

Tamalpais Community Services District

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**Minutes of the Regular Meeting of TCS D Board of Directors
Held at 203 Marin Avenue, Mill Valley
October 12, 2011
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 Jacobs at 7:02 p.m. on Wednesday, October 12, 2011.

2. ROLL CALL.

Board Members Present: The following members were present:

President Steffen Bartschat
Vice President Jim Jacobs
Linda Johnson
Jeff Brown
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 and Recording Secretary Claudia Laughter

Not Present: Bob Bunce Sewer Maintenance Supervisor, Finance Director Jerry Taylor

Others Present: Fire Grant Volunteer Lead Jim Kasper, Tam Valley property owners Cela O'Connor, Paul Davis, Myra & Scott Drotman, and Contractor John Graybill and his wife

OATH OF OFFICE - GM Elam administered the Oath of Office to the reelected Board members (Steffen Bartschat, Gretchen Stagg, Linda Johnson, and Jeff Brown)

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA:

M/S/C J. Jacobs/G. Stagg AYES: 5 NAYS: 0

1. PUBLIC EXPRESSION. President Bartschat invited public expression on non-agenda items, in response to which there was the following:

Mr. Paul Davis, a rental property owner in Tam Valley, stated that he was dismayed the American flag was not on display (GM Elam remedied the situation and apologized for it not being present). Mr. Davis then went on to state his concern over the District's rate structure and the Board's plan of action to address the gross injustice of the current rate structure. Mr. Davis also stated that he would hope that the Board would act quickly in this manner so it would prevent him from filing a lawsuit against the District.

dates for two work sessions in October to review the SMCS/D/TCS/D contract. The Board agreed up on the following dates with both meetings to be held at the TCS/D Main Office at 305 Bell Lane:

Wednesday, October 19th - 8:45am

Wednesday, October 26th - 8:45am

MOTION TO SET THE BOARD WORK SESSIONS FOR REVIEW OF THE SMCS/D/TCS/D CONTRACT FOR OCTOBER 19TH AND OCTOBER 26TH AT 8:45AM AT THE DISTRICT'S MAIN OFFICE LOCATED AT 305 BELL LANE WITH LEGAL COUNSEL TO ATTEND THE OCTOBER 26TH SESSION

M/S/C S. Bartschat/L. Johnson AYES: 5 NAYS: 0

- D. SET A DATE FOR A SPECIAL MEETING FOR THE BOARD TO INTERVIEW AND HOLD DISCUSSIONS WITH RATE CONSULTANTS - GM Elam reported again to the Board that he has been in contact with various sewer districts and received recommendations regarding rate consulting firms. He requested the Board either meet with the recommended consultants or have a sub-committee interview them first then bring their recommendations to the Board. The Board agreed that the subcommittee consisting of Linda Johnson and Jim Jacobs would conduct initial interviews before the November 9th Board Meeting. Ms. O'Connor made another statement regarding the consultant selection process - her recommendation is to try and determine the flow-based rate structure using in-house staff.

MOTION TO DEFER INITIAL MEETINGS WITH RATE CONSULTANTS TO THE SEWER SUBCOMMITTEE WHO WILL THEN BRING BACK RECOMMENDATIONS OF CANDIDATES AT THE NOVEMBER 9TH BOARD MEETING

M/S/C S. Bartschat/J. Jacobs

AYES: 5

NAYS: 0

- E. REQUEST TO SEND A LETTER TO GGNRA REGARDING THE PROPOSED ENVIRONMENTAL ASSESSMENT OF AIR TOUR MANAGEMENT PLANS IN THE GGNRA AREAS - GM Elam presented the issue of local air traffic over Tam Valley and GGNRA's efforts to curb the flights. President Bartschat stated that he had heard from the National Park Service that they were working diligently on enforcing these restrictions. Ms. O'Connor stated that she recommend the Board join other groups such as the Marin Conservation League to support GGNRA in this effort. President Bartschat agreed with her and asked GM Elam to contact the GGNRA to see if a letter from the Board would help in the effort.
- F. REQUEST TO SEND A LETTER ON BEHALF OF TCS/D REGARDING CHANGES PROPOSED IN THE TITLE 22 REGULATIONS OF THE MARIN COUNTY GENERAL PLAN REGARDING BUILDING PRACTICES THAT COULD IMPACT TAM JUNCTION - Linda Johnson asked to have this letter presented and for the Board to endorse sending it in support of Title 22 that would limit the low-income housing requirement for any changes to the shopping center at Tam Junction. Ms. O'Connor stated that she had attended this meeting and that the Board should acquire the minutes to note the changes to the proposal.

MOTION TO WRITE A LETTER IN SUPPORT AS OF OCTOBER 1ST VERSION OF THE CHANGES TO TITLE 22 TO THE BOARD OF SUPERVISORS TO BE SENT BY NOVEMBER 22, 2011

M/S/C L. Johnson/S. Bartschat AYES: 5 NAYS: 0

- G. INTERIM REPORT ON 2011 BOARD WORK PLANS AND GOALS - GM Elam presented a review of the status of the Board's goals for the year. Recording Secretary C. Laughter reported that the new website design was underway and presented the Board with an initial homepage framework for feedback. Emergency preparation plans are still in development with the Board requesting the County representative attend a future Board meeting to update the Board and staff on the County disaster plans.

- H. UPGRADE PRIVATE SANITARY SEWER LATERAL POLICIES - GM Elam reported at the previous Board meeting that staff was given the task to improve the I&I metrics for the District. The volunteer lateral inspection program has only been moderately successful with approximately 175 lateral certificates having been issued. GM Elam recommended a stronger approach to curb the I&I figures by

recommending a systematic field inspection program. Linda Johnson recommended sending out a special mailing and placing an article in the upcoming January newsletter.

- I. PROPOSAL TO ADOPT RESOLUTION 2011-06 REQUESTING DRY PERIOD LOAN FROM MARIN COUNTY TREASURER TO MEET TCSD's OBLIGATIONS INCURRED FOR ONGOING OPERATIONS - GM Elam presented Resolution 2011-06 which is the same as the request submitted last year to request an advance on tax receipts of \$550,000.

MOTION TO APPROVE RESOLUTION 2011-06 REQUESTING DRY PERIOD LOAN FROM MARIN COUNTY TREASURER

M/S/C L. Johnson/G. Stagg AYES: 5 NAYS:0

STAFF REPORTS

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

- New Classes: Success in new yoga, art class at the cabin, indoor tennis, and zumba is hoping for more attendance with increased publicity. Classes that were cancelled were Tai Chi and Lego
- Upcoming Classes: Smartphone Photography, Brazilian Dance
- Speaker Series: the series has been discontinued with focus now on revenue building classes
- Moving Center: Have raised their hourly rate by \$10/hr (first raise in 9 years)
- Woolly Egg Ranch Tours: Had a great number of signups but few actually showed up for the ranch tours; more classes this coming weekend
- Movie: "Bag It" about recycling plastic bags will be shown at the Community Center on October 19
- Spaghetti Bingo this coming Friday with a large turnout expected
- Arts & Crafts Fair: Vendors have been chosen
- Haunted House: Jeff Brown is working on the design for the Haunted House this year
- Holiday Programs: Will again have snow this year with an added feature of separate admission for the snow after the Breakfast with Santa programs
- Crab Feed: Planning a crab feed on January 21st and will be coordinating with the Fire Department

- Sanitation - Mr. Bunce was not in attendance. GM Elam reported that both new pumps are working but there are still operational issues that are being monitored. Sewer cleanouts continue and certificates being sent residents with clear lines.

- Finance - Mr. Taylor was not in attendance. GM Elam reported that Mr. Taylor is doing an excellent job with cash flow management.

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

- Refuse: we are seeing a drop off in garbage tonnage
- Bid Specs have been sent out for a new small garbage truck
- Review of materials from several local agencies submitted to LAFCO
- Letter from Mr. Burke of the Marin Income Property Association was sent directly to the Board via email
- Review of brochure and invoice from the Fire District regarding the fire safe work completed on Melaleuca which is paid for through the Fire Safe Grant
- There will be more neighborhood chipper days coming up

BOARD REPORTS

- Gateway Meeting September 19th- Linda Johnson reported the committee met with Kate Sears who agreed to carry on in Charles McGlashan's footsteps. Continued discussion of Tam Junction plans and development. Next meeting is October 17th

CONSENT CALENDAR AND MINUTES APPROVAL

M/S/C L. Johnson/J. Brown AYES: 5 NAYS: 0

ITEMS FOR NEXT AGENDA

- SMCS/D/TCS/D Contract review
- Enforcement of 3 minute time limit for any public expression

ADJOURNMENT


M/S/C L. Johnson/J. Brown AYES: 5 NAYS: 0

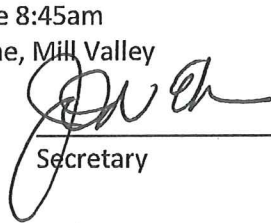
Meeting was adjourned at 9:40 p.m.

Next Scheduled Board Work Session:

Date: October 19, 2011 Time 8:45am

Location: TCS/D Main Office - 305 Bell Lane, Mill Valley

 11/9/11
President Date

 10-11-11
Secretary Date