

# AGENDA

## Tomales Village Community Services District (TVCS D)

(707) 878-2767

SPECIAL Board of Directors Meeting

WEDNESDAY July 22, 2015

Tomales Town Hall

6:00 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. **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)*
3. **Appointment of Treasurer**
  - A. **Discuss, Determine and Vote on District Treasurer**
4. **Adopt Bank Signature Cards**
  - A. **Sign bank signature cards for Bank of Marin and Redwood Credit Union**
5. **Phillips and Associates as Interim GM**
  - A. **Review proposal from Phillips & Associates to provide Interim General Manager Services**
6. **Robert Johnson, CPA Engagement Letter**
  - A. **Review, Approve, Sign and Return Audit Engagement Letter**
7. **IRS Letter regarding Form 8952**
  - A. **Review and Advise Staff on Submitting Reclassification Statement and Signed Closing Agreement**
8. **Secretarial Services**
  - A. **Review and Approve Secretarial Duties and Appoint New District and Board Secretary**
9. **Public Notices**
  - A. **Review and Discuss Public Notices and Approval Process**
10. **Brown Act Training**
  - A. **Discuss and Schedule Brown Act Training Prior to County Training in January 2016**
11. **RFP Update**
  - A. **RFP - next steps, committee appointments, expected timeframe**
    - a. **Open remaining bids for Administrator services and Operator services**
12. **Adjourn**