



Tamalpais Community Services District

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Minutes of the Regular Meeting of TCSD Board of Directors

Wednesday – May 4, 2016

7:00pm

Tam Valley Community Center - 203 Marin Avenue, Mill Valley

I. CALL TO ORDER

The Tamalpais Community Services District Board of Directors Meeting was called to order by President Brown at 7:01 pm on Wednesday, May 4, 2016.

2. ROLL CALL President Jeff Brown; Vice President Steven Levine; Directors Matt McMahon, Steffen Bartschat, and Jim Jacobs

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

Staff Present: General Manager Jon Elam, Finance Manager Jerry Taylor and Recording Secretary Claudia Laughter

Others Present: Tom Gould-HDR Engineering, Andy Allen, Danny McDonald, Nancy McDonald, Jim Kasper, Bret Andrews, and several unidentified members of the public.

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S/C: S. LEVINE/J. JACOBS AYES: 5 NAYS: 0

4. PUBLIC EXPRESSION

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

- Andy Allen – Mr. Allen requested TCSD to trim back the Cape Ivy at Eastwood Park.

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 TCSD at (415)-388-6393, x10. Notification 48 hours prior to meeting enables TCSD 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.

- Bret Andrews – Mr. Andrews discussed the refuse increase and made suggestions for increasing revenues. He also stated he would contest refuse rates and sewer rates if there is an EDU component.
- Danny McDonald – Mr. McDonald made suggestions for Park and Recreation and asked for clarification for a landscaping company on the disbursement report. President Brown suggested Mr. McDonald contact the office for clarification.
- Jim Kasper – Mr. Kasper made a statement regarding green waste disposal regulations.
- Malcolm Harvey – Mr. Harvey made several statements regarding the Board meetings and requested an apology be given to a resident who he felt was not given enough time to speak at a previous meeting. President Brown noted his comments.

5. GENERAL BUSINESS

- A. DISCUSSION OF SEWER RATE METHODOLOGY AND RATE SETTING PROCESS FOR FY 2017-18 WITH TOM GOULD OF HDR ENGINEERING** - Mr. Gould noted that there was revised data on pages 8-10 and then continued to review the presentation. He presented rate design options to the Board including analysis review of revenue requirements, water usage data analysis, an overview of cost analysis, and a review of rate structure options (see presentation in 5/4/16 Agenda Packet for full details). Vice Levine suggested looking at a rate structure for 1-2 years since the District has not been told the exact revenue requirement from SMCS D. Director McMahon pointed out that the loan repayment would jump in 2018/19 for the headworks project which would increase the rates.

Mr. Andrews called a Point of Order which President Brown allowed in which he stated there were mistakes in the cap/no cap figures. President Brown referred these types of questions to be part of public expression.

Director Bartschat suggested waiting to analyze the data further and revisit the rate structure later in the year. Director McMahon stated the real challenge with SMCS D charges is that their capital costs will continue to increase and that variable rates don't reflect the charges that the District will be paying. The rates are capacity based and have nothing to do with usage. Director Bartschat suggested a two-year plan for input. The Board suggested dismissing dwelling type as a rate indicator and to structure cost per EDU in multiple tiers with a smooth transition of ccf costs between. GM Elam stated that Mill Valley has a fixed reserve fund to cover budgetary shortfalls. Mr. Gould reviewed Option 4 with a variation of tiered rates. Director Bartschat recommended opening the public comment portion of the meeting.

PUBLIC COMMENT

-Mr. Harvey commented on revenue stability and urged conservation incentives.

Director McMahon asked Mr. Gould that even if customers conserved 20% less, would their expenses go down. Mr. Gould stated it depends on volumetric nature with the current rates based on current usage, the change would become effective until the second year.

- Mr. Andrews stated the issue is I&I charges from SMCS D and commented on the correct definition of "fixed" rates. He stated it would be hard to convince a court that a second unit would double the effect on SMCS D capital expenditure.

Director McMahon stated the issue has been raised before that there isn't a difference in rainfall depending on how many people live in a particular space. The question is the 30/70 fixed/variable split and that there are higher costs associated with fixed and that 30% may be too low. Director Bartschat added that from an I&I basis, who should cover it from a community perspective on the investment and what is the fairest way to allocate the investment in those community assets. GM Elam reminded the Board that going to a tier system would address the low water users which the Board initially felt was an oversight in the 2015 rates.

MOTION TO CONTINUE RESEARCHING A TIER STRUCTURE APPROACH WITH 4 AND 6 TIERS AND NO DIFFERENTIATION OF DWELLING TYPE AND TO INSERT REAL RATES BASED ON REVENUE

M/S S. BARTSCHAT

Finance Director Taylor suggested using a four-month winter water use data and that it would not add further administrative work.

- Mr. Kasper commented on the increase in the loan and how the rates will change for 2018. He also commented about building reserves.

Director Bartschat requested an amendment to his previous motion:

MOTION TO DIRECT HDR ENGINEERING TO FINISH A 3 AND 4 TIER ANALYSIS INCLUDING THE NEW REVENUE REQUIREMENTS AND ADD A 7 TIER STRUCTURE WITH NO DWELLING TYPES FOR A TWO YEAR RATE PLAN

M/S S. BARTSCHAT/J. JACOBS

PUBLIC COMMENT:

- Mr. Andrews commented on dwelling types and usage patterns regarding revenue neutrality.

Mr. Gould stated if the Board decided on a combined structure, many customers in usage blocks based on cdfs, there will be a combined billing of number of units plus what a person uses.

- Mr. Allen asked if the 10-15x increased flows were cheaper to treat. Director Bartschat stated the wet weather event flows drive up capital costs.
- Mr. Harvey made suggestions for number of years of figures to review.

M/S/C AYES: 5 NAYS: 0

Staff then reviewed the calendar to set a Special Meeting for Mr. Gould to return with his analysis.

MOTION TO SET A SPECIAL BOARD MEETING ON MONDAY, MAY 16, 2016 AT 7:00PM AT THE TAM VALLEY COMMUNITY CENTER TO RECEIVE THE FINAL PRESENTATION FROM HDR ENGINEERING

M/S S. BARTSCHAT/J. JACOBS

PUBLIC COMMENT:

None.

M/S/C AYES: 5 NAYS: 0

Mr. Andrews and two members of the public left the meeting.

- B. REVIEW AND APPROVAL OF CONTRACT FROM MARIN CONSERVATION CORPS NORTH BAY FOR WEED ABATEMENT WORK FOR TCSO IN 2016 IN THE AMOUNT OF \$24,973** – GM Elam reviewed the Marin Conservation Corps North Bay annual contract for weed abatement and maintenance work.

MOTION TO APPROVE THE CONTRACT FROM MARIN CONSERVATION CORPS NORTH BAY FOR WEED ABATEMENT WORK FOR TCSO IN 2016 IN THE AMOUNT OF \$24,973
M/S S. LEVINE/S. BARTSCHAT

PUBLIC COMMENT:

- Mr. Allen suggested competitive bidding for these projects.

M/S/C AYES: 5 NAYS: 0

- C. REVIEW AND APPROVE CONSERVATION CORPS NORTH BAY PROPOSAL FOR FIRE MITIGATION WORK TO BE PAID FOR BY FIRE SAFE GRANT** – Mr. Kasper gave background for this fire mitigation proposal and that the current proposal will include Chipper Day activity within the next few weeks which is partially funded by this grant. He also stated that tree work will be developed for future projects.

MOTION TO APPROVE CONSERVATION CORPS NORTH BAY PROPOSAL FOR FIRE MITIGATION WORK TO BE PAID FOR BY THE FIRE SAFE GRANT NOT TO EXCEED \$25,000
M/S S. BARTSCHAT/J. JACOBS

PUBLIC COMMENT:

- Mr. Allen inquired about small strips of land and if the District does the fire mitigation work on them. GM Elam stated most of them were dedicated to the District since no homeowners were interested in purchasing them.
- Nancy McDonald – Ms. McDonald gave background information on some of the properties.

M/S/C AYES: 5 NAYS: 0

6. STAFF DEPARTMENTAL UPDATES

- Park & Recreation – Recording Secretary Claudia Laughter gave an update on parks, open space work, and events.
- Finance – Finance Manager Taylor gave an update on department finance reports.

- Sanitation – GM Elam reported on updates from the spill at Ash Street, a small spill on Dolan, and that the District has received the Pump Emergency Repair Report. Mr. Bunce would be returning on May 5th.
- Refuse – GM Elam reported on tonnages, temporary staff absence due to surgery, and significant damage that occurred to one of the large packing trucks. He also stated that the office has received approximately 15 calls regarding questions on the refuse rate public hearing notice.

7. BOARD REPORTS

- SASM - Director Jacobs reported on the SASM April Meeting
- SMCSO Meeting – Director Bartschat and Director McMahon gave an updates on meetings with SMCSO on reconciliation and JPA subcommittee.

PUBLIC COMMENT:

- Mr. Harvey made comments about SASM’s volume measurements and his attendance at SMCSO Board Meetings.

8. OTHER ISSUES

None.

9. CONSENT CALENDAR

President Brown moved onto the consent calendar.

MOTION TO APPROVE THE CONSENT CALENDAR AND MINUTES
M/S M. McMAHON/S. BARTSCHAT

PUBLIC COMMENT:

- Mr. Harvey asked about missing information in the minutes. He was directed to review the additional pages of the minutes where the information was.

M/S/C AYES: 5 NAYS: 0

10. ADJOURNMENT

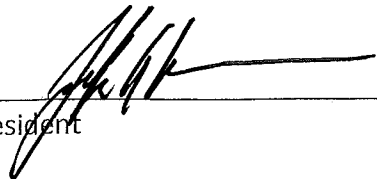
MOTION TO ADJOURN

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

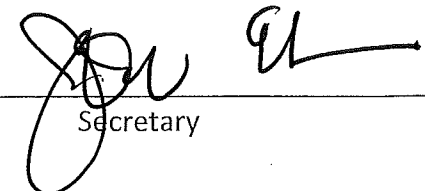
AYES: 5

NAYS: 0

MEETING ADJOURNED AT 10:00PM



 President



 Secretary

