

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
April 9, 2015**

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

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

DIRECTORS:

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

STAFF:

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

AUDIENCE:

Firefighter personnel and their families and other community members.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

None

PRESENTATIONS & AWARDS:

- A. Firefighter intern badge pinning.
Chief McNeal presented badges to intern Midkiff and reserve firefighter Valdes.

COMMUNICATIONS:

- A. Curtailment of Water Right Diversions Expected Soon – State Water Resources Control Board, April 2, 2015

CONSENT AGENDA:

- A. Presentation and approval of financial statements through March 31, 2015.
B. Approval of the minutes of the Regular Meeting of March 12, 2015.

Director Sipperley noted that the minutes needed a correction – a sentence that was placed in the water/sewer committee and operations report section was in reference to the park and recreation committee. Director Johnson made a motion to approve the consent agenda with the condition that the sentence mentioned above be moved to the appropriate section.
Second: Sipperley; Ayes: All Present

OLD BUSINESS:

- A. Update on drought conditions and water supply.
GM Trott stated that total precipitation for the last three years is at the lowest level of precipitation every recorded in a three year period. Additionally, P.G. & E is predicting that

Lyons reservoir and Pinecrest will not spill. There is a slight possibility that Lyons may spill if we receive another storm, but it is unknown at this point. The April 1 snow survey had the lowest snowpack in recorded history. Our water situation is worse than last year, but there is better understanding of the system this year. Conservation will be a must once again this year.

NEW BUSINESS:

- A. Discussion/action to approve a letter to the State Water Resources Control Board in support of the Mitigated Negative Declaration for the Pinecrest Lake Level Modification Project.

MOTION: Director Sipperley moved to approve the above referenced letter.

SECOND: Director Johnson

AYES: All Present

- B. Discussion/action regarding the Governor's executive water conservation order, the District's water conservation requirements and water conservation rate structures.

The Board directed staff to complete rate structure recommendations as soon as feasibly possible understanding staff time constraints.

MOTION: Director Johnson made a motion to set a public hearing for Friday, April 24 at 9:00 a.m. to discuss and vote upon possible mandatory restrictions.

SECOND: Sipperley

AYES: All Present

- C. Discussion/action to authorize a budget adjustment from the Water Fund Capital Reserves in the amount of \$100,000 for the development of Well #2 (Shadybrook) in advance of executing a grant funding agreement with the California Department of Water Resources.

MOTION: Director Sipperley made a motion to authorize the above mentioned budget adjustment.

SECOND: Knudson

AYES: All Present

- D. Discussion/action to approve an Agreement for Provision of Assistance and Resources with the Twain Harte Valley Mutual Water Company.

MOTION: Director Johnson made a motion to approve the above mentioned agreement.

SECOND: Sipperley

AYES: All Present

- E. Discussion/action to adopt a District Vehicle/Equipment Replacement Plan.

MOTION: Director Sipperley moved to approve the district vehicle/equipment replacement plan.

SECOND: Knudson

AYES: All Present

- F. Discussion/action to approve a Grant Agreement with the Department of Forestry and Fire Protection (CAL FIRE) in the amount of \$50,000 for the Twain Harte Green Waste Curbside Pick-up Program.

INTRODUCTION: *Director Johnson introduced Resolution #15-04 - Approving the Department of Forestry and Fire Protection Grant Agreement Number 5GS14102; Twain Harte Green Waste Curbside Pick-Up.*

MOTION: *Director Sipperley made a motion to approve Resolution #15-04.*

SECOND: *Mannix*

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

- G. Discussion/action to adopt District Policy #2003, "Employee Appearance and Hygiene" and rescind District Policy #2003, "Employee Body Art and Jewelry".

MOTION: *Director Sipperley made a motion to adopt and rescind the above referenced policies.*

SECOND: *Johnson*

AYES: *All Present*

- H. Discussion/action to authorize Director Sipperley to send a letter to Governor Brown regarding Proposition 1 on District letterhead.

MOTION: *Director Johnson made a motion to authorize Director Sipperley to deliver the letter to Governor Brown via mail or in person when attending Special District Legislative Days.*

SECOND: *Mannix*

AYES: *All Present*

- I. Discussion/action to reschedule the regular May Board Committee meetings for Thursday, April 30, 2015.

MOTION: *Director Johnson made a motion to change the committee meetings to Thursday, April 30 2015.*

SECOND: *Sipperley*

AYES: *All Present*

Public Hearing:

The Public Hearing was opened at 10:35 a.m.

- B. Receive public comment related to proposed adoption of Ordinance No. 30.

No comments or protest letters were received from the public.

- C. Discussion/action to adopt Ordinance No. 30 – An Ordinance Repealing Ordinance No. 27 of the Twain Harte Community Services District and Adopting by Reference the 2013 Edition of the California Fire Code with Amended Provisions.

MOTION: *Director Sipperley made a motion to repeal ordinance No. 27 and adopt ordinance No. 30.*

SECOND: *Johnson*

AYES: *All Present*

The public hearing was closed at 10:45 a.m.

REPORTS:

President & Board Member Report

- The president had nothing to report.

Park & Recreation/Citizen Oversight Committee and Operations Report

- The park committee has been discussing the replacement of the playground structure and selected a playground structure.
- GM Trott mentioned that the selected playground structure has since sold out and is now recommending a different one that has a four to six week anticipated delivery date.
- Rotary has begun the storage building project at the park.
- Summer clean-up and maintenance projects have begun.

Water/Sewer Committee and Operations Report

- It is hopeful that well drilling for the Shadybrook well will commence in mid-May.
- 948,000 gallons were pumped out of Well 1 in the month of March.
- Sewer personnel are beginning to implement a sewer man-hole inspection and evaluation program.

Fire Committee and Fire Chief Report

- Director Sipperley and Fire Chief McNeal thanked and complimented Captain Gamez for his participation in the fire department's training activity and committee meeting participation.

Finance/Admin Committee Report

- The committee discussed loss of revenue due to water conservation and a budget adjustment is not anticipated at this point.
- The committee also discussed the Vantage Point property and directed staff to continue exploring options.

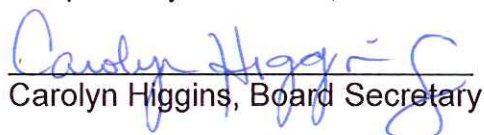
General Manager Report

- The capital improvement plan will be presented for approval at the May committee meeting.
- 15/16 budget will be presented for approval at the June committee meeting.
- GM Trott is requesting approval from CDPH to use grant funds that were not used for Well #1 to drill an additional well.
- The sewer stabilization project has an estimated cost of \$79,000 to put in 60 rock dowels. The bidding process will commence shortly.
- GM Trott commended Chief McNeal for his participation at a conference which was recognized on a national level.

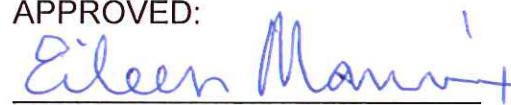
ADJOURNMENT:

The open session was adjourned at 11:25 a.m.

Respectfully submitted,


Carolyn Higgins, Board Secretary

APPROVED:


Eileen Mannix, Vice President