

AGENDA

Tomales Village Community Services District (TVCS D)

(707) 878-2767

Board of Directors Meeting

WEDNESDAY May 14, 2014

Tomales Town Hall

6:00 PM

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.

- 1. Call to Order**
- 2. Open Communication**
- 3. Closed Session** – Closed Sessions are not open to the public
 - A. The Board will meet in Closed Session to address the current status of the Administrator's contract pursuant to Government Code Section 54957 (b).**
- 4. Return To Open Session**
 - A. The Board will report any action taken in closed session**
- 5. Election of Officers – Board Secretary**
- 6. Additions, Corrections and Approval of the April 9, 2014 Regular Board Meeting Minutes**
- 7. 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. Review and Adopt Financial Statements**
 - C. Review Administrator's Proposed Draft Budget for FY '14-'15**
- 8. 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**
- 9. 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. Review and approve articles
 - B. Park Committee**
 1. Review April Park Committee Minutes

2. Entrance Gate Design Update
3. Gazebo Design and Specifications
4. Park Rental Agreement Update
5. Workday May 24th

C. Finance and Budget Committee

1. Review April FAC Meeting Minutes
2. Discuss RFP Timeline and Assign Priorities

10. Pending Business

(This is the time the Board addresses all business not yet concluded.)

A. Capital Improvement Projects

1. Park Gate
2. Gazebo

B. Policy Manual

1. Director Roles and Responsibilities Draft Policy
2. Draft Policy on E-mail Communications
3. Draft Policy on Adding Items to an Agenda
4. Draft Policy Submissions or Changes Guidelines

C. Rate Study with RCAC

1. Letter to RCAC regarding Rate Study from FAC

D. Board Training

1. Board and District Liability Presentation by SDRMA – reschedule

E. Local Agency Investment Fund

1. Review and Discuss Investment Program for District Funds
2. Review and Adopt Resolution 14-03

F. Regional Water Quality Control Board WDR for 2014

1. Report on Status

G. Board Member Plaques

1. Report on Status

H. Complaints and Correspondence from Customers

1. Correspondence from Rev Cornelia Crocker re Party in the Park

11. New Business

(This is the time the Board addresses all new business not yet introduced.)

A. No new business

12. 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. Administrator's Report

13. Open Communication (The Brown Act prohibits the Board from discussing or acting on any item not on the agenda.)

(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)

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

Tomales Farm and Dairy Lot Line Adjustment
PGE Net Metering Report