

**TWAIN HARTE COMMUNITY SERVICES DISTRICT  
Board of Directors Regular Meeting  
July 10, 2014**

**CALL TO ORDER:** President Sipperley called the meeting to order at 9:00 a.m.

The following Directors, Staff, and Community Members Were Present:

**DIRECTORS:**

Director Sipperley, President  
Director Johnson  
Director Mannix  
Director Knudson  
Director Maxwell was absent

**STAFF:**

Tom Trott, General Manager  
Carolyn Higgins, Board Secretary/Finance Officer  
Todd McNeal, Fire Chief  
Robb Perry, Operations Manager

**AUDIENCE:**

Arcelia Herrera, SCI Consulting Group

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

None

**COMMUNICATIONS:**

Customer Suggestion – Peter Van Houten, July 1, 2014

**CONSENT AGENDA:**

- A. Approval of financial statements through June 30, 2014.
- B. Approval of the minutes of the Regular Meeting on June 12, 2014.
- C. Approval of the minutes of the Special Meeting of June 26, 2014.

***MOTION TO APPROVE CONSENT ITEMS: Johnson; SECOND: Mannix; AYES: All***

**PUBLIC HEARING:** Opened at 9:06 a.m.

- A. Presentation by SCI Consulting Group regarding continuation of assessments for the Fire and Rescue, Fire Protection and Emergency Services and Parks and Recreation Maintenance Districts.

**Arcelia Herrera from SCI Consulting Group briefly presented the engineer reports and stated that there are no notable changes from the previous year except for the a 2.57 CPI increase.**

- B. Receive public comment on continuation of assessments.

**No public comments were given.**

**PUBLIC HEARING:** Closed at 9:11 a.m.

**OLD BUSINESS:**

- A. Discussion/action to approve Resolution 14-18; A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2014-15 for the Fire and Rescue Assessment District of the Twain Harte Community Services District

***INTRODUCTION OF RESOLUTION #14-18: Johnson***

***MOTION: Knudson; SECOND: Mannix***

***AYES ROLL CALL: Sipperley, Johnson, Knudson, Mannix***

***ABSENT: Maxwell***

- B. Discussion/action to approve Resolution 14-19; A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2014-15 for the Fire Protection and Emergency Response Services Assessment District of the Twain Harte Community Services District

***INTRODUCTION OF RESOLUTION #14-19: Johnson***

***MOTION: Knudson; SECOND: Mannix***

***AYES ROLL CALL: Sipperley, Johnson, Knudson, Mannix***

***ABSENT: Maxwell***

- C. Discussion/action to approve Resolution 14-20; A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2014-15 for the Parks and Recreation Maintenance District of the Twain Harte Community Services District

***INTRODUCTION OF RESOLUTION #14-20: Johnson***

***MOTION: Knudson; SECOND: Mannix***

***AYES ROLL CALL: Sipperley, Johnson, Knudson, Mannix***

***ABSENT: Maxwell***

**NEW BUSINESS:**

- A. Update on drought conditions and water supply.  
**GM Trott presented an update on reservoir levels, rainfall totals and end of spill. The reservoir levels should be adequate for summer needs as long as conservation continues, supplemental water sources are put in place, and regulatory waivers continue to be granted.**

- B. Discussion/action to approve the selection of a consulting firm to perform the Fiscal Year 2013/14 audit and prepare the final audit report.

**GM Trott explained that four auditing/accounting firms submitted proposals and all firms met the minimum qualifications. The lowest price was submitted by Blomberg & Griffin Accountancy Corporation.**

**Motion: Director Johnson made a motion to accept Blomberg & Griffen's three-year proposal.**

**Second: Knudson**

**Ayes: All**

- C. Discussion/action regarding vegetation management and modification of District Ordinance No. 27, which authorizes citation authority to District fire employees to enforce fire codes.

**Motion:** Director Johnson made a motion asking staff to rewrite Ordinance 27 to allow Twain Harte Fire Department to coordinate, direct and inspect vegetation of vacant lots.

**Second:** Mannix

**Ayes:** All

- D. Discussion/action regarding evaluation of a sewer service claim submitted for 22875 Black Hawk Drive.

**Motion:** Director Johnson made a motion to pay the portion of the claim applicable to clearing the blockage in the combined lateral amounting to \$340, with a recommendation that the customer install a district approved two-way clean out and that an easement be granted on the property that contains the combined lateral.

**Second:** Knudson

**Ayes:** All

#### REPORTS:

##### **President & Board Member Report**

- Nothing to report

##### **Park & Recreation Committee and Operations Report**

- The Park & Recreation committee was canceled

##### **Water/Sewer Committee and Operations Report**

- The final depth of the Meadow Lane well is 900 ft with a flow of approximately 75 gpm.

##### **Fire Committee and Fire Chief Report**

- The new engine was delivered and has been sent back to the builders to correct a few minor issues.
- The mutual aid agreement revision process has been momentarily stalled due to new staffing at the County level. It is hopeful that progress will be resumed once the new staff members become familiar with the details.

##### **Finance/Admin Committee and Finance Officer Report**

- Social Security has approved the error modification allowing staff to be in both the CALPERS and Social Security program. Resolutions to amend the CALPERS contract in regards to Social Security will be prepared for the August board meeting.

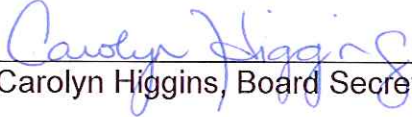
##### **General Manager Report**

- GM Trott has received verbal confirmation that the CDPH grant agreement in the amount of \$445,000 has been signed.
- A grant proposal for a well at Shadybrook is being submitted through IRWM.

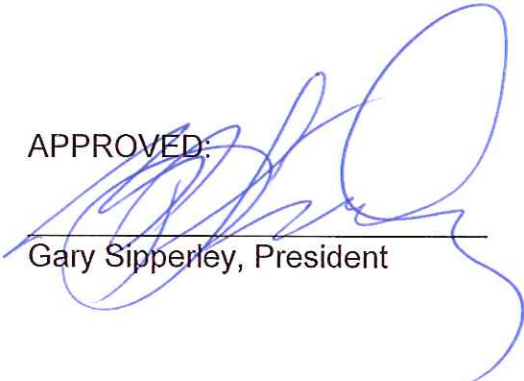
**ADJOURNMENT:**

The Regular Meeting was adjourned at 10:44 a.m.

Respectfully submitted,

  
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Carolyn Higgins, Board Secretary

APPROVED:

  
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Gary Sipperley, President