



# TAMALPAIS COMMUNITY SERVICES DISTRICT

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## TCSO BOARD OF DIRECTORS MEETING 7:00PM

### AGENDA

WEDNESDAY, JULY 8, 2020

Coronavirus (COVID-19) Advisory Notice: The health and safety of community members, public officials, and employees is a top priority for the Tamalpais Community Services District (TCSO) as we deliver our critical services of solid waste, sewer, and parks and recreation. In compliance with local and state shelter-in-place orders, and as allowed by Executive Order N-29-20 (March 17, 2020), TCSO will no longer offer an in-person meeting location for the public to attend this meeting. The meeting will be streamed live (see below), and members of the public are encouraged to participate remotely from a safe location as described below. Members of the Board of Directors or staff may participate in this meeting electronically or via teleconference.

#### HOW TO PARTICIPATE REMOTELY –

Enter the following website address: <https://us02web.zoom.us/j/83342607754>

Or call the following telephone number: 253.215.8782, and enter the following meeting ID: 833 4260 7754 and password 509468

#### 1. CALL TO ORDER

#### 2. ROLL CALL President Matt McMahon

Directors: Vice President Jeff Brown, Steffen Bartschat, Steven Levine, and Jim Jacobs.

#### 3. APPROVE AGENDA

#### 4. PUBLIC EXPRESSION

*Members of the public are invited to address the Board concerning topics, which are not listed on the Agenda (If an item is agendaized, interested persons may address the Board during the Board's consideration of that item). Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. Consequently, if further consideration is required, the Board may refer the matter to its staff or direct that the subject be added to an agenda for a future meeting. The Board reserves the right to limit the time devoted to this portion of the Agenda and to limit the duration of speakers' presentations.*

#### 5. PROCLAMATIONS

- A. Proclamation of appreciation for Carol Buchholz on the occasion of her retirement
- B. Proclamation of appreciation for Vincent Sanfilippo on the occasion of his retirement
- C. Proclamation of appreciation for volunteer Jim Kasper

#### 6. REGULAR BUSINESS: Information Only

- A. General Manager's update on operations during COVID-19 Shelter-In-Place, programs, financial reports (abbreviated due to FY end)

Special Needs: In compliance with the Americans with Disabilities Act (28 C.F.R. 35.102-35.104, ADA Title II) if you need special assistance to participate in this meeting, please contact the TCSO at (415)-388-6393, x10. Notification 48 hours prior to meeting enables TCSO to make reasonable arrangements to ensure accessibility. In compliance with Senate Bill 343 the law requires writings subject to the Public Records Act to be available for public inspection at the time the writing is distributed to the member of the legislative body  
In compliance with Senate Bill 343 materials or writings subject to the Public Records Act is available for public inspection at 305 Bell Lane, Mill Valley, California between the hours of 8:00 a.m. through 4:30 p.m. Monday through Friday.

- B. Discuss TCSO Chipper Days report and new programs offered by SMFD
- C. Discuss quarterly sewer report to EPA
- D. Board updates on treatment plants: SASM and SMCSO

#### **7. REGULAR BUSINESS: Requested for Board Action**

- A. Review and approve pre-authorization of Board payment for participation in one future asynchronous training on debt financing disclosure
- B. Review and approve scope of work for Parks and Recreation planning project

#### **8. CONSENT CALENDAR**

*All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single action of the Board. There will be no separate discussion unless specific items are removed from the Consent Calendar during adoption of the Agenda for separate discussion and action.*

- A. Approve Minutes of June 4, 2020 Board Work Session
- B. Approve Minutes of June 10, 2020 Board Meeting
- C. Approve Minutes of June 24, 2020 Board Work Session

#### **9. FUTURE AGENDA ITEMS**

- A. Board suggestions for future agenda items and input on these future potential agenda items:
  - July 22, 2020 at 10 am updated Capital Improvement Program (CIP) implementation planning
  - Asynchronous Board Training Session on Debt Financing Disclosure Requirements (future recorded training)
  - At August 12, 2020 Board Meeting:
    - Review and adopt resolution to allow reimbursement of Capital Improvement Program (CIP) costs from Sanitation debt financing proceeds
    - Review and adopt resolution regarding Debt Management Policy
    - Review and adopt resolution regarding Debt Disclosure Policies and Procedures
    - Discuss quarterly solid waste disposal report to Zero Waste Marin
  - Possible issues to consider: Eastwood Park town hall style meeting
  - Possible issues to consider: Noise and lack of Social Distancing complaints at 7-11
  - Possible presentation to consider: SMCSO consolidation with City of Sausalito for sewer collection operations
  - Review of Recreation and Volunteer Coordinator job description
  - Review and approve updates to TCSO personnel policy to consider additional merit one-time pay in extraordinary circumstances, consider in-leu payment for employees covered elsewhere for health insurance, delete State Disability Insurance (SDI), and incorporate previously approved resolutions: allowing interim appointment, allowing employee to employee donation of sick time in extreme hardship, clarifying retiree medical in case of out of state move, 2014 and 2011 updates to retiree medical
  - Proposal from 210 Stanford regarding Hawk Hill open space/fence resolution

#### **10. ADJOURNMENT**

**NEXT TCSO BOARD MEETING**

**August 12, 2020 – 7:00 PM**

**TAMALPAIS COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY**