractor, is much needed to continue to provide JSD sewer utility customers with efficient and reliable service.

The 8.6-acre treatment facility replaces the 3.5-acre plant, which has been in operation since 1952. The dated facility located on Woods Creek off State Highway 108 has suffered from equipment failure, levee erosion, and groundwater degradation. It will continue to be used as the location for screening, grit removal, peak flow equalization, and pumping to the new facility.

The new facility will utilize the highly efficient Aero-Mod, Inc. biological nutrient removal system. "We researched and visited different systems, and this one offers the cleanest effluent and has the lowest maintenance," said Ingalls.

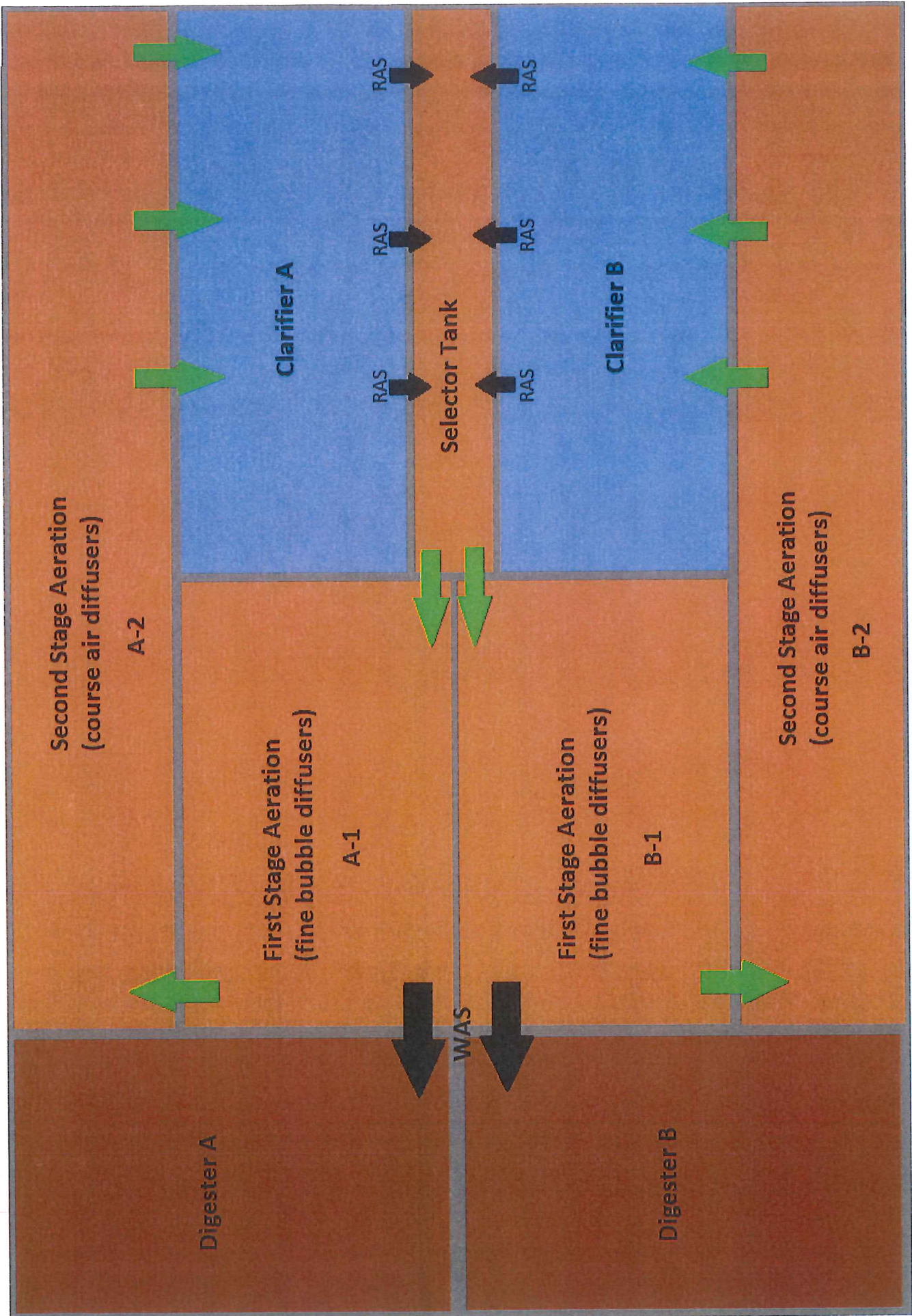
In addition to a much cleaner effluent, the new treatment facility will also meet State and Federal wastewater permitting guidelines while housing all JSD operations to lower overhead.

Nearly half of the project costs were paid by a \$6 million grant from the State Water Resources Control Board's Clean Water Revolving Fund (SWRCB-CWSRF*). Other savings came from utilizing existing equipment from the current plant. Reusing a sludge-dewatering unit saved \$500,000 and \$1 million was cut from the budget by continuing to use the existing spiral screen and washer.

The current five-fiscal year rate structure adopted by the Board of Directors in June of 2016 should be sufficient for the current and future operations and maintenance of the JSD system. Ingalls said JSD strived to hold costs down and to seek out the best value for the project in managing the budget. "We have a responsibility to our ratepayers, and that's a priority for us."

**CWSRF required disclosure statement:*

"Funding for this project has been provided in full or in part through an agreement with the State Water Resources Control Board. California's Clean Water State Revolving Fund is capitalized through a variety of funding sources, including grants from the United States Environmental Protection Agency and state bond proceeds. The contents of this document do not necessarily reflect the views and policies of the foregoing, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."



Completed 10/21

NEW -
JSD



AEROMOD
Wastewater Process Solutions

SEQUOX® Biological Nutrient Removal

Activated Sludge Process Provides Nutrient Removal with High Quality Treatment and Energy Savings



Holtori, KS 0.528 MGD

Aero-Mod believes nutrient removal requires energy efficiencies. The SEQUOX® Biological Nutrient Removal Process along with the **DO** optimizer control meets this requirement. It is the latest innovation for biological nutrient removal from Aero-Mod. SEQUOX (SEQUential OXidation) offers the benefits of sequencing aeration with plug flow kinetics and the reliability of continuous clarification. Consistent superior

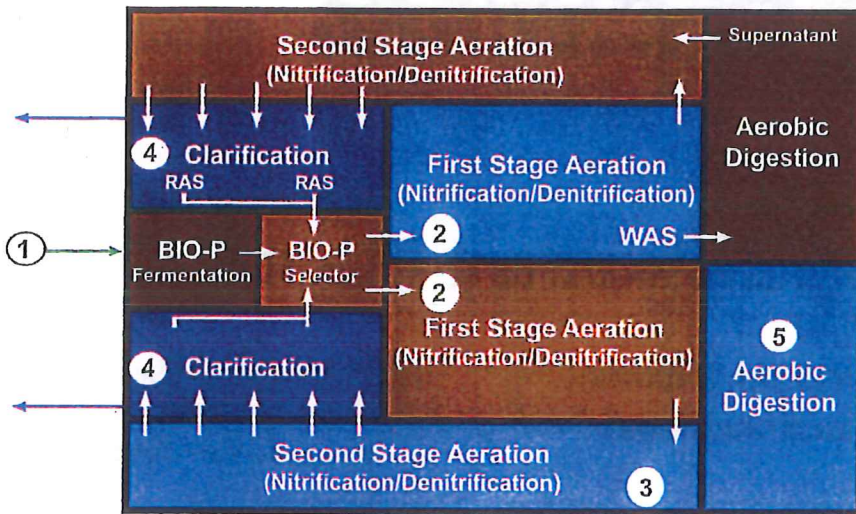
effluent quality is achieved with total nitrogen levels as low as 3 mg/L. Phosphorus removal can be achieved by incorporating a fermentor/anaerobic selector and/or chemical addition. The process is energy efficient and has a small footprint. Furthermore, it requires no recycle pumps or mixers.

The SEQUOX® process often incorporates the ClarAtoR® clarifier technology which is

low-maintenance and operator friendly. Featuring stainless steel and fiberglass components with no moving parts below the water, its unique flow regulation system provides in-basin surge storage. The **DO** optimizer control system maximizes energy efficiency by balancing organic demand with mixing energy requirements.

FEATURES

- Biological Nutrient Removal
- Plug flow kinetics
- Continuous clarification with sequencing aeration
- Sequential reactions without turning blowers on/off
- Superior energy control
- Operator friendly and low maintenance
- Automatic back-up controls should PLC fail
- Selector tank promotes better settling characteristics
- No moving parts below the water surface



SEQUOX® Biological Nutrient Removal

under loaded plants than ever before. The control philosophy allows the plant to mimic the actual organic loading coming to it. A plant is driven either in an organically "ACTIVE" mode; or, it is in a mixing "SEMI-ACTIVE" mode; or, it is virtually under no organic load and can "REST". Energy savings is the result of operating the minimum required basins and reducing blower usage for minimum mixing energy, or, no energy as the blowers are turned off in the "REST" mode.

1 – Flow enters into an **Anoxic-Selector Tank** or **BIO-P Fermentor/Anaerobic Selector Tank**, where the raw sewage is combined with returned activated sludge (RAS) from the clarifiers.

2 – This mixture then flows into the **First Stage Aeration Basins** where the air is sequenced on/off on a 2 hour cycle. During peak organic loadings the **DOptimizer** controls the alternation of air and can activate both 1st Stage Aeration Basins.

3 – Flow continues into the **Second Stage Aeration Tanks**. The aeration is sequenced on/off on a 2 hour cycle between these two basins. The sequencing of this on/off air is opposite to the 1st Stage Aeration Basins. The end result of the plug flow process with sequential reactions is excellent nitrification/denitrification without having blowers turned on and off nor have dedicated internal recycle pumps and associated mixers in separate anoxic tanks.

The combination of cyclical aeration in the four (4) basins creates excellent

aerobic conditions for BOD and ammonia removal when aerating. When the air is off, the nitrate laden MLSS settles and becomes oxygen deprived, creating anoxic conditions for the nitrates to become the oxygen source and allow for denitrification to occur. The plug flow process repeats this cyclical on/off aeration several times as the liquid mass progresses through the SEQUOX® process and on to the clarifier.

4 – The flow then enters the **ClarAstor Clarifier** where the biomass is settled and returned to the Selector Tank. The clarified effluent is withdrawn and discharged.

5 – At regular intervals solids are automatically or manually wasted to an **Aerobic Digester/Aerated Sludge Holding Tank**. Supernatant is simultaneously decanted back to the aeration process over a fixed level weir.

The SEQUOX® process with our innovative **DOptimizer** control strategy offers optimal energy efficiencies. It has more turn down for

LOAD TUNE YOUR PLANT WITH THE



CONTROL STRATEGY

ClarAstor® Clarifier

Combining the SEQUOX process with the ClarAstor clarifier technology offers cost effective compact solution. Other ClarAstor advantages include:

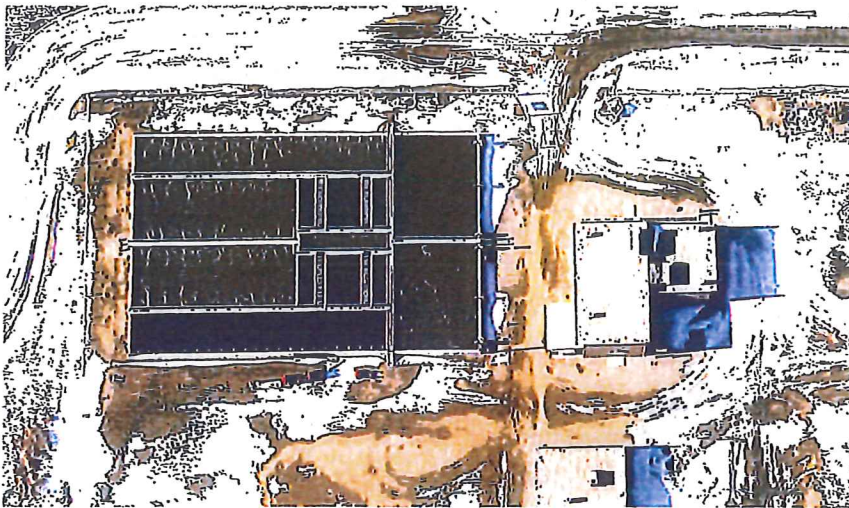
- No moving parts below the water
- Unique ability to regulate effluent flow rate for in-basin surge storage
- Uniform influent distribution and collection
- Stainless steel and fiberglass fabrication
- Rapid and positive sludge withdrawal
- Minimal maintenance



AEROMOD
Wastewater Process Solutions

ClarAator® Clarifier Technology

Headache Free Clarifier With No Moving Parts



The ClarAator clarifier equipment is installed into concrete tankage, utilizing common-wall aeration basin construction, helping to lower capital and construction costs.

Aero-Mod's proven ClarAator® clarifier technology puts the operator in the best position to succeed. It features no moving parts below the water, a uniform distribution of the influent, and a uniform collection of the effluent. It also offers the unique ability to regulate the effluent flow rate. It is applicable to municipal and industrial biological wastewater treatment plants.

This secondary clarifier technology

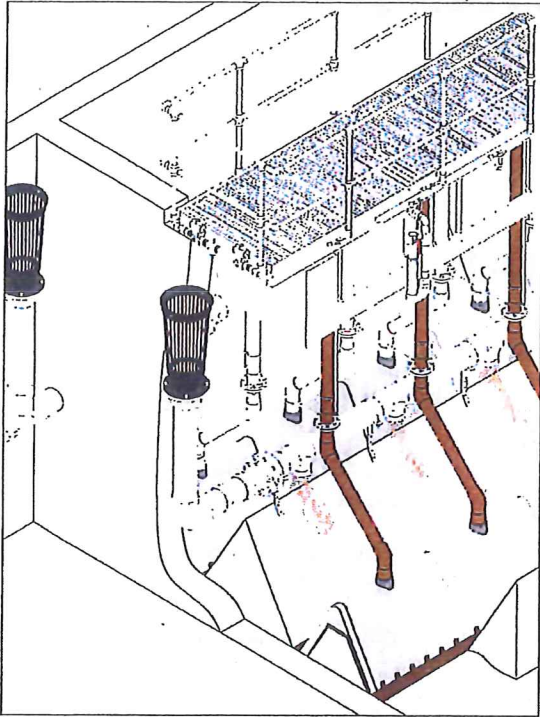
can be used for a wide range of flows (including infiltration and inflow problems) and can be applicable for retrofitting rectangular clarifiers.

The clarifier equipment is typically installed in conjunction with the SEQUOX nutrient removal process. It is installed into concrete tankage that is common wall to the activated sludge process. The equipment is fabricated of stainless steel, fiberglass and associated PVC

ClarAator® Clarifier

- No moving parts below the water surface
- No motors, gears or electrical components
- Stainless steel and fiberglass fabrication
- No field welding or painting
- Uniform influent distribution
- Unique ability to regulate effluent flow rate provides in-basin surge storage
- Rapid and positive sludge withdrawal
- Minimal maintenance
- Applicable over a wide range of flows

pipng with a bridge that includes grating and aluminum handrails. Typical operator attention required is periodic cleaning of the walkways, skimmers, and effluent discharge weirs. Because no mechanical equipment is below water, maintenance is virtually eliminated.



Distribution and removal system creates the optimal settling environment for wastewater treatment plant clarification. Furthermore, the ClarAstor's unique effluent regulation system allows more flow to enter the plant than is exiting, creating in-basin surge storage.

within the basins or in a sideline surge tank. This flow control system limits the upward velocity in the clarifier, producing a better quality effluent with a more regulated flow rate to downstream tertiary treatment or disinfection systems.

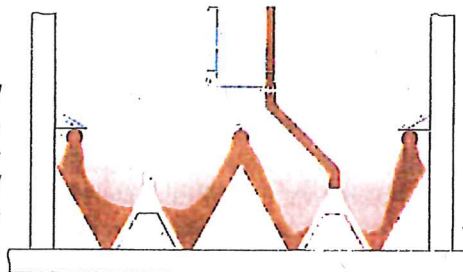
With no moving parts under the water and common-wall construction of the process tanks; a complete treatment plant fits in a rectangular configuration. This greatly reduces yard piping, electrical requirements, transfer pump stations and treatment footprint. The end result can be significant savings in capital and maintenance costs.

Settling occurs under ideal conditions because there is not a moving sludge scraper. Settled solids are rapidly removed from the bottom of the clarifier through stationary hydraulic suction hoods evenly spaced across the floor of the clarifier. Airlifts attached to the top of these suction hoods provide the pumping mechanism. The return activated sludge (RAS) rate is controlled by a timer which controls the airlifts in a "minutes

on/minutes off" mode. The return activated sludge is discharged back to the selector/aeration tank through the RAS trough on the bridge.

Effluent is evenly withdrawn across the clarifier through submerged launders and discharges through a flow regulation system. This unique system with the ClarAstor technology creates a clarifier able to regulate the effluent flow rate on the downstream end and absorb the excess flow

The hydraulic suction hood assemblies have ports along the bottom of the clarifier to allow solids removal via airlifts evenly spaced along the length of the suction hoods.



SEQUOX® Process

Combining the ClarAstor Clarifier with the SEQUOX process offers a compact low maintenance plant. Other SEQUOX advantages include:

- Biological nutrient removal
- Continuous clarification with sequencing aeration
- Operator friendly, low mechanical process
- Reduced energy requirements
- Superior effluent quality



AEROMOD
Wastewater Process Solutions

SR Diffuser Access System

An Innovative Solution to the Challenge of Diffuser Inspection and Maintenance



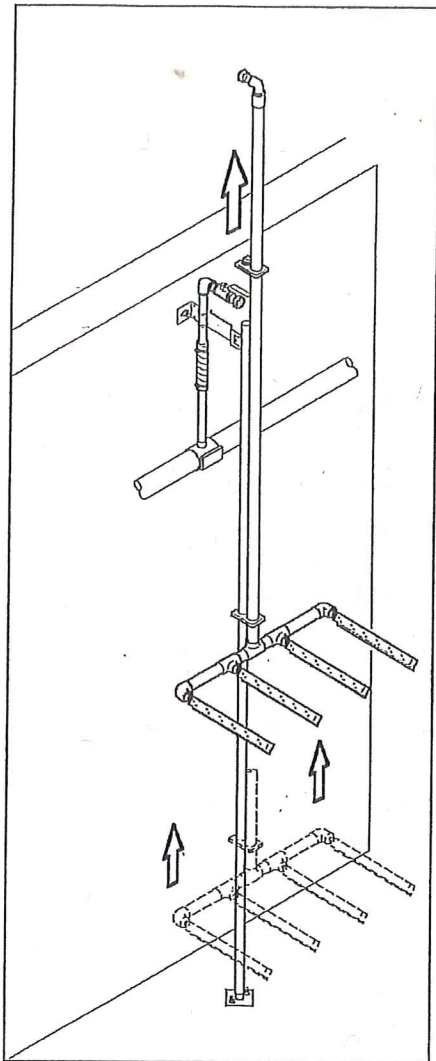
The SR (Slide Rail) Diffuser Access System provides simple removal of the aeration diffusers within a tank without turning off the blowers or draining the tank(s). Applications for the system are typically for aeration or digester basins.

Isolation and air control are provided by a ball valve on each assembly. Removal is achieved by loosening a stainless steel union and lifting up the PVC assembly on guides. Rigidity is provided by a permanently mounted stainless steel slide rail firmly bolted to the tank wall and floor. The result is a low maintenance, operator friendly system for diffuser upkeep.

SR Diffuser Access System

- Lightweight diffuser system
- Provides access to diffusers without turning off the blowers or draining tanks
- Individual isolation and control
- Constructed from long lasting, non-corrodible materials - SS and PVC
- Excellent for retrofits of existing aeration basins
- Eliminates the need for hoist or winching systems
- Provides access to an individual drop pipe without affecting the entire system

Diffuser inspection is easily accomplished without draining the tanks, turning off the blowers, or using a hoist. Diffuser cleaning and maintenance can be performed without affecting the operation of the treatment plant or shutting off other diffuser assemblies.



Systems can be designed for “wet installation” in retrofit applications with all hardware mounted above the water.

PVC Drop Pipe

Typically, a two inch schedule 40 PVC pipe is used to transfer air to the diffusers below the surface of the water in the tank. Supports are mounted to the drop pipe that direct the assembly along the guide rail for inspection and maintenance. At the top, a stainless steel union is installed on the pipe that can be easily disconnected for removal of the assembly. Additionally, a stainless steel shut-off throttling ball valve is located at the top of the assembly to isolate the assembly from the air line.

Guide Rail Mounting System

The rigidity needed for operation of the SR Diffuser Access System is provided by the 1.5” stainless steel guide rail. The guide rail is attached to the side of the tank near the top by a stainless steel wall bracket and then secured to the bottom of the tank by a stainless steel floor mounted support.

Typical installations include the tubular type of coarse or fine bubble diffusers. Two to six diffuser assemblies are usually mounted to a common slide rail system.

Installation of the SR Diffuser Access System can include new construction or retrofits to existing mixing or aeration basins.

Diffusers

The SR Diffuser Access System can be used with stainless steel coarse or tubular membrane diffusers. The arrangement of the diffusers per drop pipe is usually two, four or six diffusers in either 12” or 24” diffuser lengths. The number of diffusers and the total number of slide rail assemblies are contingent on the air requirements. This flexible system readily accepts most types of diffusers in varying amounts.

Aero-Mod Treatment

The SR Diffuser Access System is an innovative component of an Aero-Mod wastewater treatment solution. Every Aero-Mod system is custom designed to your exact specifications and features.

- 304 Stainless steel fabrication for long term reliability and reduced maintenance.
- Simple, operator friendly processes and equipment for operational consistency.
- Common-wall, cast-in-place concrete tank construction for easy expansion.



July 2022

Operations Report Fire Division



STAFFING

Full-Time Captains-3
Seasonal Engineers-3
Relief Captains-5
Reserve Firefighters-4



Seasonal Engineers



Seasonal Engineer
Jake Noonan
A-Shift



Seasonal Engineer
Gage Pankey
B-Shift



Seasonal Engineer
Justin Grant
C-Shift



FLEET/FACILITIES



July 12th- We picked up the decommissioned OES E-296. This Engine will replace E-722



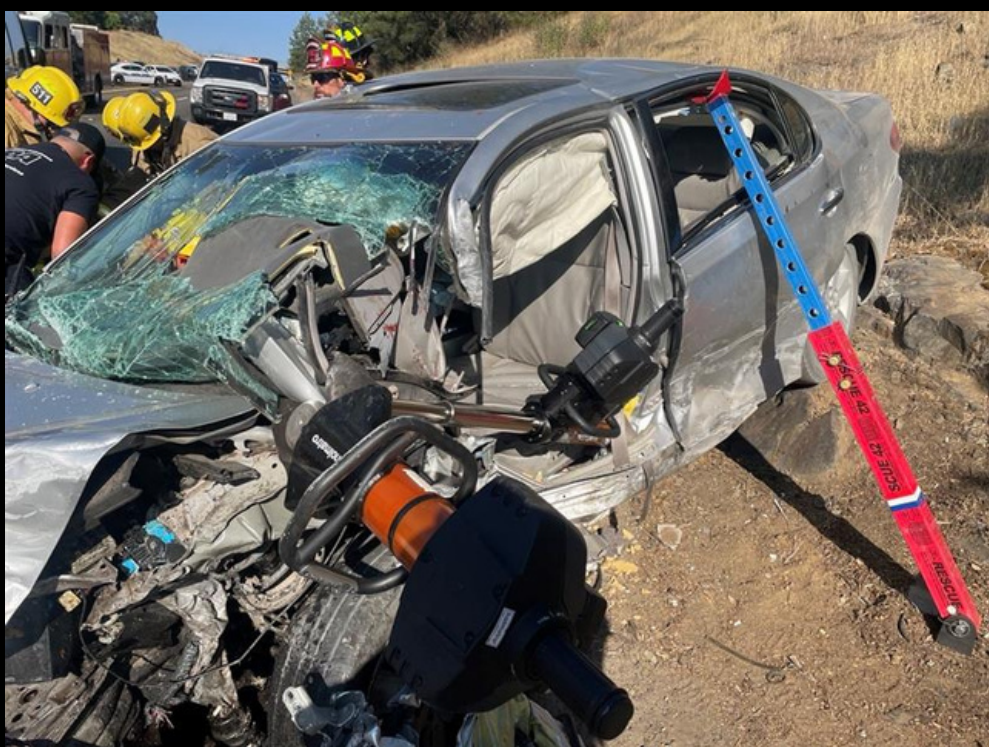
July Responses-39



July 10th, E-723, C-720 responded to a Residential Structure Fire in Tuolumne City.



On June 21st, C-720 & WT-721 responded to a vegetation fire in Jamestown.



On June 24th, C-720 responded to a motor vehicle accident, two vehicles with two patients pinned in the vehicles. at Highway 108 behind Walmart.



Deployments



On July 26th C-720 deployed to the Oak incident in Madera Mariposa Cal Fire unit (MMU) as a safety officer trainee.



Success story



Rebecca Valdes Fire Prevention Specialist I

Rebecca “Bec” Valdes joins the Carlsbad Fire Department as a Fire Prevention Specialist I. Bec was raised in the Central Valley of California; her introduction into Fire prevention began in Sonora, CA where she attended Columbia Junior College. There she completed EMT credential courses, firefighter I academy, and graduated with two Associate Degrees in Fire Science. While completing her Associate Degrees she worked as an Intern Operator with the Twain Harte Fire Department and as an EMT for the local ambulance company of the area. Bec moved to San Diego in 2020 to complete her undergraduate degree from California State University San Marcos, majoring in Wildland and the Urban Interface.

Bec currently lives in San Diego, in her free time she enjoys doing anything outdoors, seeing live music, and visiting loved ones all over the country. She is looking forward to sharing her passion for public service and fire prevention with the City of Carlsbad.



Training Hours-288



On July 9th, the THFD and the water/sewer department participated in a defensive driving course. This driving course will be mandatory annually to help reduce preventable accidents. Big thank you to Captain Slater for putting this course together.

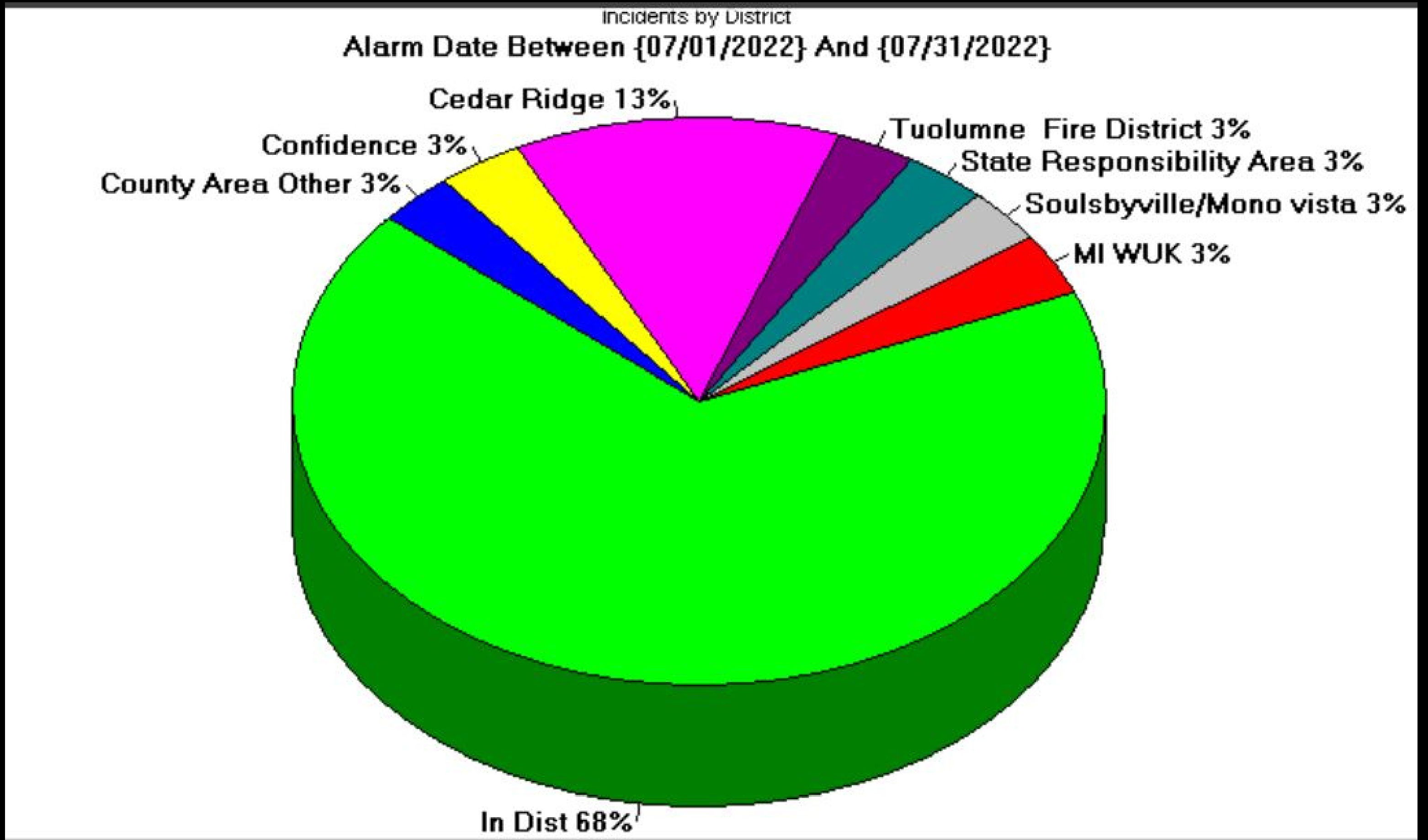


On July 24th, Cal Fire TCU requested THFD staff WT-721 to assist with state and county responses; due to the drawdown of staffing in the unit. This agreement is part of the Assistance by Hire program created by state and local agencies.

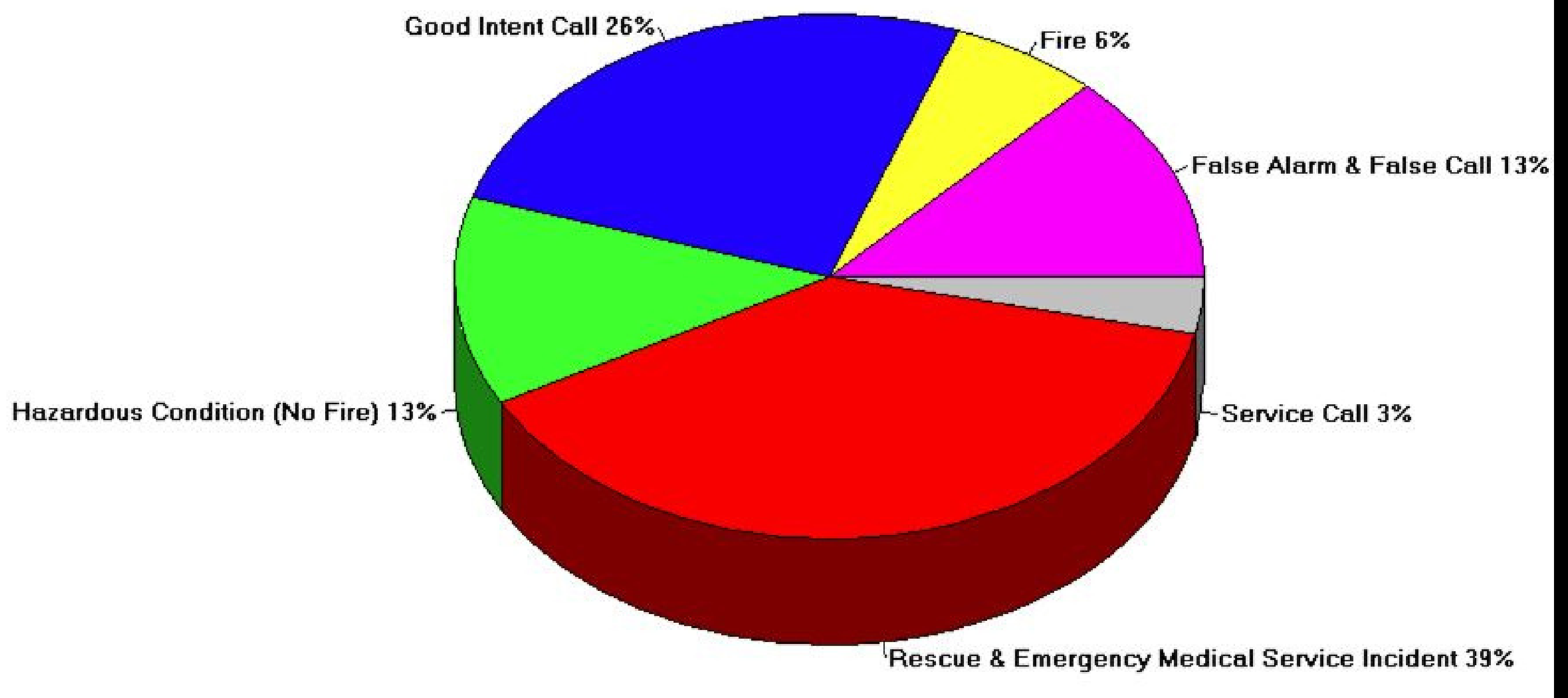
July CERT Report



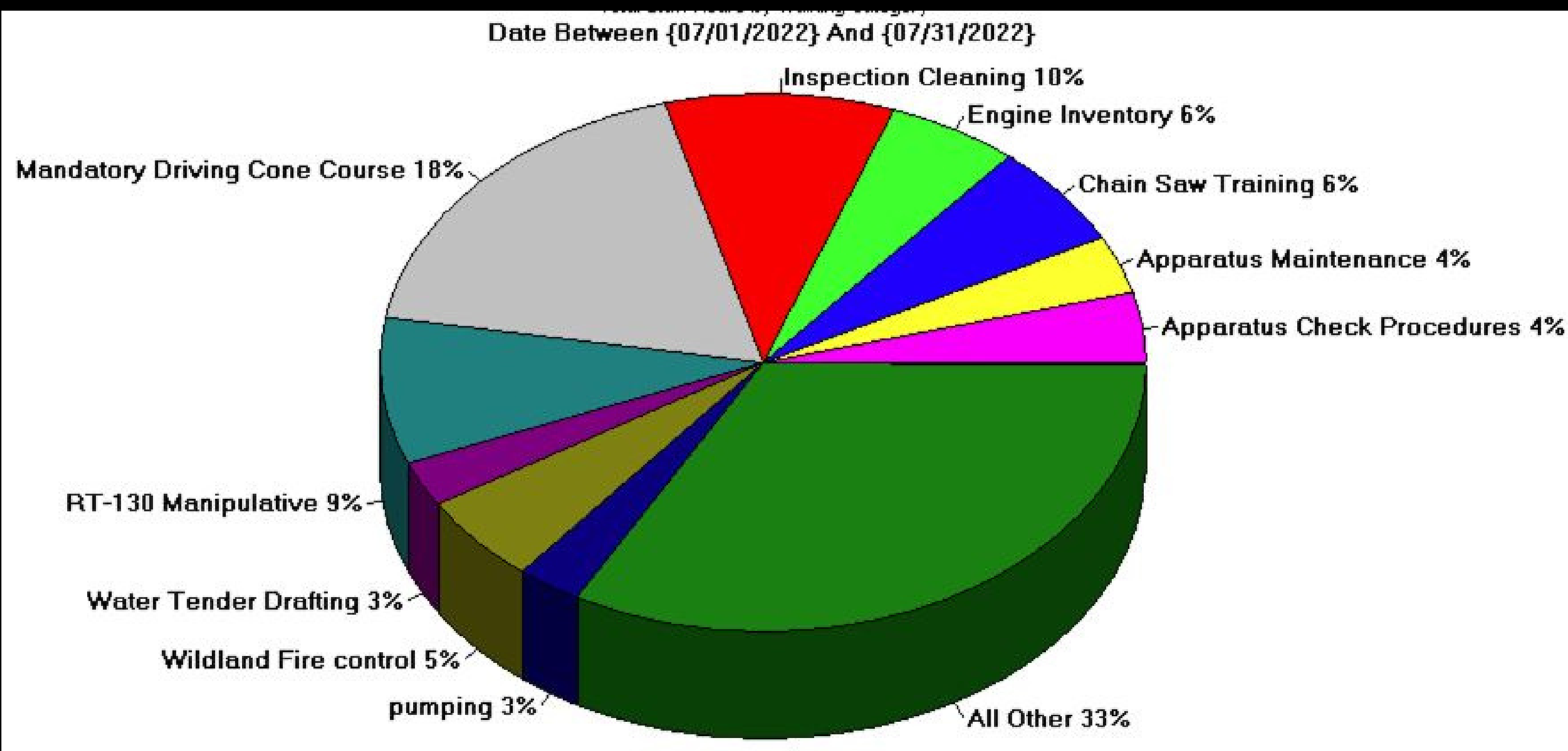
July incidents by district



July Incidents by type



July Training by type





MONTHLY UPDATE

July 2022

Mary Schreiner and Michelle Wagner, Editors
twainhartecert@gmail.com

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Water Conservation	Page 9
Summer Safety Tips	Page 10
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IN THIS ISSUE...

We're well into summer and things are heating up! Some of us are looking at the coming school year and some of us are still planning our summer get aways. Program Manager Carol Hallett gets us started on some thoughts about summer. We had a surprise deployment for traffic control and a not surprise participation in the Twain Harte Summer Outdoor Market and Gearhead Revival Car Show.

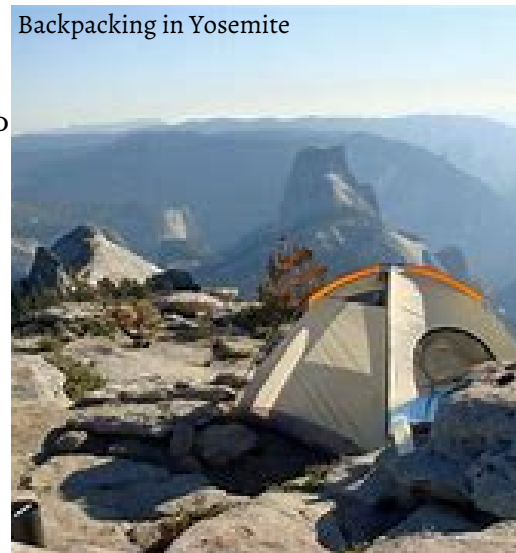
Our July Training featured a guest speaker from the CHP, there was more activity within Firewise communities, and our UAS unit got some new equipment.

As always, we have tips on safety and some upcoming events that we think you will enjoy, such as National Night Out in Columbia, and a Firewise Quickstart meeting in Twain Harte, so be sure to check out "What's Next?" for details..

We hope you enjoy this month's issue. Our goal is to provide information to the community, focusing on safety and health.

If you have a suggestion for future articles, please contact us at: twainhartecert@gmail.com for consideration of the topic by the board.

Backpacking in Yosemite



NOTES FROM THE PROGRAM MANAGER

by Carol Hallett



We are cruising right through summer. The heat of days turning to cool evenings (most nights) with just enough breezes to cool off the house and freshen up the air. When it is too hot to go outdoors it allows time for reflection and that's when I realize how lucky we are to live in the Twain Harte Area.

CERT has been busy this month with lots of different activities. Some planned and some surprise events. We have a great core team that just makes things happen. They work harder than any group I have been affiliated with and I truly appreciate them, as does our community.



My summertime car is a yellow 1950 Buick convertible lovingly named "Flow" by two of our CERT members. You can see me sporting it most days. No matter if I am driving to get something accomplished, going to a meeting or just out cruising with Flow I have a big smile on my face.

SUMMER OUTDOOR MARKET

by Carol Hallett, Program Manager, THA-CERT



Gearhead Revival Car Show

For the past 17 years, the festival in downtown Twain Harte for has been more than just the street fair; there has also been the Twain Harte Classic Car Show put on by Dennis Scroggs the Barber by El Jardin Mexican Restaurant. Dennis retired from running the show the year before COVID and asked Dave Hallett if he would take it over. We had 2 years of just inviting cars up without being able to do the kind of Car Show we really wanted; well this year we were able to do it right.

Our committee included Tim and Peggy Sheridan, Bob and Johanna Allen, and Dave and Carol Hallett. The six of us had a lot of fun planning the event. We took the liberty to rename the car show to the "Gearhead Revival". It seemed like an appropriate name.

We had 70 cars sign up for the event as well as 5 local auto vendors. We gave out 10 awards. The trophies were handmade by Dave & Tim.



SUMMER OUTDOOR MARKET, cont'd

Gearhead Revival Car Show



Fire Association Swag

Each year at the Summer Festival in Twain Harte the Fire Association premieres their newest T-shirt. This year was no exception. We had our new design for our shirts, mugs, pint glasses and hats. The line was never very long but the items flew off the table pretty fast. In fact, we are going to order more of everything so that people can still buy the items locally in Twain Harte.



Artwork from the back of this year's t-shirt

You can purchase the shirts and hats at the Walk-in Closet starting in August. We will be getting sweatshirts soon.



Power Wagon on display



The original Twain Harte 1951 Power Wagon Fire Truck #3 was on display, Saturday at the Car Show and on Sunday by the sales booths. The kids had a blast climbing up and posing for pictures. These could be in a magazine, these children were so polite and happy. It was a pleasure to have them around. Thanks to the parents for raising such good kids. It was a fun day for everyone!

SUMMER OUTDOOR MARKET, cont'd

Power Wagon on display

CERT & Fire Association are looking forward to restoring this wonderful piece of our history. We were able to get some donations during the festival that will help us make a real impact. Our plan is to see the Chief and his family driving in a parade with the original badging on display.

If you have pictures of this fire truck please send to: twainhartecert@gmail.com.



HOT FUN IN THE SUMMER TIME

by Lise Lemonnier, Planning Section Chief, THA-CERT



We did it again! This wonderful CERT group came through once again at the Twain Harte Summer Outdoor Market. We volunteered for an event that proved HOT in two senses of the word: the temperature was HOT and so was the event.

CERT members helped keep pedestrians safe by doing our usual cross guard thing. This was really needed as there were many people criss-crossing around town as cars worked their way around detour signs and tried to land a precious parking spot.



Wine, Margarita and "Swag" booths, in front of THFD

A first for us, we sold Margaritas! We had three flavors offering cold and delicious relief from the heat. We did learn that we needed to start the margarita machine by 7AM because it takes a long time to get that good frozen slush especially in hot weather.

We also sold red, white and rose wine, making a really good profit as all we had to supply were the cups. One of our members volunteers at a wine tasting competition, and she is rewarded for her work there with many bottles of wine. As much as she likes the stuff, she simply cannot drink all she gets and has donated wine to CERT as a fundraising opportunity. This year, the fundraising was especially successful.

In addition to the margaritas and wine, THA-CERT also sponsored the beer booth and cooling station at a separate location. All of our booths proved to be very popular.



Cooling Station and Beer Booth

PREPAREDNESS INTRODUCTION VIDEO

by Mary Schreiner, PIO, THA-CERT



In our April 2022 issue, we talked about Access Tuolumne and the series of Preparedness videos THA-CERT will be filming and producing with their help. The first of those videos, "Introduction to Preparedness", is now ready for viewing.

Eventually, we will have the entire series of videos available on our THA-CERT webpage. In the mean time, you can watch it here:

<https://drive.google.com/file/d/1zGlmFs5-pII7x58GQ7qTJBTNnmrB9I0i/view?usp=sharing>

Many thanks to Jerry Day, General Manager, Access Tuolumne for producing this video. We look forward to working with you again soon.

Access Tuolumne can be seen on Comcast Cable 8, Roku, AppleTV, and [AccessTuolumne.org/live](https://www.access-tuolumne.org/live).

NATIONAL NIGHT OUT

Please join us at National Night Out, along with the TCSO and several other agencies.

National Night out is an annual national community-building event with activities and demonstrations for the entire family.

It is a wonderful opportunity to get to know some of our first responders and learn more about how the different agencies serve our county.

We hope to see you there, Tuesday, August 2nd, Columbia State Historic Park, Columbia, from 6 pm to 8 pm.

NATIONAL NIGHT OUT

Please join the
Tuolumne County Sheriff's Office

along with other law enforcement officers from:
California State Parks,
California Department of Fish and Wildlife,
California Highway Patrol,
Tuolumne County Animal Control,
U.S. Forest Service, and
Yosemite National Park.

CERT (Community Emergency Response Team) will also be there.

Tuesday, August 2nd
6:00 – 8:00 p.m.
Columbia State Historic Park
11255 Jackson Street in Columbia

National Night Out is a community-building campaign that is held across the nation each year on the first Tuesday in August as a way to promote police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. National Night Out enhances the relationship between neighbors and law enforcement under positive circumstances while bringing back a true sense of community. Each year we all look forward to seeing the community at this event.

This is a very family-friendly event. Be sure to bring your kids or grandkids so they can meet some of the officers that serve our community.



The shops at Columbia State Historic Park will be open late, so come join us for National Night Out and explore all that this wonderful state park has to offer. Columbia State Historic Park has lots of shade so don't let the heat stop you from attending.



Hosted by Columbia State Historic Park (209-588-9128)
and the Tuolumne County Sheriff's Office (209-533-5866)



TRAFFIC CONTROL SURPRISE

by Carol Hallett, Program Manager, THA-CERT



There was a group of us pulling things from inventory to prepare for the Summer Festival in Twain Harte when I received a call from Fire Chief Gamez. He said that Rotary was replacing the cable on "the Arch" so that we can once again hang banners. They really needed some traffic control for their safety. Surprise...how fast can you get there? I asked Lise Lemonnier to help me and the two of us grabbed stop/slow signs, high visibility vests and helmets and away we went. Minutes later we were on-site.

When we got to the Arch they were busy setting things up. Marilyn and Rich Knudson had brought some sandwich boards to help close off the road. In assessing the situation it was evident to me that we needed more to make sure the workers were going to be safe. I called over to our crew and asked them to bring some tall safety cones. Mike Mandell was there in a few minutes.

We closed off Joaquin Gully from the Arch to Cedar. Lise was directing traffic to circle around Cedar and I was directing traffic towards Meadow. The Rotarians climbed some really tall ladders and got to work. Rick Ramay, a contractor with Rotary, said to me, "I really feel safe on this job thanks to CERT!"



The second surprise was how cooperative all the drivers were that day. I guess they were glad to see that we could hang banners again.

It is always nice to help the community and to see different groups come together to improve our town is heart warming, or should I say Harte warming!



Rich Knudson was a great help by holding the "Slow" sign while I directed traffic at the 3 way intersection. This is a very busy intersection. And with 7-11 customers it makes

it even more challenging; that said, it all seemed to go smoothly.

The sun was bright and it was a warm day but the job did not take that long. Soon the banners were flying high with information for the community to read about the upcoming events.

When they were done we all worked together to remove the barriers and traffic flow was returned to normal.



Thanks to the Twain Harte Drivers for being so understanding.

FIREWISE COMMUNITY CLEAN UP SUCCESS



by **Laura Holdsworth**

Wildwood Firewise Shadybrook neighborhood had our first neighborhood cleanup! A group of 11 worked from 9 to 11:30 and cleared 25 cubic yards of debris, downed trees, and branches from the easement along Wildwood and Shadybrook. Thanks to Jay and Julianna Canavan for the use of their dump trailer which made quick and easy work.

Thanks to everyone who came and made it a great time for all!



This clean up actually happened in June but we did not get the story in time to put it in last months newsletter.



Let us know about your projects and we will post them too. It is so great to drive along the roads and see the results of these projects.

Way to go Twain Harte Area!

FIREWISE QUICK START MEETING

by **Carol Hallett**



We have put the August Firewise meeting on the calendar, August 23rd (see the flyer). By popular demand, we will have an evening meeting. The quick start meeting was created to streamline the process for becoming an approved Firewise neighborhood. We lay out the process in a very concise manner that simplifies it so that you can get down to the real task, working together to make our community more fire safe.

Who should attend this meeting? Anyone who wants to be part of the solution, be a leader of the effort, meet others that are working towards fire safety, or wondering if your neighborhood is already a Firewise Neighborhood. We are focusing on Twain Harte Area which includes: Twain Harte, Crystal Falls, Cedar Ridge and up country all the way to Strawberry.

FIREWISE QUICKSTART MEETING, cont'd

FIREWISE
QUICKSTART MEETING
AUGUST 23, 2022: 6:30-7:30 PM
Location: Community Center 18775 Manzanita Drive
Twain Harte

Would you like your neighborhood to become part of the Firewise Community?



Protecting our homes protects our neighbors and our community.

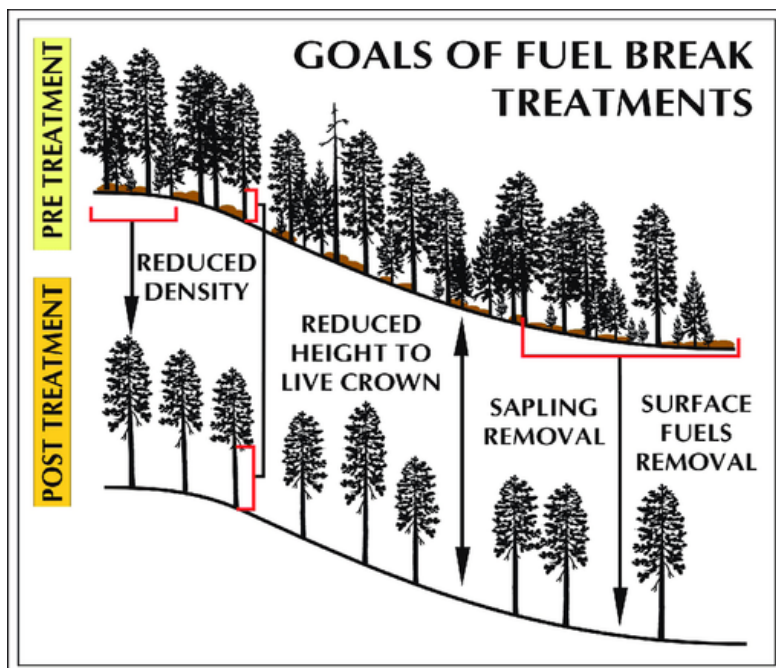


Come join us for a discussion with Carol Hallett and special guest Twain Harte Fire Chief Gamez, and find out about the benefits and the process.



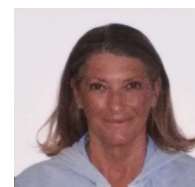
FHID
FIRE SEASON IS HERE!

Please come out and join us to meet your neighbors and see what Firewise is all about!



JULY TRAINING: TRAFFIC CONTROL

by Mary Schreiner, PIO, THA-CERT



Our July training turned out to be one of our most beneficial training sessions to date. About half of the 20 or so people attending, from both Twain Harte and Groveland CERT groups, had little or no previous training on the subject.

We gathered at the newly updated Twain Harte Community Center on Saturday, July 30th. New windows and interior walls, along with acoustic panels help make it a much more comfortable space.



Steve Machado, CHP, talks about traffic control

Many thanks to our guest speaker, Steve Machado, Public Information Officer for the Jamestown CHP office. Steve did a great job of explaining various traffic control scenarios in which we may find our CERT unit being asked to deploy. He did a "classroom" talk, with question and answer period, and then we went out to practice what we learned by directing volunteer drivers from the class through "traffic stops" on Manzanita Drive, outside of the Community Center.

We had two teams directing traffic, one at the community center and the other at the entrance to the school parking lot. Everyone had a chance to try their hand at directing traffic and using our radios to communicate with the other team, and drivers switched out to give everyone a good idea of what is involved in the process.



Margaret Lawrence (left) and Sandra Walker (center) direct traffic, under the supervision of Mike Mandell

IT'S ALWAYS THE RIGHT TIME TO CONSERVE

Yes, we did have an article last month on saving water and here we are again with another one. Guess what? We here in the Mother Lode are always in need of water conservation. For every "wet" year we have, it never seems to compensate for our many dry years. Twain Harte Community Services District have provided us with some great tips on how we can all do small things that add up to big savings in water usage.



Small Changes Can Help Save Our Water

Please Use Water Wisely

As the drought and dry conditions continue to worsen throughout California, Twain Harte CSD is asking all of its customers to work together to help conserve our limited water supply by using water wisely. Here are a few easy ways to improve your efficiency:

Water Only as Needed

- Limit outdoor watering to two days per week (for example, on Fridays and Mondays) with no watering during the daytime between the hours of 10 am to 6 pm.
- Do not Irrigate turf (lawn) on public medians.

Repair Leaks, Breaks, and Malfunctions in Watering Systems

- Making these repairs in a timely manner will help to avoid unintended runoff from all outdoor watering systems.

Fix Leaky Toilets, Faucets & Showers

- THCSO offers free toilet leak detector tablets to help you see if your toilet is leaking. Come by our office and pick one up today!

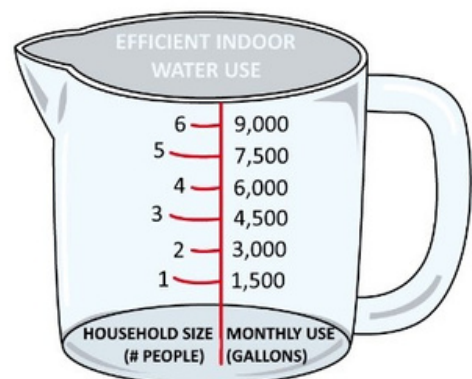
More Simple Ways to Save

- Do not use water to wash impervious areas like sidewalks and driveways.
- When washing your vehicles be sure to do so with an automatic shutoff nozzle.

Are you Using Water Efficiently?

State water experts consider efficient indoor daily water use to be 50 gallons per person. Compare your water bill to the chart to the right to see if your household is using water efficiently.

For more information on water supply and efficient water use, go to: www.twainhartecsd.com/water-supply-information.



VACATION SAFETY TIPS

Summer means vacation time for many of us. With the first day of school suddenly looming in the near future, here are some tips to keep your home safe while you take advantage of a late-summer getaway:

LEAVE YOUR HOME HAPPY AND SECURE WHILE YOU'RE AWAY

1 PETS + PLANTS

Write out explicit instructions for your care taker including your pet's meals, needs and routines. Same for your plants!



2 SAFETY

Set the alarm and double check that all the doors and windows are locked. If someone is coming into the house be sure they have the security code and protocol.

3 KITCHEN + APPLIANCES

Check the fridge for anything with an expiration date, unplug all small appliances and set your water heater to vacation mode.



4 KEEPING THE HOUSE COOL

Set the thermostat 4° higher than you usual. If you have control remotely, set to 85° and then cool the house to 70° for a couple hours every morning to reduce moisture.

5 LOGISTICS

Stop all newspapers, mail and packages or have a neighbor pick them up. Make sure all bills are paid.



6 MAKING THE HOUSE LOOKED LIVED IN

Put at least one light on a timer, ask a neighbor to park in your driveway occasionally and schedule someone to mow the lawn so the house never appears empty.

THE CONVERSATION: RYAN CAMPBELL AND CAROL HALLETT

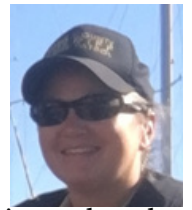
Our fledgling media star, Carol Hallett (also known as the Program Manager for THA-CERT), sat down with Tuolumne Supervisor Ryan Campbell at the Access Tuolumne studio and talked about Carol's favorite subject...CERT!

This is a great conversation and worth listening to, even if you think you know everything there is to know about CERT and what we do here at THA-CERT. Find it here:

<https://media.accesstuolumne.org/CablecastPublicSite/show/5330?channel=1>

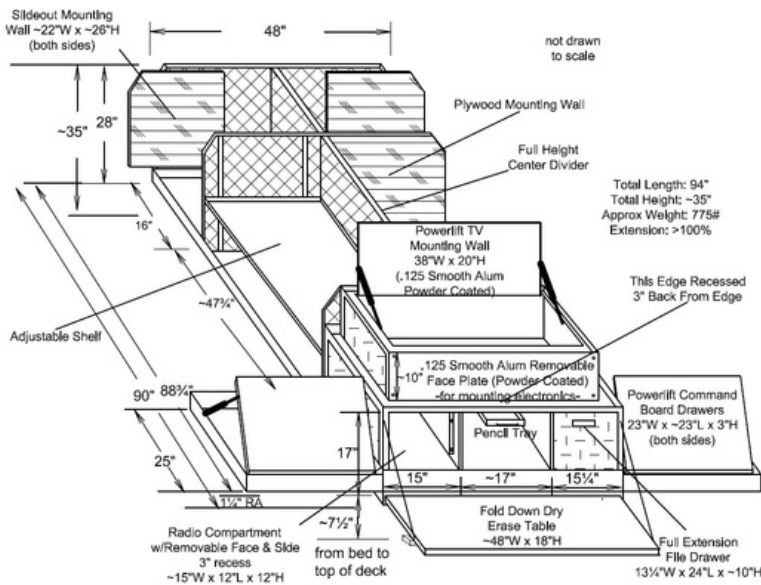
UAS/MOBILE RESPONSE UNIT

by Michelle Wagner, UAS Unit Leader, THA-CERT



Big happenings this month! I am very excited to share with everyone a project that has been in the works for some time. We (Carol Hallett, Mike Mandell, Lise Lemonier, Randie Revilla, and Michelle Wagner) received our new bed insert for our CERT pickup truck and installed it with the help of Miguel from CSD and Captain Nathaniel and his crew from THFD. And we couldn't have done it without them!

Thank you so much, everyone, for the use of the heavy equipment, brute strength, and innovative thinking!



With this bed insert and a new bed topper, we will be transforming our pickup truck into a UAS Response vehicle that can also be used as a Mobile Command Vehicle for other CERT deployments. We will be able to mount a computer, a large monitor for use with either the computer *or* our UAVs. We will have dry-erase boards, desk space, and room to carry all our UAS equipment, including chargers.

We hope to have this project completed with a new topper and wiring for power by fall this year. We will keep you posted!

The funds for this project came from the American Rescue Plan Act, which we are grateful to have received. We are very excited about this project. It will add a whole new level and look to our response capabilities.



(Above) Michelle Wagner unloads the new unit as Carol Hallett (left) and members of THFD look on



Just like our unit, except ours doesn't say "NASA" and "JPL"

WHERE DOES THE TIME GO?

by Lise Lemonnier, Planning Section Chief, THA-CERT



The total THA-CERT volunteer hours for July are:

Administration = 415
Training = 36
Deployment = 8
Total July hours = 459



WHAT'S NEXT?

Events

Visit Tuolumne County:

<https://www.visittuolumne.com/events>

Twain Harte Chamber of Commerce:

<https://www.twainhartec.com/events>

National Night Out

Tuesday, August 2nd

6pm to 8 pm

Columbia State Historic Park, Columbia

Firewise Quickstart Meeting

Tuesday, August 23rd

6:30 pm to 7:30 pm

Twain Harte Community Center

18775 Manzanita Drive

Twain Harte

Save The Date!

Support our Firefighters Dinner & Music

Location: Inner Sanctum Cellars,
22004 Parrotts Ferry Rd,
Columbia

Date, Day & Time: Wednesday, October 19, 2022
6:00-9:00 pm (1800-2100)

Buy your tickets NOW!

Venmo: @CERT_Fire

or email us at twainhartecert@gmail.com

August

Meeting

THCSD Board Meeting

<https://www.twainhartecsd.com/board-meetings>

Wednesday, July 13, 2022, 9:00 am

CERT & Fire Association Board Meeting

Thursday, July 14, 2022, 9:30 am

Have dinner with us and support

TWAIN HARTE AREA
CERT
COMMUNITY EMERGENCY
RESPONSE TEAM
SERVING TUOLUMNE COUNTY

TWAIN HARTE FIRE DEPARTMENT

Cost: \$45 per person
after Labor Day the price goes up to \$50/person

Your Ticket Includes:

- All you can eat Taco Dinner
- One beverage
- Live Music

Tacos by Sergio

Music by Jill Warren

Wednesday, October 19, 2022
6:00 - 9:00 pm (1800-2100)

Inner Sanctum Cellars Basecamp
22004 Parrotts Ferry Road, Columbia, Ca

Purchase tickets:
• Venmo: @CERT_Fire
• twainhartecert@gmail.com

This event will sell out so get your tickets NOW!

All profits will go towards feeding and rehydrating our firefighters during a fire.



TWAIN HARTE CSD OPERATIONS REPORT

What's New

- Our new intern, Forrest started in July and is in the process of utilizing GPS equipment to locate and inventory service laterals, cleanouts and other sewer system assets for THCSO. He also helps with general labor while learning some of the elements of water treatment, distribution and collections system as part of the water operator intern program.



- Chief Gamez and I attended the THHO annual meeting and provided brief presentations.



Water/Sewer/Park Division

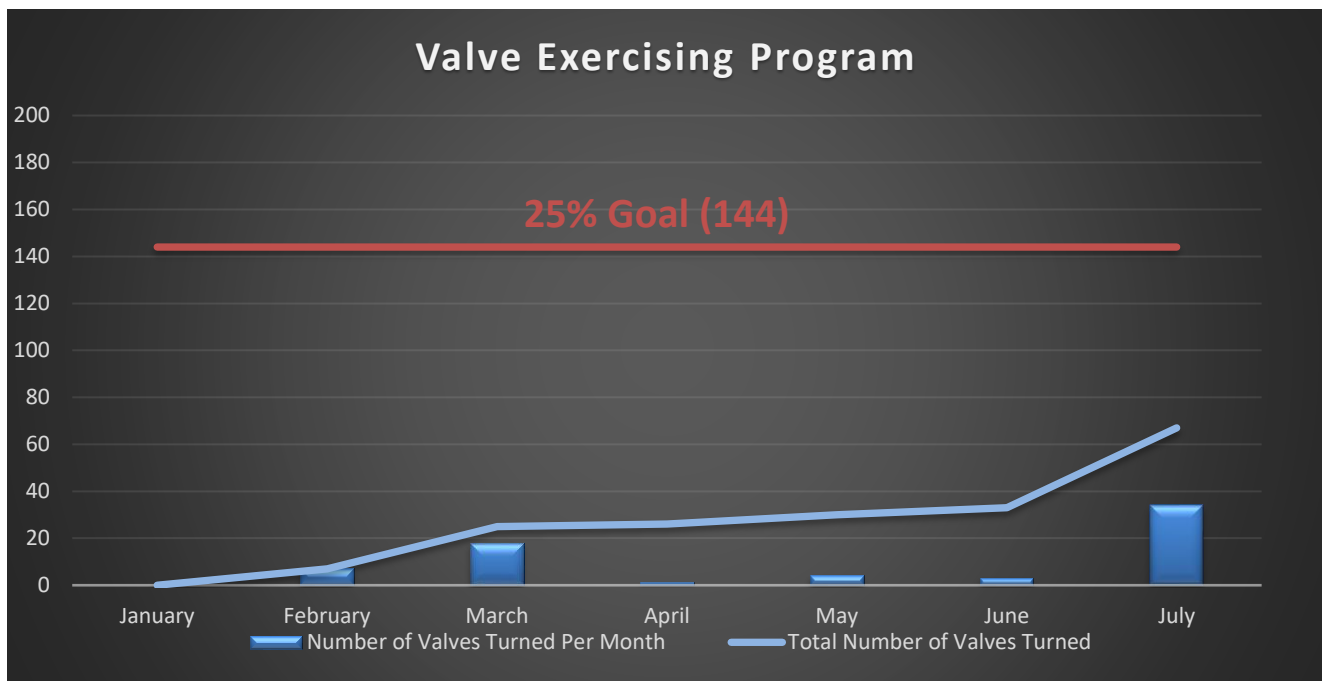
For July 2022

Board Meeting 8/10/22

Highlights

Water

- Number of customer service calls were below average for this time of year (25-45) for a total of 23.
- 7 USA North Dig Alerts marked out (context in development).
- Valves inspected and maintained out of 575: 67 or 11.7%.
(Context: 25 were inspected and maintained by this time last year with an annual goal of 25%)



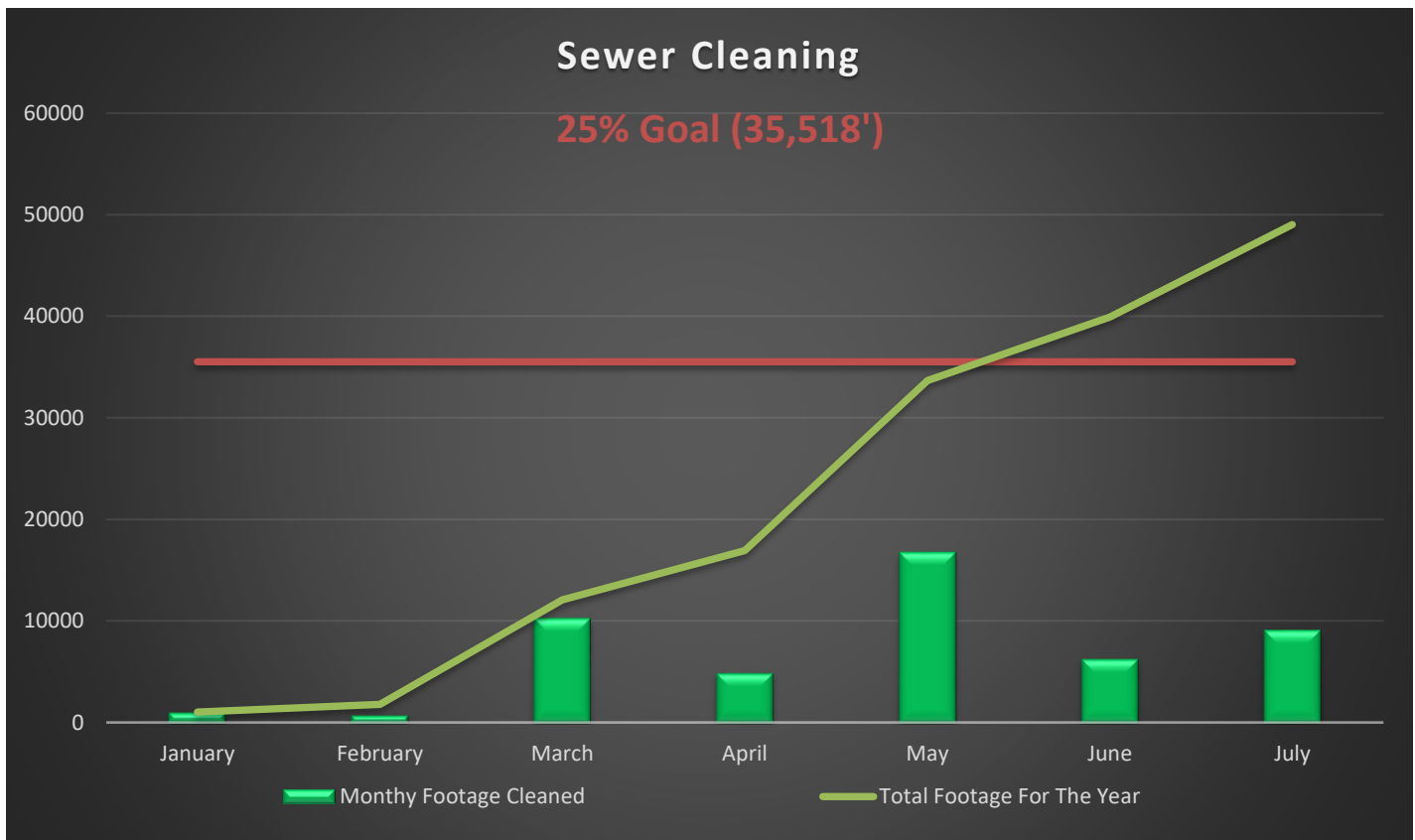
- Emergency Mono Dr service line leak repair.



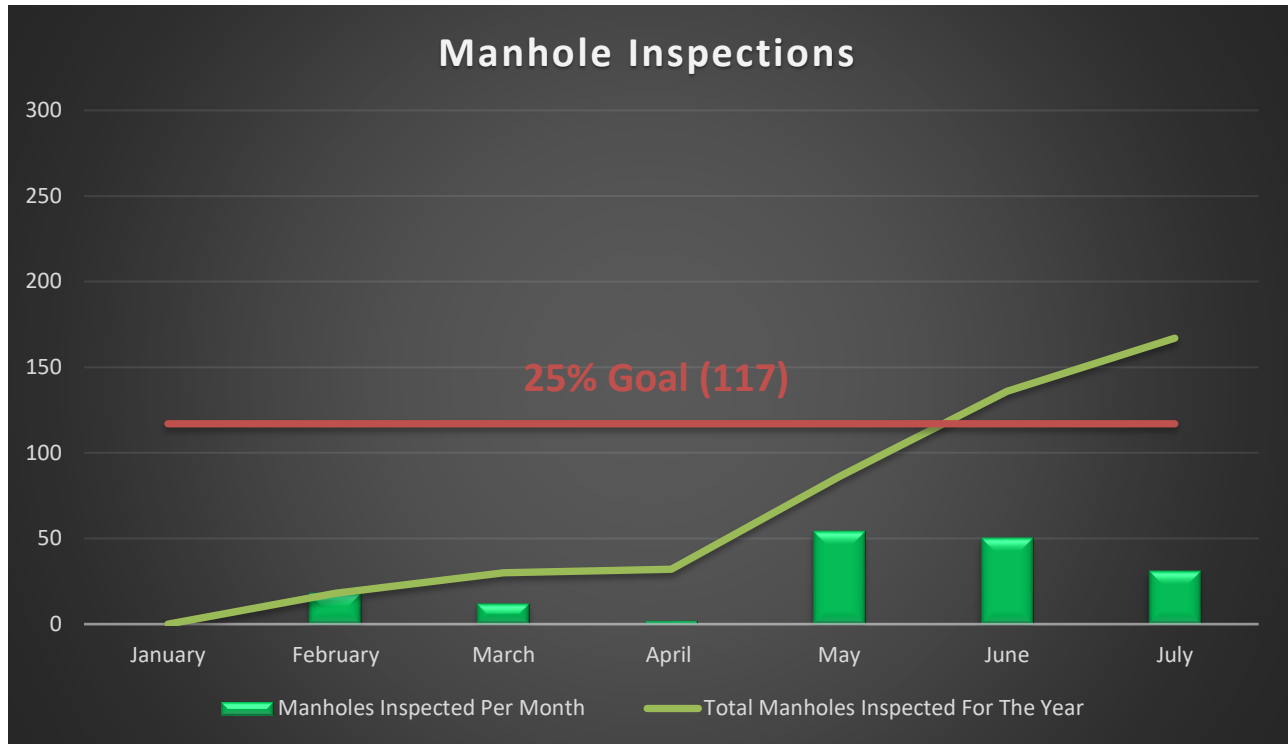
- CPV Tank property got much of its brush cleared out. WSP department thanks THFD for their help with that project!



- Number of customer service calls were average for this time of year (1-7) for a total of 4.
- Sewer main footage cleaned out of 142,072': 49,024' or 34.5%. (Context: 36,481' were cleaned by this time last year with an annual goal of 25% cleaned).



- Manholes inspected and maintained out of 468: 167 or 35.7%. (Context: 86 were cleaned by this time last year with an annual goal of 25%).



- Attended a Regional Sewer Advisory Committee tour of the new JSD tertiary sewer treatment plant.



Parks and Recreation

- Sound panels are installed in the Community Center





Vehicles and Equipment

- Truck 3 breaks and rotors were replaced.
- Jetter truck valve extenders for rear tires were replaced.
- We are still waiting on truck that was ordered in July 2021 and hope to get it by October.
- Sewer highline pump is now operational and ready for mobile use and can be powered by a generator.

Year: 2022

Month	Treatment Plant (Gal)	Well #1 (Gal)	Well #2 (Gal)	Well #3 (Gal)	Total Recycled (Gal)	Total Production (Gal)	2013 Total Production (Gal)	Percentage Conserved (%)	Rain (inches)	Snow (inches)
Jan	2,615,579	1,154,015	1,991,891	204,178	243,611	5,965,663	8,304,262	28.16%	0.15	0
Feb	2,020,580	980,732	1,821,746	0	157,417	4,823,058	5,836,362	17.36%	0	2
Mar	2,634,940	1,059,070	2,080,661	0	172,648	5,774,671	5,776,198	0.03%	1.39	4
Apr	2,354,273	996,645	2,046,546	0	155,127	5,397,464	6,737,931	19.89%	2.22	0.5
May	4,375,366	1,006,241	2,125,140	0	210,770	7,506,747	9,624,851	22.01%	0.08	0
Jun	6,039,675	935,880	2,066,959	0	286,358	9,042,514	11,912,958	24.10%	0.016	0
Jul	8,086,915	989,609	2,135,014	0	433,644	11,211,538	14,740,484	23.94%	0.01	0
Aug						0				
Sep						0				
Oct						0				
Nov						0				
Dec						0				
Total	28,127,328	7,122,192	14,267,957	204,178	1,659,575	49,721,655	62,933,046	20.99%	3.866	6.5

GM REPORT

AUGUST 10, 2022



ADMIN ACTIVITIES

- TH Meadows Park Design & Funding Agreement
- TH Wastewater Plant Upgrade Planning
- Water System Planning Grant
- VoIP Phone System and Other Technology Advances
- FY 21-22 Budget Closeout
- Ongoing Lawsuits
- Records Retention Organization & Destruction

CAPITAL PROJECTS

Motor Control Center (MCC) Upgrade

Budget: \$150,000

Condition assessment revealed complete MCC replacement is necessary instead of upgrade, which may cost more than original upgrade budget. Design is almost complete and will be followed by 6-month procurement and installation in early 2023.

Twain Harte Meadows Park

Budget: \$1,632,400

A grant-funded project to build a new, community-designed park adjacent to Eproson Park. 60% design is complete. Initial construction anticipated to begin in fall.

Million Gallon Tank #2 Rehabilitation

Budget: \$1,275,000

Grant-funded project to replace tank roof, reinforce support structure and recoat interior and exterior of tank. Anticipated design in fall 2022 and construction in summer 2023.

Fire Station Backwall Excavation & Sealing

Budget: \$35,000

Awarded a construction contract to keep drainage from seeping through apparatus bay walls. Completion anticipated this summer.

SCADA Upgrade Project

Budget: \$300,000 Water / \$100,000 Sewer

Design of SCADA system to remotely operate, monitor and control water and sewer system facilities to begin in fall 2022.

MEETINGS OF INTEREST

- 7/26 TUD WWTP Cost Sharing Meeting
- 7/28 Cedar Pines Pressure Zone Consolidation
- 7/28 Tuolumne County Water Policy
- 8/9 TH Homeowners Coordination Meeting
- 8/11 Twain Harte Download

PLANNING PROJECTS

Water and Sewer Rate Study

Budget: IN-HOUSE STAFF

Staff has initiated a new water and sewer rate study to evaluate if rate increases are needed over the next five years. Anticipated 2022 completion.

Water System Evaluation/Analysis

Budget: \$499,053

Hydraulic model, water loss analysis and risk assessment complete. Identification/prioritization of capital projects is underway, as well as design of Sherwood Forest water lines replacement.

FUNDING OPPORTUNITIES

PROP 68 RURAL RECREATION - \$1.25M

TH Meadows Park / Awards: September 2022

FEMA SAFER GRANT - \$1M

Engineer Staffing / Due: Fall 2022

MULTI-BENEFIT DROUGHT GRANT - \$1.275M

MG Tank #2 Rehab / AWARDED

PROP 68 PER CAPITA GRANT - \$177,953

New Park Improvements / AWARDED