

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 VIDEO TELECONFERENCE July 14, 2021 9:00 A.M.

IMPORTANT NOTICE:

THE PUBLIC MAY ATTEND THIS MEETING IN-PERSON. Facial coverings are required for any person who is not fully vaccinated.

We will also be broadcasting our meeting remotely via teleconference using ZOOM, anyone will be able to observe or participate virtually:

- Videoconference Link: <https://us02web.zoom.us/j/87059539267>
- Meeting ID: 870 5953 9267
- 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 Volunteer Firefighter Interns.

6. Public Hearing

A. Open public hearing.

B. Presentation regarding placing delinquent water and sewer bills on the Tuolumne County property tax roll.

C. Receive public comment.

D. Close public hearing.

- E. Discussion/action to adopt Resolution #21-21 – Authorizing District Staff to Place Delinquent Water and Sewer Charges on the 2021/22 Tuolumne County Secured Property Tax Bill.

7. Consent Agenda:

- A. Presentation and approval of financial statements through June 30, 2021.
- B. Approval of the minutes of the Regular Meeting held on June 9, 2021.
- C. Approval of the minutes of the Special Meeting held on June 30, 2021.
- D. Adoption of Resolution #21-22 – Tax Requirement for Davis Grunsky Contract #D50048/DGLC49.
- E. Adoption of Resolution #21-23 – Tax Requirement for Davis Grunsky Contract #D50072/DGLC60.

8. New Business

- A. Discussion/action regarding emergency ingress/egress on Shadybrook Drive.
- B. Discussion/action regarding Bocce Court dedication/ribbon cutting event.
- C. Discussion/action to adopt Resolution #21-24 - Appreciation for Bill McManus.
- D. Presentation of the Strategic Plan progress report for Fiscal Year 2020-21.
- E. Discussion/action to approve General Manager Objectives for Fiscal Year 2021-22.
- F. Discussion/action to cast a vote for the open California Special Districts Association (CSDA) Board of Directors seat.
- G. Update on current drought and water supply conditions.

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 OBSERVE 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.

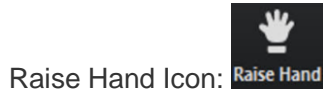
* NOTE: your personal video will be disabled and your microphone will be automatically muted.

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

HOW TO SUBMIT PUBLIC COMMENTS:

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

- **Before the Meeting:** If you cannot attend the meeting, you may:
 - 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:** The public will have opportunity to provide comment before and after the meeting as follows:
 - **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.



- **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.

* 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.

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

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 21-21**

**AUTHORIZING DISTRICT STAFF TO PLACE DELINQUENT WATER AND SEWER
CHARGES ON THE 2021/22 TUOLUMNE COUNTY SECURED PROPERTY TAX BILL**

WHEREAS, sections 61115(b) of California Government Code states that a special district's board of directors may provide that any charges and penalties can be collected on the tax roll in the same manner as property taxes; and

WHEREAS, the General Manager shall prepare and file with the board of directors a report that describes each affected parcel of real property and the amount of charges and delinquencies for each parcel; and

WHEREAS, the report describing each parcel and its related water/sewer charges and delinquencies as of June 30, 2021 is attached; and

WHEREAS, at a public hearing, the board of directors shall hear and consider any objections or protests to the report; and

WHEREAS, the General Manager gave notice of the filing of the report and notice of today's public hearing to each affected parcel owner; and

WHEREAS, the General Manager published notice of the report and public hearing in the Union Democrat on June 30 and July 7, 2021; and

WHEREAS, the THCS D Board of Directors has considered all objections and protests to the report at their regular board meeting on July 14, 2021.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of Twain Harte Community Services District that the attached list of delinquent water and sewer charges is approved to be placed on the tax roll and District staff is authorized and directed to place said list on the 2021/22 Tuolumne County Secured Property Tax Bill.

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District, County of Tuolumne, State of California at their Regular Meeting held on July 14, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Gary Sipperley, Board President

Kimberly Silva, Board Secretary

**Delinquent Accounts for Consideration
of Tax Roll Placement**

APN	Property Address	Delinquent Amount
049-121-028-000	22948 Black Oak	\$ 612.60
049-194-009-000	18895 Sequoia	\$ 879.65
049-231-004-000	22734 Black Hawk	\$ 1,338.00
049-232-039-000	22725 Black Hawk	\$ 17,988.51

TWAIN HARTE COMMUNITY SERVICES DISTRICT
BANK BALANCES
As of June 30, 2021

Account	Beginning Balance	Receipts	Disbursements	Current Balance
U.S. Bank Operating	1,647,809	253,502	(247,376)	1,653,935
U.S. Bank - D Grunsky #1*	69,435	3,289	(904)	71,820
U.S. Bank - D Grunsky #2*	70,778	2,916	(889)	72,805
LAIF	2,966,355			2,966,355
TOTAL	\$ 4,754,377	\$ 259,707	\$ (249,169)	\$ 4,764,915

*Davis Grunsky reserve money restricted for Davis Grunsky Loan Payments

TWAIN HARTE COMMUNITY SERVICES DISTRICT
20/21 OPERATING EXPENDITURE SUMMARY
 As of June 30, 2021

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 100%)
Park	91,971	74,597	17,374	81.11%
Water	1,069,667	981,021	88,646	91.71%
Sewer	1,207,857	979,347	228,510	81.08%
Fire	1,032,684	1,052,600	(19,916)	101.93%
Admin	598,360	549,852	48,508	91.89%
TOTAL	\$ 4,000,539	\$ 3,637,417	\$ 363,122	90.92%

TWAIN HARTE COMMUNITY SERVICES DISTRICT
20/21 CAPITAL EXPENDITURE SUMMARY
As of June 30, 2021

Fund	TOTAL Budget*	YTD Expended	Budget Balance	% Spent (Target 100%)
Park	170,240	123,024	47,216	72.27%
Water	381,220	55,794	325,426	14.64%
Sewer	339,900	60,758	279,142	17.88%
Fire	219,230	114,502	104,728	52.23%
Admin		-	-	
TOTAL	\$ 1,110,590	\$ 354,078	\$ 756,512	31.88%

Reflects Budget Rev #4 - Approved 4/14/21

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting via Teleconference due to COVID-19
June 9, 2021

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 McManus
Director Mannix
Director Knudson
Director deGroot

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Kim Silva, Administrative Coordinator/ Board Secretary
Lewis Giambruno, Operations Manager
Carolyn Higgins, Finance Officer

AUDIENCE: 2 Attendee.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No Comment.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through May 31, 2021.
- B. Approval of the minutes of the Regular Meeting held on May 12, 2021.
- C. Adopt Resolution #21-16 – Approve Continuance of the 1981 Special Tax for Fire Protection and Prevention.

MOTION: Director deGroot made a motion to accept the consent agenda in its entirety.

SECOND: Director Knudson

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

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 2021-22 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 #21-17 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2021-22.

MOTION: Director Mannix made a motion to adopt Resolution #21-17 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2021-22.

SECOND: Director McManus

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- H. Discussion/action to adopt Resolution #21-18 – 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 2021-22.

MOTION: Director McManus made a motion to adopt Resolution #21-18 – 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 2021-22.

SECOND: Director deGroot

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- I. Discussion/action to adopt Resolution #21-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2021-22.

MOTION: Director deGroot made a motion to adopt Resolution #21-19 – Approval of Engineer’s Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2021-22.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley

NOES: None

ABSTAIN: Knudson

- J. Discussion/action to adopt Resolution #21-20 – Adoption of the Fiscal Year 2021-22 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

MOTION: Director McManus made a motion to adopt Resolution #21-20 – Adoption of the Fiscal Year 2021-22 Budget, Salary Plan, Capital Outlay Plans and Reserve Designations.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

NEW BUSINESS:

- A. Discussion/action to adopt revisions to Policy #1065 – Facility Rental Fee Schedule.

MOTION: Director deGroot made a motion to adopt revisions to Policy #1065 – Facility Rental Fee Schedule.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley

NOES: None

ABSTAIN: Knudson

- B. Discussion/action to adopt revisions to Policy #3080 – Disposal of Surplus Property or Equipment.

MOTION: Director McManus made a motion to adopt revisions to Policy #3080 – Disposal of Surplus Property or Equipment.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- C. Discussion/action regarding drought and water supply conditions.

GM Trott discussed plan regarding drought and water supply conditions. This includes ramping up education for our community utilizing the messaging of ‘use water wisely’ and don’t waste water, ramp up leak notifications including smaller leaks, identifying and speaking with large water users.

President and Board Member Reports.

- *President Sipperley provided a report summarizing the 2021 CSDA legislative days conference.*
- *Director McManus provided his resignation from the THCSD Board.*

Fire Chief Report by Chief Gamez

- *A verbal summary of the written report was provided.*

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.*

ADJOURNMENT:

The meeting was adjourned at 11 15: a.m.

Respectfully submitted,

APPROVED:

Kimberly Silva, Board Secretary

Gary Sipperley, President

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Special Meeting
June 30, 2021

CALL TO ORDER: President Sipperley called the meeting to order at 10:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

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

STAFF:

Tom Trott, General Manager
Kimberly Silva, Board Secretary/Administrative Coordinator

AUDIENCE:

Two interview applicants

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

None

NEW BUSINESS

- A. Interview applicants for the vacant Board of Directors seat.
- B. Discussion/action to appoint a Director to fill the vacant Board of Directors seat.
MOTION: Director deGroot made a motion to appoint Charlotte Bohlman to fill the vacant board seat.
SECOND: Director Sipperley
AYES: deGroot, Sipperley, Mannix
NOES: Knudson
ABSTAIN:
- C. Discussion/action regarding reopening the District's Board meetings for in-person public attendance.
MOTION: Director Mannix made a motion to reopen the District's Board meetings for in-person public attendance allowing the public to self-certify vaccination by entering without a mask and continuing to offer zoom for those who would like to participate but can't attend in person.
SECOND: Director deGroot
AYES: Knudson, Sipperley, deGroot, Mannix, Bohlman
NOES:
ABSTAIN:
- D. Discussion/action regarding planning of the Bocce Courts Improvement Project ribbon cutting ceremony and dedication.
MOTION: Director deGroot made a motion to create an ad hoc committee to plan the Bocce Courts improvement project ribbon cutting ceremony and dedication.
SECOND: Mannix

AYES: Sipperley, deGroot, Mannix, Bohlman

NOES: Knudson

ABSTAIN:

MOTION: Director Mannix made a motion to appoint Director Mannix and Director deGroot to the ad hoc committee to plan the Bocce Courts improvement project ribbon cutting ceremony and dedication.

SECOND: deGroot

AYES: Sipperley, deGroot, Mannix, Bohlman

NOES: Knudson

ABSTAIN:

Closed Session: The Board of Directors convened into closed session at 11:57 a.m.

- A. Conference with Legal Counsel – Anticipated Litigation:
Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (2 cases)
- President Sipperley reconvened the meeting into regular session at 12:44 p.m. with no reportable action.

ADJOURNMENT:

The meeting was adjourned at 12:44 p.m.

Respectfully submitted,

Kimberly Silva, Board Secretary

APPROVED:

Gary Sipperley, President

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 21-22**

**TAX REQUIREMENT FOR DAVIS GRUNSKY
CONTRACT #D50048/DGLC49**

BE IT RESOLVED, by the Board of Directors of Twain Harte Community Services District that:

1. In the judgment of this Board, the revenue of this District during the fiscal year ending June 30, 2022 will be inadequate to pay the sum due for principal and interest on its Davis Grunsky loan as it becomes due – Contract No. D50048/DGLC49.
2. This District estimates that the amount of money required for payment on the principal and interest on the loan with the State of California, Department of Water Resources, under the Davis Grunsky Act is the sum of \$41,063.40.
3. The Secretary of this District is hereby directed to furnish a certified copy of this resolution to the Board of Supervisors of the County of Tuolumne and to the County Auditor of said County and the said Board of Supervisors is hereby requested to levy a tax for the use of this District for the fiscal year ending June 30, 2022.

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District at their Regular Meeting held on July 14, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

.....

I, Kimberly Silva, Board Secretary of the TWAIN HARTE COMMUNITY SERVICES DISTRICT, hereby certify that the above resolution was duly adopted and passed by the Board of Directors of said District at a regular meeting on July 14, 2021.

Kimberly Silva, Secretary to the Board of Directors of
TWAIN HARTE COMMUNITY SERVICES DISTRICT

APPROVED:

Gary Sipperley, President, Board of Directors of
TWAIN HARTE COMMUNITY SERVICES DISTRICT

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 21-23**

**TAX REQUIREMENT FOR DAVIS GRUNSKY
CONTRACT #D50072/DGLC60**

BE IT RESOLVED, by the Board of Directors of Twain Harte Community Services District that:

1. In the judgment of this Board, the revenue of this District during the fiscal year ending June 30, 2022 will be inadequate to pay the sum due for principal and interest on its Davis Grunsky loan as it becomes due – Contract No. D50072/DGLC60.
2. This District estimates that the amount of money required for payment on the principal and interest on the loan with the State of California, Department of Water Resources, under the Davis Grunsky Act is the sum of \$36,749.67.
3. The Secretary of this District is hereby directed to furnish a certified copy of this resolution to the Board of Supervisors of the County of Tuolumne and to the County Auditor of said County and the said Board of Supervisors is hereby requested to levy a tax for the use of this District for the fiscal year ending June 30, 2022.

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District at their Regular Meeting held on July 14, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

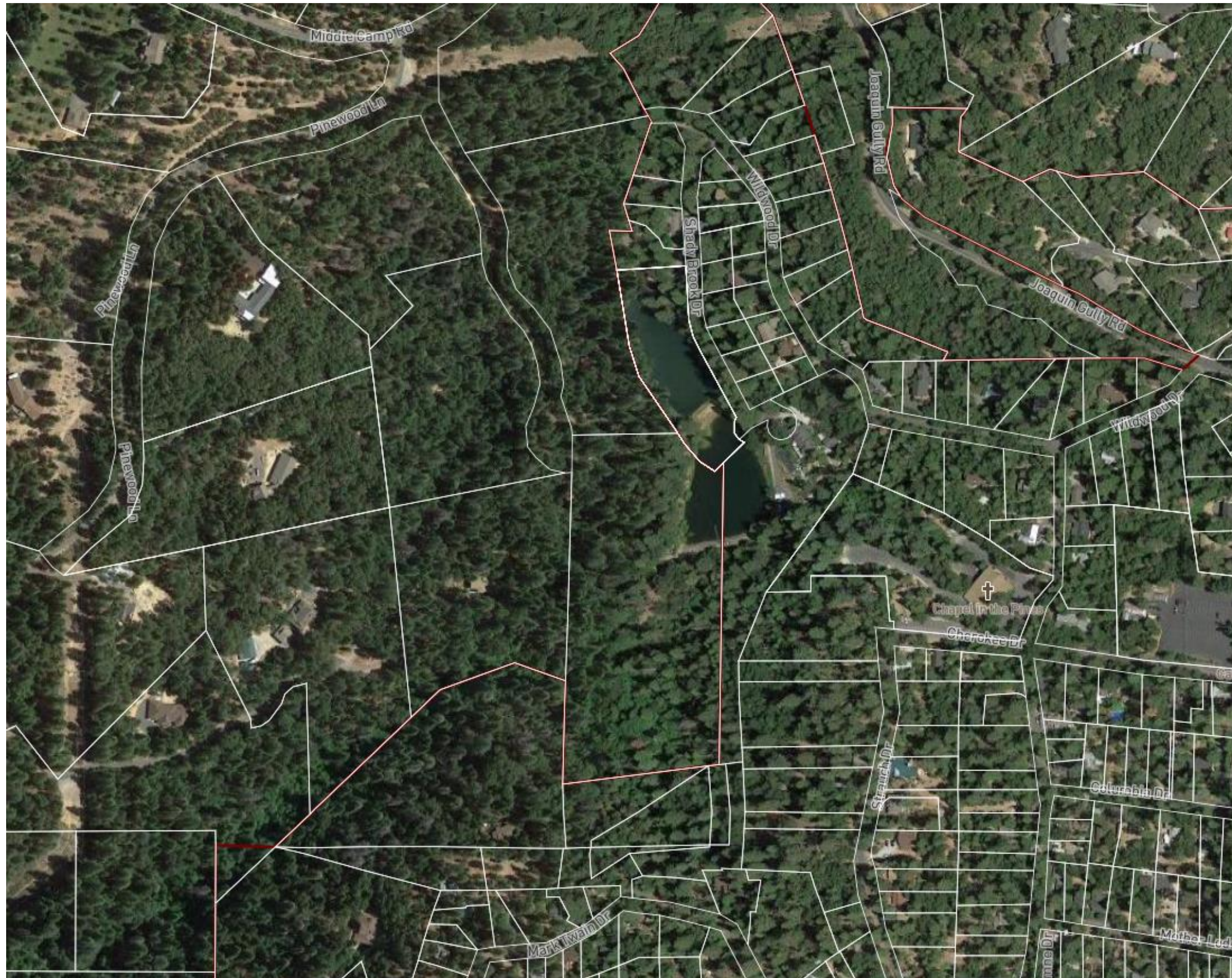
.....

I, Kimberly Silva, Board Secretary of Twain Harte Community Services District, hereby certify that the above resolution was duly adopted and passed by the Board of Directors of said District at a regular meeting on July 14, 2021.

Kimberly Silva, Board Secretary
TWAIN HARTE COMMUNITY SERVICES DISTRICT

APPROVED:

Gary Sipperley, President, Board of Directors of
TWAIN HARTE COMMUNITY SERVICES DISTRICT



SHADYBROOK EMERGENCY INGRESS/EGRESS

Ideas Received from Local Resident:

- Take down Twain Harte CSD security gates across upper Shadybrook dam and allow/create access across the dam and up through adjacent property to Pinewood Lane.
- Provide access through Twain Harte CSD gate at the end of Shadybrook Drive cul-de-sac, down past the Twain Harte CSD back-up drinking water pump station and hydropower facility, near the lower Shadybrook dam, and up through Chapel in the Pines property to Tuolumne Drive or through other private properties to Mark Twain Drive.
- Remove or relocate Twain Harte CSD fences around Shadybrook Drive cul-de-sac to allow for construction of a larger cul-de-sac the entire width of the 80-foot right-of-way.
- Relocate the Twain Harte CSD sewer lift station facility near the upper Shadybrook dam to provide a full 20-foot wide paved roadway (current roadway is ~19' wide).

Twain Harte CSD Staff Concerns:

- Access through private property
- Security of CSD drinking water facilities
- Funding
- Feasibility
- Effectiveness/safety for users

Tom Trott

From: Robert M White <whiterj@sbcglobal.net>
Sent: Friday, July 09, 2021 11:18 AM
To: Tom Trott
Subject: Re: Emergency Ingress/Egress on Shadybrook Drive

To Twain Harte Community Services District,

Re: Emergency Ingress/Egress on Shadybrook Drive

We have been owners of 23333 Shadybrook Drive for 25 years. We have never felt or even considered that we need additional ingress or egress to or from our property.

Our traffic volume is extremely low and the street is actually wider than many streets in Twain Harte. Fire trucks have no problem accessing our street and turning around in our cul-de-sac. We've seen them do it many times. The fire department actually practices pumping water for fighting fires at the Shadybrook ponds.

This is a ridiculous scenario to even consider as it would open a huge can of worms for all of the narrow streets in Twain Harte. The cost and inconvenience for a project of this magnitude is inconceivable.

We do not believe that one person should dictate his absurd ideas to the majority of residents on Shadybrook Drive who disagree with the idea. He doesn't even live on this street.

We want to keep our neighborhood as peaceful as it has always been for 50+ years. It is perfect just as it is and we purchased our cabin because of where it is.

Please do not consider this proposal.

Sincerely,
Bob and Janet White
23333 Shadybrook Drive
Twain Harte, CA

July 12, 2021

Tom Trott, P.E.

General Manager

Twain Harte Community Services District

P.O. Box 649, Twain Harte, CA 95383

RE: Access Through Pinewood Lane

Dear General Manager Trott;

It was brought to my attention by a neighbor that the Twain Harte Recreation District Board would be discussing the topic of emergency ingress/egress at its board meeting on Wednesday, July 14, 2021. Further this discussion might include gaining ingress & egress via Pinewood Lane.

Pinewood Lane is a private road, always has been a private road and as such has always been restricted to residents, their guests and persons with lawful business. Everyone who purchased property on this road did so with the complete understanding that Pinewood was a dead end road and thus residents would not be subjected to traffic and safety issues of a through road.

Allowing through traffic on Pinewood Lane would diminish the value of every property and drive up the cost of maintenance for each resident. I can tell you that I have personally paid over \$26,000 and provided many hours of sweat and toil maintaining this road since purchasing my first property on Pinewood Lane some 35 years ago. Most recently four residents on the upper end of Pinewood Lane spent \$40,000 for road base and an asphalt overlay on just a quarter mile of Pinewood to Middlecamp.

The county stopped accepting dedication of private roads many years ago. The decision was based completely on costs. The county cannot afford to maintain the roads currently within its purview. As you know the county is cutting the budget because it has a deficit. So, even if, all the residents of Pinewood Lane agreed to provide access, the increased use and associated damage would be the responsibility of the residents of Pinewood Lane since the county lacks appropriate funding.

As a retired city manager with many years of experience managing the complexities of several cities in the Bay Area I know that forcibly changing the nature of a private road to public use, even restricted is not an easy task. Under the law this would constitute a “taking”. Tuolumne County is the level of government authorized to condemn property or use eminent domain. Eminent domain refers to the power of the government to take private property and convert it into public use. The Fifth Amendment provides that the government may only exercise this power, if they provide just compensation to the property owners. Changing the nature of Pinewood by opening it up to public traffic even on a controlled basis would be a “taking”.

While the Twain Harte Community Services District is well within its right and authority to have discussions about any topic, recommend actions and make requests, it lacks the legal authority to force a change. Twain Harte Community Services District could make a recommendation to the Tuolumne County Planning Commission for its review and possible action. If the Planning Commission decided it wanted to travel that road, no pun intended, it would have to commence a study and have a minimum of two noticed Public Hearings. All residents of Pinewood Lane would have to be notified by mail as well as a substantial number of the residents abutting Pinewood Lane. More likely than not a change in road use from private to public would require an EIR; Environmental Impact Report.

Assuming the Planning Commission submitted the proposal to the Board of Supervisors, they alone would have the authority to begin

the process of using eminent domain to take control and change the status of our private road. All of this would take time and cost Tuolumne County money it does not have to spend. Remember the county is running a deficit and is cutting the budget. That alone would most likely be enough for a judge to rule against the county position.

I understand that the genesis for this discussion is the result of a resident of Shadybrook Drive seeking Emergency ingress/egress. Further, putting aside the incursion onto Pinewood Lane, any such action would require ingress/egress on property owned by the Twain Harte Recreation District. Specifically property with backup water supply for fighting structure fires in the downtown of Twain Harte. It is clear the the first priority of the Twain Harte Recreation District is the protection and integrity of the backup water supply. Allowing unrestricted access to such a sensitive area would be unwise. Crime is easier to commit when an area is open and routinely traveled. Remember the priority is integrity of the backup water supply.

God forbid Twain Harte would ever experience a catastrophic fire like the one that occurred in City of Paradise. If one did occur the issue of emergency ingress/egress would be a problem for most of Twain Harte; not just Shadybrook Drive or Pinewood Lane. Resolving past planning errors is difficult so we strive to improve the planning of new developments. Formal emergency notification and evacuation plans are really important for older communities like Twain Harte.

Respectfully,

Otto Giuliani

Tom Trott

From: Tammy Burton <tamrn123@gmail.com>
Sent: Thursday, July 08, 2021 3:18 PM
To: Tom Trott
Cc: Johnny Burton
Subject: Shadybrook Dr

Mr. Trott,

Thank you for contacting us regarding the upcoming discussion regarding Shadybrook Dr.

We have a number of concerns regarding Mr. Erickson's proposals. Where is this money to come from to fund such endeavors? All these proposals involve private property, of which he does not own. By opening up/removing said gates, are we asking for more car traffic/visitors to the area, which will create an even greater problem?

If the goal would be the ability to evacuate our neighborhood safely in the event of a rapidly approaching fire, maybe we should be addressing the current issue of cars parking into the roadway up on Wildwood Dr, which would surely cause an evacuation issue should that be necessary. Maybe we should consider parking restrictions up there, or stronger enforcement of cars impeding the roadway?

Is Mr. Erickson's goal to allow for foot traffic to escape a rapidly approaching fire? Would these proposals be realistic to achieve that? If his goal is to allow for quick escape of vehicles, does any of this even make sense?

While we do appreciate the board taking into consideration a neighbor's opinions, we feel this neighbor's opinion, does not speak for the majority of those who live here. Most importantly, it holds no realistic solution.

Thank you,
John and Tammy Burton

Email from an anonymous Shadybrook Drive resident:

Hi Tom

Thank you for your time on the phone today. Several of my fellow homeowners on Shadybrook have become aware of discussions around creating a fire exit road across the Shadybrook water retention ponds as well as the possibility of creating a park like setting and trail around the ponds. Whereas we are all concerned about fire safety, we are very concerned about some of the ideas being put forward.

Speaking for myself as well as several other homeowners on the street, we would like to state that the concerned citizen that is driving this request, while I am sure is well intentioned, does not speak on our behalf nor does he necessarily represent the views of the homeowners on Shadybrook.

Our specific concerns about this proposal are:

- The levy would not support any vehicle traffic and the steep egress into heavily wooded private land is not practical for either a vehicular or walking escape in case of fire
- The ponds are both back up water supply as well as fire water supply and are surrounded by private property. which is not compatible with increased recreational use
- The street does not have parking or adequate access for any additional recreational traffic.
- The street is already narrow from Wildwood on down and additional traffic or vehicles parked on the road would create an increased fire hazard.
- Increased recreational use would ultimately lead to additional liability and increased fencing as happened on the ditch fishing area off of South Fork Rd. as well as incur additional trash and safety concerns for this residential street.

If a fire exit is truly a concern, keeping the Wildwood and Shadybrook street access clear of vehicles would be the priority or perhaps a more direct fire road back to Wildwood or to the Chapel in the Pines parking lot would be a simpler solution but of course these too would impact private property.

The neighbors on Shadybrook will be sure to stay in touch and will be happy to attend any open board meetings or discussions around this topic.

These local residents asked that only an excerpt from their comment email be included in the board packet:

Good afternoon, Tom.

Thanks for your email and, yes, you can include the excerpt from our email in the packet which will be viewed by the board.

Our preference would be that Pinewood Lane remain a private road. Although another means of egress in an emergency sounds good, we don't think it's value outweighs the increased traffic and wear-and-tear on the road a through-road would bring.

Mike and Brenda Griffin
Pinewood Lane

Tom Trott

From: Tammy Burton <tamrn123@gmail.com>
Sent: Friday, June 18, 2021 2:56 PM
To: Tom Trott
Cc: Johnny Burton
Subject: Shadybrook Pond Public Access Use

Mr. Tom Trott and THCS D Board of Directors,

It came to our attention today that Bruce Erickson of Wildwood Drive has proposed some type of public use access to Shadybrook pond. We have been residents of Shadybrook Drive since January 2006. Interestingly, Mr. Erickson has not mentioned his proposal to us, his neighbors. He would not be as affected by the increased traffic, parking issues, and potential increased wildfire risk created by such public access, but we certainly would.

Through the years, we have found ourselves impacted by the visitors to Shadybrook pond. We have had to ask people if they could move their vehicle, so we could gain access to our driveway. We have picked up trash after people, including burning cigarettes. We have even had people walk up our driveway and continue their picnic on our property. We have had our landscaping damaged by people removing the decorative rocks that maintain the integrity of the hillside in front of our cabin and thrown into the pond. Above all else, as anyone who lives in these beautiful mountains is fully aware of, is the need for smart planning when it comes to wildfire safety. Shadybrook Drive is a narrow road, with one entrance and exit. When cars are parked on the shoulder, it can be difficult to get another car past, much less an emergency vehicle.

We find it ironic that such a proposal would be made from someone who has taken it upon himself to cut the THCS D gate lock, under the premise of an "escape route", and yet would propose the idea of allowing more cars to populate the area. This is also the same man who has parked his large vehicle in the way of the access point for PG&E to install the improved poles to make our neighborhood safer. Considering this is the owner of the "Neighborhood Clock", one would think that he would include his neighbors in a proposal that would have a much greater impact on those of us living on Shadybrook Drive.

We hope you will strongly consider the increased risks to the taxpaying homeowners of the street most greatly affected by this wayward proposal.

Thank you,
John and Tammy Burton
23345 Shadybrook Drive

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
RESOLUTION #21-24**

**A Resolution of Appreciation for
*William (Bill) McManus***

WHEREAS, the Twain Harte Community Services District (District) recognizes the dedication and sacrifice required in performing the duties of a Board Director; and

WHEREAS, Mr. Bill McManus wholeheartedly served as a Director on the District Board from July 2015 to June 2021, working diligently to bring excellence and continual improvement to the District; and

WHEREAS, Mr. McManus demonstrated a continual dedication to improving the quality of life in the Twain Harte Community throughout his six years of service; and

WHEREAS, Mr. McManus was always willing to volunteer when a need arose, whether it was for the District, the Twain Harte Area Community Emergency Response Team (CERT), or Twain Harte Homeowners; and

WHEREAS, Mr. McManus's experience and background provided a high level of professionalism and expertise to the District, especially in the areas of contracts and implementation of capital projects; and

WHEREAS, Mr. McManus's service made Twain Harte a better place and is worthy of commendation.

NOW, THEREFORE, BE IT RESOLVED that the Twain Harte Community Services District Board of Directors, on behalf of the District and its customers,

SINCERELY THANK AND HONOR

Bill McManus

FOR HIS YEARS OF SERVICE TO THIS DISTRICT AND COMMUNITY.

I, Kimberly Silva, Secretary of the Twain Harte Community Services District, certify that the above resolution was adopted by the Board of Directors on July 14, 2021.

APPROVED:

Gary Sipperley, Board President
Twain Harte Community Services District

Kimberly Silva, Board Secretary
Twain Harte Community Services District

APPENDIX A: Progress Reports

A brief description of the District’s annual accomplishments is listed below each objective.

1. INFRASTRUCTURE OPTIMIZATION	
GOAL	
<i>Prioritize and replace deteriorated infrastructure and enhance existing infrastructure to improve system and operational efficiency.</i>	
OBJECTIVES	
<input checked="" type="checkbox"/> 1.1	Conduct a hydraulic assessment of the water system to analyze fire flow, water loss and potential for operational efficiencies.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> Completed water system mapping revisions to ensure accurate hydraulic assessment. Initiated hydraulic assessment. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Completed system hydraulic modeling, identified fire flow deficiencies and developed a feasible way to eliminate the deteriorating Laurel Pump Station and Cedar Pines Tank while improving operations. Completed a condition assessment of the Water Treatment Plant and identified deficiencies and prioritize capital projects.
<input type="checkbox"/> 1.2	Utilize water system hydraulic assessment to prioritize and complete capital projects.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Obtained a \$499,000 grant to improve the hydraulic model, perform a condition assessment on the entire water system, and develop/prioritize capital projects that address the critical issues.
<input type="checkbox"/> 1.3	Identify sources of water loss and prioritize projects to reduce water loss below 10%.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> Identified and repaired a major ongoing leak, reducing water loss by approximately 5-10%. <p><u>FY 20-21</u></p> <p>Obtained a \$499,000 grant to identify locations and causes of water loss and develop/prioritize capital projects to reduce water loss.</p>
<input checked="" type="checkbox"/> 1.4	Complete Well 3
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> Completed Well 3 and put into service.
<input type="checkbox"/> 1.5	Replace water lines in Sherwood Forest

	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Obtained a \$499,000 grant that will assess the condition of Sherwood Forest water lines (along with the rest of the system) and initiate design of replacement if it is found to be a significant priority.
<input checked="" type="checkbox"/> 1.6	Conduct a sewer system condition assessment with CCTV to identify degradation and sources of inflow and infiltration (I&I).
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Performed CCTV sewer system condition assessment on approximately 25% of sewer system and identified several locations of I&I. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed CCTV sewer system condition assessment, including report identifying degradation and sources of I&I.
<input checked="" type="checkbox"/> 1.7	Conduct a sewer system hydraulic assessment.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Completed sewer system mapping revisions to ensure accurate hydraulic assessment. • Initiated hydraulic assessment. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed sewer system hydraulic assessment, identifying sewer lines that have limited capacity.
<input type="checkbox"/> 1.8	Utilize sewer system condition and hydraulic assessments to prioritize and complete capital projects.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Identified a major source of I&I on the Dogwood Sewer Main due to damage and degradation. Replaced 350' of line and two manholes to eliminate source of I&I. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed a draft report identifying and prioritizing sewer capital projects based on condition and hydraulic assessments.
<input checked="" type="checkbox"/> 1.9	Improve accuracy of asset information in water and sewer GIS database.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Updated water system GIS mapping with accurate meter locations. • Revised water and sewer system mapping to match as-built conditions.
<input type="checkbox"/> 1.10	Upgrade SCADA system to monitor and control all critical water and sewer facilities.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Identified SCADA system upgrade needs and evaluated upgrade technology options. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed preliminary design of the SCADA system.

<input checked="" type="checkbox"/> 1.11	Develop and implement a water/sewer maintenance program for valve turning, sewer cleaning, and manhole inspection to attain an annual goal of 25% of the system.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> Developed and initiated maintenance plan for valve turning, sewer cleaning and manhole inspection to be tracked in GIS system. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Implemented maintenance plan to achieve more than 25% of the system for valve turning and manhole inspection. Sewer cleaning plan was implemented, but less than 25% was completed due to COVID.
<input type="checkbox"/> 1.12	Develop and implement a plan for regular hydrant testing.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Developed a plan for regular hydrant testing, but delayed implementation due to drought conditions.
<input type="checkbox"/> 1.13	Enhance work order system for better tracking and querying of maintenance, breaks and repairs.
<input type="checkbox"/> 1.14	Explore options to expand fire station living facilities.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Evaluated several options, but none feasible at this time due to funding constraints.
<input type="checkbox"/> 1.15	Fix or replace old park bathroom building.

2. EMERGENCY PREPAREDNESS

GOAL

Prepare staff, community and infrastructure for wildfire and other events that threaten our community and services.

OBJECTIVES

<input type="checkbox"/> 2.1	Add generators at critical facilities.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> Installed standby generators at Redwing Sewer Lift Station and Mark Twain Sewer Lift Station. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> Installed standby generators at Well #1 and Well #3 via a grant. Replaced failing generator at the Fire Station with a \$15,000 grant. Obtained a \$60,000 grant to install generators at the Community Center and SCBA Fill Station/Fuel Station.

<input type="checkbox"/> 2.2	Harden all critical facilities and establish 100 feet of defensible space.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Applied for a CalFire grant to perform comprehensive clearing around all critical facilities and procure mastication equipment to maintain clearance around facilities and other locations in the District.
<input type="checkbox"/> 2.3	Evaluate cyber security and make any necessary improvements.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Held an all-staff cyber security training with a cyber security expert. Entered into agreement with an IT professional to perform regular monitoring of District’s computer network.
<input checked="" type="checkbox"/> 2.4	Install compatible radio systems in all vehicles to improve inter-department emergency communications.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Procured radios to provide for inter-department communications.
<input type="checkbox"/> 2.5	Collaborate with cooperative agencies to perform vegetation management along major roads.
	<u>FY 19-20</u> <ul style="list-style-type: none"> Collaborated with Tuolumne County to perform vegetation management along Twain Harte Drive.
<input type="checkbox"/> 2.6	Explore and implement new ways to encourage/assist with local fuels management.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Explored establishment of a Volunteer-in-Prevention program that empowers local volunteers to perform defensible space inspections.
<input type="checkbox"/> 2.7	Work with community to promote and establish Fire Wise Communities.
	<u>FY 19-20</u> <ul style="list-style-type: none"> Worked with several small neighborhoods through the process to become Fire Wise Communities. <u>FY 20-21</u> <ul style="list-style-type: none"> Assisted two neighborhoods in becoming Fire Wise Communities.
<input type="checkbox"/> 2.8	Improve the emergency alert horn system.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Applied for a grant to procure a new alert horn after unsuccessful long term repair of the existing horn. New horn will be compatible with other fire departments across the County.
<input type="checkbox"/> 2.9	Develop multiple methods of direct communications with customers.
<input type="checkbox"/> 2.10	Work with CERT to continue and expand community emergency trainings.
	<u>FY 19-20</u>

	<ul style="list-style-type: none"> • Worked with CERT to continue community emergency trainings. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • CERT provided a few community emergency trainings, but were limited due to COVID-19 restrictions. • CERT provided outreach regarding COVID-19 safety and vaccinations and assisted the County to run the vaccination clinic.
<input type="checkbox"/> 2.11	Identify potential high risk emergency incidents, develop response procedures and perform inter-department tabletop training exercises.
<input type="checkbox"/> 2.12	Conduct a public outreach campaign to encourage installation of 2-way cleanouts and reduce common sources of sewer system blockages.
<input type="checkbox"/> 2.13	Improve and expand fire training facility and equipment.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Improved interior and venting of burn prop for safety and realism. • Added a safer fire behavior prop. • Procured grant-funded, thermal-imaging UAV that assists with capture and review of training exercises.
<input type="checkbox"/> 2.14	Promote and conduct trainings with local cooperater agencies.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Held multiple simulated event training exercises with local cooperater agencies, state agencies and Columbia College. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Provided training for Columbia College Fire Academy and limited (due to COVID-19) trainings with cooperater agencies.
<input type="checkbox"/> 2.15	Establish a communitywide AED program, including install of AEDs.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Installed one AED in the District board room. • Identified key locations for AED’s throughout the community. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Created a plan to partner with local businesses to strategically place AED’s throughout the community and train business employees to use AED’s and perform CPR. • Applied for a grant to procure AED’s and implement the AED plan.
<input type="checkbox"/> 2.16	Explore options to expand services to include ALS.
<input checked="" type="checkbox"/> 2.17	Obtain funding for a firefighter rehab vehicle.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Obtained grants through CERT and procured a used firefighter rehab vehicle.
<input type="checkbox"/> 2.18	Procure water and sewer emergency response trailers.

<input checked="" type="checkbox"/> 2.19	Procure and install a WiFi cradle point to enable District internet access during power outages and other emergencies.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Installed back-up wireless internet service at District offices, Water Treatment Plant and Fire House to ensure continuous internet access.

3. EXPANDED PARK FACILITIES	
GOAL	
<i>Build Twain Harte Meadows Park and identify recreational opportunities to improve quality of life in Twain Harte.</i>	
OBJECTIVES	
<input type="checkbox"/> 3.1	Obtain funding for Twain Harte Meadows Park.
	<u>FY 19-20</u> <ul style="list-style-type: none"> Applied for two funding grants. Obtained grants and donations to complete the first phase – Bocce Courts Improvements. <u>FY 20-21</u> <ul style="list-style-type: none"> Obtained a grant to construct approximately 60% of Meadows Park. Applied for a grant that will fund the remainder of Meadows Park.
<input type="checkbox"/> 3.2	Complete construction of Twain Harte Meadows Park.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Completed construction of Phase 1 of Meadows Park – Bocce Court Improvements.
<input type="checkbox"/> 3.3	Improve Community Center by remodeling bathrooms and kitchen, paving or repairing parking lot and adding internet capabilities.
<input type="checkbox"/> 3.4	Explore developing recreational programs to promote community health and relationships.
<input type="checkbox"/> 3.5	Recruit local partners to offer community recreation programs.
<input type="checkbox"/> 3.6	Advertise park rental opportunities and improve ease of rental process.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Created a plan to advertise park facilities via Facebook and bill inserts. Developed a community calendar that will help customers see facility rental availability on the District website.
<input type="checkbox"/> 3.7	Develop an easy method for collecting continual resident input on park facilities.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Developed a plan to install a QR sign that enables people at the park to provide park input directly from their phone.

4. COMMUNITY ENGAGEMENT

GOAL

Promote community engagement through active education, promotion of District activities and sensitivity to community needs.

OBJECTIVES

<input type="checkbox"/> 4.1	Develop and hold annual open house or community event.
<input type="checkbox"/> 4.2	Participate in local parades and community events.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Participated in 2019 4th of July and Christmas parades. • Initiated an annual 4th of July community event.
<input type="checkbox"/> 4.3	Conduct four community tours and/or educational programs each year.
<input type="checkbox"/> 4.4	Develop video outreach program to educate public about projects, staff and other District activities.
<input checked="" type="checkbox"/> 4.5	Increase social media, website articles and mailers to educate customers and promote District activities and respond to community questions.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Developed and began implementation of social media outreach plan, greatly improving social media presence. • Posted multiple educational and promotional web articles. • Created and sent out multiple educational billing inserts. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Continued to establish strong, effective social media presence that now consistently reaches thousands of social media users. • Implemented plan to consistently provide billing inserts, bill messaging and web articles to inform and engage customers.
<input type="checkbox"/> 4.6	Improve outreach to local students.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Conducted a Twain Harte Meadows Park design workshop with 6-8th grade students at Twain Harte Elementary.
<input type="checkbox"/> 4.7	Expand website to include ordinances, key policies and FAQ's.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Added FAQ's and key policies to website.
<input type="checkbox"/> 4.8	Implement paperless billing and conduct outreach on billing and payment options.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Researched billing system requirements and prepared system to implement paperless billing in summer 2021.

<input type="checkbox"/> 4.9	Conduct regular outreach to identify community needs and explore options to meet said needs.
	<u>FY 20-21</u> <ul style="list-style-type: none"> Conducted a survey regarding fire staffing needs to gauge community interest in participating in the County Fire Tax proposal.
<input type="checkbox"/> 4.10	Obtain a District of Distinction certificate from Special District Leadership Foundation.
<input type="checkbox"/> 4.11	Conduct an outreach campaign in Sherwood Forest to educate regarding water quality and septic systems and explore the potential of converting septic systems to sewer.

5. ORGANIZATIONAL SUSTAINABILITY	
GOAL	
<i>Establish organizational structures, staffing models, and procedures that support long term District health.</i>	
OBJECTIVES	
<input checked="" type="checkbox"/> 5.1	Conduct an evaluation of organizational needs, staffing model and outsourced services for improved efficiency and sustainability. Implement any necessary changes.
	<u>FY 19-20</u> <ul style="list-style-type: none"> Evaluated organization for efficiency and sustainability. Hired a part-time administrative position to fill gaps and improve effectiveness. <u>FY 20-21</u> <ul style="list-style-type: none"> Evaluated and restructured the Operations Division staffing model to add an additional staff member at minimal additional cost, providing greater effectiveness and sustainability while meeting staffing needs. Explored staffing model options in the Fire Division to improve depth and effectiveness.
<input checked="" type="checkbox"/> 5.2	Improve management depth and redundancy through recruitment and training.
	<u>FY 19-20</u> <ul style="list-style-type: none"> Developed recruitment plan and key job description revisions for effective filling of vacant Fire Chief and Operations Manager positions. <u>FY 20-21</u> <ul style="list-style-type: none"> Recruited and filled vacant Fire Chief and Operations Manager positions and implemented training plan and expectations to maximize skills and effectiveness. Added Assistant General Manager duties to the Operations Manager position to provide overlap, depth and greater sustainability.

<input type="checkbox"/> 5.3	Explore options to create a full-time engineer position on each fire shift.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Explored multiple options to add full-time engineer positions with limited funding resources. • Developed a plan to adjust staffing model to hire seasonal, full-time engineers for five months per year to assist during fire season.
<input checked="" type="checkbox"/> 5.4	Hire water/sewer/park summer staffing to assist with annual maintenance activities.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Hired two seasonal interns to conduct annual valve turning and inspection activities. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Restructured Operations Division to add an additional permanent full-time operator to eliminate the need for temporary summer staffing.
<input type="checkbox"/> 5.5	Establish an improved District-wide health and safety program.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Explored wellness program options and successfully tested a temporary wellness plan with employee feedback. • Developed a plan to implement an ongoing wellness program.
<input type="checkbox"/> 5.6	Conduct District-wide staff meeting and trainings to improve inter-department coordination and efficiency.
	<p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Conducted one all-staff training and coordination meeting, but was limited due to COVID-19 restrictions.
<input type="checkbox"/> 5.7	Develop operating procedures for administrative functions.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Identified key administrative functions requiring operating procedures and initiated development of operating procedures. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed operating procedures for critical administrative functions.
<input type="checkbox"/> 5.8	Organize Standard Operating Procedures (SOP) for all departments into a single manual.
<input type="checkbox"/> 5.9	Identify gaps in SOPs and develop procedures to address gaps.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Identified gaps in water/sewer SOP's and began to develop procedures to fill some of the gaps. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Identified gaps in Fire and Administrative procedures and initiated development of procedures.

<input type="checkbox"/> 5.10	Develop a central paper filing and records management system.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Completed inventory of all District files. • Initiated development of a thorough records retention policy that enables simple ongoing file management. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed and adopted an updated and manageable Records Retention Policy. • Initiated development of a simple filing structure system.
<input type="checkbox"/> 5.11	Convert electronic filing system to closely match paper filing system.
<input type="checkbox"/> 5.12	Store all divisions' electronic files on the central server.
<input type="checkbox"/> 5.13	Review all policies and update.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Completed review and any necessary revisions to all policies within Section 1000 of the District's Policy Manual. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed review and any necessary revisions to all policies within Section 3000 of the District's Policy Manual.
<input type="checkbox"/> 5.14	Review and update all ordinances.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Performed thorough review of Water Ordinance and initiated development of an amended Water Ordinance.
<input type="checkbox"/> 5.15	Codify and digitize all ordinances.
<input type="checkbox"/> 5.16	Review and update Water and Sewer Standards and Specifications.
<input checked="" type="checkbox"/> 5.17	Develop/adopt CEQA guidelines to streamline capital projects.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Developed and adopted District CEQA Guidelines.
<input type="checkbox"/> 5.18	Develop a central, easily accessible source for common employee documents and information.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Initiated development of Intranet for easy access to documents/forms. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Completed development of Intranet for employees. • Implemented a cloud-based system for all employees to improve communication, shared documents and access to electronic files.
<input type="checkbox"/> 5.19	Improve remote server access for employees.

<input type="checkbox"/> 5.20	Explore cooperation with other agencies to provide more efficient or quality services.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Discussed formation of a Countywide fire internship program to improve efficiencies and standardize Countywide training. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Engaged with County and other fire districts in formation of JPA for a countywide fire tax to improve fire efficiencies. • Collaborated with Columbia College and other fire districts in an attempt to develop a countywide intern program.
<input type="checkbox"/> 5.21	Perform a water and sewer rate study in 2021 and implement any recommended rate changes.
<input checked="" type="checkbox"/> 5.22	Obtain special district representation on Tuolumne County Local Agency Formation Commission (LAFCO).
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Collaborated with County LAFCO and other special districts to obtain special district representation on County LAFCO
<input type="checkbox"/> 5.23	Evaluate new technology and applications to improve efficiency.
	<p><u>FY 19-20</u></p> <ul style="list-style-type: none"> • Evaluated several forms of technology to monitor and control critical water and sewer system components remotely. • Initiated development of an intranet site to improve communications between employees, reduce errors and improve admin efficiencies. <p><u>FY 20-21</u></p> <ul style="list-style-type: none"> • Implemented a cloud-based email, software and communication system to provide greater connection between staff and easy access to information from anywhere.



Twain Harte Community Services District

P. O. Box 649 ▪ Twain Harte, CA 95383
Phone: (209) 586-3172 ▪ Fax: (209) 586-0424
www.twainhartecsd.com

Directors: Gary Sipperley ▪ Kathryn deGroot ▪ Eileen Mannix ▪ Charlotte Bohlman ▪ Richard Knudson

GENERAL MANAGER OBJECTIVES

Fiscal Year 2021/22

Infrastructure Optimization

Objective [SP 1.2, 1.3,1.5]: Water System Assessment

1. Utilize the water system hydraulic model to design system efficiency improvements that eliminate the Laurel Pump Station and Cedar Pines Tank.
2. Initiate a water system assessment to evaluate system condition, identify sources of water loss and prioritize capital projects.
3. Evaluate Sherwood Forest water lines as part of the water system assessment.

Objective [SP 1.8]: Sewer System Assessment

1. Complete engineering report prioritizing sewer capital projects that address system deficiencies identified in the sewer system assessment.
2. Initiate design of the highest priority capital project and apply for a construction grant.
3. Initiate small in-house projects to address system deficiencies identified in the sewer system assessment.

Objective [SP 1.10]: Upgrade Water and Sewer SCADA System

1. Complete design of SCADA system upgrades to monitor and control critical water and sewer facilities.

Objective [SP 1.11]: Implement Water and Sewer Maintenance Program

1. Exercise and maintain 25% of the water valves in the system.
2. Clean 25% of the sewer lines in the system.
3. Inspect 25% of the manholes in the sewer system.

Objective [SP 1.12]: Test and maintain 25% of the District's fire hydrants, if drought conditions allow.

Emergency Preparedness

Objective [SP 2.1]: Generators at Critical Facilities

1. Install generator at fuel and SCBA fill station.
2. Install generator at Community Center.

Objective [SP 2.3]: Cyber Security Evaluation

1. Evaluate cyber security in connection with new SCADA system design.

Objective [SP 2.6, 2.7, 2.10]: Improve vegetation/fuels management.

1. Create and implement a plan to improve defensible space compliance on vacant lots.
2. Assist community groups in forming Fire Wise Communities.
3. Work with CERT to better educate community on fire safety and preparedness.

Objective [SP 2.8]: Improve functionality of the emergency alert horn system.

1. Obtain funding to replace degraded alert horn with an updated horn compatible with other nearby fire districts.

Objective [SP 2.11]: Identify potential high risk emergency incidents.

1. Identify high risk emergency incidents that could potentially impact the District.
2. Initiate development of plans to address high risk emergency incidents.

Objective [SP 2.12]: Minimize sanitary sewer blockages.

1. Conduct public outreach to encourage installation of 2-way sewer cleanouts.
2. Educate customers on simple methods to avoid sewer blockages.
3. Perform an audit of the Sanitary Sewer Management Plan with a goal of minimizing overflows.

Objective [SP 2.15]: Establish a communitywide AED program.

1. Obtain funding to purchase AED's for previously identified strategic locations in the District.

Objective [SP 2.16]: Explore options to expand fire services.

1. Collaborate with other fire agencies in the County to explore options to improve fire services.

Expanded Park Facilities

Objective [SP 3.1, 3.2]: Twain Harte Meadows Park Development

1. Obtain funding for remaining portions of Twain Harte Meadows Park.
2. Complete design of Twain Harte Meadows Park.

Objective [SP 3.6, 3.7]: Park Engagement

1. Promote park facility rental and simplify the rental process.
2. Design and install signs in the park that allow residents to easily provide input through a QR code or website.

Community Engagement

Objective [SP 4.4, 4.6]: Promote District activities and customer education.

1. Create short educational videos about projects, staff or other District activities of interest.
2. Work with Twain Harte Elementary to provide a student tour of the water treatment plant.

Objective [SP 4.8, 2.9]: Improve customer information access and experience.

1. Implement paperless billing and conduct outreach on billing and payment options.
2. Utilize paperless billing outreach to begin developing a customer email contact list.

Organizational Sustainability

Objective [Not in SP]: Labor Negotiations

2. Negotiate a sustainable, mutually beneficial union contract for Admin/Operations Employees.

Objective [SP 5.1, 5.2, 5.3]: Organization needs, structure and staffing

1. Develop a plan to recruit and train a replacement for the Customer Services Representative.
2. Implement training, structures and other methods to provide for increased management depth, effective communications and delivery of excellent services while working remotely part-time.
3. Hire seasonal engineers to supplement staffing during the fire season.

Objective [SP 5.5]: Implement a District-wide wellness program.

Objective [SP 5.7]: Standard Operating Procedures (SOP)

1. Write and compile SOP's for the most critical administrative functions.

Objective [SP 5.10]: Central Filing System

1. Complete central filing system structure based on records management requirements and initiate filing system organization.

Objective [SP 5.13, 5.14]: Policy and Ordinance Update

1. Review and update (as needed) Sections 4000 and 5000 of the District Policy Manual.
2. Review and update the District's Water Ordinance.

Objective [SP 5.21]: Initiate development of a water and sewer rate study.



Home

How It Works

Logout **Carolyn Higgins**

CSDA Board of Directors Election Ballot - Term 2022-2024; Seat A - Sierra Network

Please vote for your choice

Choose **one** of the following candidates:

- Noelle Mattock*
- Scott R. Holbrook
- Patrick Larkin

*Incumbent

Noelle Mattock* [\[view details\]](#)

Scott R. Holbrook [\[view details\]](#)

Patrick Larkin [\[view details\]](#)

Continue

Cancel



2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Noelle Mattock

District/Company: El Dorado Hills Community Services District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 12 +

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I have a long history of engagement with CSDA and attend many of the workshops/conferences etc. I have served on the Board of Directors

for 11 years, am a Past President, currently chair the Legislative committee and serve/served on other committees.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I serve on committees in other statewide associations, with my personal time focused on serving on the CSDA Board and Committees.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Other than serving on the CSD Board I also serve on the
El Dorado County Early Care and Education Planning Council

4. List civic organization involvement:

Volunteer for many of the local non-profits within my community and county.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

I am writing to express my desire to continue serving you on the California Special Districts Association (CSDA) Board of Directors. I have had the honor of serving on the Board for the past eleven years and have held various leadership positions including President. My passion is advocacy and am grateful to be able to serve as the Chair of the Legislative committee for the past few years. During my time on the board we have grown in every aspect. We now represent over 2000 special districts of all sizes and types and enjoy a retention rate of over 90%. Our educational opportunities and conferences have more than doubled and our advocacy team has grown from 1 person to a powerhouse team that rivals the League of Cities and the California State Association of Counties. We are now helping to lead a national coalition representing special districts to gain recognition and access to funding at the federal level. We have deployed regional representatives to better connect with you and your district.

For those I have not had the opportunity to meet yet, I am currently in my 4th term serving on the El Dorado Hills Community Services District Board of Directors. I am passionate about local government and advocating on all the great work we do providing the essential services that make the lives of our communities better. I began a career in government working for the State in a legislative unit. I was able to take my knowledge and skills to the private sector working for an internal engineering firm while obtaining my Master's degree in Public Policy and Administration. For the past 6 years I have worked for two cities in the Sacramento area as a Government Relations Representative specializing in water, wastewater, stormwater, contracting, governance and more.

I would be honored to receive your vote to continue the great work CSDA is doing to help all Special Districts.

Respectfully,

Noelle Mattock



California Special
Districts Association
Districts Stronger Together

2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Scott Hulsebrook

District/Company: Auburn AREA RECREATION PARK District (ARD)

Title: Dean of the BOARD OF DIRECTORS -

Elected / Appointed / Staff: ELECTED

Length of Service with District: Been so long I forget... 20+

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

NO OFFICIAL INVOLVEMENT - I REGULARLY ATTEND TRAINING / CONFERENCES / LOBBYING

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Auburn Economic Redevelopment, Vision 2020 Planning
Involved with PLACER County separate ad hoc Committees

4. List civic organization involvement:

Past Member Auburn Exchange Club, Kiwanis, Civility
Involved with Int'l ORDER of the COO Fellows and Others -


****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.

With over 20 years in Special District leadership, I am proud of my accomplishments & ability to facilitate positive changes, that ensure viability for a long time to come. I have constantly strived to increase my knowledge, especially through CSDA leadership training and programs. I actually took the lead at our Recreation District to accomplish the Distinguished District Award.

As a board member, I commit to keeping an open mind, and working to build consensus, and further doing all I can to promote and ensure implementation of the CSDA goals and direction. I am a strong lobbyist and look forward to working with districts across the state to accomplish our common goals and ability to stay fiscally and otherwise strong. I will always be open and receptive to input, and more than willing to go out of my way to meet and or discuss concerns with any members. I believe in Special Districts and feel they are key to maintaining the concept of local autonomy. I also feel that as a cohesive co-op we can accomplish so much more than a bunch of independent agencies.

Thank you for your support, if you have any questions do not hesitate to reach out!

As always...

Keep Smilin'  Scott Holbrook



California Special Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Patrick Larkin

District/Company: Cordova Recreation and Park District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 4 years 3 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Yes attended General Managers Summit, Legislation Days, Special Districts Leadership Academy, Annual CSDA Conference

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

California Parks and Recreation Society (CPRS)
California Association of Recreation and Park Districts (CARPD)

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Rancho Cordova Chamber of Commerce

4. List civic organization involvement:

Leadership program graduate - Rancho Cordova Chamber of Commerce
Fair Oakes Village Enhancement Committee

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**



2729 Prospect Park Drive, Suite 230
Rancho Cordova, CA 95670
(916) 842-3300

Patrick Larkin
General Manager
Cordova Recreation and Park District
Candidate Statement

I have been a member of CSDA for 15 years. The assets I would bring to the CSDA Board of Directors if appointed, include having strong interpersonal communication and relationship building skills. I will work well with other Board members to set and achieve realistic goals that benefit the CSDA membership. I am an active listener, in that, I believe you can learn a lot more by listening than by speaking. I have a good sense of humor and enjoy working with high functioning teams. I am also a maximizer. I use this strength to take something good to something superb. I want to hear what the CSDA members want and need and plan to address those wants and needs to best serve as a Board Member representing the Sierra Network.

I enjoy building relationships with others which is the foundation of any successful organization. I am a good coach and mentor and enjoy developing people. I will use my leadership strengths to address any issues of concern to make the CSDA organization and membership stronger.

Thank you for your consideration,

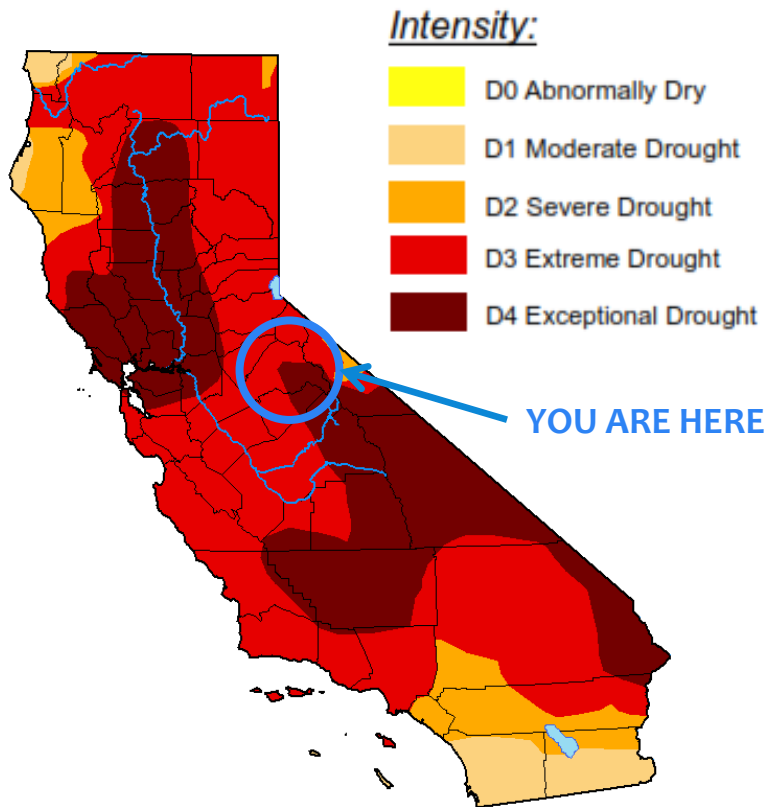
A handwritten signature in blue ink that reads "Patrick Larkin". The signature is fluid and cursive, with a long, sweeping underline that extends to the left.

Patrick Larkin



Water Supply Update

July 14, 2021



Drought Again?

- * 33% of CA is **EXCEPTIONAL**
- * 52% of CA is **EXTREME**
- * 9% of CA is **SEVERE**

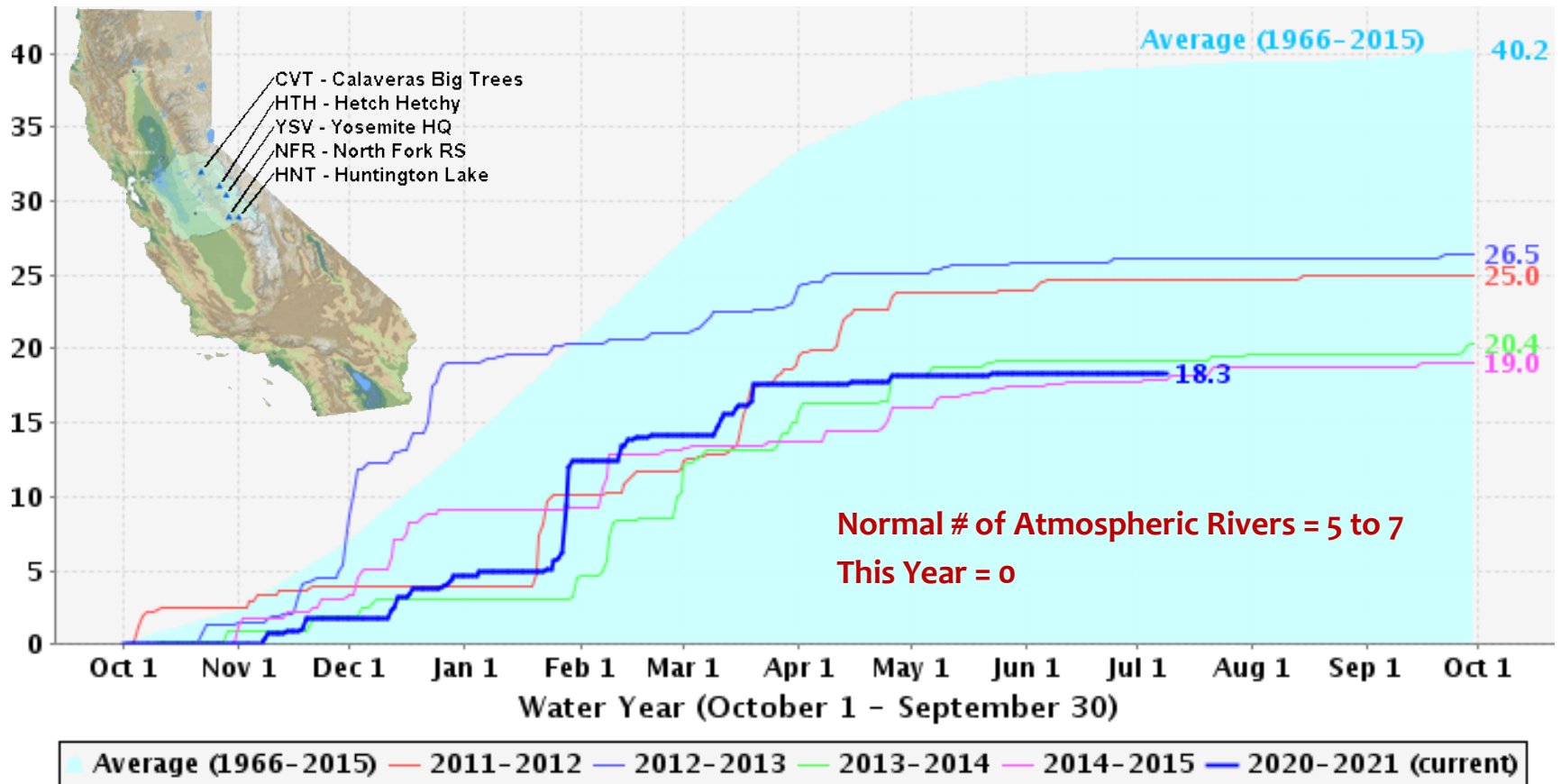
94% of CA **SEVERE OR WORSE**





Rainfall Update

Current Rainfall Comparison...

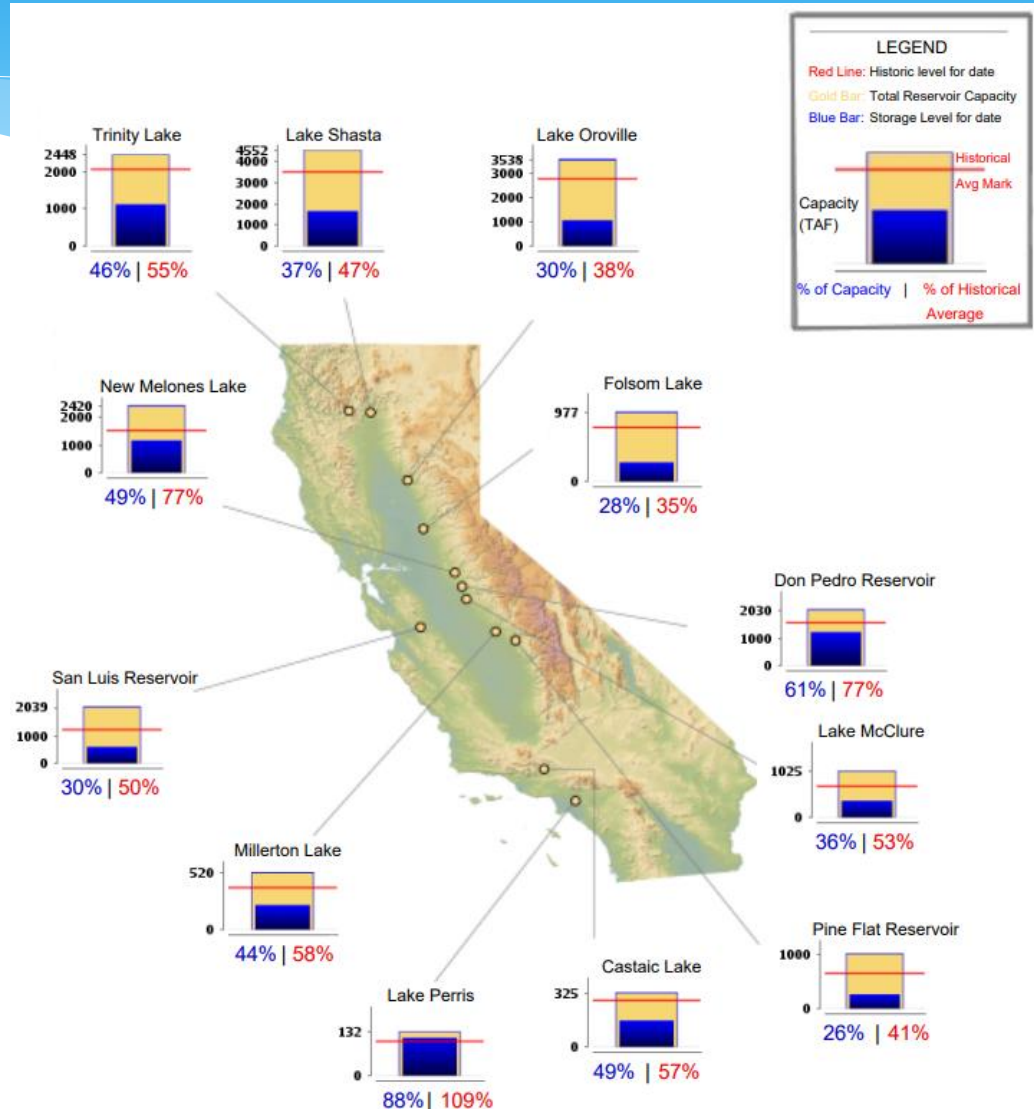




Water Supply Update

Statewide Reservoir Status

- * State Reservoirs well below normal
- * These reservoir levels play a big role in the Governor's call for 15% voluntary conservation





Water Supply Update

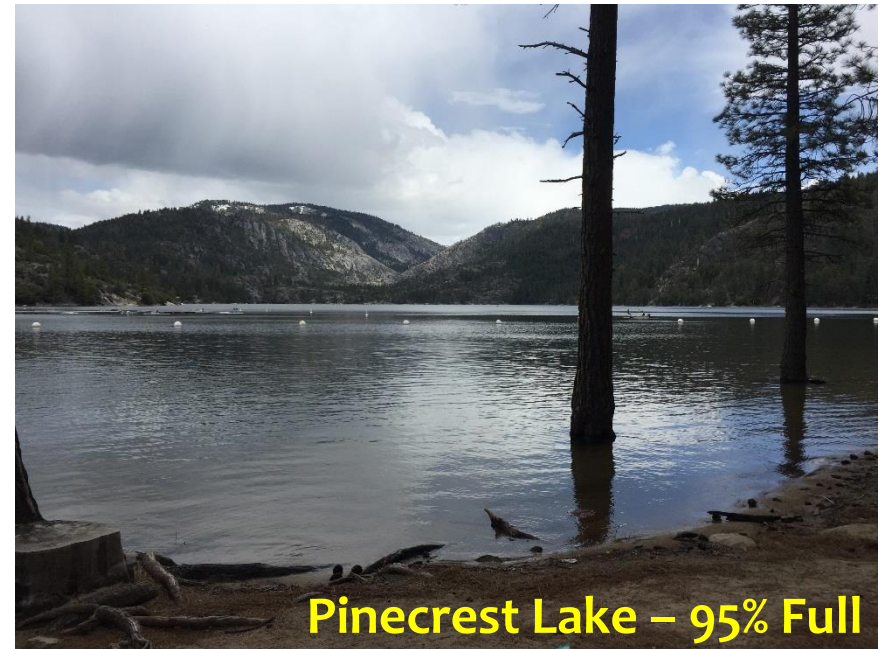
Lyons Reservoir

- * Current Storage = 4,285 acre-ft
- * Dropping much quicker than normal



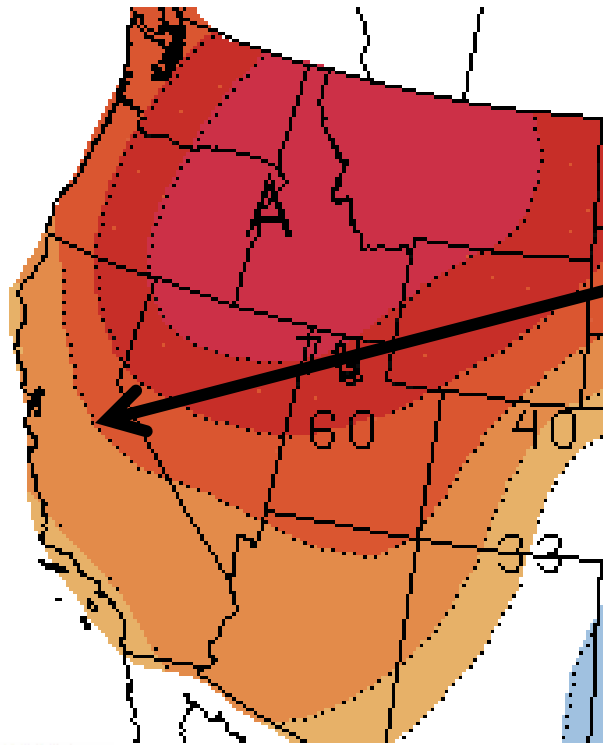
Pinecrest Lake

- * Current Storage = 17,450 acre-ft
- * Expected 5,607' on Labor Day





Weather Forecast



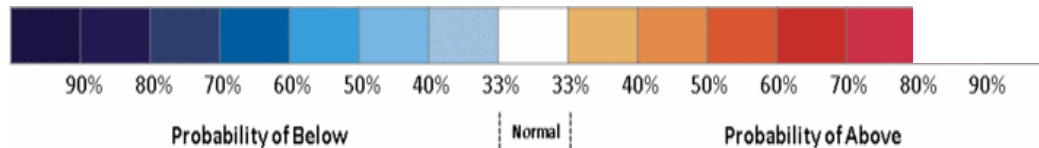
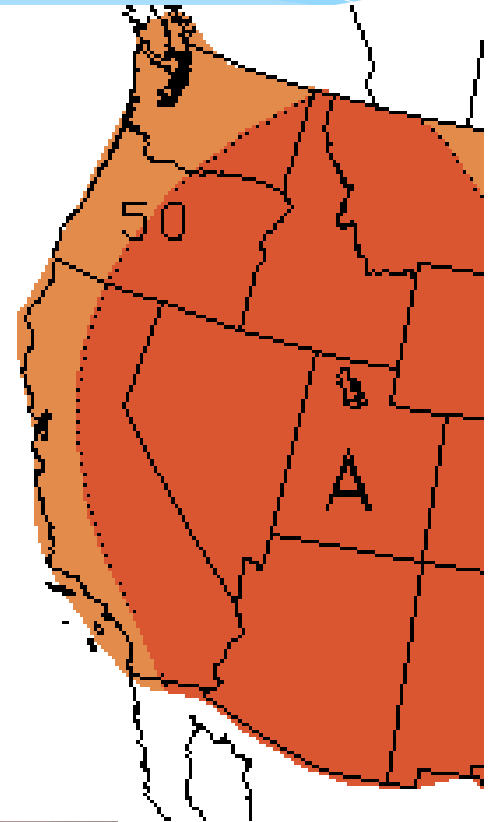
TEMPERATURE PROBABILITY

1 Month Outlook

3 Month Outlook

50% / 50%

Chance of
Above
Normal Temps





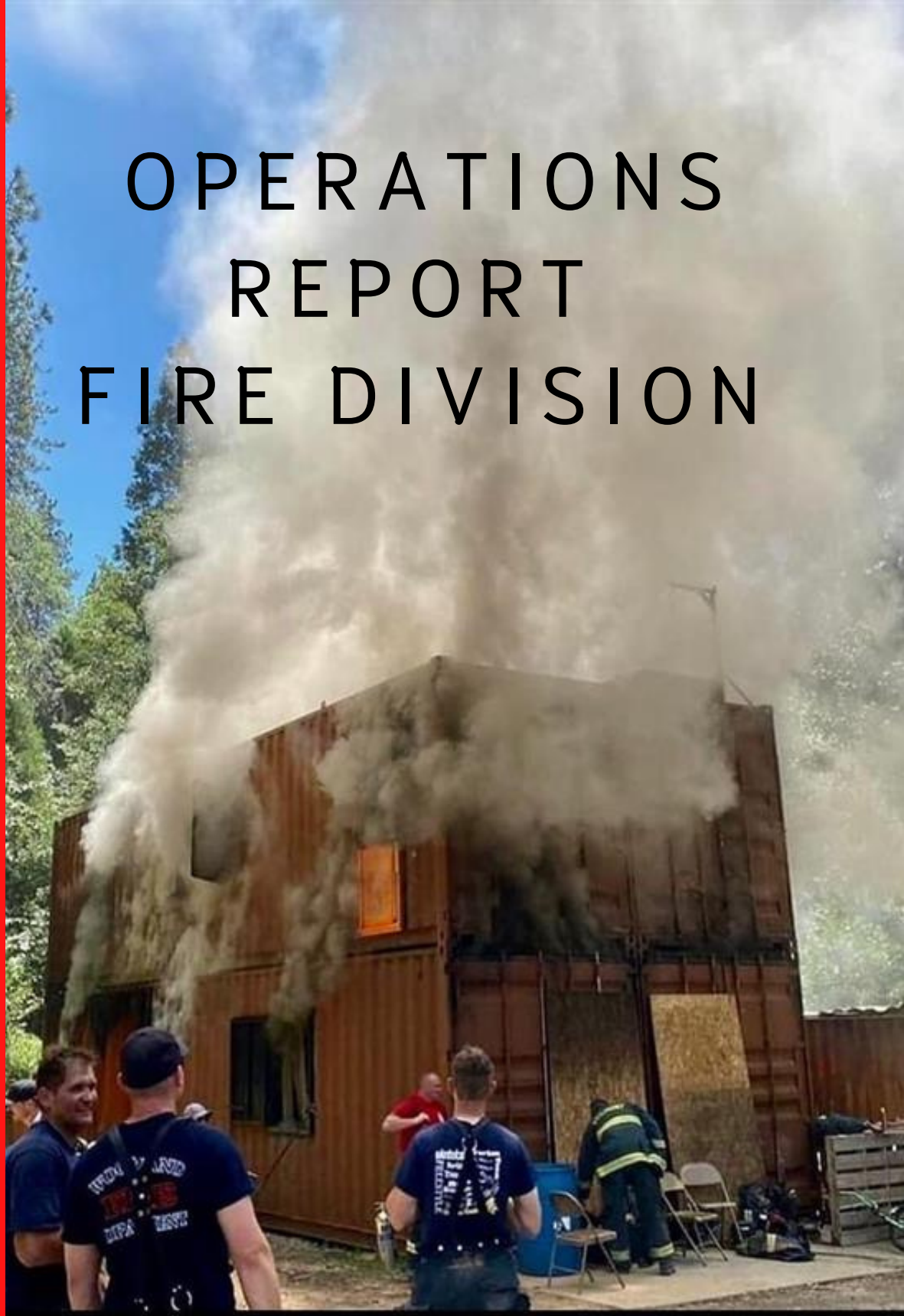
Water Supply Update

Do we need to...



- * State asking for 15% voluntary conservation
- * We are educating – Use Water Wisely
 - * Bill inserts
 - * Signs / Car Magnets
 - * Facebook – Water Tip Wednesday
 - * Customer leak notification
- * TUD not calling for mandatory conservation
- * Wells are producing like normal

OPERATIONS REPORT FIRE DIVISION



TWAIN HARTE
FIRE DEPARTMENT



JUNE INCIDENTS

27

RESPONSES



7

PUBLIC
CONTACTS

Incidents



June 23rd- Commercial tree trimmer truck rollover, Middle Camp Road at Good Shepherd



June 30th, - THFD set up the Twain Harte L.Z. for medical fly out.



Personnel

Current Staffing

Full Time Captians-3

Relief Captains- 5

Intern Operators-1

Intern Firefighters-3

Reserve Firefighters-3



Congratulations to the Schuller family on their new addition to their family. Charlee Jet Schuller was born June 2nd, 5lbs. 17.25 in long



Fleet



TRAINING



6-month Intern test with B-shift



CERT hands on refresher training



Thank you to Captain Slater
for clearing tree branches for the Internet
Antenna at Vantage Point



Brothers in Battle

VES BEYOND THE DOOR

Four day hands on training 35 students each day



DEPLOYMENTS



Relief-Firefighter Al Desrosiers
deployed to the Tenant Fire in
Shasta County



Intern Operator Oberg
deployed to the Lava Fire
in Shasta County. He was
then reassigned to the
Beckworth Incident in the
town of Portola.



Financial



California Fire Foundation Grant was submitted for a new Emergency Alert Siren.



Captain Nathaniel submitted a grant for the Community CPR/AED program





Tuolumne County Fire Chiefs Association Report

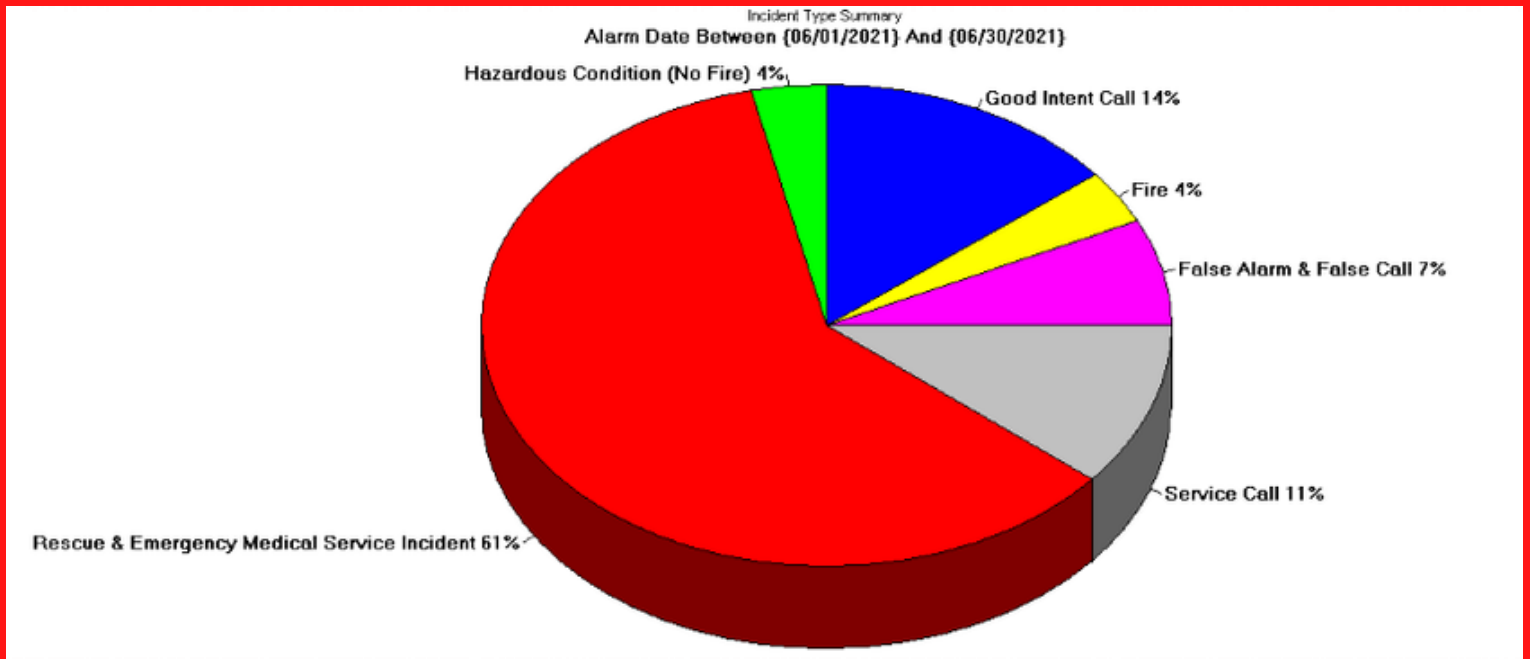
The discussion was started to re-instate a county-wide JPA agreement

The Fire Chiefs will meet in September to finalize the details of the JPA

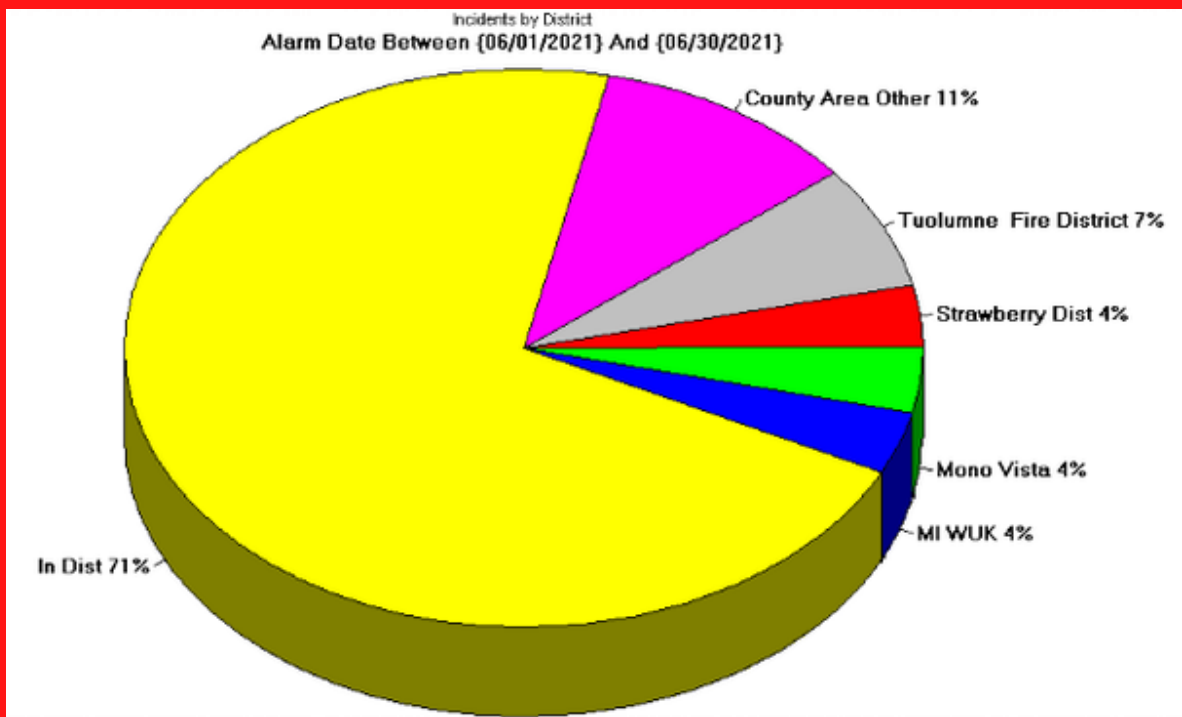
Tuolumne County Fire reported that the California Office of Transportation Safety (OTS) regional grant for Auto Extrication was approved for \$136,000



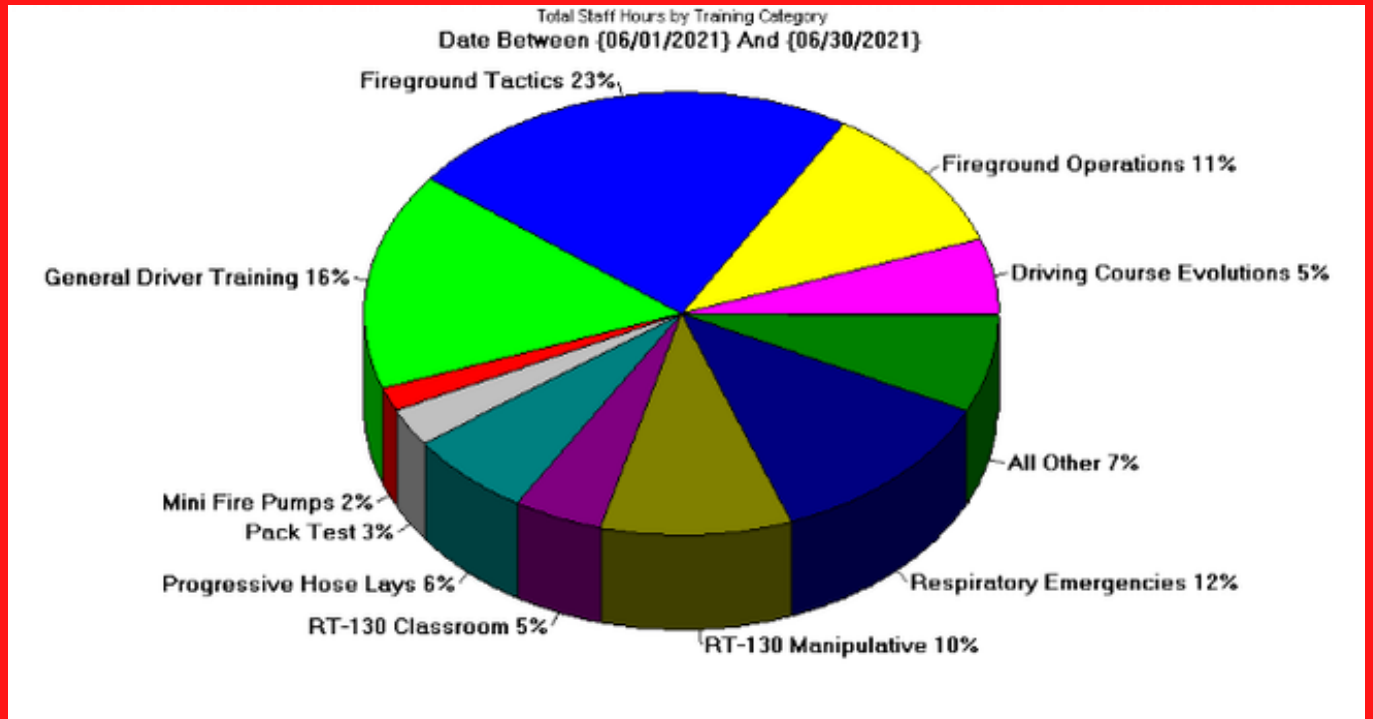
Incidents by type



Incident by District



Training by type





What's New

- Revised Total Coliform Rule (RTCR)
 - Will largely not affect us.
 - Increased sampling for total coliform positive results at wellheads prior to chlorination
 - Updates to our Bacteriological Sample Siting Plan (BSSP)
- Perchlorate Detection Limit for the purposes of Reporting (DLR) is decreasing from 0.004 to 0.002 and then 0.001. All constituents with any levels reported at or above the DLR are reported in the CCR.
 - Will not affect us at this time as we do not have any known sources of contamination up stream or in our wells.

TWAIN HARTE CSD OPERATIONS REPORT



Water/Sewer/Park Division

For July 2021

Board Meeting 7/14/21

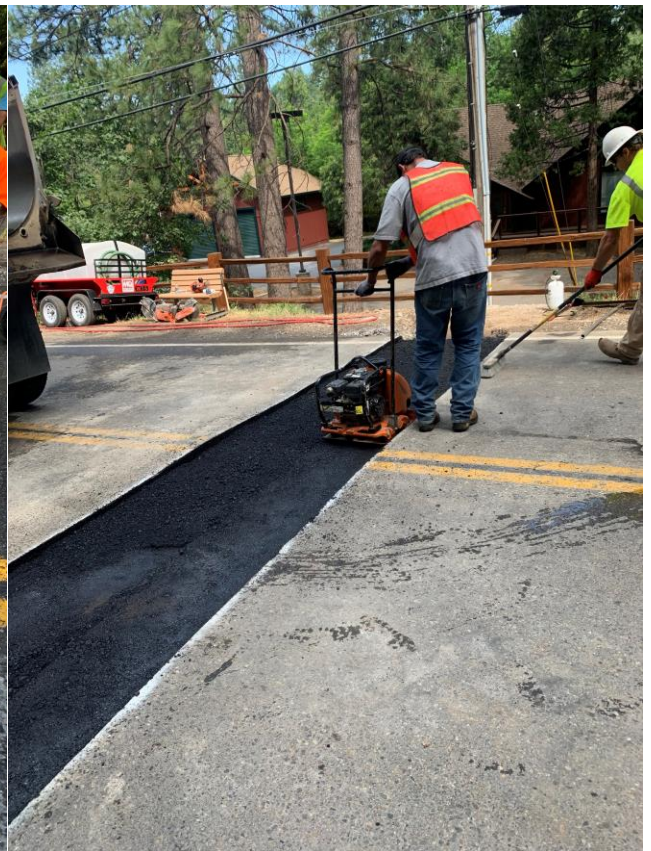
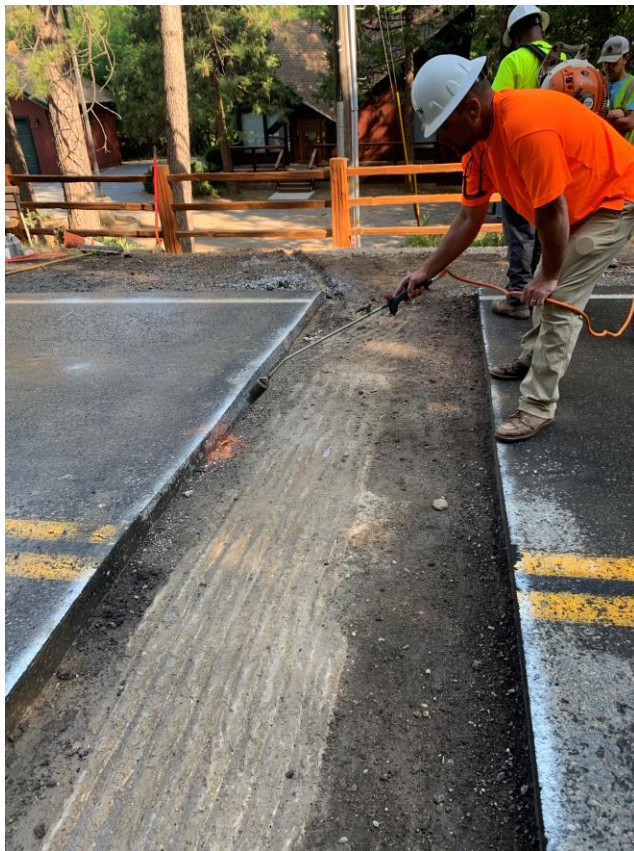
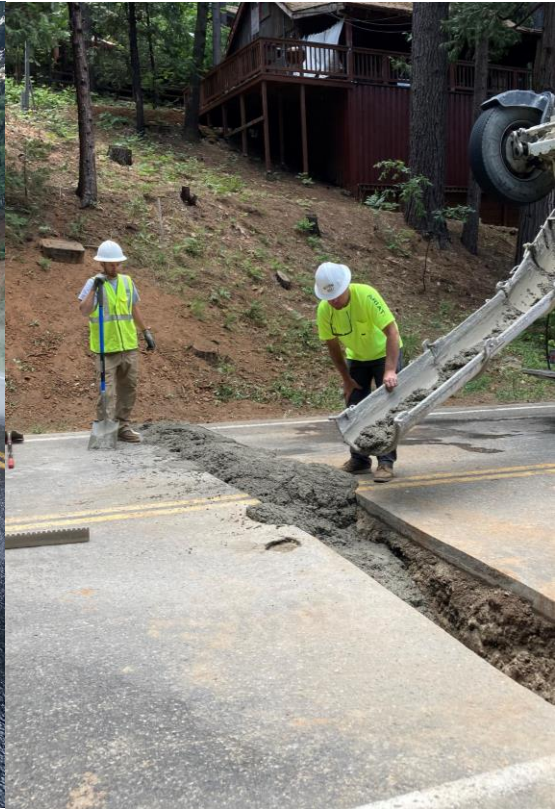
Operations Highlights



Water

- Number of customer service calls were below average for this time of year (30-45) for a total of 26.
- **Well #1 Generator update**
 - 100% operational. All issues have been worked out.
- **Well #3 Generator update**
 - The electrical is hooked up.
 - Propane Tank coming July 8th

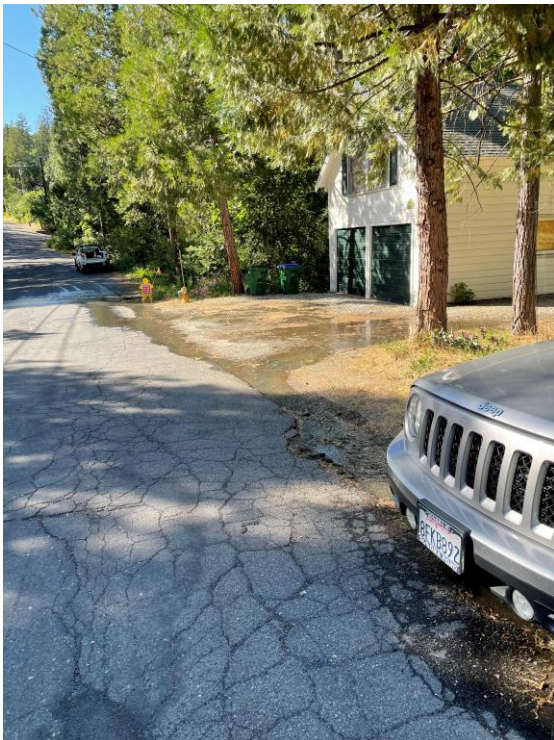
- Leak Repairs
 - Twain Harte Drive Leak



- Tuolumne County Pool Leak



- Marquis Valve Leak



- Cherokee Leak



- Shadybrook Reservoir Dam Leak





Sewer

- Number of customer service calls were above average for this time of year (3-7) for a total of 10.
- Twain Harte School Sewer Line realignment project update
 - Work started 7/7/21 and should be completed by the board meeting.
- Tiffeni Manhole Platform Project Update: Steel posts should be ordered the week of 7/5/21.
- Upcoming Mono bench Sewer Project
 - Replace 200'
 - Bids are in and the project is in the process of being awarded.

- Sanitary Sewer Overflows (SSO's)
 - Twain Harte Drive SSO
 - An SSO occurred on 6/23/21
 - Approximately 1680 gallons was spilled with about 1380 making it to Twain Harte Creek
 - At a location along the creek near Fireside Drive we pumped approximately 20,000 gallons from the creek into a nearby manhole to limit contamination into the lake.
 - We are currently monitoring bacteriological levels at the site as well as downstream locations and into Twain Harte Lake
 - TUD assisted us with hitting our main trunks around the lake as well as Golf Club Dr.



- Priority Manhole Project
 - We have spoken with Jamestown about some ideas to economically fix some of our manhole I&I issues
- Priority Sewer Main Repair Project
 - We have spoken to TUD about some of the ways they make repairs to sections of pipe.
 - TUD has several tools that they have fabricated that we would like to incorporate into our collections “tool belt”. We will be touring their collections facility to look their tools, parts, repair equipment as well as their root and grease treatments.



Parks and Recreation

Bocci Pavillion Rain Garden Area

- The stonework on the pillars at the Bocci Pavillion looks really good.
- Park tank pump and irrigation lines are nearing completion and should be done by the day of the board meeting.
- Bridge for rain garden is installed and stained.
- Community Center Generator Update:
 - Zukal Electric has ordered generator, but we are still waiting on an estimated delivery date.

Special Thanks

Chris Bjornmose for the stonework at the Bocci Pavilion.

TUD for the help with our sewer lines.

Twain Harte Homeowners Association for the help of putting together picnic tables for the park and the bocci line painting.

Year: 2021

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	1,782,867	888,093	1,724,068	830,885	171,667	5,225,913	8,304,262	37.07%	5.95	31.5
Feb	812,370	1,084,946	1,670,276	1,048,320	79,857	4,615,912	5,836,362	20.91%	2.72	0
Mar	682,442	1,106,362	2,160,718	960,206	89,574	4,909,728	5,776,198	15.00%	2.69	15
Apr	2,354,350	1,132,186	2,027,031	962,489	251,811	6,476,056	6,737,931	3.89%	0.92	0
May	4,363,858	1,151,918	2,158,505	980,655	524,483	8,654,936	9,624,851	10.08%	0.01	0
Jun	4,150,136	1,058,889	2,070,629	907,236	688,531	8,186,890	11,912,958	31.28%	0	0
Jul						0	14,740,484	100.00%		
Aug						0	14,605,710	100.00%		
Sep						0	10,891,827	100.00%		
Oct						0	9,867,000	100.00%		
Nov						0	6,638,895	100.00%		
Dec						0	7,410,084	100.00%		
Total	14,146,023	6,422,394	11,811,227	5,689,791	1,805,923	38,069,435	112,346,562	66.11%	12.29	46.5



GENERAL MANAGER'S REPORT

July 14, 2021

Administration / Operations

- *Fire Staffing – Seasonal Engineers*
- *Bocce Dedication Planning – August 11, 2021*
- *Remote Work Transitioning – Office Hours / Communications*
- *Stormwater Grant Funding Agreement*
- *Twain Harte Creek SSO & Shadybrook Dam Leak*

Planning Projects

- *Sewer System Evaluation/Analysis – Condition Assessment, Sherwood Forest Analysis, Hydraulic Model complete. Draft Engineering Report Complete.*
- *Water System Evaluation/Analysis – Grant awarded. Kick off evaluation in August.*

Capital Projects

- *Bocce Court Improvements – Complete.*
- *TH School Sewer Re-Alignment – Deep manhole safety platform installation this month. Re-alignment work underway.*

Funding Opportunities

- *Prop 68 Per Capita Park Grant – Park revenue enhancement (\$177,952): **Awarded***
- *Prop 1 Stormwater Grant – TH Stormwater Enhancement (\$3.748 M): **Awarded***
- *Cal OES PSPS Grant – Critical Facility Generators (\$60,000): **Awarded***
- *SWRCB Water System Planning Grant – Water System (\$500,000): **Awarded***
- *Assistance to Firefighters Grant – SCBA Replacement (\$150,000): **Find out this month***
- *Prop 68 Statewide Park Program – TH Meadows Park (\$1.25 M): **Find out Summer 2021***
- *Prop 68 Rural Recreation Program – TH Meadows Park (\$1.25 M): **Due Nov 2021***

Meetings of Interest

- *Drought Task Force – 7/9/21*
- *General Manager Leadership Summit – 6/28-29/21*