



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSD BOARD OF DIRECTORS MEETING 7:00PM

MINUTES

WEDNESDAY, APRIL 8, 2020

1. CALL TO ORDER

The virtual Tamalpais Community Services District Board of Directors meeting was called to order by President McMahon at 7:18 p.m. on Wednesday, April 8, 2020.

2. ROLL CALL President Matt McMahon

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

Staff participating via teleconference: General Manager Heather Abrams; Recording Secretary Cyndie Martel; Mark Mencarelli, Solid Waste Staff; Sarah Mehtar, Analyst; Mike Quecke, Facilities and Wastewater Superintendent

Others present via teleconference: Bob Reed, The Reed Group; Garth Schultz and Jordan Morasuchi, R3

Pres McMahon explained how the District's first virtual meeting would proceed.

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

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

Roll Call Vote: Pres McMahon Aye; VP Brown Aye; Dir Levine Aye; Dir Jacobs Aye; Dir Bartschat Aye

AYES: 5 NAYS: 0 ABSENT: 0

4. PUBLIC EXPRESSION

Pres McMahon invited public expression on non-agenda items, in response to which there was the following: There were no comments from the public.

5. REGULAR BUSINESS: Administration

Information-Only Items

A. General Manager's COVID-19 update, operations updates and financial reports

GM Abrams brought the Board up to date with the District's efforts to keep staff safe and essential services uninterrupted. She reported that the District would not be eligible for current FEMA funding, but may be eligible for future assistance.

Pres McMahon recognized staff's contributions working through this difficult time.

There was no public comment.

6. REGULAR BUSINESS: Sanitation

Information-Only Items

A. Discuss Capital Improvement Program (CIP) financing

GM Abrams and Mr. Reed discussed the District's options for the sewer CIP and the benefits of financing the entire project, rather than pay as you go or partial debt financing. Mr. Reed stated with the current market, it would be advantageous to use some debt to accelerate the CIP, and analysis showed it wouldn't result in higher sewer rates.

After discussion, the Board directed staff to move forward and apply resources to prepare for full CIP project financing. The Board asked that staff present the current CIP plan at a future meeting so there was understanding how funds would be applied.

There was no public comment.

B. Discuss previously adopted Fiscal Year 2020/2021 sewer rate increase.

GM Abrams discussed the District's options for sewer rate increase in 20/21. She reviewed the scenarios prepared by the District's consultant, the Reed Group. Mr. Reed stated if the Board was to adopt less than the approved 4% increase with CPI of 2.9%, the District would have to make up the funds in a later year.

The Board discussed the possible scenarios with thought to the public's aversion to increased spending, as shown with the recent bond failures this past election. Ms. Mehtar stated if there were to be a continued economic down turn, it might be more difficult to raise rates next year.

The Board directed staff to proceed with the legal notice as was in the plan, 4% plus CPI.

There was no public comment.

C. Board updates on treatment plants: SASM and SMCSO

SASM: The meeting in March was cancelled. Dir Jacobs was planning to attend the meeting on April 16 if not cancelled.

SMCSO: Dir Bartschat and Levine, as well as GM Abrams attended the meeting on April 6, 2020. Dir Levine was introduced and commented on TCSO's desire to move forward in cooperation. The SMCSO Board relayed the same sentiment.

There was no public comment.

7. REGULAR BUSINESS: Solid Waste

Requested for Board Action

A. Review and approve replacement collection truck leases and authorize the General Manager to pay the leases

GM Abrams reviewed background information for replacement of 2 solid waste trucks. Mr. Schultz recommended a fiscally conservative approach of lease purchase financing for both trucks as the

District would deplete their cash reserves otherwise. He proceeded to describe truck types and financing options and answered questions from the Board.

There was no public comment.

MOTION TO APPROVE REPLACEMENT COLLECTION TRUCK LEASES AND AUTHORIZE GENERAL MANAGER TO PAY THE LEASES UP TO \$23,000 PER YEAR, PER TRUCK FOR TWO TRUCKS FOR SEVEN YEARS

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

Roll Call Vote: Pres McMahon Aye; VP Brown Aye; Dir Levine Aye; Dir Jacobs Aye; Dir Bartschat Aye

AYES: 5 NAYS: 0 ABSENT: 0

8. REGULAR BUSINESS: Parks and Recreation

Information-Only Items

A. General Manager's Parks and Recreation operations update, considerations for uncertain events scheduled after May 3, including Creekside Fridays

GM Abrams reminded the Board that all TCSD facility and park rentals, special pick up and recreation events through May 3 had been cancelled due to the Covid 19 Shelter In Place orders. She stated it was possible the District would have to cancel more events, including some or all of Creekside Fridays. The Board discussed how and when the District's events might come back from the pandemic.

There was no public comment.

9. 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 March 9, 2020 Board Work Session on Parks and Recreation Vision and Personnel Structure

B. Approve Minutes of March 11, 2020 Board Meeting

C. Approve April FY 19/20 SMCSO payment in the amount of \$1,305,764.50

There was no public comment.

MOTION TO APPROVE THE CONSENT CALENDAR

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

Roll Call Vote: Pres McMahon Aye; VP Brown Aye; Dir Levine Aye; Dir Jacobs Aye; Dir Bartschat Aye

AYES: 5 NAYS: 0 ABSENT: 0

10. FUTURE AGENDA ITEMS

A. Board suggestions for future agenda items and input on these future potential agenda items:

- Draft Budget for Board Discussion and Review – May 13, 2020
- Accept Notice of Completion for FY 19/20 Sewer CIP Project – May 13, 2020
- Archive Storage ribbon cutting ceremony rescheduled with date to be determined

- Reschedule planning meeting once pandemic was over
- Pandemic planning work session

11. ADJOURNMENT

MOTION TO ADJOURN

M/S/C: J. BROWN/S. LEVINE

Roll Call Vote: Pres McMahon Aye; VP Brown Aye; Dir Levine Aye; Dir Jacobs Aye; Dir Bartschat Aye

AYES: 5 NAYS: 0 ABSENT: 0

THE MEETING WAS ADJOURNED AT 9:32 P.M.



President



Secretary

**NEXT TCSD VIRTUAL BOARD MEETING
MAY 13, 2020 – 7:00 PM**