

AGENDA

Tomales Village Community Services District (TVCSD)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY October 12, 2011

Tomales Town Hall

6:00 PM

1. **Call to Order**
2. **Additions, Corrections and Approval of the September 14, 2011 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. **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. Fall Newsletter
 - B. **Fundraising Committee**
 1. Report on Status
 - C. **Community Advisory Committee**
 1. Report on Status
 - D. **Policy and Planning Committee**
 1. Strategic Plan Action Plan Year 1
 - a. Discuss Policy for Committees and Appointees
 2. Policy Manual
 - a. Report on Status
 3. Plant Tour in October
6. **Pending Business**
(This is the time the Board addresses all business not yet concluded.)
 - A. **Grant Writing**
 1. Nothing to Report
 - B. **Capital Improvement Projects**
 1. Park Project Status and Schedule
 2. Pre-made Gazebo designs

C. SSMP

1. Report on Status

D. Phillips Contract Update

1. Report on Status

E. Annual Audit

1. Report on Status

F. TVCSD Board Member Appointment

1. Certificate of Election and Oath of Office for Patty Oku
2. Review applications for Board Member and discuss. Candidates Sue Sims and Joyce Coll. Make recommendation to Board of Supervisors

G. Vegetation Management

1. Review Algae removal products from Mike Parks

H. Sass Property

1. Review the Kitts proposal to split the lower Sass property and the proposed development of 4 or 5 parcels and decide on whether or not to recommend annexation to LAFCO.

I. Tomales Farm and Dairy Land Split

1. Response to County regarding Land Split

J. Complaints & Correspondence from Customers

1. Report any Correspondence from Customers

7. New Business

(This is the time the Board addresses all business newly introduced.)

A. Park Garbage Service

1. Discuss the possibility of having someone in town deal with the Park garbage and recycling on a twice weekly basis in return for the District paying the garbage pickup fees.

B. Contract With Henry

1. Review and discuss revised agreement with Henry Elfstrom

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

(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. The Board then determines whether the items discussed should be agendaized or taken as input to the Board. If an item needs to be agendaized, the Board will then decide whether the agenda is full for that evening and the item must be agendaized for the next meeting, or whether the agenda for that night can accommodate another agenda item. The Board will open up discussion on all agenda items at the time of the agenda item, so the community members can have input on that agenda item.)

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

CSDA Committee Participation Request

State Water Boards Notice of Proposed Emergency Rulemaking