



TVCS D Board of Director's Meeting Agenda

Date: Wednesday, October 10, 2018, 7 pm

Location: Tomales Town Hall, Tomales, California 94971

I. Call To Order

II. Open Communication Time for community members and visitors to bring up items they wish to discuss and items that do not appear on the agenda. Added items will be included under Other Business.

III. Approval of October 10, 2018 BOD Agenda Action

IV. Board Member Reports

V. Approval of September 12, 2018 Minutes Action

VI. Committee Reports

a. Park Advisory Committee (PAC)

1. Review September 24, 2018 PAC meeting minutes
2. Discuss Publicity of Park Activities

b. Financial Advisory Committee (FAC)

1. Discuss New Audit Contract Action
2. No FAC Meeting was held in September 2018

VII. Financial Report (Melinda Bell)

- a. Accept Check Registers and Approve Expenditures Action
- b. Financial Manager's Report
- c. Review and Approve Financial Statements Action

VIII. General Manager's Report

IX. NSU Report

X. Pending Business

XI. Other Business

XII. New Business

XIII. Correspondence

XIV. Adjournment

TVCS D 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.*

The agenda and supporting documents can be accessed on the TVCS D website 72 hours prior to the meeting. Anyone requesting disability related accommodations may contact the district office 72 hours prior to the meeting.

PO Box 303 • Tomales, CA • 94971 • ph 707.878.2767 • www.tomalescsd.ca.gov

Board of Directors:

Dru Fallon O'Neill, President • Donna Clavaud, Vice President • Bill Bonini • Peter MacLaird • Deborah Parrish



TVCS D Board of Director's Meeting Minutes

Date: Wednesday, September 12, 2018 7 – 9 pm

Location: Tomales Town Hall, Tomales, California 94971 DRAFT

Board Members Present: Dru Fallon O'Neill, President; Donna Clavaud, Vice President; Bill Bonini, Peter MacLaird, Deborah Parrish

Board Members Absent: None

Also Present: Cynthia Hammond, TVCS D Recording Secretary; Bob Raines, Shoreline Unified School District Superintendent

I. Call To Order

Dru Fallon O'Neill called the meeting to order at 7:00 p.m.

II. Open Communication Time for community members and visitors to bring up items they wish to discuss and items that do not appear on the agenda. Added items will be included under Other Business.

Bob Raines, Shoreline Unified School District's Superintendent introduced himself and attended the meeting to discuss Measure I that the SUSD Board of Trustees voted to put on the November 2018 ballot. This ballot measure is a 30-year, 19.5M bond for repair and modernization of classrooms, replacing portables, roofs, etc. This ballot measure would increase property taxes by \$39 per \$100,000 assessed property value and can only be used for facility upgrades. Presently there are two (2) existing bonds; one (1) will be done in four (4) years and the other in fifteen (15) years. Bob Raines said more information would be released to the public and on the SUSD website. Bill Bonini expressed his concern that the bond measure would be used for facility upgrades only. Dru Fallon O'Neill asked what the enrollment of SUSD was; Bob Raines said the enrollment was 510-520 for the last five (5) years; 16-20 in each classroom and SUSD has the largest graduation rate in Marin County. Donna Clavaud asked about the renovations at the high school, as it has had considerable renovations. Bob Raines said the high school had significant remodeling, roofing and classroom enlargements from a previous bond measure. Dru Fallon O'Neill asked what the timeline would be as TVCS D has pending projects that has accelerated costs. Bob Raines said cost accelerants have been added to the cost estimates and should Measure I pass; an advisory committee would be formed in January 2020 to determine what projects queue up first. Projects would begin in the summer of 2020 and would last for 3-4 years. Bob Raines also explained that SUSD might qualify for state modernization funds to backfill the bond funds.

Donna Clavaud suggested there should be more community outreach regarding Measure I so people are well informed with correct information. TVCS D Board expressed their appreciation to Bob Raines for the information. Donna Clavaud invited Bob Raines to attend a TVCS D meeting after the election when the TVCS D General Manager and Financial Manager would be present to discuss TVCS D and SUSD partnership. Donna Clavaud explained that in nine (9) years there will be major renovations for the

collection system, TVCSD would need to take out a loan and suggested having a meeting with Bob Raines and TVCSD FAC.

III. Approval of September 12, 2018 TVCSD BOD Agenda

Donna Clavaud motioned to approve the September 12, 2018 TVCSD agenda as is. Deborah Parrish seconded the motion. M/S/C

IV. TVCSD Board Member Reports

Dru Fallon O'Neill pointed out the Pacific Sun's cover story of Tomales Founder's Day.

V. Approval of July 11, 2018 TVCSD BOD minutes

Donna Clavaud motioned to approve the TVCSD July 11, 2018 minutes. Deborah Parrish seconded the motion. M/S/C

VI. Committee Reports

a. Park Advisory Committee (PAC)

- 1.) No PAC meetings were held in July or August 2018.
- 2.) Discuss Publicity of Park Activities

Donna Clavaud explained there were quite a lot of Park rentals and Melinda suggested posting on the website when the Park was in use. Deborah Parrish didn't think it was necessary and Peter MacLaird suggested a Google calendar. This item will be on the October 2018 agenda for action.

b. Financial Advisory Committee (FAC)

- 1.) No FAC meeting was held in July 2018.
- 2.) Review FAC meeting minutes for August 22, 2018

Donna Clavaud said Melinda Bell developed a twenty (20) year history of TVCSD finances/sewer budgets. FAC also reviewed financial statements for submittal to the auditors.

A review of the Management Discussion & Analysis was done and some additions were made to the draft for Board approval.

3.) Discuss Investment options for Cash Reserves

Melinda Bell is also looking at investing some of the cash reserves in an 18 month Certificate of Deposit (CD) to earn 2.5% interest. When TVCSD auditors were in the office doing working on the audit, they suggested looking at Marin County Financial Fund. The interest is the same but is liquid; unlike a CD.

Peter MacLaird motioned to accept the proposal to invest in the Marin County Financial Fund. Deborah Parrish seconded the motion. M/S/C

VII. Financial Report (Melinda Bell)

a. Accept check registers and approve expenditures:

Bill Bonini motioned to accept the check registers and approve expenditures. Deborah Parrish seconded the motion. M/S/C

b. Financial Manager's report:

Financial Manager's report was reviewed.

c. Review and Approve financial statements:

Bill Bonini motioned to approve the financial statements. Deborah Parrish seconded the motion. M/S/C

VIII. General Manager's Report

a. Review General Manager's report:

General Manager's report was reviewed.

b. Approve Letter of Support to Marin County for GW Basin Modifications

Deborah Parrish motioned to approve the Letter of Support. Donna Clavaud seconded the motion. M/S/C

IX. NSU Report

a. Review reports for June & July 2018.

Reports were reviewed.

X. Pending Business

None

XI. Other Business

None.

XII. New Business

a. Discuss and Plan for five (5) year Strategic Plan

Deborah Parrish suggests beginning to plan for the five (5) year Strategic Plan. Deborah Parrish knows a facilitator(s) and will introduce them to the TVCSD Board.

Deborah Parrish motioned to begin to plan for the next five (5) year Strategic Plan. Peter MacLaird seconded the motion. M/S/C

b. Review and Approve Management Discussion & Analysis for 2017/2018

Donna Clavaud motioned to approve the 2017/2018 Management Discussion & Analysis. Deborah Parrish seconded the motion. M/S/C

XIII. Correspondence

None

XIV. Adjournment

Dru Fallon O’Neill motioned to adjourn the meeting. No objections. Meeting was adjourned at 7:57 pm.

Next TVCSD BOD Meeting, October 10, 2018, 7 pm at Tomales Town Hall

Approved by: Dru Fallon O’Neill, President

Date:

Attested by: Cynthia Hammond, Recording Secretary

Date:

TVCS D 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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September 2018 Check Registers

	Type	Date	Num	Name	Memo	Amount	Balance
131.00 - Cash					Beginning Balance		165,562.97
131.31 - Redwood Credit Union					Beginning Balance		116,356.13
	Deposit	09/30/2018			Interest	27.45	116,383.58
Total 131.31 - Redwood Credit Union					Ending Balance		116,383.58
131.42 - Bank of Marin - Money Market					Beginning Balance		10,612.43
	Deposit	09/30/2018			Interest	1.59	10,614.02
Total 131.42 - Bank of Marin - Money Market					Ending Balance		10,614.02
131.44 - Bank of Marin - Sewer					Beginning Balance		18,286.29
	Bill Pmt -Check	09/01/2018	4566	Kristin Lawson	Sept-Nov rent	-300.00	17,986.29
	Bill Pmt -Check	09/08/2018	4567	Brefje and Race Laboratories, Inc.	7/31 and 8/7 lab tests	-152.00	17,834.29
	Bill Pmt -Check	09/12/2018	4568	PGE	8044736439-1 7/25-8/23	-85.42	17,748.87
	Deposit	09/13/2018			SDRMA	25.39	17,774.26
	Bill Pmt -Check	09/15/2018	4569	Melinda K. Bell	31.5 hours August	-1,102.50	16,671.76
	Bill Pmt -Check	09/15/2018	4570	Natural Systems Utilities -CA	Sept services, 7/31 2 hours, 8/7 2 hrs, Purity	-4,549.07	12,122.69
	Bill Pmt -Check	09/15/2018	4571	Ortiz, Jose	July and August	-6,969.44	5,153.25
	Bill Pmt -Check	09/18/2018	4572	AT&T Uverse	145835638 9/7 - 10/6	-123.09	5,030.16
	Bill Pmt -Check	09/19/2018	4574	Nelson Staffing	9/4 - 9/16	-218.44	4,791.72
	Bill Pmt -Check	09/22/2018	4575	AT&T	138729948 9/11-10/10	-85.00	4,706.72
	Bill Pmt -Check	09/24/2018	4573	Brefje and Race Laboratories, Inc.	lab work 8/28 and 9/4	-379.00	4,327.72
	Bill Pmt -Check	09/24/2018	4576	Capital One Bank	Sonic, virus protection & Log Me In annual	-417.93	3,909.79
	Deposit	09/30/2018			Interest	0.05	3,909.84
Total 131.44 - Bank of Marin - Sewer					Ending Balance	-14,376.45	3,909.84
131.48 - Bank of Marin - Solar					Beginning Balance		20,408.19
	Deposit	09/30/2018			Interest	0.07	20,408.19
Total 131.48 - Bank of Marin - Solar					Ending Balance		20,408.19
TOTAL SEWER CASH					Ending Balance	-14,376.45	151,315.63
131.00 - Cash					Beginning Balance		171,116.49
131.42 - Bank of Marin - Money Market					Beginning Balance		35,442.84
Total 131.42 - Bank of Marin - Money Market					Ending Balance		35,442.84
131.46 - Bank of Marin - Park Account					Beginning Balance		135,667.65
	Bill Pmt -Check	09/01/2018	1219	Allied Hand Dryer, LLC	changing table	-249.00	135,418.65
	Bill Pmt -Check	09/08/2018	1220	Fishman Supply	towels and changing table liners	-84.12	135,334.53
	Bill Pmt -Check	09/08/2018	1221	PGE	7399820768-9	-90.36	135,244.17
	Bill Pmt -Check	09/15/2018	1222	Ortiz, Jose	July and August	-1,495.00	133,749.17
	Bill Pmt -Check	09/19/2018	1223	Breathe California	refund deposit 9/8/2018	-200.00	133,549.17
	Payment	09/21/2018		Henry Elfstrom	September electric service	70.00	133,619.17
	Deposit	09/27/2018			Contribution in Memory Graham	50.00	133,669.17
	Deposit	09/30/2018			Interest	0.52	133,669.69
Total 131.46 - Bank of Marin - Park Account					Ending Balance	-1,997.96	133,669.69
TOTAL PARK CASH					Ending Balance	-1,997.96	169,112.53



Financial Manager's Report October 10, 2018

There have been two routine annual developments this month. The annual Measure A Expenditure Report is being submitted to the County. The total \$3,243.34 reported in expenditures for the 2017/2018 fiscal year agrees with the auditor's report. The second development is that we received the Special District Risk Management Authority's President's Special Acknowledgement Awards for both Workers' Compensation and Property and Liability as usual. The new certificates are posted in the office. We got a \$25 refund in their audit.

I would like to ask for a Board's decision whether to invest some reserves to increase our rate of return now that rates available on allowable investments are higher. I included a Sewer cash flow forecast in last month's packet. The Park cash flow forecast is still uncertain at this point. We are currently earning 0.25% on our Sewer reserves and close to 0% on our Park reserves. We could move our Redwood Credit Union funds to their 12 to 17 month CD earning 1.75%. We could move some funds to another bank. Online banks such as Ally, Capital One and American Express are paying 2.5% on 12 month CD's. Poppy Bank, formerly First Community, is paying 3.25% on 3-year CDs. We could invest with the State of California Local Agency Investment Fund which allows 15 transactions a month with a minimum \$5,000 each and same day service paying 1.75% on checking accounts. CalTRUST is a higher-paying option for local governments.

In the field work and the internal control report the auditors mentioned changes we should make:

1. Paid invoices need written documentation of authorization to pay from someone besides me. If the check signer on the large checks would review and initial the invoices when signing the checks, that authorization would meet their requirements. I could take the smaller invoices to the FAC meeting for review and initialing.
2. We need a written adopted policy on retention periods for documents. Such sample policies are readily available from multiple sources, including CSDA.
3. We should have a capital asset listing with full descriptions, dates, amounts and depreciation. We can start with Jose's CIP list and add what the auditors suggest.
4. We need a policy on the use of District credit cards; we do have a card.

If the Board has any thoughts of looking for new auditors, this is the best time of year to consider going to bid for audit services. There are two reasons to do that: best practices suggest changing auditors periodically, and there is the chance that we might find a firm that we prefer. There are two reasons against it: the search for new auditors will take considerable time and effort, and we may not find anyone better. Our current auditors have been us for five years now.

Park cash balances at September 30 were \$169,113. Year-to-date income for the Park is \$18,075, and expenses are \$2,507. Sewer cash balances were \$151,316. Year-to-date Sewer income is \$84,086, and expenses are \$51,002. September check registers are included in the packet, but the financial reports are the final reports for 2017/2018, post audit.

SEWER FINAL 2017/2018 INCOME AND EXPENSES		Jul '17 - Jun 18	Budget
Income	301.10 - Service Charges - Monthly	869.40	869.40
	301.15 - Service Charges - Annual Fees	1,738.80	1,739.00
	301.20 - Service Charges - SUSD	59,605.31	64,299.00
	301.35 - Solar Portion - County	7,140.00	7,680.00
	301.30 - Service Charges - County - Other	96,017.53	96,456.30
Total	301.00 - Service Charges	165,371.04	171,043.70
	305.00 - SUSD Sinking Fund	8,062.00	8,062.00
	311.00 - Interest Income	1,410.74	1,491.00
	315.50 - Levy 4	8,143.07	8,200.00
Total Income		182,986.85	188,796.70
Expense	413.00 - Grounds Maintenance	1,224.00	2,000.00
	410.10 - Sewage Collection Electric	470.13	375.00
	411.05 - Lab Bills	8,655.04	7,738.00
	411.10 - Maintenance Supplies	6,387.28	1,320.00
	411.03 - Sewage Treatment Electric	1,305.06	0.00
	411.00 - Sewage Treatment - Other	19.06	8,594.00
	412.10 - Sewage Disposal Electric	312.34	0.00
	412.00 - Sewage Disposal - Other	827.50	336.00
	414.11 - Social Security Tax	89.90	310.00
	414.12 - Medicare Payroll Tax	21.03	73.50
	414.13 - State Unemployment Tax	39.85	166.50
	414.05 - Administrator's Fees	47,375.00	45,750.00
	414.22 - Licenses and Permits	1,376.00	1,346.00
	414.31 - Property & Liability Insurance	6,952.39	6,655.00
	414.33 - Worker's Comp Insurance	711.08	720.00
	414.41 - Postage and Delivery	326.20	300.00
	414.42 - Printing and Copies	112.00	0.00
	414.43 - Office Supplies	106.88	150.00
	414.44 - Sonic - Web Hosting	63.60	240.00
	414.45 - Equipment Expense	697.96	250.00
	414.465 - Board Member Stipend	2,100.00	5,000.00
	414.467 - Board Training	40.07	1,000.00
	414.47 - Clerical/Bookkeeping	11,991.40	10,220.00
	414.48 - Office Rent	1,200.00	1,200.00
	414.49 - Secretary	3,092.76	6,856.00
	414.50 - O&M Contractual Services	49,820.04	49,148.00
	414.551 - Legal Fees	110.00	0.00
	414.552 - Accounting	5,150.00	5,000.00
	414.61 - Newsletter Expense	101.82	710.00
	414.60 - Publication and Notices - Other	333.00	0.00
	414.62 - Dues and Subscriptions	1,154.60	1,110.00
	414.67 - Solar Lease Admin Fee	750.00	750.00
	414.71 - Plant and Building Maintenance	0.00	1,200.00
	414.72 - Computer Repairs - Other	214.20	250.00
	414.73 - Equipment Repairs	0.00	1,150.00
	414.74 - Treatment Ponds Maintenance	1,043.61	
	414.76 - Collection System Maintenance	1,282.29	5,000.00
	414.77 - Irrigation Field Maintenance - Other	1,598.00	6,000.00
	414.78 - Solar Panel Maintenance	0.00	400.00
Total	414.70 - Repairs and Maintenance	4,138.10	14,000.00
	414.81 - Travel	712.17	450.00
	414.85 - Training	149.50	
	414.90 - Telephone and Internet Services	2,524.97	2,688.00
	415.50 - Depreciation Expense	50,863.99	
	417.20 - Election Expense	250.00	300.00
	417.30 - LAFCO Charges	0.00	160.00
	417.40 - County Teeter Admin Fee	182.00	
	420.20 - Interest Expense - SRF Loan	3,370.35	3,370.00
Total Expense		214,907.07	178,286.00
Net Income	2017/2018 SEWER PROGRAM	-31,920.22	10,510.70
PARK FINAL 2017/2018 INCOME AND EXPENSES			
Income	311.00 - Interest Income	8.29	5.00
	315.80 - Measure A Funds	34,685.25	36,003.00
	320.00 - Contributions Income	665.23	100.00
	322.50 - Cleaning and Security Deposit	200.00	0.00
	322.00 - Park Use Rental - Other	250.00	400.00
	322.60 - Water Tower PGE	840.00	840.00
Total Income		36,648.77	37,348.00
Expense	414.23 - Office Supplies	27.95	
	414.57 - Accounting	1,155.00	1,000.00
	414.81 - Measure A Project Expenses	147.53	85,000.00
	414.82 - Measure A Maintenance Expenses	409.21	1,600.00
	414.83 - PGE Park	1,087.01	1,200.00
	6420 - Park Trash Disposal	416.64	
Total Expense		3,243.34	88,800.00
Net Income		33,405.43	-51,452.00

SEWER FINAL BALANCE SHEETS		Jun 30, 18	Jun 30, 17	\$ Change
ASSETS				
Current Assets				
	131.31 · Redwood Credit Union	116,299.48	136,006.51	-19,707.03
	131.42 · Bank of Marin - Money Market	29,912.09	33,465.73	-3,553.64
	131.44 · Bank of Marin - Sewer	20,552.49	13,174.49	7,378.00
	131.48 · Bank of Marin - Solar	20,407.94	19,098.36	1,309.58
	Total 131.00 · Cash	187,172.00	201,745.09	-14,573.09
	137.00 · Accounts Receivable	0.00	63.00	-63.00
	Total Current Assets	187,172.00	201,808.09	-14,636.09
Fixed Assets				
	100.00 · Property, Plant and Equipment	791,665.97	791,665.97	0.00
	100.10 · Maps and Records	17,248.00	17,248.00	0.00
	100.20 · Land and Land Rights	52,788.00	52,788.00	0.00
	105.00 · Less Accumulated Depreciation	-636,969.00	-586,305.01	-50,663.99
	110.00 · Improvement Project	939,393.31	939,393.31	0.00
	112.00 · Solar System	269,945.21	269,945.21	0.00
	Total Fixed Assets	1,434,071.49	1,484,735.48	-50,663.99
	136.00 · SUSD Note Receivable	16,731.46	18,275.90	-1,544.44
	TOTAL ASSETS	1,637,974.95	1,704,819.47	-66,844.52
LIABILITIES & EQUITY				
Current Liabilities				
	222.00 · Accounts Payable	11,830.00	8,095.52	3,734.48
	230.00 · Fed Payroll Tax Payab	130.05	80.32	49.73
	Total Current Liabilities	11,960.05	8,175.84	3,784.21
Long Term Liabilities				
	211.00 · SWRCB SRF Loan	114,046.57	134,813.90	-20,767.33
	215.00 · CREBS Bond	143,529.38	161,470.56	-17,941.18
	Total Long Term Liabilities	257,575.95	296,284.46	-38,708.51
	Total Liabilities	269,536.00	304,460.30	-34,924.30
Equity				
	260.00 · Retained Earnings	0.00	1,214,215.19	-1,214,215.19
	261.00 · Sinking Fund - Debt Reserve	0.00	47,775.00	-47,775.00
	262.00 · Capital Asset Reserve	40,000.00	42,758.97	-2,758.97
	263.00 · Emergency Reserve	0.00	33,982.00	-33,982.00
	264.00 · Operating Reserve	44,572.00	3,537.37	41,034.63
	265.00 · Net Assets - Unrestricted	1,315,787.17	105,000.00	1,210,787.17
	Net Income	-31,920.22	-46,909.36	14,989.14
	Total Equity	1,368,438.95	1,400,359.17	-31,920.22
	TOTAL LIABILITIES & EQUITY	1,637,974.95	1,704,819.47	-66,844.52
PARK FINAL BALANCE SHEETS				
		Jun 30, 18	Jun 30, 17	\$ Change
ASSETS				
Current Assets				
	131.42 · Bank of Marin - Money Mar	17,829.83	0.00	17,829.83
	131.46 · Bank of Marin - Park Accou	135,890.86	120,374.19	15,516.67
	Total 131.00 · Cash	153,720.69	120,374.19	33,346.50
	137.00 · Accounts Receivable	0.00	70.00	-70.00
	Total Current Assets	153,720.69	120,444.19	33,276.50
Fixed Assets				
	100.20 · Land and Land Rights	132,000.00	132,000.00	0.00
	111.00 · Park Equipment			
	Original Cost	314,653.66	314,653.66	0.00
	105.00 · Depreciation	-66,695.00	-59,063.90	-7,631.10
	Total 111.00 · Park Equipment	247,958.66	255,589.76	-7,631.10
	Total Fixed Assets	379,958.66	387,589.76	-7,631.10
	TOTAL ASSETS	533,679.35	508,033.95	25,645.40
LIABILITIES & EQUITY				
Liabilities				
	222.00 · Accounta Payable	175.64	304.57	-128.93
	217.00 · Unearned Revenue	25,000.00	25,000.00	0.00
	Total Current Liabilities	25,175.64	25,304.57	-128.93
	Total Liabilities	25,175.64	25,304.57	-128.93
Equity				
	252.50 · Investment in Capital Asse	379,958.66	387,589.76	-7,631.10
	260.00 · Unassigned Fund Balance	95,139.62	75,928.61	19,211.01
	Net Income	33,405.43	19,211.01	14,194.42
	Total Equity	508,503.71	482,729.38	25,774.33

	TOTAL LIABILITIES & EQUITY	533,679.35	508,033.95	25,645.40
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Tomales Park Committee meeting minutes

Monday, September 24, 2018 Meeting began @ 6:35 pm

Walter Earle chaired the meeting.

Patty Oku served as note taker.

Present: Walter Earle, Dru Fallon O'Neill, Beth Koelker, Kara Davey, David Judd, Patty Oku, Laura Trippi, Randy Biehler, Cindy Biehler

Absent: None

Agenda:

Open Communication

Committee Elections: Chair and Secretary

Park update: What's going on

Next Park Meeting

Adjourn

Agenda Item	Discussion
Open Communication	Randy and Cindy Biehler proposed a Memorial Bench at the park in honor of Margaret Graham. They also volunteered to fund the project. Several ideas were discussed, including a more formal plaque or a piece of art created by Beth. David has a nice cypress slab that was donated by Jason McClean. We also
Committee Elections: Chair and Secretary	Walter Earle volunteered and was elected to be chair (Patty/Dru) Vote was unanimous. Patty volunteered and was chosen to be Secretary. (Walter/ Dru) Also vote was Unanimous.
Park update: What's going on	Tim Furlong volunteered to remove the old Gazebo at no cost to the District. David expressed concern as he believes that even those donating labor have to conform to the Prevailing Wage rules and be registered with the California Department of Industrial Relations. Jose will also hold a project walk through at the park on October 15, 2018 at 1pm for interested bidders. David also expressed interest in having a lost and found and Signage with Phone numbers so folks can reach the District.
Next Park Meeting	October 22, 2018 @6:30pm
Meeting adjourned at 7:00 pm.	Motion to Motion to adjourn- Patty/Dru.
Minutes approved by:	

Date: