



# TAMALPAIS COMMUNITY SERVICES DISTRICT

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## TCSD BOARD OF DIRECTORS WORK SESSION

### MINUTES

WEDNESDAY, May 26, 2021 , 8:30 AM

#### 1. CALL TO ORDER

The Tamalpais Community Services District Board of Directors work session was called to order by Vice President Brown at 8:32 a.m. on Wednesday, May 26, 2021.

#### 2. ROLL CALL

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

Staff Present: General Manager Heather Abrams, Recording Secretary Cyndie Martel

Absent: President Matt McMahon

Others Present: Lara Zegart, Acting Parks and Recreation Coordinator

#### 3. APPROVE AGENDA

**MOTION TO APPROVE THE AGENDA**

**M/S/C: J. JACOBS/S. LEVINE**

**AYES: 4**

**NAYS: 0**

**ABSENT: 1 (MCMAHON)**

#### 4. PUBLIC EXPRESSION

VP Brown invited public expression on non-agenda items, in response to which there was the following:

- There was no public expression.

#### 5. REGULAR BUSINESS: Information Items

##### A. Review Fiscal Year 2021-2022 budget

GM Abrams presented the proposed FY 2021/2022 budget for review in advance of adoption at the June 9, 2021 Board meeting. She pointed out the District had gone through positive, stabilizing changes over the last 4 years. She stated to accommodate the Board's and the community's vision and the regulator's requirements for the future, District staffing would be changed, specifically: a) a full-time benefited park and recreation coordinator could be hired, b) the current interim finance manager/analyst could be appointed in an on-going programs and finance manager position, and c) an assistant general manager could be hired. This would require some new job descriptions and salary ranges to be approved by the Board at an upcoming meeting, but it would not change the overall headcount of the agency.

The Board asked clarifying questions focused on planned reserves, district financial plans, more investment in Park and Rec spending and contingencies for lawsuits. All four Board Members present expressed strong support for reinvigorating parks and recreation activities, to bring

vibrancy back after COVID-19. The Board also asked for a status report on the capital improvement projects.

Dir Jacobs offered to forward the Board and staff a flow rate study by ADS regarding flow levels in Tam Valley to SASM.

There was no public comment.

**6. ADJOURNMENT**

**MOTION TO APPROVE ADJOURN**

**M/S/C: S. LEVINE/S. BARTSCHAT**

**AYES: 4**

**NAYS: 0**

**ABSENT: 1 (MCMAHON)**

Meeting adjourned at 10:17am.

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Secretary

**NEXT TCSD BOARD MEETING**  
**JUNE 9, 2021 – 7:00 PM**  
**Via Zoom**