



**TVCS D Board of Director's & Public Hearing Meeting Minutes**

**Date: Wednesday, July 13, 2022 7 pm Via Zoom**

**Location: Tomales Town Hall, Tomales, California 94971 DRAFT**

**Board Members Present:** Donna Clavaud, President; Bill Bonini, Vice President; Dru Fallon O'Neill, John Ward

**Board Members Absent:** None

**Also Present:** Mary Halley, TVCS D General Manager; Cynthia Hammond, TVCS D Recording Secretary

**Others Present:** None

**I. Call To Order:**

Donna Clavaud called the meeting to order at 7:06 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.

None

**III. Approval of July 13, 2022 TVCS D BOD and Public Hearing Meeting Agenda**

Dru Fallon O'Neill motioned to approve the July 13, 2022 TVCS D BOD Meeting Agenda as is.

Bill Bonini seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**IV. Consent Calendar**

*All items on the Consent Calendar are considered to be either routine or non-controversial and will be enacted by a single blanket action of the Board. Upon request from a Board member or any member of the public, individual items may be removed from the Consent Calendar in which case they will be discussed in the meeting (under Items Removed from the Consent Calendar).*

- a. Adopt Resolution # 22-08: AB 361 Renewing Authorization for Remote Teleconferencing Meetings
- b. Approval of June 8, 2022 TVCS D Board Meeting Minutes
- c. Review and Approve Financial Statements
- d. Adopt Resolution #22-06 "Amended": to hold elections to include a short term seat due to the vacancy if it is not filled prior to the election

Bill Bonini motioned to approve the Consent Calendar as is. Dru Fallon O'Neill seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**V. Items Removed from Consent Calendar**

Items moved from the Consent Calendar to the Regular Agenda, if any.

None

**VI. Conduct Public Hearing to Receive Comments on the Proposed Sewer Service Rates and Method of Collection for FY 22/23**

There were no public comments.

1. Adopt Resolution 22-09: Maintaining the Current Sewer Service Rate at \$81.90 per month per "equivalent unit" ("EU") for FY 22/23

John Ward motioned to Adopt Resolution 22-09: Maintaining the Current Sewer Service Rate at \$81.90 per month per "equivalent unit" ("EU") for FY 22/23. Bill Bonini seconded the motion.

M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

2. Adopt Resolution 22-10: Maintaining the Current Connection Fee of \$10,000 per EU and Keeping the Ad Valorum Tax Rate at .02% on Assessed Value for FY 22/23

Dru Fallon O'Neill motioned to Adopt Resolution 22-10: Maintaining the Current Connection Fee of \$10,000 per EU and Keeping the Ad Valorum Tax Rate at .02% on Assessed Value for FY 22/23.

Bill Bonini seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**VII. Conduct Public Hearing to Receive Comments on the Proposed Final Sewer and Park Budgets for FY 22/23**

There were no public comments.

**1. Approve 22/23 Sewer Budget**

Bill Bonini motioned to approve the 22/23 Sewer Budget as is. John Ward seconded the motion.

M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**2. Approve 22/23 Park Budget**

Dru Fallon O'Neill motioned to approve the 22/23 Park Budget as is. John Ward seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**3. Adopt Resolution 22-11: Final Sewer Budget for FY 22/23**

Bill Bonini motioned to Adopt Resolution 22-11: Final Sewer Budget for FY 22/23. John Ward seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**4. Adopt Resolution 22-12: Final Park Budget for FY 22/23**

Dru Fallon O'Neill motioned to Adopt Resolution 22-12: Final Park Budget for FY 22/23.

Bill Bonini seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes O'Neill, Yes Ward

AYES 4; NOES 0; ABSTAIN 0; ABSENT 0

**VI. Board Member Reports**

None

**VII. Committee Reports**

**a. Park Advisory Committee (PAC)**

**1. Review June 27, 2022 PAC Meeting Minutes.**

Minutes were reviewed. Donna Clavaud said David Judd picked up the new restroom doors for the

Park; new signage has been designed, translated in to Spanish, and Fast Signs will fabricate signage. Events at the Park include the Tomales High School BBQ Reunion which scheduled for July 30<sup>th</sup>, 2022 and the Marin Bicycle Coalition Event is schedule for August 6<sup>th</sup>, 2022. Donna Clavaud & Dru Fallon O'Neill will share responsibilities for overseeing the events.

Bill Bonini asked if the Park Event Coordinator would also be responsible for promoting events at the Park. Donna Clavaud said yes and is currently finishing the job description.

Mary Halley said she received an estimate for \$3,800 the Cyprus tree work by the water tower and will schedule the work as directed by the BOD.

b. Financial Advisory Committee (FAC)

1. Review June 29, 2022 FAC Draft Meeting Minutes

FAC Draft Meeting Minutes were reviewed. Donna Clavaud the meeting concentrated on finalizing the Sewer and Park budgets.

Mary Halley had suggested creating a timeline for the Park projects.

Donna Clavaud said FAC would revisit the TVCSD ADU Ordinance in September.

Donna Clavaud there were many fence repairs that needed to be done in the irrigation fields. Mary Halley has requested an estimate from Tim Furlong for mowing the fields and to consider repairing the fences.

**VIII. Financial Report (Melinda Bell)**

a. Financial Manager's Report

Financial Manager's Report was reviewed.

John Ward suggested reorganizing the categories for more clarity.

**IX. General Manager's Report**

Mary Halley reported Roy's Sewer Service flushed out the mains and pumped out the lift station.

Mary Halley also said she received three (3) proposals for the SCADA system and will present the proposals in the September BOD meeting for review. The radio communication signals between the treatment plant, the irrigation filed and the lift station are minimal and suggested installation of new antennas; this work could be done at the same time as the SCADA upgrade.

Mary Halley is gathering information and quotes to deal with excess vegetation growth and will present various approaches at a future BOD meeting.

LAFCO Annexation has been approved pending adequate engineering map.

Mary Halley said she would focus on the Park ADA handicap ramps once sewer projects are underway. Mary Halley contacted Marin County Parks and received engineered specs on handicap ramps and asked if ADA ramps are required by law. Donna Clavaud suggested contacting TVCSD's insurance company and asked if all Marin County Parks have ADA ramps. Bill Bonini suggested visiting other parks and to contact Max Korten, Marin County Parks, regarding requirements and compliance.

Donna Clavaud asked the TVCSD BOD to think about the Board vacancy and who could/would be a candidate for the vacant position, which would be a two (2) year position. Dru Fallon O'Neill, Bill Bonini and John Ward's terms are up for reelection.

**X. NSU Report**

a. Review May 2022 reports

NSU reports were reviewed.

**XI. Pending Business**

None

**XII. Other Business**

None

**XIII. New Business**

None

**XIV. Old Business**

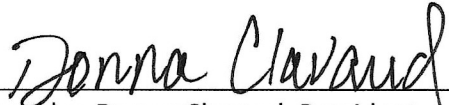
None


**XV. Correspondence**


None


**XVI. Adjournment**

Bill Bonini motioned to adjourn the TVCSD July 13, 2022 Board and Public Hearing Meeting. Meeting was adjourned at 7:50 p.m. No objections.

  
Approved by: Donna Clavaud, President

  
Date:

  
Attested by: Cynthia Hammond, Recording Secretary

  
Date:

**TVCSD 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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Board of Directors:

Donna Clavaud, President • Bill Bonini, Vice President • Dru Fallon O'Neill • John Ward