

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
November 13, 2014**

CALL TO ORDER: President Sipperley called the meeting to order at 9:01 a.m.

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

DIRECTORS:

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

STAFF:

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

AUDIENCE:

Staff Members

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

None

COMMUNICATIONS:

None

CONSENT AGENDA:

- A. Approval of financial statements through October 31, 2014.
- B. Approval of the minutes of the Regular Meeting of October 9, 2014.

MOTION TO APPROVE CONSENT ITEMS: Johnson; SECOND: Maxwell; AYES: All

OLD BUSINESS:

- A. Update on drought conditions and water supply.
GM Trott stated that precipitation this year has been higher than last year, but is still below normal. He stated that we have enough water through the end of the calendar year, and next calendar year will depend greatly on the amount of winter precipitation. He cautioned that it is still important to stay in the mindset of conservation.

NEW BUSINESS:

- A. Presentation of annual Safety Awards to employees.
- B. Annual review of Policy #3015, "Investment Policy".

The investment policy was reviewed and remained the same with the exception of Figure 1 which outlines the allowable investments per state statute. The state now allows agencies to invest in "A" rated Mortgage Pass-Through Securities. Figure 1 was updated accordingly.

C. Discussion/action to approve Policy #2032, "Management Leave".

Motion to approve Policy #2032 with revised changes: Johnson

Second: Maxwell

Ayes: All

D. Discussion/action to approve renewal of Memorandum of Understanding with Twain Harte School District for electrical service relocation.

Motion to accept the MOU as presented: Johnson

Second: Maxwell

Ayes: All

E. Discussion regarding development of a citation process and fine structure to be incorporated into a new Vegetation Management Ordinance.

Board Members discussed various citation and fine structure strategies including a scalable series of penalties if properties are not brought into compliance. The penalties would contain a series of monetary fines and a possible issuance of a misdemeanor if compliance is not obtained. Board members directed staff to consult with district legal counsel and the county District Attorney.

F. Discussion/Action to approve the annual Park and Recreation donation letter.

Motion: Maxwell

Second: Johnson

Ayes: All

G. Discussion/action to adopt the 2014 Strategic Plan.

Motion to adopt the 2014 Strategic Plan as presented

Second: Knudson

Ayes:

Amended Motion to insert a statement regarding rate studies in the fiscal portion of the plan: Maxwell

Second: Knudson

Ayes: All

REPORTS:

President & Board Member Report

- President Sipperley appreciates the new "Thank You for Conserving" signs posted along the various entrances of Twain Harte.

Park & Recreation Committee and Operations Report

- The park committee discussed possible replacement of the smaller play structure as it is requiring continuous maintenance.

Water/Sewer Committee and Operations Report

- Well 1 is nearing the completion stages and is waiting for PG&E to complete their portion of the project.
- Operations Manager Perry is currently soliciting quotes for the construction of the well-house.

- GM Trott stated that the grant funding source has stipulated the project must be complete by the end of the calendar year.

Fire Committee and Fire Chief Report

- Fire Chief McNeal submitted a grant proposal that may reimburse previous PPE, physical, and training expenditures.
- Strawberry has been awarded federal grants and is seeking administrative help relating to these grants. They have approached THFD and discussions are currently taking place regarding this proposal.

Finance/Admin Committee and Finance Officer Report

- Auditors completed the field work portion of the audit during the month of October and asked that one minor adjustment be made relating to a previous year. No other adjustments were needed.

General Manager Report

- GM Trott reported that the sewer line investigation at the rock is continuing. Due to the lake's findings when drilling their holes, the consultants determined that the holes drilled around the sewer line will not need to be as deep. Drilling of these holes should begin very soon.
- The Vantage Point design stage is beginning.

ADJOURNMENT:

The open session was adjourned at 10:47 a.m.

3. Closed Session

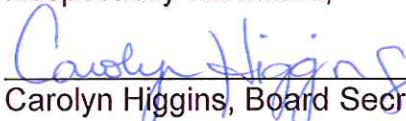
- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6: Conference with Labor Negotiator. Agency Designated Representative: General Manager, Tom Trott. Employee Organization: Stanislaus Consolidated Firefighters L3399, IAFF.

President Sipperley reconvened the meeting back into Open Session at 10:55a.m. with the following reportable action.

***Item A: Motion to accept contract between Twain Harte CSD Stanislaus Consolidated Firefighters L3399, IAFF as presented: Maxwell
Second: Knudson
Ayes: All***

4. Adjourn 10:56 a.m.

Respectfully submitted,


Carolyn Higgins, Board Secretary

APPROVED


Gary Sipperley, President