

AGENDA

Tomales Village Community Services District (TVCS D)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY November 13, 2013

Tomales Town Hall

6:00 PM

Mission Statement

Enhance quality of life, with commitment to the health of the community, by providing dependable wastewater collection, treatment and reuse in an environmentally friendly manner; maintaining safe and reliable recreational park facilities while providing a welcoming forum for active community participation and input.

- 1. Call to Order**
- 2. Additions, Corrections and Approval of the October 9, 2013 Regular Board Meeting Minutes**
- 3. 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. Review and Adopt Financial Statements**
- 4. 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**
- 5. 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. Park Committee**
 1. Entrance Gate Design Update
 2. Iron Ranger for Donation Collection
 - C. Finance Committee**
 1. Review October FAC Meeting Minutes
 2. Review 5 year Strategic Plan and offer suggestions
 3. Draft Policy for Committees
 4. Efficiency Audit Recommendation
 - a. Recap and FAC recommendation (Did not have for Board Packet)
 - b. Re-evaluate 5 Year Plan per FAC Request
 5. Rate Study with RCAC
 - a. Information Request and Response
 6. Annual Budget Process

6. Pending Business

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

A. Grant Writing

1. Measure A funding for Special Districts

- a. Legal challenge
- b. New Grant Agreement
- c. Approval and Adoption of Grant Agreement

B. Capital Improvement Projects

- 1. Park Gate
- 2. Gazebo

C. Policy Manual

- 1. Board Member Handbook gleaned from Grizzly Flat CSD

D. Median Household Income Survey

- 1. Update on Status

E. Toxic Away Day November 9, 2013

- 1. Update on Status

F. California Green Business Certification

- 1. Smart Lights Customer Report

G. Annual Audit

- 1. Engagement Letter

H. Power One Solar Monitoring

- 1. Update on Status

I. Complaints and Correspondence from Customers

- 1. No correspondence from customers

7. New Business

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

A. Meeting Schedule

- 1. Discussion about date and time for January Meeting

8. 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

9. Open Communication

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

- PGE Net Metering Statement
- PGE CSI Payment #30