

## **TOMALES VILLAGE COMMUNITY SERVICES DISTRICT BOARD MEETING**

Minutes of Meeting held July, 14 2010

**Board Members Present:** Walter Earle, Bill Tucker, Patty Oku, Hope Sturges, Eric Knudsen

**Board Members Absent:** None

Also Present: Karl Drexel (Administrator), Nicole Vigeant, Paul Duffey, and Terry Duffey

**Call to Order:** Board Vice President Bill Tucker called the closed session meeting to order at 5:35 p.m.

**Closed session:** Performance evaluation of administrator considered and discussed.

**Return to Open Session:** Return to open session at 6:15 pm. No action taken in closed session.

**Open Communication:** None

**Additions, corrections, and approval of the June 9<sup>th</sup>, 2010 board meeting minutes:** Walter Earle made a motion to accept the June 9<sup>th</sup>, 2010 meeting minutes. Seconded by Patty Oku. Three ayes, zero nays.

**Financial Report:** Karl Drexel stated there was nothing to add to the information in the board packet. He added that there were two large expenses this last month, one to Walter and Pistole and to Rob Borello. Karl wanted to point out on the P&L, the district had an income of \$336,000 this year which included grant money. Expenses were \$227,000 which included payment for solar project, for a net income of \$109,000.

**A. Accept bank statements and approve expenditures:** see below

**B. Financial statements:** A motion made to accept bank statements, financial statements, and approve expenditures by Patty Oku, seconded by Eric Knudsen, three Ayes, zero Nays.

**C. Levy 4 Funding and Unitary Tax:** Karl submitted a letter from Walter and Pistole, attorneys at law. It went to County Counsel and was submitted to the Department of Finance. It was decided by them that the Unitary tax will continue. As it is right now, as passed previously by the board, the Unitary tax will continue as 2 cents per 100, which may be increased from 2 to 75 cents per 100. Karl stated that at some time there may need to be an increase to sustain the district. Unitary tax will now bring in \$600 to \$2000 per year. TVSCD was getting \$14,000 to \$16,000 per year. TVSCD will have a shortfall of \$12,000 to \$14,000 per year from now on because of this.

**Phillips and Associates Report:** Hope asked about updated discharge permit paperwork. Karl stated that he applied for an updated one in 2001, paid the fees for it, but nothing ever came of it and no one has contacted the board about it and that he's gone through about three or four water quality engineers with no response. Blair Allen of Water Quality, and Phillips and Associates are aware but state that it doesn't seem to be a problem because the district currently pays the required fee every year and we meet all the requirements that they require. Karl stated that it was probably just as well that we let it slide because when we get it updated new things could be required, for example BOD testing instead of COD. Karl stated that the paper work is usually updated every 5 years.

## **Committee Reports:**

**Newsletter Committee:** Terry Duffey stated that the newsletter comes out twice a year so the next time will be in October.

**Fundraising Committee:** Karl submitted letters to wineries who had tables for Founders Day last year. There has not been any response to them yet. Karl stated that we're going under the assumption that there will be a Founders Day even if there is no Founders Day committee yet. The TVSCD will do wine tasting on Founders Day which will be the 5<sup>th</sup> of September at the park. Nicole Vigeant stated that the PTA will have a fund raising booth on Founders Day. Eric Knudsen said the Presbyterian Church will for sure be there doing the Bar-B-Q. The board agreed that we are looking for help and leadership in heading up the Founders Day Committee as there is no one as of now. It was pointed out that Kristin Lawson and Bert Crews among others have been driving forces and helpful in the past. We, as a board, encouraged private parties and business owners to participate. It will be a celebration for the park as well. There are forms that can be obtained from Bert or Venta regarding booth space and parade. There is \$600.00 available in the Founders Day Fund from the TVSCD for this year. Bill asked if anyone has contacted the Fire Department to hang up the banner. Walter brought up that the banner does say parade on it, so that means we need someone to organize that.

**Community Advisory Committee:** Nothing to report.

**Mosquito Committee:** Nothing new to report.

## **Pending business**

### **Grant Writing:**

**Community Development Block Grants:** Regarding the Community Block Grant, Karl stated he submitted final request and 'it is in the positive.' Terry asked about the population of seven Asian's in the town of Tomales. Karl stated that he took the data from the 2000 census which is the most recent at this point. Karl also stated that the number of Asians was also extrapolated from the number of Asians in the Tomales Shoreline Unified School District as well as the number in the Tomales community services district. Karl stated that this project was for the benefit of the school district and the community.

**Small Communities Grant:** (pond project) Karl stated that he submitted all the final documentation and there's been a final project inspection from the state and the report is in the Board packet. (State water Resources Control Board). The project performance report was in the last board packet. They actually came out and looked at it from Sacramento. It is an engineer who has helped us from the start. The project performance report from the last board packet is certification that they have approved it. Karl stated that he submitted and approved the state revolving fund loan and the Small Communities Grant final cost summaries which were approved. They have certified that they have approved it.

**Prop 40 and the Land and Water Conservation program:** Nothing to report on this. We did get an agreement for an extension until 2011. The Land and Water Conservation Grant is for the park. Karl stated that we did get the approval for the Prop 40 and Land and Water Conservation program grants.

### **Capital Improvement Projects**

**Park Project Status:** The park is coming along. Materials came in for the park. The board agreed to give a \$500 REI gift certificate to David Judd for volunteering on the park for so many hours.

**Sass property:** Nothing to report

**Tomales Farm:** Nothing new to report.

**Clean Renewable Energy Bonds/Solar project:** Karl stated that the request for disbursement and the PGE interconnection inspection has been completed for the solar panels and the solar panels have been turned on. The meter is running backwards as it will for the life of the system. He did state that the data acquisition system has not been connected to it yet. American Solar will receive \$25,000 when the project is completely done to our satisfaction.

**Irrigation field and Vegetation Management:** Rob Borello has completed his portion of the gorse removal, and Mike Parks will come in this fall.

**Complaints and Correspondence from Customers.** Karl stated it that he has not received any complaints from customers.

**New Business**

**Grand Jury Report:** In response to a Marin County grand jury report that stated that it would be best if special districts should be consolidated into a few, Karl wrote a letter to Steve Kinsey (who supports consolidation of special service districts) stating that the TVSCD is against this very much. Karl stated that that TVSCD has had to respond to the grand jury four times in the last few years because they always come up with something and they target special districts. Steve Kinsey replied that he has always been in support of this particular special district.

**Notice of Violation:** The Water Quality Control Board is in error in issuing a violation regarding lack of fees and paper work because the paperwork was sent and there's proof. Karl re sent the original paperwork to Mr. Chee.

**SDRMA Board Elections:** Walter Earle made a motion to vote for Sheri Starett for regional board, Eric Knudson seconded it. Three ayes, zero nays.

**Administrators Report:** The Administrator submitted a daily time sheet and had nothing new to report.

**Correspondence:** There are free classes that can be taken from the Rural Community Assistance Corporation.

**Meeting adjourned at 7:07. Next Meeting August 11, 2010 6:00 PM**

**Minutes Submitted by Hope Sturges, Board Member**



Approved

August 11, 2010

Date