

AGENDA

Tomales Village Community Services District (TVCSD)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY November 9, 2011

Tomales Town Hall

6:00 PM

1. **Call to Order**
2. **Additions, Corrections and Approval of the October 12, 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. **July and August Financials, Cash Flow Report and Check Registers**
 - B. **Accept Check Registers and Approve Expenditures**
 - C. **Financial Statements**
 - D. **Shoreline Unified School District Annual Billing**
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**
 - B. **Algae Control Clarification**
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. Report on Status
 - 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. Committee Appointees
 - b. Legal Advisory Committee
 2. Policy Manual
 - a. Review and discuss Board Policy and Meeting Policy
 - E. **Mosquito Committee**
 1. Report on Status
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. Report on Status
 - 2. Gazebo design and cost
- C. SSMP**
 - 1. Report on Status
- D. Phillips Contract Update**
 - 1. Report on Status
- E. Annual Audit**
 - 1. Report on Status
- F. Kitts Property**
 - 1. Report on Status
- G. Tomales Farm and Dairy Land Split**
 - 1. Discussion regarding previous Lot Line Adjustment on West side of Highway One and qualification for annexation.
- H. Park Garbage Service**
 - 1. Report on Status
- I. Complaints & Correspondence from Customers**
 - 1. Report any Correspondence from Customers

7. New Business

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

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.)*

Letter to Clerk of the Board of Supervisors re Board Member Appointment
 National Environmental Service Center, *Free Online Shopping Cart for "Case Studies, Design Manuals, and Tech Briefs"*
 National Environmental Service Center, *Dispose of Your Old Prescriptions Properly*
 Community Development Agency re Jan Lee Apple Processing
 California Special District Association, *Major Accomplishments, Benefits of Membership, Value Added Benefits*
 Special District Risk Management, *Free Webinar Re Required Sexual Harassment Prevention*
 Federal Communication Commission, *Radio Station Re-Authorization*
 Andy Shapiro Aerial Photography, *Tomales Aerial View*