

AGENDA

Tomales Village Community Services District (TVCS D)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY May 13, 2015

Tomales Town Hall

7:00 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. **Approve May 13, 2015 Board Meeting Agenda**
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)
4. **Additions, Corrections and Approval of the April 8, 2015 Regular Board Meeting Minutes**
5. **Additions, Corrections and Approval of the April 29, 2015 Special Meeting Minutes**
6. **Matrix Efficiency Study (Moved From Pending Business per Request)**
 - A. **Questions regarding report from Patty Oku**
 - B. **Final report to be presented by Gary Goelitz**
7. **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 Item**
 - B. **Review and Accept New and QuickBooks Financial Statements – Action Item**
 - C. **SUSD Billing**
 1. Bill Bonini to report on meeting with Shoreline
 - D. **Preliminary Draft Budget – Action Items**
 1. Review and Revise Administrator's Draft Sewer Budget
 2. Review and Revise FAC Draft Sewer Budget Narrative
 3. Proposed budget line item changes - FAC recommendations
 4. Address Matrix report recommendations regarding budget expenses
 5. Address proposed deficit
 6. Review and confirm all revenue assumptions in proposed budget
 7. Review and revise Draft Park Budget
8. **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. **New Actuator Valve and Winter Irrigation**
 - C. **Telstar new SCADA Equipment**

9. 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. Financial Advisory Committee Report

1. Review April Minutes – Did Not Have for Board Packet
2. Develop a Reserve Policy for TVCSD

B. Park Advisory Committee Report

1. Review April Minutes
2. Update on Gazebo Design & Engineering
3. Fence Bids

10. Pending Business

A. RFP Update – Action Item

1. RFP process - next steps, all committee appointments, expected timeframe
 - a. Open remaining bids for Administrator services and Operator services

B. Contracts – Action Item

1. Discussion and potential rescission of action regarding termination of contracts taken by Board at April 8, 2015 meeting, including rescission of termination of Administrator's contract.
2. Review new contract template submitted by Bob Chilvers, attorney

C. Board Training – Action Item

1. Discussion regarding Richard Levy Mediation
2. Brown Act Training, in June, by Jenna Brady from county counsel

D. Website Assistance – Action Item

1. Discussion and appointment of Assistant to Walter

E. Board Member Stipends

1. Discuss Stipends for board members attending meetings

F. RWQCB Waste Discharge Permit Update

1. Report on Status

11. New Business

No new Business

12. Administrator's Report

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

14. The Board will adjourn to Closed Session – Closed Sessions are not open to the public

A. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

1. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 regarding contract dispute.
(One Potential Case)

15. Return To Open Session

- A.** The Board will report any action taken in closed session

16. Adjourn