

AGENDA

Note Time Change

Tomales Village Community Services District (TVCSD)

(707) 878-2767

Board of Directors Meeting
WEDNESDAY April 11, 2012
Tomales Town Hall
5:30 PM

1. **Call to Order**
2. **Open Communication**
(Open time is the time for community members to bring up items they wish to discuss and items that do not appear on the agenda. The Board then determines whether the items discussed should be agendized or taken as input to the Board. If an item needs to be agendized, the Board will then decide whether the agenda is full for that evening and the item must be agendized for the next meeting, or whether the agenda for that night can accommodate another agenda item. The Board will open up discussion on all agenda items at the time of the agenda item, so the community members can have input on that agenda item.)
3. **Closed Session – Closed Sessions are not open to the public**
 - A. **The Board will meet in Closed Session to consider the evaluation of performance of the Administrator pursuant to Government Code Section 94957 (b).**
4. **Return To Open Session – 6:30 PM**
 - A. **The Board will report any action taken in closed session**
5. **Additions, Corrections and Approval of the March 14, 2012 Board Meeting Minutes**
6. **Financial Report**
(This is the time the Treasurer makes a report on the finances of the District and any checks that are to be written are approved.)
 - A. **Accept Check Registers and Approve Expenditures**
 - B. **Financial Statements**
7. **Phillips & Associates Report**
(This is the time when a representative of the system's operating and maintenance company reports on the status of the system and brings up any concerns or recommendations for Board consideration.)
 - A. **Self Monitoring Report**
 - B. **SCADA Integrator**
 - C. **Repairs at the Plant**
 1. **Pressure Transducer, Solar circuit breaker, pond level transducer, UPS**

D. Solar CSI Monitoring and Reporting Problems

E. Phillips Contract Revisions

8. Committee Reports

(This is the time for the Committee Chairs to give an update on their committee and make recommendations to the Board for approval.)

A. Newsletter Committee

1. Report on Status

B. Fundraising Committee

1. Requests for Matching Funds
2. Report on Status

C. Policy and Planning Committee

1. Strategic Plan Action Plan Year 1
 - a. Establishing Committees and Appointees
2. Policy Manual
 - a. Report on Status

9. Pending Business

(This is the time the Board addresses all business not yet concluded.)

A. Grant Writing

1. Nothing to Report

B. Capital Improvement Projects

1. Park Project
2. Park Maintenance
 - a. Spraying an organic herbicide
 - b. Henry's Maintenance Agreement revisions

C. SSMP

1. Report on Status

D. Public Hearing for Budget

1. Report on Status

E. Advisory Committee Letter

1. Report on status

F. CWEA Plant Tour

1. Tour and Dinner May 17th
2. Tomales Elementary Tour June 4th

G. Complaints & Correspondence from Customers

1. No New Correspondence

10. New Business

11. Administrator's Report

(This is the time when the Administrator of the District reports on the administrative and management issues that need Board consideration, and an overall update of District business.)

A. Manager's Report

12. Open Communication

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evening and the item must be agendaized for the next meeting, or whether the agenda for that night can accommodate another agenda item. The Board will open up discussion on all agenda items at the time of the agenda item, so the community members can have input on that agenda item.)

13. Correspondence *(This is for review only. No action is needed.)*