

TWAIN HARTE COMMUNITY SERVICES DISTRICT Fire Committee Meeting

Chair: *Charlotte Bohlman*

Co-Chair: *Mary Dearborn*

**THCS D CONFERENCE ROOM
22912 VANTAGE POINTE DR., TWAIN HARTE
November 6, 2024 9:30 a.m.**

NOTICE: Public May Attend this Meeting In-Person.

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

- Videoconference Link: <https://us02web.zoom.us/j/85324376350>
- Meeting ID: 853 2437 6350
- Telephone: (669) 900-6833

AGENDA

- 1. Update on the Office and Training Site Stormwater Improvements Project.**
- 2. Discuss and explore options to add full-time engineer staffing.**
- 3. Adjourn.**

HOW TO VIRTUALLY PARTICIPATE IN 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.

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.

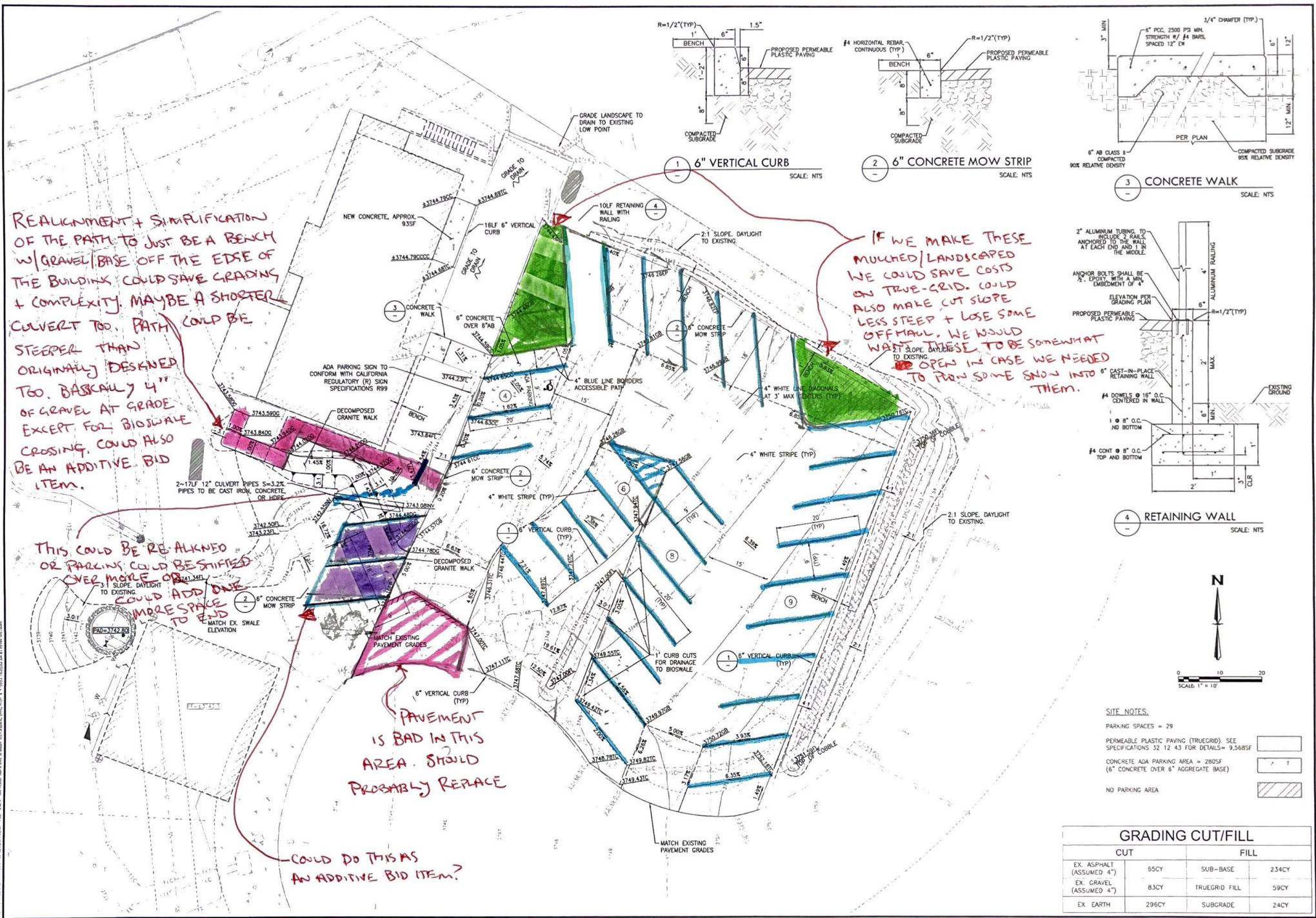
ACCESSIBILITY

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



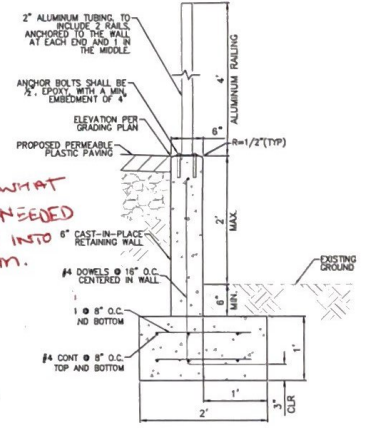
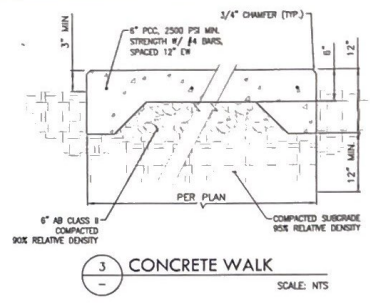
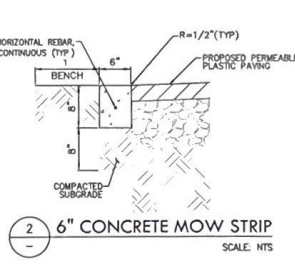
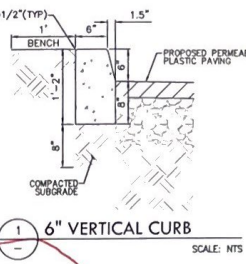
REALIGNMENT + SIMPLIFICATION OF THE PATH TO JUST BE A BENCH W/ GRAVEL BASE OFF THE EDGE OF THE BUILDING. COULD SAVE GRADING + COMPLEXITY. MAYBE A SHORTER CULVERT TOO. PATH COULD BE STEEPER THAN ORIGINALLY DESIGNED TOO. BASKALLY 4" OF GRAVEL AT GRADE EXCEPT FOR BIOSWALE CROSSING. COULD ALSO BE AN ADDITIVE BID ITEM.

THIS COULD BE REALIGNED OR PARKING COULD BE SHIFTED OVER MORE OR LESS. COULD ADD ONE MORE SPACE TO E.J.D.

PAVEMENT IS BAD IN THIS AREA. SHOULD PROBABLY REPLACE

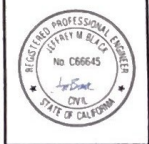
COULD DO THIS AS AN ADDITIVE BID ITEM?

IF WE MAKE THESE MULCHED/LANDSCAPED WE COULD SAVE COSTS ON TRUE-GRID. COULD ALSO MAKE CUT SLOPE LESS STEEP + LOSE SOME OFF-HAUL. WE WOULD WANT THESE TO BE SOMEWHAT OPEN IN CASE WE NEEDED TO PLOW SOME SNOW INTO THEM.



SITE NOTES.
 PARKING SPACES = 29
 PERMEABLE PLASTIC PAVING (TRUEGRID). SEE SPECIFICATIONS 32 12 43 FOR DETAILS = 9,568SF
 CONCRETE ADA PARKING AREA = 280SF (6" CONCRETE OVER 6" AGGREGATE BASE)
 NO PARKING AREA

GRADING CUT/FILL			
	CUT	FILL	
EX. ASPHALT (ASSUMED 4")	65CY	SUB-BASE	234CY
EX. GRAVEL (ASSUMED 4")	83CY	TRUEGRID FILL	59CY
EX. EARTH	296CY	SUBGRADE	24CY



811
 Know what's below. Call before you dig.

BLACK WATER CONSULTING ENGINEERS
 603 LITTLE ORANGE, MADRISTOLA, CA 95304 - PH: 925.322.0200

TWAIN HARTE COMMUNITY SERVICE DISTRICT
 22912 VANTAGE POINT DR. TWAIN HARTE, CA 95383

GRADING PLAN

DESIGNED BY	EGM
DRAWN BY	KCW
CHECKED BY	JMB
JOB NO.	J24506
DATE	JULY/2024
SCALE	C2.2

THCSD Value Engineering 09-30-24				
Category	Description	Potential Const. Savings	BWE Est. Hours	WP Est. Hours
Concrete Work	BWE - Remove curbs and include 1' bench	\$26,000	4	N/A
TrueGrid	BWE - Remove curves and make TG straight lines	Unknown	2	
	BWE - TrueGrid Subbase (ReUse Gravel being removed from site) - Did BWE approve for use? If so, can save on True Grid Subbase Cost	\$4,740	?	
	WP - TrueGrid Coordination with BWE		N/A	
Bio-Swale/Rain Garden	BWE - Extend/grade bioswale where ex. ADA	Unknown	8	N/A
	WP - Extend Bio-Swale and Coordinate Base Design with BWE	Unknown	?	8
	WP - Use of Rock Mulch in Bio-Swales from site excavation - Eli?	Unknown	?	1
Concrete Work	BWE - Remove proposed retaining wall (may result in losing 1 or 2 parking stalls)	\$4,500	8	3
	WP - Concrete work updates on Designs by BWE and WP to incorporate / coordinate			
Pathway	BWE - Pathway Revisions	\$6,000	6	4
	WP - Pathway re-design updates with reference to Tom's sketch/discussion - WP to incorporate / coordinate with BWE			
Permeable Parking	BWE - New Parking Lot Design w/ no regrading	\$4,000	5	2
	WP - Parking lot layout updates on Designs by BWE and WP to incorporate / revise / coordinate			
Irrigation / Planting	WP - Add Cedars, propose hand watering - remove irrigation and revise plans	\$5,000	N/A	3
Other Comments	BWE - Misc. changes (8" culvert, callouts, additive bid items, relocated propane tank	\$1,000	5	3
	WP - to incorporate re-designed and annotated base for TrueGrid Parking markings and Flow Lines			
Final Plan Reviews	WP - Final Plan Review			3
Potential Construction Savings		\$51,240	38	28

DESIGN REVISION COSTS	
BWE Cost:	\$4,140
WP Cost:	\$4,290
Total Cost:	\$8,430

Twain Harte Community Services District
FIRE
FY 25/26 PROJECTIONS W/ENGINEERS

	23/24	24/25	25/26	25/26	25/26
	Actuals	Budget	Projections - 3 Seas Engineers - 3 Op Intern - 3 FF Intern	Projections - 3 FT Engineers - 3 FF Intern	Projections - 2 FT Engineers (3's & 3's) - 3 FF Intern
Revenue					
Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -
Fees	-	-	-	-	-
Taxes & Assessments	1,341,543	1,373,715	1,407,302	1,407,302	1,407,302
Grants & Donations	85,433	218,775	10,400	10,400	10,400
Other Operating Revenue	445,982	48,000	48,000	48,000	48,000
Total Program Revenue	\$ 1,872,958	\$ 1,640,490	\$ 1,465,702	\$ 1,465,702	\$ 1,465,702
Administrative Cost Allocation	204	180	180	180	180
GRAND TOTAL REVENUE	\$ 1,873,162	\$ 1,640,670	\$ 1,465,882	\$ 1,465,882	\$ 1,465,882
Expenses					
Salaries	\$ 734,074	619,077	643,833	788,239	813,350
Benefits	341,609	385,110	373,025	530,414	502,920
Equip, Auto, Maint, & Repairs	156,844	120,800	112,112	112,112	112,112
Materials & Supplies	12,176	10,800	11,232	11,232	11,232
Outside Services	23,851	26,200	26,208	26,208	26,208
Other	102,272	120,600	125,424	125,424	125,424
Debt Service	-	-	-	-	-
Total Program Expenses	\$ 1,370,826	\$ 1,282,587	\$ 1,291,834	\$ 1,593,629	\$ 1,591,246
Administrative Cost Allocation	131,488	151,621	157,298	157,298	157,298
TOTAL OPERATING EXPENSES	\$ 1,502,314	\$ 1,434,208	\$ 1,449,132	\$ 1,750,927	\$ 1,748,544
TOTAL OPERATING BALANCE	\$ 370,848	\$ 206,462	\$ 16,750	\$ (285,045)	\$ (282,662)
Capital Expenses					
Capital Outlay	181,382	335,000	-	-	-
TOTAL CAPITAL EXPENSES	181,382	335,000	-	-	-
GRAND TOTAL EXPENSES	\$ 1,683,696	\$ 1,769,208	\$ 1,449,132	\$ 1,750,927	\$ 1,748,544
TRANSFER TO/(FROM) RESERVE	\$ 189,466	\$ (128,538)	\$ 16,750	\$ (285,045)	\$ (282,662)
Capital Reserve Balance	\$ 687,136	\$ 558,919	\$ 566,656	\$ 113,963	\$ 117,538
Rate/Revenue Stabilization Reserve	\$ 66,651	\$ 63,466	\$ 65,017	\$ 65,017	\$ 65,017
Operating Reserve Balance	\$ 714,240	\$ 717,104	\$ 724,566	\$ 875,464	\$ 874,272
GRAND TOTAL RESERVES	\$ 1,468,027	\$ 1,339,489	\$ 1,356,239	\$ 1,054,444	\$ 1,056,827

ADDITIONAL COST FOR 3 FULL-TIME ENGINEERS \$ 301,795

ADDITIONAL COST FOR 2 FULL-TIME ENGINEERS (3's & 3's) \$ 299,412

NOTES/ASSUMPTIONS

- 1) Assessments are assumed to increase by their maximum COLA increase each year (3% and 4%).
- 2) Tax revenue assumed to increase by 3% per year, which is the average over last 10 years.
- 3) Other revenue (interest, Strawberry admin services) predicted not to increase to create a conservative projection.
- 4) Salaries and benefits based on actual projections with approved COLA's, step increases, and adopted PERS rates for existing personnel.
- 5) Benefits include a projection of Workers Comp as if no more significant injuries occur - EMOD is high through FY 26-27, then drops.
- 6) Expenses are assumed to increase by 4% per year, except that major one-time projects planned for FY 24-25 are removed from FY 25-26.
- 7) Administrative costs are based on 5-Year Admin Fund projections.
- 8) Capital Outlay is based on 5-year CIP plans.

ENGINEER ASSUMPTIONS

- 1) Engineer Salaries are at Step 3 of the Current Engineer Salary Rate - \$26.40/Hr (about 9% less than Captain)
- 2) All Engineers are assumed to have benefits for a family (more expensive than single or single +1)
- 3) All Engineers are assumed to be PEPRA (cheaper than Classic PERS members)

10-YEAR STRIKE TEAM REVENUE

Year	Net Revenue	
FY 14-15	\$	65,785
FY 15-16	\$	63,621
FY 16-17	\$	67,726
FY 17-18	\$	82,910
FY 18-19	\$	88,103
FY 19-20	\$	11,325
FY 20-21	\$	50,508
FY 21-22	\$	81,477
FY 22-23	\$	84,505
FY 23-24	\$	167,229
Total	\$	763,189
Average	\$	76,319
Low	\$	11,325
High	\$	167,229