

**TOMALES VILLAGE COMMUNITY SERVICES DISTRICT  
BOARD MEETING  
Minutes of Meeting held June 10, 2015**

**Board Members Present:** Bill Bonini, Deborah Parrish, Patty Oku, Hope Sturges and Sue Sims  
**Board Members Absent:** None

**Also Present:** Karl Drexel, Administrator

Donna Clavaud  
Venta Leon  
Nicole Vigeant

Terry Duffey  
Chick Peterson

Jim Lino  
Beth Koelker

**Board President Bill Bonini called the meeting to order at 7:07 p.m.**

**Approval of May 13, 2015 Board Meeting Agenda**

The President announced the Closed Session was scheduled for 8:30 and so the agenda items would be gone through as quickly as possible.

**Open Communication**

Shoreline Trustee, Jim Lino, addressed the Board to thank them for waiving the invoices for additional operating cost related to depreciation and to assure them that the school district wants to work with the TVCSD in developing an equitable agreement. Discussion also addressed the school being a part of the Capital Improvement Plan development in the future.

**Approval of Minutes:**

The Chair asked for additions or corrections of the May 13, 2015 board meeting minutes. Being none:

**President Bill Bonini made a motion to accept the minutes as presented. Motion seconded by Hope Sturgis. Ayes: Bonini, Parrish, Sturgis, Sims Nays: None, Abstain: Oku, noting she was not at the meeting. Motion passes 4-0-1.**

**Financial Report:**

- A. &B. The Administrator included the financial reports for May and a list of payables for the months of May and June along with copies of the check registers for the month of May in the Board packets. He also submitted copies of the financials for the month and year to date for review and acceptance.

**Hope Sturgis made a motion to accept the check registers and approve the expenditures. Motion was seconded by Sue Sims. M/S/U.**

**Bill Bonini made a motion to accept the Financial Statements. Motion was seconded by Sue Sims. Ayes: Bonini, Parrish, Sims, Oku Nays: None Abstain: Sturges. Motion Passes 4-0-1.**

**C. Preliminary Draft Budgets**

1. The Administrator submitted a revised Draft Sewer Budget which included the recommended changes by the FAC from the previous Draft. There were some questions regarding certain line item expenses. Sue Sims reintroduced the issue of Board stipends. Discussion followed regarding stipends. Some thought it would attract new candidates for the upcoming three Board seats up for election. Sue felt it showed an appreciation for Board members and all they do. Some members of the community expressed their support. Patty Oku noted that she had done a study of the smaller Marin districts during

previous discussion of stipends and reported less than half of the smaller districts provide Board stipends and only a little over half of the larger districts provided Board stipends. She said she sees the potential for a lot of additional expenses over the previous year so she is reluctant at this time. After considerable discussion:

**Sue Sims made a motion to include a stipend of \$50 per meeting for each Board member in attendance up to a maximum of 6 meetings per month, including committee meetings where a Board member is a member of the committee. Deborah Parrish seconded the motion. Ayes: Bonini, Parrish, Sims, Sturges, Nays: Oku. Motion Passed 4-1.**

Further discussion was held regarding the hours in the budget for the Administrator. Deborah Parrish said the FAC recommended 20 hours per week. The Administrator said he would make that change, along with the Board stipends. The President asked for any additional changes to the budget. Patty Oku reported that the Park Committee had discussed the Park loan and is in agreement that they would like to pay off the loan in full this fiscal year so it is not part of next year's budget. Following discussion:

**Patty Oku made a motion to have the Park pay off the loan of \$3,211 to the sewer division this fiscal year. Motion was seconded by Deborah Parrish. M/S/U.**

With no additional changes or recommendations to the budget presented:

**Deborah Parrish made a motion to approve the Draft Sewer Budget as amended. Motion Seconded by Sue Sims. Ayes: Bonini, Parrish, Sims, Nays: Oku, Sturges. Motion passed 3-2.**

Discussion was held regarding scheduling and noticing a Public Hearing to discuss the proposed budget. Donna and Venta felt it had to be held at 7:00 so people working could make the hearing and participate. It was decided by consensus to have the Public Hearing at for the budget at 7:00 PM on Wednesday July 8<sup>th</sup> and have the regular scheduled meeting immediately following the Hearing.

2. The Administrator noted that the Draft Budget he proposed contained a "narrative" explaining the different line items of the Budget. He noted that the FAC reported last month that they felt the Administrator's narrative left out a good deal of what the board had accomplished and said it was unclear and hard to understand so they proposed a different narrative go along with the budget. The issue was passed over at the previous meeting so the Board needed to make a decision regarding replacing the Administrator's budget narrative with the FAC's narrative.

**Deborah Parrish made a motion to adopt and include the FAC's proposed narrative in place of the Administrator's budget narrative with updates to be made. The motion was seconded by Sue Sims. Ayes: Bonini, Parrish, Sims, Oku Nays: Sturges, Motion passed 4-1.**

3. The Administrator presented the Draft Park Budget and proposed Work Plan as discussed in the Park Advisory Committee meetings.

**Deborah Parrish made a motion to accept the Park Draft Budget as presented. Motion was seconded by Hope Sturges. M/S/U.**

#### **Phillips & Associates Report**

- A. The President Omitted this Agenda Item.

#### **Committee Reports**

- A. **Financial Advisory Committee**

1. Deborah Parrish reported the FAC had interviewed Melinda Bell for Financial Manager position. She sent out reference checks and submitted copies of the responses for the Board in the Board packet. She stated the hours for the position calls for 8-10 hours per month at \$35/hour. Discussion followed regarding a bookkeeper vs. Financial Manger.

**Bill Bonini made a motion to contract with Melinda Bell for Financial Management Services beginning July 1, 2015. The motion was seconded by Sue Sims. Ayes: Bonini, Parrish, Sims Nays: None Abstain: OKU, Parrish. Motion passed 3-0-2.**

**B. Park Advisory Committee**

The President Omitted this Agenda Item.

**Pending Business**

The President Omitted this Agenda Item.

**New Business**

- A. The Administrator submitted a copy of a Resolution to consolidate the District's Board of Directors election with the rest of the County elections, as required by the Elections Department in order to be a part of the November ballot.

**Deborah Parrish made a motion to adopt Resolution 15-03 authorizing the County to consolidate the Directors' election with the other elections in the County. The motion was seconded by Sue Sims. M/S/U.**

- B. The President Omitted this Agenda Item.
- C. Nothing to discuss

**Administrator's Report**

The Administrator submitted a report of activities for the previous month

**Correspondence**

Nothing to report

**The Board adjourned to Closed Session at 8:36 – Closed Sessions are not open to the public  
CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED  
LITIGATION**

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

**The Board returned to open session at 9:39**

**The President of the Board announced that the Board had appointed him to enter into contract with the Sonoma County Counsel's office to provide legal services regarding potential litigation.**

**No further business was discussed. Meeting Adjourned at 9:50**

Next Meeting: July 8, 2015 7:00 PM.

Wm H Bee  
Approved by – Bill Bonini, President

7/8/2015  
Date

[Signature]  
Attested by – Secretary

July 8, 2015  
Date