

# **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 June 14, 2023 9:00 A.M.**

**NOTICE:** This meeting will be accessible via ZOOM for virtual participation.

- Videoconference Link: <https://us02web.zoom.us/j/87899401028>
- Meeting ID: 878 9940 1028
- 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. Presentations:**

A. Badge Pinning of Captain Orozco.

### **6. Consent Agenda:**

A. Presentation and approval of financial statements through May 31, 2023.

B. Approval of the minutes of the Regular Meeting held on May 10, 2023.

C. Discussion/action to Adopt Resolution #23-19 – Approve Continuance of the 1981 Special Tax for Fire Protection and Prevention.

### **7. Public Hearing**

A. Open public hearing.

- B. Presentation on continuation of assessments for Fire and Rescue, Fire Protection and Emergency Services and Parks and Recreation Maintenance Districts.
- C. Receive public comment regarding continuation of assessments.
- D. Presentation of the proposed Fiscal Year 2023-24 budget, salary plan, capital outlay plans and reserve designations.
- E. Receive public comment regarding budget.
- F. Close public hearing.
- G. Discussion/action to adopt Resolution #23-20 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2023-24.
- H. Discussion/action to adopt Resolution #23-21 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire Protection and Emergency Response Services Assessment District for Fiscal Year 2023-24.
- I. Discussion/action to adopt Resolution #23-22 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2023-24.
- J. Discussion/action to adopt Resolution #23-23 – Adoption of the Fiscal Year 2023-24 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

## **8. New Business**

- A. Discussion/action regarding selection of an auditor for Fiscal Year 2022-23 through Fiscal Year 2025-26.
- B. Discussion/action to adopt the plans and specifications for the Twain Harte Meadows Park Project and authorize that it be advertised for formal bidding.
- C. Discussion/action to adopt Resolution #23-24 – Awarding a Services Agreement to Advantage Technical Services, Inc. in the Amount of \$121,054 for Construction Management, Engineering and Inspection Services for the Million Gallon Tank #2 Rehabilitation Project.
- D. Discussion/action to adopt Resolution #23-25 – Approving a Fiscal Year 2022-23 Fire Fund Budget Adjustment in the amount of \$28,500 for Engine 722 Repairs.
- E. Discussion/action to adopt Resolution #23-26 – Adopting the Twain Harte Community Services District Water Shortage Contingency Plan.
- F. Discussion/action to adopt revisions to Policy #2081 – Performance Evaluations.
- G. Discussion/action to adopt revisions to Policy #2120 – District Cellular Phones.

## **9. Reports**

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

D. General Manager's report.

## 10. 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.

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](mailto: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 THCSD 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](http://www.twainhartecsd.com)