

Minutes of the Regular Meeting of TCSB Board of Directors
Held at 203 Marin Avenue, Mill Valley
December 15, 2010
7:00pm

1. **CALL TO ORDER.** The Session of the Tamalpais Community Services District Board of Directors was called to order by President Bartschat at 7:02 p.m. on Wednesday, December 15, 2010.

2. **ROLL CALL.**

Board Members Present: The following members were present:

President Steffen Bartschat
Vice President Jim Jacobs
Linda Johnson
Gretchen Stagg
Jeff Brown

Not Present: none

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

Staff Present: General Manager Jon Elam, Director of Park & Recreation Carol Buchholz, and Recording Secretary Claudia Laughter.

Not Present: Finance Director Jerry Taylor, Wastewater Facility Mgr Bob Bunce

Others Present: Jim Kasper, Karen Walter, Bill Hargreaves, and three unidentified members of the public

3. **APPROVE AGENDA.**

MOTION TO APPROVE THE AGENDA:

M/S/C

L. Johnson/J. Jacobs

AYES: 5

NAYS: 0

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

TCSB Volunteer Jim Kasper presented updated information to the Board regarding the Fire Grant and Sudden Oak Death (SOD) Grant projects. Mr. Kasper has been coordinating with Southern Marin Fire to develop a map of possible additional firewise work areas. Vice President Jacobs asked if there was any possibility of a project near Tam Valley Elementary School as an educational opportunity. Mr.

Kasper stated that the fire grant only covers the clearing of vegetation as a preventative measure. GM Elam requested that as the Fire Grant progressed, to continue to update the Board on the areas being studied. Mr. Kasper then reported that the SOD Grant is still in the surveying process and suggested putting together a brochure for targeted mailings.

Laurel Canyon Trail – Bill Hargreaves requested an update regarding the transfer of maintenance of the Laurel Canyon Trail to TCSD. GM Elam reported that he was still waiting for permission from GGNRA before bringing the issue before the Board.

5. COMMISSION REPORTS.

- Revitalization & Safety Commission – No member was present to report on the November meeting
- Park & Recreation – No member was present to report on the November meeting

GENERAL BUSINESS. It should be noted that GM Elam (and Staff) provided this work session's reports, financials, and other written materials.

- A. PROPOSAL TO ADOPT ORDINANCE NO. 90 TO AMEND ORDINANCE NO. 54 REGULATING DOGS ON TCSD LANDS** – GM Elam reported that when the Board last left this issue at the November Board Meeting, there was discussion of establishing a permit process for dog walkers. Director Buchholz presented the recommendations from the Park and Recreation Advisory Commission discussed at their November meeting. The Commission is recommending not having a permit process but simply limiting the number of dogs per owner to three and to let the Board decide on the issue of dog walkers. GM Elam reported that the District has received letters regarding the dog walker issue (and additional letters were also submitted from a member of the public in attendance who did not wish to identify herself).

President Bartschat opened the discussion to Public Expression.

PUBLIC EXPRESSION: Members of the public expressed concerns over the commercialization of the park if permits were to be issued to dog walkers and also an increase in traffic and noise at the District's parks. Karen Walter and another Tam Valley resident concurred that there shouldn't be any commercial activity in the parks.

President Bartschat then closed the Public Expression session.

CLOSED PUBLIC SECTION

BOARD DISCUSSION

After discussion among the Board, the decision was made to eliminate Section 3 of the proposed ordinance, to limit the number of dogs per person to three (3) and to

prohibit commercial use of the park which will be posted via signage in all TCSD parks.

MOTION TO ADOPT ORDINANCE 90 – WITH STRIKING SECTION 3 & RENUMBERING REMAINING SECTIONS – INCLUDING DIRECTION OF SIGNAGE

M/S/C

S. Bartschat/L. Johnson

Ayes: 5

Nays: 0

- B. PROPOSED ORDINANCE NO.91 TO AMEND ORDINANCE NO. 84 REGARDING SOLID WASTE, GREEN WASTE, AND RECYCLING MATERIAL STORAGE AND VEHICLES AND EQUIPMENT THAT IS USED TO CARRY OUT THAT WORK – GM Elam reported this is a continuation of the topic from the November Board Meeting. Policies were written up last January but never brought before the Board for discussion and a new set is presented for clarification especially with the Board’s authority in managing its fleet of trucks.**

President Bartschat opened the discussion for Public Expression of which there was none.

The Board Discussion began with a request for clarification of the changes. GM Elam reported that all collection equipment is required to be commercially reasonable and have the latest in sound mitigation equipment. Mr. Brown asked if there had been any change to the collection routes. GM Elam reported that the previous issue raised by Tam Valley resident Mr. McCoy was that the start time for the residential routes should be no later than 6:00a.m.

MOTION TO ADOPT ORDINANCE NO 91

M/S/C

S. Bartschat/G. Stagg

Ayes: 5

Nays: 0

- C. REPORT FROM MARIN COUNTY RETIREMENT RATES FOR TCSD FOR 2010/2011 –**

GM Elam reported that the rates that the County retirement charges is actually less than the figure included in the District’s annual budget. The percentage has reduced from 31.6% to 28.3% - a reduction of approximately \$35,000. Also, the reconfiguration of contribution levels that District employees resulted in an additional savings of \$11,000. This is the third significant year in a row that the contribution levels have gone down – a reduction of \$50,000 since 2008. President Bartschat asked if anyone had brought this issue up since it was mentioned during the rate hearing in December 2009. GM Elam reported that there have been no inquiries to date.

- D. REVIEW OF 2009/2010 FINANCIAL REPORT/AUDIT – GM Elam reported that the**

District had met the State’s requirements and submission deadlines for its annual audit. The asset base for the year depreciated by \$830,000, sanitation by \$705,000 and refuse by \$137,000. The District is trying to manage the depreciation of the equipment for its own records. President Bartschat asked about the unfunded liability (ref. Pg. 38 of the report). GM Elam reported that he has studied the retirement healthcare report and that the District will continue to pay employee

health benefits after retirement (provided the employee has provided 20 years of service) and that there are only two employees who are potentially eligible.

MOTION TO ACCEPT THE AUDIT REPORT

M/S/C

J. Jacobs/J. Brown

AYES: 5

NAYS: 0

- E. ELECTION FOR A LAFCO ALTERNATE SPECIAL DISTRICT MEMBER** –GM Elam asked for the Board's recommendation for a nomination on the LAFCO Special District Member from the candidates listed (Kevin Reilly, Pamela Meigs, and Craig Murray).

MOTION TO RECOMMEND A CANDIDATE FOR THE LAFCO ALTERNATE SPECIAL DISTRICT MEMBER – 1ST KEVIN REILLY, 2ND CRAIG MURRAY, AND 3RD PAMELA MEIGS

M/S/C

S. Bartschat/J. Jacobs

AYES: 5

NAYS: 0

- F. APPROVAL OF 2011 BOARD PROPOSED SCHEDULE OF MEETINGS** - GM Elam presented a draft schedule of the Board Meetings for 2011. Changes were suggested for January and April meetings and will be reflected when posted publicly.

STAFF REPORTS

- **Park & Recreation** – Carol Buchholz – Ms. Buchholz reported that the project for additional lighting for the Community Center parking lot was going forward with a test on a proposed fixture being conducted with the participation of the neighbors. There is also a proposal to install two additional fixtures to bring more light to the front of the Community Center. President Bartschat inquired as to whether these new lights were conducive to the Dark Sky Initiative. Ms. Buchholz would look into the regulations. She also reported that the Arts & Crafts Fair was a success along with the Holiday Program which took in approximately \$4,000 in ticket sales. The mailing will also go out this week for the Special Event Collection Day and Xmas Tree Disposal information.
- **Wastewater Facilities** – Bob Bunce – not present
- **Finance** – Jerry Taylor – not present
- **Refuse** – Jon Elam – GM Elam reported that he is worried that the sewer flows continue to be high especially going into the heavy wet weather months. Under the new proposed agreement with SMCSO, the District will need to reduce their flows by 15% and until the reason for the high runoff is found, it will be difficult to reduce. GM Elam also reported that Delano's Market has closed and that the lease will continue for at least six months. This closure will mean a reduction in revenue for sewer and garbage fees. There is modest growth in the food waste program. Marin County Board has passed a plastic/paper bag ban that will go into effect in 2012. Construction continues on Tennessee Valley Road to connect to the District's line. The next step will be to have Fernwood Cemetery tie in as well. The Regional Water Quality Control Board sent a report to the District detailing missing information on spill reports. Mr. Bunce is working to correct the issues and submit the missing information. A letter received from Mr. Davis who owns several apartment complexes in the District has been distributed and the Board remains in the position to not adjust or reduce rates for multi-family

dwellings. President Bartschat requested that legal counsel keep the Board apprised on the situation and the ramifications of their decision. He also suggested sending Mr. Davis a letter showing the minimal savings that would be incurred if rates were changed to a use-system instead of a flat rate. GM Elam also reported that the funds from the Marin County Taxes has arrived (see revenue stream for detail)

BOARD REPORTS

- A. SASM Meeting – Nov 18th – Jim Jacobs – Discussion of the Mill Valley-SASM contract with the appointment of a committee to review the existing contract.
- B. SMCSO – President Bartschat reported that he will be meeting with Don Bers from SMCSO to discuss the revised contract.

OTHER ISSUES

None.

NEXT MEETING AGENDA TOPICS

- Recommendation of Tom Davey for the Park & Recreation Advisory Committee
- Election of Board Officers for 2011

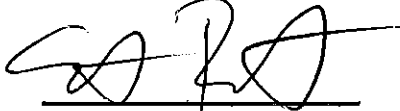
CONSENT CALENDAR –MOTION TO APPROVE MINUTES

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

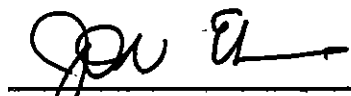
MOTION TO ADJOURN:

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

ADJOURNED AT 9:15pm



President



Secretary

Next Regular Board Meeting:

Meeting: TCSD Regular Meeting
Date: January 19, 2010
Time: 7:00p.m.
Location: Tam Valley Community Center
 203 Marin Avenue, Mill Valley