

**Minutes of the Regular Meeting of the Board of Directors
Tamalpais Community Services District
District Offices: 305 Bell Lane
March 18, 2009**

The regular meeting of the Board of Directors of and for the Tamalpais Community Services District ("District") was held at the District Offices, located at 305 Bell Lane and called to order by President Bartschat at 7:02 PM on Wednesday March 18, 2009.

1. ROLL CALL

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

STAFF PRESENT Jon Elam, General Manager ("GM"), Bob Bunce, Public Works Supervisor, Carol Buchholz, Parks & Recreation Director, Jerry Taylor, Finance Manager; and Recording Secretary Jack Schwartz

ALSO PRESENT *District Commissioners:* Robert DeWalt (P&R Advisory Commission) and Robb Schaaf, Chairperson of the R&S Commission); also present were: visitor Jessica Dicamillo (a Tam Valley resident, law student and member of "Government in Action" and Gene Spake.

2. APPROVE AGENDA. President Bartschat asked the Members to approve the Agenda, in response to which the following motion was made and passed:

MOTION: MOVE TO APPROVE AGENDA AS SUBMITTED, EXCEPT ITEM 5E TO BE CONTINUED.

M/S/C JACOBS/BARTSCHAT Vote – 5 Ayes

3. PUBLIC EXPRESSION. President Bartschat invited non-agenda public expression, noting that the expression should be brief and that no action may be taken on any such expression, in response to which, the following was submitted:

President Bartschat (and Gene) addressed adverse environmental issues regarding the proposed desalinization project; the Board agreed to read Gene's son's written report and to express their collective decision at the appropriate time. The Board thanked Gene for his community concerns.

4. COMMISSION REPORTS

A. Revitalization and Safety Commission Report (01/20/09): R&S Commission

Chairperson Robb Schaff referred the Board to the Commission Meeting Minutes, as attached to the Agenda, and otherwise reported as follows: (a) Sue Hayes has done an incredible job with the Commission’s beautification efforts, including getting fairly wide-spread merchant participation; the District’s Clean-up Day is next, at which the Commission will participate; (b) Bike Lanes, Etc. (Kathy McLeod) – the Commission hopes that this group will enjoy Board support; (c) “Be Friendly” Brochure is now completed and will appear in part in the upcoming District Newsletter and will otherwise be made into a brochure for the Commissioners’ distribution; (d) the DeLano Post Office substation is actually underway; (e) the next “Good Neighbor Award” will be named in honor of Lester Kaufman and his incredible efforts and follow-through regarding the post office substation. Following this report, all thanked Robb and President Bartschat and Member L. Johnson stated that they would be attending the April Commission meeting.

B. Parks & Recreation Advisory Commission Meeting (01/26/09): P&R Commissioner

DeWalt referred the Board to the P&R Minutes attached to the Agenda and otherwise reported, as follows: (a) the Commission’s “role” will be “worked-out” (b) the Farmers Market was refused by Perry and was deemed too expensive and unsafe for the Church property; (c) the Kay Park Master Plan was being reviewed and amended; (d) Mr. DeWalt articulated the Commission’s “Goals:” Revise/Update the Kay Park Master Plan; resurface the Eastwood tennis courts; produce a “Volunteers’ Brochure”; improve the Community Center; and continue with extraordinary community events!

All thanked Bob – and in keeping with Board policy, Board Members R. Johnson and Stagg volunteered to attend the next P&R Meeting.

5. GENERAL BUSINESS.

A. Board Goals for 2009. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet, in response to which, the following was discussed:

- President Bartschat suggested that Goal 3 be edited to illuminate everything in and after the parenthesis; and illuminate “Span of control” at paragraph 5.
- Member L. Johnson suggested clarifying “Construction and Demolition Policy” with the word “Materials”.

MOTION

**MOVE TO APPROVE THE BOARD’S 2009 GOALS,
SUBJECT TO THE ABOVE CHANGES.**

M/S/C

L. JOHNSON/BARTSCHAT

Vote – 5 Ayes

(Agenda Item, General Business – Item B, Tennis Courts)

B. Eastwood Park Tennis Court Resurfacing Proposal. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet, after which Mr. Elam highlighted the various issues relating to the tennis courts and the work undertaken by P&R Director Buchholz to clarify many of the issues. These discussions included the opinion that the “tennis folk” were a small group and probably could or would not help raise funds; the discussions also included the fact that resurfacing would cost only approximately \$50,000, with the P&R Department raising interest and rental fees for the facility through a sanctioned teaching program.

MOTION MOVE TO AUTHORIZE STAFF TO PREPARE PLANS AND SPECIFICATIONS TO SEEK BIDS FOR THE RESURFACING OF THE EASTWOOD PARK TENNIS COURTS AND BRING IT BACK TO THE BOARD FOR CONSIDERATION FOR WORK TO BE DONE THIS YEAR.

M/S/C JACOBS/L. JOHNSON Vote – 5 Ayes

C. Purchase of new pick-up truck for District’s Sewer Department. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet, as well as to Supervisor Bunce.

MOTION MOVE TO ACCEPT THE BID FROM VICTORY CHEVROLET FOR A 2009 IN THE AMOUNT OF \$26,446.91 (LICENSING SEPARATE) AND AUTHORIZE THE GENERAL MANAGER TO SIGN THE PURCHASE AGREEMENT.

M/S/C JACOBS/STAGG Vote 5 Ayes

D. Long-range Financial report. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet.

MOTION MOVE TO AUTHORIZE THE GENERAL MANGER TO WORK WITH HENRY TAYLOR TO DEVELOP A LONG-RANGE CAPITAL PLAN FOR THE TCSD.

M/S/C L. JOHNSON/STAGG Vote – 5 Ayes

E. Continued (by unanimous vote)

(Agenda Item 5. General Business – F. Attached Summon regarding Bay Road)

F. Attached “Summon” re 737 Bay Road. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet

**MOTION MOVE NOT TO CONTEST TITLE ACTION REGARDING
737 BAY STREET.**

M/S/C BARTSCHAT/L. JOHNSON Vote – 5 Ayes

G. New FMLA Regulations. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet.

MOTION MOVE TO PUT UP FMLA POSTER

M/S/C STAGG/L. JOHNSON Vote – 5 Ayes

H. Zero Waste Principles. President Bartschat implores the Board for a zero-waste policy and Board Workshop.

**MOTION MOVE TO ADOPT A ZERO-WASTE DISTRICT POLICY
AND TO HAVE A WORKSHOP ON THIS ISSUE.**

M/S/C BARTSCHAT/STAGG Vote – 5 Ayes

I. Final Payment for 2008 Sewer Improvement Project (Change Order 1-16).

President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet.

**MOTION MOVE TO APPROVE CHANGE ORDER NUMBER 5-16
FOR WORK ON THE 2008 SEWER IMPROVEMENT
PROGRAM THE AMOUNT OF \$118,989.58 AND TO
AUTHORIZE THE GM TO SIGN THE CHANGE ORDER
ON BEHALF OF THE DISTRICT (FUNDS TO COME
FROM THE SANITARY SEWER CONSTRUCTION
PROJECT FUND)**

M/S/C BARTSCHAT/L. JOHNSON Vote – 5 Ayes

J. Sewer System Flow Coordination with SMCSO during “Wet Weather” events.

President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet. GM Elam further reported that this was purely an information agenda item.

K. Wet Weather Reports. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet. GM Elam stated that this was an information issue only.

L. RMC Proposed overflow reduction plan and response to EPA Administrative Orders. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet. GM Elam stated that this was an information issue only.

M. Review of RMC Cost of work required under our E.P.A. Administrative Order. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet. GM Elam stated that this was an information issue only.

N. Proposed Tam Valley Leadership Program. President Bartschat called on GM Elam who referred the Board to the written materials included with the Agenda packet. GM Elam stated that this was an information issue only.

**MOTION MOVE TO AUTHORIZE STAFF TO BEGIN THE
 PLANNING FOR A LEADERSHIP FORUM WITH A
 BUDGET NOT TO EXCEED \$1000.00 AND BRING BACK
 TO THE BOARD REGULAR UPDATES**

M/S/C

L. JOHNSON/STAGG

Vote – 5 Ayes

6. STAFF REPORTS.

A. Carol Buchholz – Parks & Recreation. President Bartschat called on P&R Director Buchholz who referred the Board to the written materials included with the agenda packet and further repeated the following upcoming P&R events: Newsletter, farmers market, tennis lessons, kids/adult movie nights, Giants game. Comport classes, organic gardening. Creekside Fridays, Speaker's Forum, Ice Cream Social, Debris Day and Garage Sale, Senior Newsletter. Ms. Buchholz also discussed her two recent workshops. Including zero waste event planning! All thanked Carol!

B. Bob Bunce – Sanitation. Supervisor Bunce was then called on by President Bartschat – Mr. Bunce reported that the District will be replacing the 50-year old 15/30 horse power pumps; Mr. Bunce has been working with Phippen and an electrical engineer for an automatic turn-on; Dave and Gene have been hydro-flushing (including Chamberlin Court; and sewer repairs are ongoing – currently there are four repairs that are completed. The Board Thanks Bob!

C. Jerry Taylor – Finance Report. President Bartschat called on Finance Manager Jerry Taylor who referred the Board to the agenda packet written materials, including the three (3) Supplemental Reports – in response to President Bartschat's general question regarding the "state" of the District; Mr. Taylor responded that all seemed well! Mr. Taylor then asked that the Board approve the March Financials, as submitted.

D. Jon Elam – General Manager – Refuse Update. Mr. Elam reminded that he had already reported on most of the District issues, included refuse.

7. BOARD REPORTS AND COMMENTS

- A. **SMCSD** Update for 02/02/09 Meeting – Jim Jacobs – referred to his written report
- B. **SASAM** Update for 02/12/08 Meeting – Jim Jacobs – referred to his written report
- C. **SAMCSD** Update for 02/20/09 Special Meeting – Jim Jacobs – referred to his written report
- D. **SMCSD** Update for 02/26/09 Meeting – Linda Johnson
- E. **SMCSD** Update for 03/02/09 Meeting – Jim Jacobs – referred to his written report.
- F. **GATEWAY.** Ms. Johnson referred to her written report and warns of upcoming issues (low income housing, wet lands, ABAG issues, TAM Community-Wide Plan, Flamingo/Shoreline Traffic issues/Safe Routes issues (Robin)

8. COMMUNITY ISSUES OF CONCERN. L Johnson reiterates her support for the anti-desalination plant and reminds of alternates to fresh water sources (Member L. Johnson offer to write a draft letter toward this opposition point of view).

9. CONSENT CALENDAR

MOTION MOVE TO APPROVE THE CONSENT CALENDAR AS SUBMITTED.

M/S/C BARTSCHAT/L. JOHNSON Vote – 5 Ayes

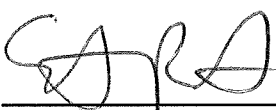
10. MEETING REVIEW – DISCUSSS BOARD MEETING. There was none.

11. ADJOURNMENT.

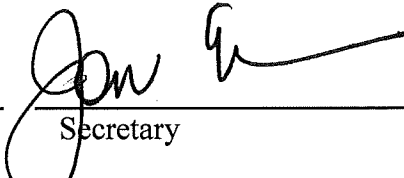
MOTION MOVE TO ADJOURN

M/S/C L. JOHNSON/STAGG Vote – 5 Ayes

The March 18, 2009 Board Meeting adjourned at 10:00 PM.



President



Secretary

NEXT MEETING

DATE: April 8, 2009
TIME: 7:00 PM
PLACE: COMMUNITY CENTER