

# AGENDA

## Tomales Village Community Services District (TVCS D)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY June 10, 2015

Tomales Town Hall

7:00 PM

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### 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.

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1. **Call to Order**
2. **Approve June 10, 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 May 13, 2015 Regular Board Meeting Minutes**
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 Item**
  - B. **Review and Accept New and QuickBooks Financial Statements – Action Item**
  - C. **Preliminary Draft Budget – Action Items**
    1. Review and Revise Administrator’s Draft Sewer Budget with FAC changes
    2. Review and Revise FAC Draft Sewer Budget Narrative
    3. Review and revise Draft Park Budget
6. **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**
  - C. **Telstar new SCADA Equipment**
7. **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. Financial Manager Candidate Recommendation – **Action Item**
    2. Review April and May Minutes
    3. Develop a Reserve Policy for TVCS D
  - B. **Park Advisory Committee Report**
    1. Update on Gazebo Design & Engineering
    2. Park Inspection

3. Park Loan and Current Park Financials – **Action Item**
4. Fence Bids
8. **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. **Board Training – Action Item**
    1. Discussion regarding Richard Levy Mediation
    2. Brown Act Training, in June, by Jenna Brady from county counsel
9. **New Business**
  - A. **Election of Directors November 3, 2015 – Action Item**
    1. Filing Period July 13<sup>th</sup> through August 7<sup>th</sup>
    2. Adopt Resolution 15-03 Authorizing County to consolidate the Election with other elections
    3. Notice of Election
  - B. **SDRMA Election of Directors – Action Item**
    1. Review Candidates Statements and vote
    2. Adopt Resolution 15-04 Selecting SDRMA Directors
  - C. **Board Vacancy to December 2015**
    1. Post Notice and collect Applications
10. **Administrator’s Report**
11. **Correspondence** (*This is for review only. No action is needed.*)
12. **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)
13. **Return To Open Session**
  - A. The Board will report any action taken in closed session
14. **Adjourn**