

# **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 August 11, 2021 9:00 A.M.**

### **IMPORTANT NOTICE:**

**THE PUBLIC MAY ATTEND THIS MEETING IN-PERSON.** Facial coverings are required, whether vaccinated or not.

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**

### **5. Consent Agenda:**

- A. Presentation and approval of financial statements through July 31, 2021.
- B. Approval of the minutes of the Regular Meeting held on July 14, 2021.

### **6. New Business**

- A. Discussion/action regarding Tuolumne Utilities District's potential acquisition of Pacific Gas & Electric's water storage, distribution and hydroelectric facilities.
- B. Update on District efforts to ensure fire safe clearance and vegetation management on unimproved parcels.

- C. Discussion/action regarding potential partnership with CalTrans and Tuolumne Utilities District to create emergency egress to Highway 108 from Cedar Pines Vista and Ridge Road.
- D. Discussion/action to adopt Resolution #21-25 – Accepting a Grant from the California Fire Foundation and Approving a Fiscal Year 2021-22 Fire Fund Budget Adjustment in the Amount of \$15,000 for an Emergency Alert Notification Siren.
- E. Discussion/action to consider purchase of a truck-mounted sewer jetter and adopt Resolution #21-26 – Approval of Fiscal Year 2021-22 Sewer Fund Budget Adjustment in the Amount of \$82,000 for the Sewer Jetter Replacement Project.

## 7. Reports

- A. President and Board member reports
- B. Fire Chief's report
- C. Water/Sewer Operations Manager's report
- D. General Manager's report

## 8. Adjourn

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### 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.

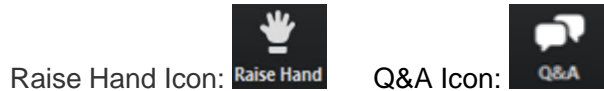
FOR MORE DETAILED INSTRUCTIONS, CLICK [HERE](#)

### 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](mailto: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](http://www.twainhartecsd.com)

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**21/22 OPERATING EXPENDITURE SUMMARY**  
 As of July 31, 2021

<b>Fund</b>	<b>TOTAL Budget*</b>	<b>YTD Expended</b>	<b>Budget Balance</b>	<b>% Spent</b> <small>(Target 8.33%)</small>
Park	81,243	9,154	72,089	11.27%
Water	1,264,361	228,960	1,035,401	18.11%
Sewer	1,032,879	73,849	959,030	7.15%
Fire	1,089,148	130,104	959,044	11.95%
Admin	647,517	75,482	572,035	11.66%
<b>TOTAL</b>	<b>\$ 4,115,148</b>	<b>\$ 517,549</b>	<b>\$ 3,597,599</b>	<b>12.58%</b>



**TWAIN HARTE COMMUNITY SERVICES DISTRICT  
21/22 CAPITAL EXPENDITURE SUMMARY  
As of July 31, 2021**

<b>Fund</b>	<b>TOTAL Budget*</b>	<b>YTD Expended</b>	<b>Budget Balance</b>	<b>% Spent (Target 8.33%)</b>
Park	368,000	1,885	366,115	0.51%
Water	808,850	4,207	804,643	0.52%
Sewer	365,150	-	365,150	0.00%
Fire	492,500	-	492,500	0.00%
Admin		-	-	
<b>TOTAL</b>	<b>\$ 2,034,500</b>	<b>\$ 6,092</b>	<b>\$ 2,028,408</b>	<b>0.30%</b>

Reflects Original Budget - Approved 6/9/21

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**BANK BALANCES**  
As of July 31, 2021

<b>Account</b>	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Current Balance</b>
U.S. Bank Operating	1,696,197	301,756	(743,732)	1,254,221
U.S. Bank - D Grunsky #1**	71,820			71,820
U.S. Bank - D Grunsky #2**	72,805	2,119		74,924
LAIF	2,966,355	2,422		2,968,777
<b>TOTAL</b>	<b>\$ 4,807,177</b>	<b>\$ 306,297</b>	<b>\$ (743,732)</b>	<b>\$ 4,369,742</b>

\*\*Davis Grunsky reserve money restricted for Davis Grunsky Loan Payments

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**July 14, 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 Bohlman  
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:** 26 Attendees.

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

No Comment.

**PRESENTATIONS:**

- A. Badge pinning of Volunteer Firefighter Interns.  
*Chief Gamez gave a presentation for the badge pinning ceremony for Firefighter Interns Bryant, Noonan and Tucker.*

**PUBLIC HEARING**

- A. Open public hearing.  
B. Presentation regarding placing water 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.

***MOTION: Director deGroot made a motion 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.***

***SECOND: Director Knudson***

***AYES: Mannix, deGroot, Bohlman, Sipperley, Knudson***

***NOES: None***

***ABSTAIN:***

**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.

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

***SECOND: Director Mannix***

***AYES: Mannix, deGroot, Bohlman Sipperley, Knudson***

***NOES: None***

***ABSTAIN:***

**NEW BUSINESS:**

- A. Discussion/action regarding emergency ingress/egress on Shadybrook Drive.

***MOTION: Director Mannix made a motion to go on the record stating that the Board opposes the proposed emergency ingress/egress on Shadybrook Drive.***

***SECOND: Director deGroot***

***AYES: Mannix, deGroot, Bohlman, Sipperley, Knudson***

***NOES: None***

***ABSTAIN:***

- B. Discussion/action regarding Bocce Court dedication/ribbon cutting event.

*General Manager Trott provided a summary of the Ad Hoc committee that was held on July 7, 2021 regarding the planning of the bocce court dedication/ribbon cutting event. The Bocce Dedication will take place on August 11, 2021 at 6:30 p.m. with a short ceremony honoring late board member, Jim Johnson followed by cake and refreshments.*

- C. Discussion/action to adopt Resolution #21-24 - Appreciation for Bill McManus.

***MOTION: Director deGroot made a motion to adopt Resolution #21-24 – Appreciation for Bill McManus.***

***SECOND: Director Bohlman***

***AYES: Mannix, deGroot, Bohlman, Sipperley, Knudson***

***NOES: None***

***ABSTAIN:***

- 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.

***MOTION: Director Mannix made a motion to approve General Manager Objectives for Fiscal Year 2021-22.***

***SECOND: Director Bohlman***

***AYES: Mannix, deGroot, Bohlman, Sipperley, Knudson***

***NOES: None***

**ABSTAIN:**

F. Discussion/action to cast a vote for the open California Special Districts Association (CSDA) Board of Directors seat.

**MOTION:** *Director Mannix made a motion to cast a vote for Noelle Mattock for the open CSDA Board of Directors seat.*

**SECOND:** *Director deGroot*

**AYES:** *Mannix, deGroot, Bohlman, Sipperley, Knudson*

**NOES:** *None*

**ABSTAIN:**

G. Update on current drought and water supply conditions.

*GM Trott provided an update on current drought and water supply conditions and talked about the educational approach the district is taking through the 'Use Water Wisely' campaign.*

**President and Board Member Reports.**

- *President Sipperley provided a report summarizing the IRWM JPA meeting he attended. President Sipperley also provided a presentation regarding General Managers working remotely, he spoke with three other special districts who have had great success with their GM's being remote.*

**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 12:05 p.m.

Respectfully submitted,

APPROVED:

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Kimberly Silva, Board Secretary

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Gary Sipperley, President



# Vacant Lot Inspections and Vegetation Management Ordinance

Presented by  
Neil Gamez

Date:  
August 2021







Part 1:

# Understanding the Ordinance



# THCSD Ordinance available on the THCSD website

## Twain Harte Community Services District



## ORDINANCE NO. 30-01 THCSD FIRE CODE

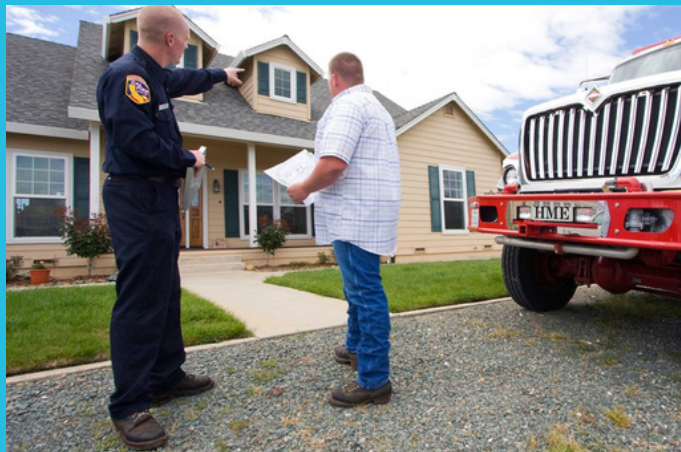
This Ordinance Replaces  
Ordinance No. 30 in its Entirety



# 01

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- Identification and updating vacant lots.



# 02

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- Issuing letters for compliance



# 03

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- Meet with the property owner to inspect the property



# 04

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- Issue letter of completion to the property owner



## **Unimproved “Vacant” Parcels.**

- Parcels ½ Acre or Smaller – Cut and Remove all Weeds and Grasses to a Height of 6” or less, Prune and Remove Ladder Fuels to a Height of 10’ and Remove all Hazardous Vegetation.**
- Parcels Larger than ½ Acre – Provide around the Perimeter to a Distance of 25’ of its Property Line, Cut and Remove all Weeds and Grasses to a Height of 6” or less, Prune and Remove Ladder Fuels to a Height of 10’ and Remove all Hazardous Vegetation.**
- Provide to the Neighboring Improved Parcel the remaining fuel reduction of Hazardous Vegetation needed to provide the Structure on the Neighboring Parcel the required 100’ of clearance.**

# DEFENSIBLE SPACE ZONES





MINIMUM HORIZONTAL CLEARANCE

SHRUBS

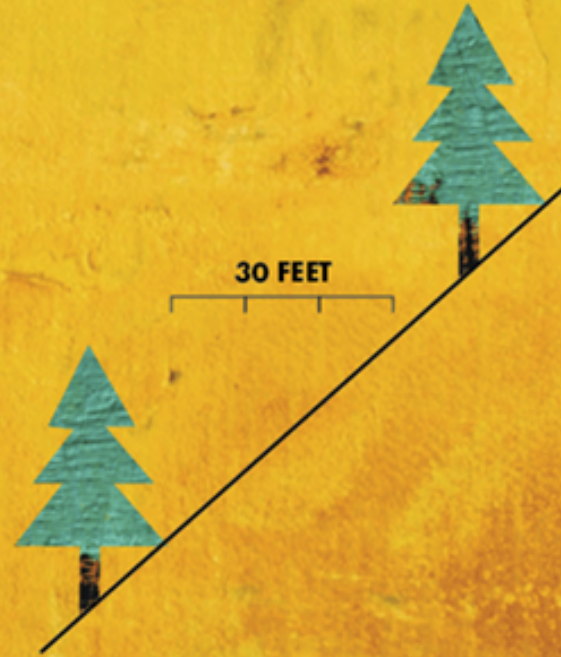
TREES



FLAT TO MILD SLOPE (LESS THAN 20%)



MILD TO MODERATE SLOPE (20%-40%)



MODERATE TO STEEP SLOPE (GREATER THAN 40%)





- **Current map of all 246 vacant lots in the district**
- **77% of the Vacant Lots were in compliance**
- **Fifty-five letters for compliance were sent to the vacant lot owners**
- **As of August 8th we have been receiving positive feedback from lot owners.**



# Impact #1

This is a before picture of a property located off Ridge Road in Twain Harte







# Impact #2

The same property after vacant lot clearing



# Questions



**TWAIN HARTE COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 21-25**

**ACCEPTING A GRANT FROM THE CALIFORNIA FIRE FOUNDATION AND  
APPROVING A FISCAL YEAR 2021-22 FIRE FUND BUDGET ADJUSTMENT IN  
THE AMOUNT OF \$15,000 FOR AN EMERGENCY ALERT NOTIFICATION SIREN**

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**WHEREAS**, Twain Harte Community Services District's (District) Fire Division applied for and was awarded a \$15,000 grant from the California Fire Foundation; and

**WHEREAS**, said grant request consisted of purchasing and installing a new emergency alert notification siren to replace the outdated and degraded alert siren; and

**WHEREAS**, the new emergency alert siren will have the capability to integrate with alert sirens in other local fire districts and to be activated by Tuolumne County Sheriff should a countywide siren alert system be established; and

**WHEREAS**, in order to purchase the emergency alert siren, a grant agreement must be executed and the Fiscal Year (FY) 2021-22 Fire Fund budget must be adjusted to receive the unanticipated revenue and add an expense line item to Capital Outlay.

**NOW, THEREFORE, BE IT RESOLVED**, by the District Board of Directors that:

1. A grant in the amount of \$15,000 from the California Fire Foundation for purchase of an emergency alert siren be accepted and the Board President be authorized to execute the associated grant agreement; and
2. The FY 2021-22 Fire Fund budget be adjusted to increase the Revenue line item, "Grant Revenue," in the amount of \$15,000 - from \$235,000 to \$250,000; and
3. The FY 2021-22 Fire Fund budget be adjusted to add an "Emergency Alert Notification Siren" line item to Capital Outlay in the amount of \$15,000.

**PASSED AND ADOPTED**, by the Board of Directors of Twain Harte Community Services District on August 11, 2021, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

ATTEST:

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Gary Sipperley, Board President

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Kimberly Silva, Board Secretary



**Grant Agreement for:** Twain Harte CSD  
**Project:** Emergency Alert Notification Siren  
**Amount:** \$15,000.00

## **AGREEMENT**

This Grant Agreement contains the terms and conditions for your grant in the amount of **\$15,000.00** from the **California Fire Foundation** (the “Foundation”) to Twain Harte CSD (the “Grantee”), dated July 28, 2021. By signing this Grant Agreement and accepting grant funds, an officer or director of the Grantee makes the following representations and agrees to the obligations and conditions set forth.

The Foundation’s offer of this grant in the amount of **\$15,000.00** is subject to your agreement with the following terms and conditions:

- 1) Grant funds shall be expended solely in support of the objectives detailed in your proposal and budget for the above-referenced project.
- 2) Grantee shall not engage in any activity that is consistent with the terms of this Agreement, including using these funds in a fashion inconsistent with the Foundation’s status as an organization exempt from taxation under Internal Revenue Code Section 501(c)(3), related IRS regulations and rulings. In particular, no grant funds shall be used for lobbying expenditures or to aid in the election or appointment of a public official and/or the passage or defeat of a ballot measure. And, Grantee shall not, directly or indirectly, engage in, support, or promote violence or terrorist-related activities.
- 3) Grantee shall furnish to the Foundation any information concerning a major program or budget change in the proposal.
- 4) The Foundation reserves the right to discontinue, modify or withhold any payment(s) that might otherwise be due under this grant, to require a refund of any unexpended funds, or both, if, in the California Fire Foundation’s judgment, either of the following occur:
  - Grant funds have been used for purposes other than those contemplated by this commitment letter; or
  - Such action is necessary to comply with the requirements of any law or regulation affecting either the Grantee’s or the Foundation’s responsibilities under the grant.
- 5) Any undisbursed project funds shall be remitted to the Foundation within two months following the end of the grant period. Any refund of less than \$100 will be waived.
- 6) Until Grantee receives approval from the Foundation, use of the Foundation’s name, logo or any of its licensed marks is prohibited.
- 7) Grantee agrees to defend and hold harmless the Foundation and its officers and employees from and against any claim, including the expenses of investigation and defense of such claim, arising out of or in any way connected with this grant or the expenditure of grant funds.
- 8) Grantee is required to maintain financial records for expenditures and receipts relating to this grant, retaining these records and other supporting documentation that details all grant funds used for the approved project proposal and budget.
- 9) Grantee shall submit a final project impact report to Sarah Howard with the Foundation via email at [showard@cpf.org](mailto:showard@cpf.org) **no later than 45 calendar days after** the end date of your project, as proposed and approved in your submitted application. This impact report shall include both of the following:
  - A narrative summarizing what was accomplished within the specified project period via the expenditure of grant funds, as well as a description of progress made, related



conclusions and/or the status of the objectives with respect to how grant funds were expended to attain said objectives;

- Images and/or video segments capturing the program’s progress and/or completion. By submitting an image to California Fire Foundation (CFF) you are granting CFF all legal use, including but not limited to: publicity, copyright purposes, and web/social media content. (Please make sure you have received permission to use the image of the people featured in the media submission); and
- A financial report showing the total project budget (which may be greater than the amount of the California Fire Foundation grant) and corresponding expenditures since the start of the grant. Please include related receipts and/or invoices with your report. Refer to [this reporting template](#) as a guide.

10) If you are not able to utilize all or part of the grant funds for the proposed project, contact Sarah Howard at 831.717.7690 or [showard@cpf.org](mailto:showard@cpf.org).

**Public Information**

The California Fire Foundation will include information regarding this grant in periodic reports and through various media channels. The Foundation also welcomes grantees to make grant award announcements upon return of this signed commitment letter and, to this end, can provide messaging for your reference and use on social media and/or with media outlets. Until Grantee receives prior written approval from the Foundation, use of the Foundation’s logo or any of its licensed marks is prohibited.

**Acceptance**

In signing this agreement, the Grantee’s signatory represents to the California Fire Foundation that they have the authority to sign this agreement on behalf of Grantee. ***This grant may be withdrawn if the Foundation has not received your acceptance within 14 calendar days of the date of this letter.*** If Grantee agrees to the grant terms and conditions as stated, please return a signed copy of this contract via email to Sarah Howard at [showard@cpf.org](mailto:showard@cpf.org) within 14 calendar days.

**Name of Grantee:** \_\_\_\_\_

**Printed Name of Signatory:** \_\_\_\_\_

**Signatory’s Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date Executed:** \_\_\_\_\_

**TWAIN HARTE COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 21-26**

**APPROVAL OF FISCAL YEAR 2021-22 SEWER FUND BUDGET ADJUSTMENT IN  
THE AMOUNT OF \$82,000 FOR THE SEWER JETTER REPLACEMENT PROJECT**

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**WHEREAS**, the Twain Harte Community Services District (District) owns and operates a trailer-mounted sewer jetter, which is critical in aiding District staff to perform preventative sewer line cleaning and clearing blockages in emergencies; and

**WHEREAS**, the District's FY 21-22 Sewer Fund Budget includes \$92,000 to replace the trailer-mounted sewer jetter with a new trailer-mounted jetter because it is nearing the end of its useful life; and

**WHEREAS**, after researching and testing new sewer jetter equipment, the District discovered that it could greatly improve its efficiency and effectiveness by replacing the aging trailer-mounted jetter ( $\frac{1}{2}$ " system) with a larger truck-mounted jetter ( $\frac{3}{4}$ " system); and

**WHEREAS**, the larger truck-mounted upgrade would provide the following benefits over the smaller trailer-mounted jetter:

1.  $\frac{3}{4}$ " jetter systems provide significantly higher pressure and volume than the existing  $\frac{1}{2}$ " system, enabling the jetter to better break up grease and cut roots.
2.  $\frac{1}{2}$ " jetter systems are designed for 4" diameter lines – our sewer system primarily consists of 6"-10" lines.
3.  $\frac{3}{4}$ " jetter systems are heavier and a trailer-mounted jetter would require a Class A Driver's License to tow, limiting the number of operators who could transport it. A truck-mounted jetter would require a Class C Driver's License.
4. The smaller footprint of the truck-mounted jetter enables staff to access and clean sewer lines that cannot not be accessed by a trailer-mounted jetter and provides added space at the site of an emergency to allow for other required equipment, such as the vacuum trailer; and

**WHEREAS**, a  $\frac{3}{4}$ " truck-mounted jetter is \$82,000 more expensive than a  $\frac{1}{2}$ " trailer-mounted jetter; and

**WHEREAS**, the District's Sewer Fund Capital Reserves are sufficient to cover this additional cost, while continuing to provide for planned capital improvement projects; and

**WHEREAS**, replacement of the existing  $\frac{1}{2}$ " trailer-mounted sewer jetter with a  $\frac{3}{4}$ " truck-mounted sewer jetter would enable the District to operate more efficiently and significantly reduce the threat of sanitary sewer overflows; and

**WHEREAS**, procurement of a  $\frac{3}{4}$ " truck-mounted sewer jetter requires an adjustment to the Fiscal Year 2021-22 Sewer Fund Budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the District Board of Directors that the Fiscal Year 2021-22 Sewer Fund Budget be adjusted as follows:

1. Increase the “Sewer Jetter Replacement” expense line item in the Capital Outlay budget by \$82,000, from \$92,000 to \$174,000; and
2. Increase the amount to be withdrawn from Sewer Fund Capital Reserves by \$82,000, from \$265,904 to \$347,904.

**PASSED AND ADOPTED**, by the Board of Directors of Twain Harte Community Services District on August 11, 2021, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

ATTEST:

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Gary Sipperley, Board President

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Kimberly Silva, Board Secretary

Twain Harte Community Services District  
SEWER  
5 Year Projections

	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Actuals	Budget	Projections	Projections	Projections	Projections	Projections
<b>Revenue</b>							
Service Charges	\$ 1,132,278	\$ 1,136,731	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433	\$ 1,138,433
Fees	9,563	10,335	14,820	13,380	13,380	13,380	13,380
Taxes & Assessments	-	-	-	-	-	-	-
Grants & Donations	156,160	329,378	135,000	-	-	-	-
Other Operating Revenue	21,151	8,725	5,500	5,500	5,500	5,500	5,500
<b>Total Program Revenue</b>	<b>\$ 1,319,152</b>	<b>\$ 1,485,169</b>	<b>\$ 1,293,753</b>	<b>\$ 1,157,313</b>	<b>\$ 1,157,313</b>	<b>\$ 1,157,313</b>	<b>\$ 1,157,313</b>
Administrative Cost Allocation	204	250	250	258	265	273	281
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,319,356</b>	<b>\$ 1,485,419</b>	<b>\$ 1,294,003</b>	<b>\$ 1,157,571</b>	<b>\$ 1,157,578</b>	<b>\$ 1,157,586</b>	<b>\$ 1,157,594</b>
<b>Expenses</b>							
Salaries	\$ 164,504	\$ 188,650	\$ 180,287	\$ 189,136	\$ 195,329	\$ 199,300	\$ 205,452
Benefits	87,459	94,616	86,493	89,819	92,904	95,908	99,164
Equip, Auto, Maint, & Repairs	33,815	46,100	72,500	59,225	61,002	62,832	64,717
Materials & Supplies	4,575	5,200	5,800	5,974	6,153	6,338	6,528
Outside Services	175,224	347,628	153,200	18,746	19,308	19,888	20,484
Other	485,956	508,652	517,605	533,133	549,127	565,601	582,569
Debt Service	17,028	17,011	16,994	17,478	17,478	17,478	17,478
<b>Total Program Expenses</b>	<b>\$ 968,561</b>	<b>\$ 1,207,857</b>	<b>\$ 1,032,879</b>	<b>\$ 913,511</b>	<b>\$ 941,301</b>	<b>\$ 967,344</b>	<b>\$ 996,392</b>
Administrative Cost Allocation	126,412	149,590	161,879	167,622	168,116	174,448	180,869
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,094,973</b>	<b>\$ 1,357,447</b>	<b>\$ 1,194,758</b>	<b>\$ 1,081,133</b>	<b>\$ 1,109,417</b>	<b>\$ 1,141,792</b>	<b>\$ 1,177,261</b>
<b>Total Operating Balance</b>	<b>\$ 224,383</b>	<b>\$ 127,972</b>	<b>\$ 99,246</b>	<b>\$ 76,439</b>	<b>\$ 48,162</b>	<b>\$ 15,794</b>	<b>\$ (19,666)</b>
<b>Capital Expenses</b>							
Capital Outlay	69,211	75,324	365,150	80,000	245,300	275,000	2,775,000
Admin Capital Transfer							
<b>Total Capital Expenses</b>	<b>69,211</b>	<b>75,324</b>	<b>365,150</b>	<b>80,000</b>	<b>245,300</b>	<b>275,000</b>	<b>2,775,000</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,164,184</b>	<b>\$ 1,432,771</b>	<b>\$ 1,559,908</b>	<b>\$ 1,161,133</b>	<b>\$ 1,354,717</b>	<b>\$ 1,416,792</b>	<b>\$ 3,952,261</b>
<b>TRANSFER TO/(FROM) RESERVE</b>	<b>\$ 155,172</b>	<b>\$ 52,648</b>	<b>\$ (265,904)</b>	<b>\$ (3,561)</b>	<b>\$ (197,138)</b>	<b>\$ (259,206)</b>	<b>\$ (2,794,666)</b>
<b>Capital Reserve Balance</b>	<b>\$ 904,634</b>	<b>\$ 915,910</b>	<b>\$ 678,412</b>	<b>\$ 667,780</b>	<b>\$ 470,641</b>	<b>\$ 203,342</b>	<b>\$ (2,600,192)</b>







**Joint IRWM WAC & JPA Meeting July 21, 2021**  
Murphys Sanitary District Wastewater Treatment Plant





# Operations Report Fire Division

**JULY 2021**



# Personnel

**Full-time Captains-3**

**Intern Operators-3**

**Intern Firefighters-1**

**Relief Captains-5**

**Relief Firefighters-3**





# July Incidents

**Total Incidents for July -23**

**Public Contacts- 10**



**E-723 & C-720 responded to the Cedar Ridge area for a vehicle accident with a possible person trapped.**



# 2021 FireSeason Deployments



**Relief Captain Albert  
Desrosiers deployed to the  
Tamarack Incident as a Line  
E.M.T July-1st and returned  
safely on July-14**



**Intern Operator Johnathan Oberg deployed to the Lava  
Incident on the Lassen National Forest on July 1st. He  
was then reassigned to the Beckworth Incident on July  
8th. He arrived back in the district on July 13th**



# Training

**All shifts completed 217 hours of training  
for the month of July**



**A-shift conducting  
wildland hose lays**



**B-shift conducting  
Rope Rescue drill**





# Congratulations

**Intern Operator Jake Noonan completed a six-week accelerated E.M.T program in Modesto. He will take his National Registry Certification test in August.**

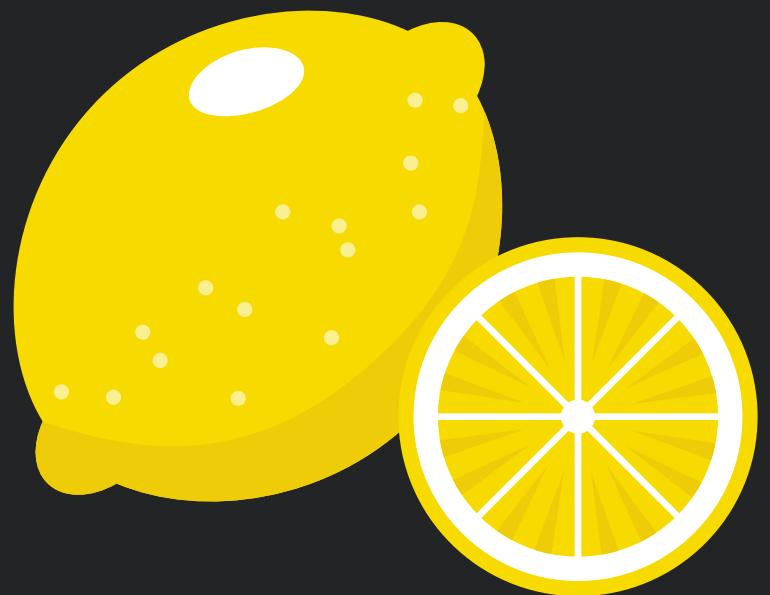




# Fleet/Facilities



**The new Utility 722 is  
in service. Thank you,  
Lewis, for the Lemon  
fresh vehicle**

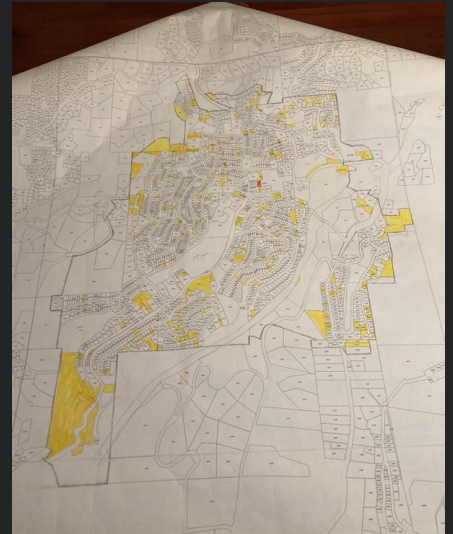






# Fire Prevention

**Chief Gamez completed all vacant lot inspections and has issued 55 notices for compliance.**



**Before**



**After**



## Financial Summary

- **California Fire Foundation Grant- 15,000 awarded for a new Emergency Alert Siren.**
- **Cal Fire R.F.C Grant- 19,000 grant for new portable Radios was awarded.**
- **Office of Transportation & Safety awarded Tuolumne County Fire Department a 136,000 regional grant for new Auto Extrication equipment. Twain Harte was awarded 11,000 for a new Battery Hydraulic Cutter/Spreader Combo tool.**

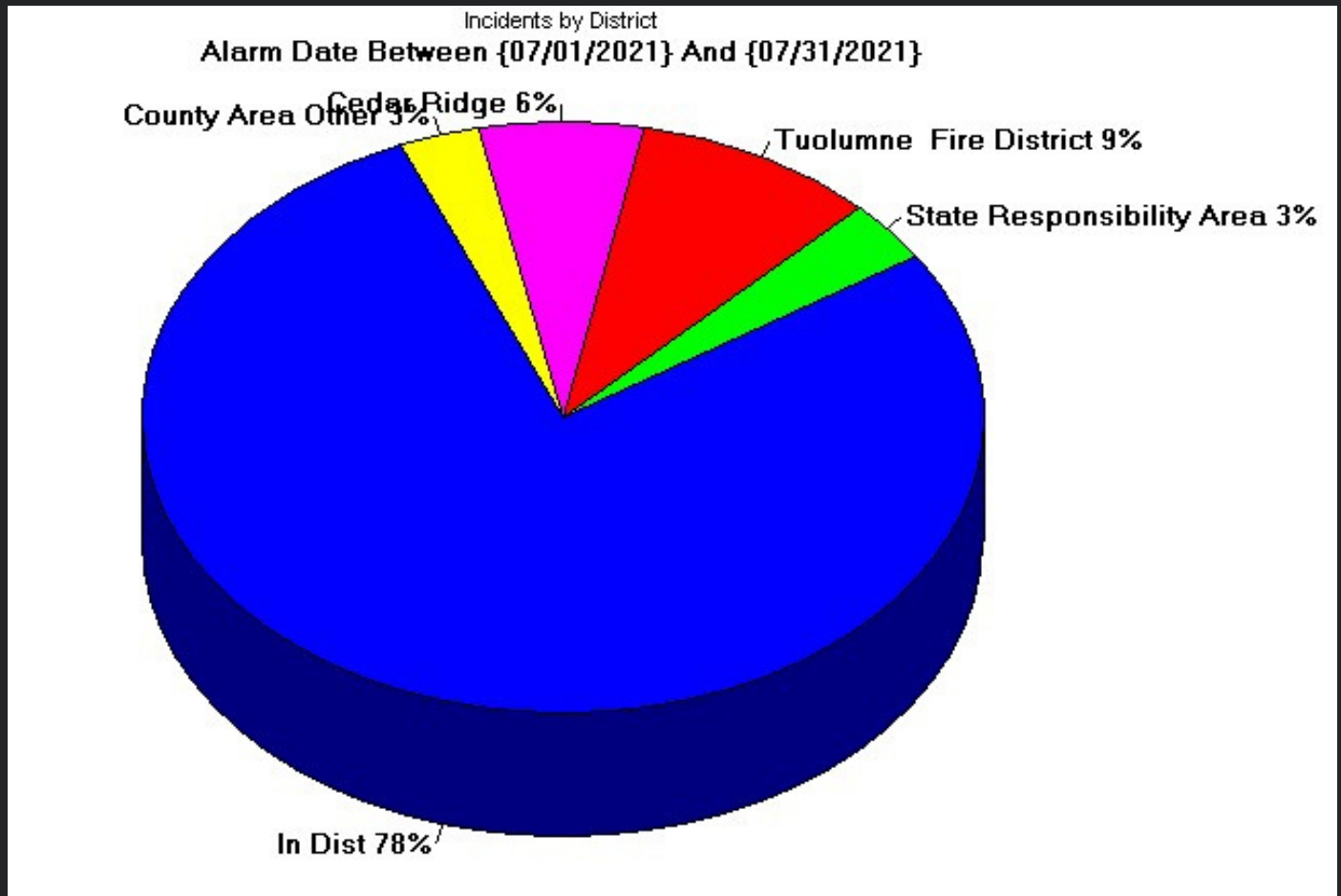


# **Tuolumne County Fire Chief's Association**

- **Talks regarding reinstating the County JPA will be on the agenda for the September meeting.**
- **The County Chiefs are working with County OES to provide information for Covid relief funds acquired by the county 10.6 million.**



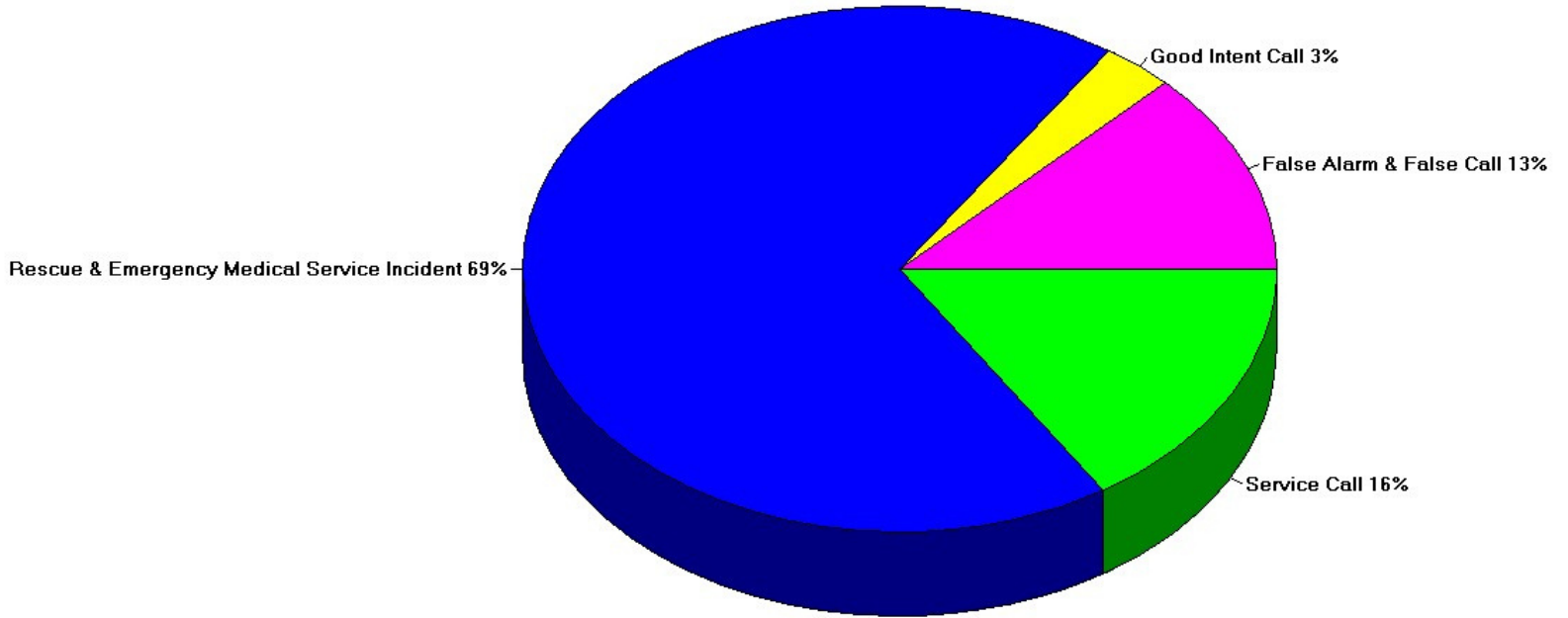
# Incident by district





# Incident by type

Incident Type Summary  
Alarm Date Between {07/01/2021} And {07/31/2021}

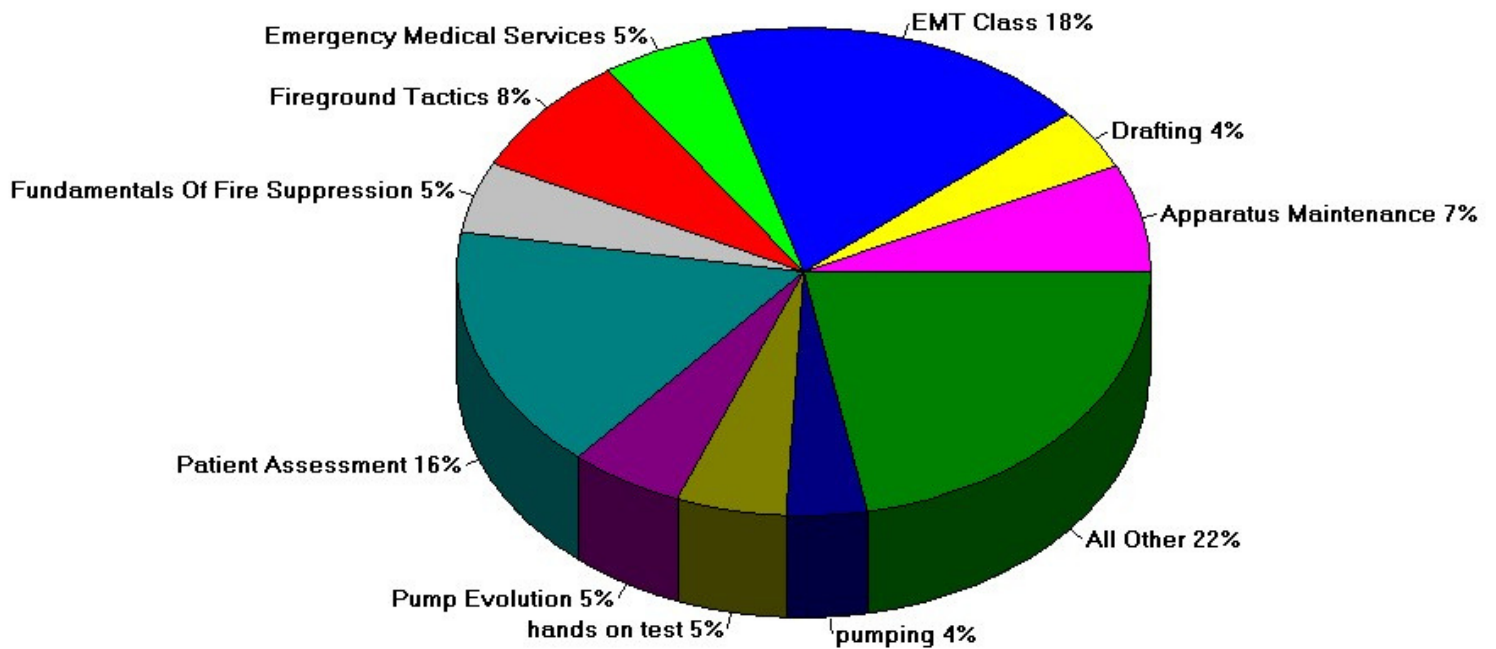






# Training by type

Average Attendee Hours by Training Category  
Date Between {07/01/2021} And {07/31/2021}





# TWAIN HARTE CSD OPERATIONS REPORT

## What's New

- Jason passed his Class A driver's test.
- Meetings/Events Attended:
  - Murphys Sanitation District tour with Director Sipperley
  - Tuolumne County Board of Supervisors Water Policy Advisory Committee meeting
  - Tuolumne County OES Drought Task Force meeting
  - Quarterly operations meeting with TUD



### Water/Sewer/Park Division

For July 2021


Board Meeting 8/11/21

# Highlights



## Water

- Number of customer service calls were average for this time of year (25-45) for a total of 30.
- Well #3 Generator update: Project is complete.
- Dustin received Leak Detection Training from Instrument Technology Corporation and is in the process of developing a leak detection survey program.
- Only one service line break from a tree contractor.



# Sewer

- Number of customer service calls were average for this time of year (1-10) for a total of 5.
- Derated our jetter so that a class A is not required.
- Reorganized workloads so that Jason is paired with somebody to work on cleaning and any other collections maintenance needed.
- Sewer main footage cleaned: 30,858' (Context: 6,203' were cleaned by this time last year).



- Twain Harte School Sewer Line Realignment project update.



- Tiffeni Manhole Platform Project Update:
  - Brush is removed and platform to be erected in August
- Upcoming Mono Bench Sewer Project
  - Project has been awarded
  - Start date TBD



# Parks and Recreation

- Park tank swale/rain garden:
  - Cobble for swale has been placed
- Community Center Generator Update
  - Delivery is scheduled for September 10th

## **Special Thanks**

- Thank you, Twain Harte Fire Department, for trimming the brush at the Tiffeni manhole platform site.

# 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	5,680,435	1,090,602	2,126,878	960,809	371,587	9,858,724	14,740,484	33.12%	0.12	0
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%		
<b>Total</b>	<b>19,826,458</b>	<b>7,512,996</b>	<b>13,938,105</b>	<b>6,650,600</b>	<b>2,177,510</b>	<b>47,928,159</b>	<b>112,346,562</b>	<b>57.34%</b>	<b>12.41</b>	<b>46.5</b>



## GENERAL MANAGER'S REPORT

August 11, 2021

### Administration / Operations

- *Fire Staffing – Seasonal Engineers*
- *Stormwater Grant Funding Agreement*
- *Paperless Billing & Tenant Billing*

### 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 late August.*

### Capital Projects

- *TH School Sewer Re-Alignment – Realignment work complete. Deep manhole safety platform installation in next couple weeks.*
- *Mono Sewer Bench Replacement – Design complete and project awarded. Anticipated completion in September.*

### 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

- *Motherlode Views Interview – 7/29/21*
- *Operational Area Emergency Coordination Meeting – 8/4/21*
- *Bocce Court Dedication – 8/11/21*