

# TOMALES VILLAGE



COMMUNITY  
SERVICES  
DISTRICT

## Minutes of the Board Meeting

Minutes, Agendas, Board Packets

Bill Bonini called the meeting to order at 7:05 PM August 13, 2014, Tomales Town Hall

Sue Sims took notes and recorded the meeting

Bill Bonini, President  
Deborah Parrish, Vice President  
Sue Sims, Board Secretary  
Brian Lamoreaux  
Patty Oku (Absent)

### 1. Approval of the August 13, 2014 TVCSD Board Meeting Agenda

**ACTION:**

Vice President Deborah Parrish: I move we approve the 8/13/2014 meeting Agenda with changes. (Added: Office update to unfinished business)

**Vote:**

**Yes:** Sue Sims, Deborah Parrish, Bill Bonini, Brian Lamoreaux

**Opposed:** None

**Motion Succeeded**

### 2. Matrix Consulting Group Gary Goelitz - Audit Orientation

**Matrix Group Background:** Richard Brady & Gary Goelitz have worked together for 25 years with cities and counties, large and small, in California from Plymouth to Los Angeles. Gary acknowledged that TVCSD is in better shape today than it was 15 years ago when LAFCO authorized the TVCSD.

Gary described the Efficiency Audit as a three step process:

1. Diagnostic Appraisal
2. Comparative Survey
3. Report

The Efficiency Audit will be accomplished in approximately 3 months.

**3. 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)*

None

**4. Additions, Corrections and Approval of July 9, 2014 Board Meeting Minutes**

**ACTION:** President Bonini, the Chairman: If there are no objections we will approve the July 9th minutes.

**Vote:**

**Consensus:** Bill Bonini, Sue Sims, Brian Lamoreaux, Deborah Parrish

**Opposed:** None

**Motion Succeeded**

**5. 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**

**ACTION:** Deborah Parrish: I move we accept the check register and approve expenditures.

**Vote:**

**Yes:** Bill Bonini, Deborah Parrish, Sue Sims, Brian Lamoreaux

**Opposed:** None

**Motion Succeeded**

**6. Phillips & Associates Report**

Karl reported the resolution of the alarm issue--failed fuse.

**7. Committee Reports**

**A. Park Advisory Committee**

**1. Insurance request from Founders Day Committee**

**ACTION:** Brian Lamoreaux: I move that TVCSD donate \$300 to the Founders Day Committee.

**Vote:**

**Yes:** Bill Bonini, Deborah Parrish, Sue Sims, Brian Lamoreaux

**Opposed:** None

**Motion Succeeded**

**B. Donna Clavaud to report on Rental Agreement**

Donna reported that the pro bono attorney recommended we treat all groups equally with regard to our Park Rental Agreement. PAC to review the document with regard to detail

**8. Unfinished Business**

**B. Revise RFP Timeline (Action)**

**ACTION:** Sue Sims: I move that we enact the RFP timeline immediately for the Financial Manager & Administrator and push the Operator position to March 2015.

**Vote:**

**Yes:** Sue Sims, Bill Bonini, Deborah Parrish

**Opposed:** None

Brian Lamoreaux did not vote.

**Motion Succeeded**

**ACTION:** Deborah Parrish asked that the Board allow her to send the RFPs along with the current contract to attorney Robert Chilvers to explore a proposal for the Districts new contracts. Also, talk with Adler & Colvin regarding TVCSD governance issues.

The Board agreed that these actions did not require a motion.

**C. District Contracts - Recommended Contract Attorne**

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**D. Governance Attorney**

Adler & Colvin  
Russ Building, Suite 1220  
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San Francisco, California 94104  
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**Fax:** 415-421-0712  
**Email:** [contact@adlercolvin.com](mailto:contact@adlercolvin.com)

**E. Grand Jury Report Responses**

**ACTION:** Karl to send out Grand Jury responses.

**F. Sign Auditor's Letter**

**ACTION:** President Bill Bonini signed the Auditor's Letter

**9. New Business.**

**ACTION:** Deborah Parrish: I move we adopt Resolution 14-03

**Vote:**

**Yes:** Bill Bonini, Deborah Parrish, Sue Sims, Brian Lamoreaux

**Opposed:** None

**Motion Succeeded**

The meeting adjourned at 9:51 PM

Next Meeting: August 13, 2014, 7:00 PM

  
Approved August 13, 2014

  
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