



# Tamalpais Community Services District

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**Minutes of the Regular Meeting of TCSD Board of Directors  
Held at 203 Marin Avenue, Mill Valley  
May 9, 2012  
7:00 p.m.**

1. CALL TO ORDER. The Session of the Tamalpais Community Services District Board of Directors was called to order by Vice President Brown at 7:03 p.m. on Wednesday, May 9, 2012.

2. ROLL CALL.

**Board Members Present:** The following members were present:

President Steffen Bartschat  
Vice President Jeff Brown  
Jim Jacobs  
Linda Johnson  
Gretchen Stagg

As five of five of the Board members were present at Roll Call, a quorum was constituted.

**Staff Present:** General Manager Jon Elam, Carol Buchholz, Director of Park & Recreation, Finance Director Jerry Taylor, and Recording Secretary Claudia Laughter

Others Present: John Bakker-TCSD Legal Counsel, Jill Barnes-City of Mill Valley,

3. APPROVE AGENDA

**MOTION TO APPROVE THE AGENDA WITH THE AMENDMENT TO TRANSFER ITEM 6A TO 6B AND THE ADDITION OF A PRESENTATION BY JILL BARNES OF THE CITY OF MILL VALLEY'S SEWER RATE PLAN:  
M/S/C G. Stagg/L. Johnson AYES: 5 NAYS: 0**

4. PUBLIC EXPRESSION. President Bartschat invited public expression on non-agenda items, in response to which there was the following: A resident inquired about a posting in the newsletter regarding blocking parking on Glenwood near Eastwood Park. GM Elam assured her that the requested no parking area was directly across from Eastwood Park and not the length of Glenwood Avenue.

5. COMMISSION REPORTS.

**Park and Recreation** – Park & Rec Director Buchholz reported that there has been no new information to report since the joint meeting with the Commission and Board on March 26th. The next Commission meeting is scheduled for May 21, 2012.

6. **GENERAL BUSINESS.** It should be noted that GM Elam (and Staff) provided this work session's reports, financials, and other written materials.

A. Presentation by Jill Barnes of the City of Mill Valley's Sewer Rate Plan - Ms. Barnes, the Public Works Director for the City of Mill Valley, presented the city's plan for sewer rate restructuring. They

have decided to use a flow-based plan with a rate structure based on proportionate use which also includes a 5% buffer for low usage properties. The City worked with consultant John Farnkoff to develop this structure which takes winter 2012 water use rates and multiplies them on specific residential determined rates. The City will also be issuing a bond measure to cover their \$4 million capital improvement costs. The City is sending mailings to all property owners with their equation to determine what their new rate structure will be as well as this information being available on their website or in office. There is no cap for rate costs. This new rate system will go into effect in July 2012. President Bartschat thanked Ms. Barnes for her time and information.

- B. Marin County JPA Budget for 2012/2013 - GM Elam presented the Marin County JPA budget as an informational item to the Board since TCSD pays a share of it.

## STAFF REPORTS

- Park & Recreation - Director Carol Buchholz reported on the following:

- Farmers Market - It will be returning this year in a new location behind TJ's Gym off Shoreline Highway. TCSD will have an information booth there, but the logistics will be handled by the market's manager.
- Rhubarb Review - The performances will run until May 12th and have been receiving good responses from audiences.
- Creekside – Preparations continue for Creekside which starts on June 15<sup>th</sup> – The Sound system and trailer will be moved to the Cabin, and the District has been assured that construction on the new path will be completed by then. GM Elam stated that the construction company should return the Cabin parking lot and overflow parking to its original condition after the project is completed.
- Woodchips/Compost – A new load of redwood chips and compost has been delivered and is available to the public in the Community Center parking lot.

- Sanitation - Bob Bunce – Mr. Bunce was not in attendance so GM Elam reported that the sewer crew had been completing private lateral video inspections with at least 15 certificates sent out the previous week.

- Finance - Finance Manager Taylor had a few comments on the Mill Valley Sewer Rate presentation including observations that Mill Valley directed the consultant to come up with a variable rate instead of having them conduct an independent study, and that the consultant was the same hired by SMCSO who were dissatisfied with their results. Mr. Taylor reviewed the transactions and disbursements and asked for the Board's approval.

- Refuse/GM Update - GM Elam reported on several items:

- Garbage flows for April continue to downtrend
- Garbage tonnage will now be taken to Marin Sanitary Service instead of the landfill at Richmond which will save costs on gas, toll, time, and wear and tear on the trucks
- Fire Grant – the grant work has been completed and the District thanks Jim Kasper for his dedication and work on this project. The District will probably not apply for another grant in the future.
- Sewer Rate Public Meetings – An initial proposal was to hold two public meetings to discuss the latest version of the Reed Group's Sewer Rate Proposal. After discussion, the Board decided to schedule a public meeting on Wednesday, May 23<sup>rd</sup> from 8:45am-10:45am at the Tam Valley Community Center, located at 203 Marin Avenue, Mill Valley. Copies of the report and the meeting notice will be posted on TCSD's website as well as individual copies will be sent to multi-unit property owners who have been active in this issue. A follow up meeting will be scheduled for July (date TBD) and Robert Reed has stated that sample billing can be generated through his firm's in-house software to be mailed to all property owners so they can be informed of what their sewer bill will look like should these changes go into effect.

