

**Minutes of the TCSD Board Special Meeting – 2009 Retreat
60 Tennessee Valley Road, Mill Valley, California 94941-6611
January 24, 2009**

The Special Meeting of the Tamalpais Community Services District Board of Directors was held at the “Cabin” located at 60 Tennessee Valley Road, Mill Valley and was called to order by President Stephan Bartschat at 9:15 AM, on January 24, 2009.

1. ROLL CALL

Board Members Present: The following members were present: President Bartschat and members Linda Johnson (L. Johnson), Richard Johnson (R. Johnson), Jim Jacobs and Gretchen Stagg. As all five (5) members of the Board were present, a quorum was constituted.

Staff Present: General Manager Jon Elam and recording secretary Jack Schwartz.

Others Present. None.

Adopt the Agenda.

MOTION

MOVE TO ADOPT THE AGENDA AS SUBMITTED

M/S/C

L. JOHNSON/STAGG

Vote – 5 Ayes

Public Expression. None.

- 2. Review Year 2008 Goals.** President Bartschat called on GM Elam who referred the Board to the written materials included in the Agenda Packet and verbally reported, as follows on a review of the 2008 “Goals” and the status of achievement of those “Goals”:

Goal No. 1 – Shift Flows between SMCS D and SASM – GM Elam reported that this issue (goal) has become increasingly complicated and more difficult to “frame.” SASM has determined that the ponds actually have some 3 million gallons of capacity, which means that the District might not need its own storage tank system (expense). GM Elam completed his report by stating that the Prop 218 sewer rate during 2008-09 reached its limits of \$710 a year and that one of the District’s priorities for 2009 will be to update the long-term financial plan through review of various studies to ensure adequate District financial planning into the future.

Goal No. 2 – Continue Fiscal Responsibility – GM Elam referred to the Agenda Packet written material to demonstrate the District adherence to this 2008 “Goal” – President Bartschat added that he felt that this 2008 “Goal” was perhaps slightly nebulous and should perhaps be “tightened” for the 2009 “Goals.”

Goal No. 3 -- Plan for Unforeseen Events – GM Elam again referred the Board to the Agenda Packet written materials, in response to which President Bartschat reminded the GM of the earlier request for a District “Red Book” (a written manual of the “To-Dos” in the event of an emergency, focusing on refuse and sanitation.

Goal No. 4 -- “Green/Clean” Program – GM Elam again referred the Board to the Agenda packet written materials and verbally repeated that the District was a County-leading force (if not beyond) in conducting and ensuring recycling and other innovative systems including use of B20 biofuel, battery, florescent bulbs, pharmacy collection, debris, and green waste days.

Goal No. 5 -- Work closely with other service providers – GM Elam reported that this “Goal” had become a part of life for the District as it constantly worked with other Districts, counties, cities, and private companies.

3. **General Manger’s Update.** GM Elam referred the Board to the written materials included in the Agenda packet and verbally reported as follows:

(a) **Refuse** – increased use of small trucks was working well; to accommodate District residents, the refuse schedule had been changed to lessen noise impact levels during early morning hours; the bio-diesel was working well; all of the District refuse event-days (debris and green waste days, battery, florescent bulb and pharmaceutical waste) were well received and working well; garbage levels are down and recycling levels are up. President Bartschat opined that the refuse percentages could be further “tweaked” through education and perhaps charging differently.

(b) **Sewer** – the “spill-rate” is much better and the sewer project is now completed and went wonderfully. The Board then discussed briefly the SMCSO vs. SASM ongoing dynamic, a topic that would be discussed more fully later in the meeting.

(c) **Parks & Recreation** – Community Center continues to be improved (electrical and new kitchen, and feature plans for remodeling); the Cabin too continues to receive attention (a new heater); improving the Eastwood Park tennis court is being considered; the District parks continue to be upgraded and are quite lovely and well-maintained.

4. **President’s Update – verbal presentation.** President Bartschat asked his fellow Board members what legacy each would like to be remembered for and stated that the real purpose for this Retreat is to pursue this “legacy” issue and focus on long term, “Bodacious” goals. President Bartschat proudly reported that the Board was getting along extremely well and functioned as a cohesive and forward-looking group. Lastly, President Bartschat warned that while the District continued to be in fine financial condition it will, as will the rest of the country, begin to feel pressures of the sagging economy with layoffs, foreclosures and job loss.

President Bartschat then asked each Board member in turn to articulate their desired legacy, which resulted in the following responses:

L. Johnson – a 5, 10, and 15 year fiscal plan, fiscal responsibility and transparency.

Stagg – The Valley has both changed greatly yet largely remained the same; also a levee at Coyote Creek and walking paths.

Bartschat – a solid Board that kept things going while being fiscally responsible and creating a model community on global issues.

R. Johnson – proactive on infrastructure and environmental issues.

Jacobs – plan for sea level rise; plan to store the refuse trucks away from the office; a bathroom at Kay Park; and develop a sister-city program.

GM Elam – must generate community interest in local government and assist with the District's Commissions and the future Board.

Thereafter President Bartschat, serving as the Board's facilitator, stated that all should think about what makes them happy, frustrated, and worried – with this request, the Board took a 10 minute break at 11AM.

Following the break, President Bartschat listed each member's "happy", "frustrated" and "worried" issues, as follows:

Happy about the Community

- The Valley looks good
- Infrastructure issues have been resolved
- Community engagement
- Community environmental awareness
- Upgrades on infrastructure
- Residents and outsiders respect us more
- Preservation of the Valley
- Community views the Board in a good light
- The Board is proactive
- Sense of stability
- Safety and security
- Board efforts are really visible
- Board is striving for improvements

Happy about the Board and the GM

- Diplomatic, cohesive, diverse open communication and response to issues
- Communication between the GM and Staff
- Receptive and responsive
- Record of accomplishments
- Attendance
- Not skimpy with money
- Innovative
- Making the right decisions
- GM is forward thinking
- The deep concern for the community

With member assistance, President Bartschat recapped the “Happiness” offerings, which were ranked, as follows:

Community Happiness:

- Community engagement
- Preserving and protecting the Valley
- Board proactive
- Board efforts really visible
- Physical appearance: park upgrades and the new sewer

Board Happiness:

- Diplomatic/cohesive but also diverse
- Record of accomplishment
- Not skimpy with money to get the job done
- Forward thinking GM and Board
- Concern for the community
- Looking for innovative solutions

The President then asked each Board member to list their “frustrations,” which resulted in the following:

Frustrations about Community:

- Not enough volunteers
- Public too focused
- Lack of respect from outside government agencies
- Open drainage ditches
- Lack of Public Interest (passivity)
- Coasting on environmental issues
- Downtown is “ugly”
- Parks not completed

- Pace of the Sewer Study (Flow)
- Public wants District to solve all of their problems
- “Poor cousin” to Mill Valley
- Limited cooperation between SMCSD and SASM
- Press coverage is always negative

Frustrations about the Board

- Ethics certifications remain missing
- Conflicting Staff
- Board members not going to outside meetings
- Board not helping during events
- 3-5 year fiscal plan not yet prepared
- Conflict of interest
- Not taken seriously by other agencies
- Limited scope of influence
- Unfinished business (refuse truck relocation)

With member assistance President Bartschat recapped the member “frustrations,” which were ranked as follows:

Frustrations re community:

- Lack of public involvement (passivity)
- Public wants us to solve all problems
- Not enough community volunteers
- Coasting on environmental issues
- “Poor cousin” to both Mill Valley and Sausalito
- Limited cooperation by SMCSD and SASM

Frustrations re the Board:

- Not taken seriously
- Limited scope of influence
- 3-5 year fiscal planning
- Conflicts of Staff
- Ethics certifications missing
- Board not helping during events

Thereafter, President Bartschat asked each Board member to list issues on which they are worried, the results of which are as follows:

Worried about community:

- Growth and development change in the Valley
- Raising fees with limited controls
- Tension between “old-timers” and newer residents

- Infrastructure costs increasing
- Economy disrupts resident's lives
- Flooding/sea level rise
- Fees and taxes are pricing some folk out of the Valley
- Hopes and expectations are higher than the District can deliver
- Disaster (earthquake/fire)
- Community complacency
- Overall economy disrupts the District's goals and programs
- Limited opportunity to control community issues
- Loss of identity of "Tam Valley"

Worried about the Board:

- Forced to merge with other Districts (are we in control of our own destiny?)
- Employee decrease in community commitment (unable to afford housing)
- Succession planning re the GM and other Staff members
- Retirement entitlement time-bomb
- Disaster preparedness protocols
- Can we manage community expectations
- Loss of momentum as, if and when the Board/GM/Staff changes

With the member assistance, President Bartschat then recapped the "Worried" results which were ranked as follows:

Worried about community:

- Constantly increasing fees with limited controls
- Flooding/sea level rising
- Expectations higher than the District can deliver
- Economy disrupts resident's lives
- Tension between "old-times" and newer residents

5. Additional Discussion. None

6. Set Goals for 2009.

Thereafter, President Bartschat summarized the foregoing by providing "generic areas" of Board member concern, which were prioritized by the Board, as follows:

- SASM/SMCSD Flow
- Fiscal Planning
- Succession planning
- Outreach
(Public and Agency)
- Control (roads, trash, flooding)

From this “generic area” recapitulation/summary, and again led by President Bartschat, the Board honed all of the foregoing and arrived at the following 2009 “Goals”:

- Plan of action on most cost effective way to position future flow (to be completed by the first half of 2009)
- Quarterly discussion on succession issues
- Outreach (including a volunteer brochure, and Board member attendance of Commission meetings asking to help and trash cart informational stickers and organize a Tam Valley leadership meeting).
 - Create a volunteer brochure
 - Board Members connect with each commission
 - Develop a “mission-oriented” garbage cart sticker
 - Organize a Tennessee Valley Leadership meeting.
- Proposition 218 Plan (by the second half of 2009)
 - Create an Annual Fiscal Report showing past and future trends over a period of three years in the past and in the future.
 - Start with a draft to be reviewed by the Board then finalized.
- Span of control, adopt a Construction and Demolition Policy, subject to counsel legal opinion and adoption.

7. **Adjournment.**

MOTION


MOVE TO ADJOURN

M/S/C

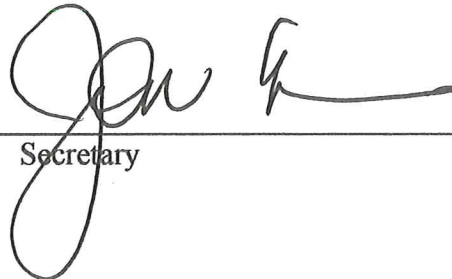
JACOBS/STAGG

Vote – 5 Ayes

(The TCSD Board’s Annual Retreat (2009) adjourned at 2 PM)



President



Secretary