

TWAIN HARTE COMMUNITY SERVICES DISTRICT

WATER – SEWER – FIRE – PARK

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REGULAR MEETING OF THE BOARD OF DIRECTORS

THCS D CONFERENCE ROOM

22933 TWAIN HARTE DR., CA

December 12, 2013 9:00 A.M.

AGENDA

The Twain Harte Community Services District welcomes you to this meeting. This agenda contains general descriptions of each item to be considered at this meeting by the Board of Directors. If you wish to speak on an item on the agenda, you are welcome to do so during the Public Comment portion of the meeting or 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. When addressing the Board, please state your name for the record prior to providing your comments. Please address the board as a whole through the President. Comments to individual Board members or staff are not permitted.

Written materials relating to an item on this Agenda that are distributed to the Twain Harte Community Services District within 72 hours before it is to consider the item at its regularly scheduled meeting will be made available for public inspection at 22933 Twain Harte Drive, during normal business hours. Such written materials will also be made available on the Twain Harte Community Services District's website, subject to staff's ability to post the documents before the regularly scheduled meeting.

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.

1. Call to Order

2. Pledge of Allegiance & Roll Call

3. Public Comment: This time is provided to receive information from the public.

4. Communications:

- A. Letter received from Tom Scesa, General Manager of Tuolumne Utilities District, expressing appreciation for transfer of water during the ditch outage.

5. Consent Agenda:

- A. Approval of financial statements through November 30, 2013.
- B. Approval of the minutes of the Regular Meeting of November 14, 2013.

6. Old Business:

- A. Discussion/action regarding approval of the second reading of Policy #2300, "Volunteer Program".
- B. Discussion/action regarding approval of the second reading of Policy #2301, "Program Description – Reserve Firefighter/Reserve Operator".

7. New Business:

- A. Discussion/action to rescind Resolution #11-21 and approve Resolution #13-25, changing the Board Secretary position from the Customer Service Representative to the Finance Officer.
- B. Annual Board review of Policy #2082, "Internet, email and Electronic Communication Ethics, Usage and Security".

- C. Discussion/action regarding approval of the first reading of amended Policy #3015, "Investment Policy".
- D. Discussion/action regarding approval of the first reading of amended Policy #1065, "Park Fee Schedule".
- E. Discussion/action regarding approval of reclassification of Fiscal Year 2013-14 budget and chart of accounts.
- F. Discussion/action regarding approval of strategic planning workshops and workshop schedule.
- G. Discussion regarding 2014 calendar dates for Committee and Board meetings.
- H. Discussion/appointment of Board President and Vice President for calendar year 2014.
- I. Discussion regarding amending Policy 1010, "Adoption/Amendment of Policies".

8. Reports:

- A. President and Board Member reports
- B. Park & Recreation/Citizens' Oversight Committee report
- C. Finance/Policy Committee report
- D. Water/Sewer Committee report
- E. Water/Sewer Operations Manager's report
- F. Fire Committee report
- G. Fire Chief's report
- H. Finance Officer's report
- I. General Manager's report

9. Adjourn.