

**Minutes of the Regular Meeting of TCSD Board of Directors**  
**Held at 203 Marin Drive, Mill Valley**  
**Wednesday, July 14, 2010**  
**7:00pm**

1. **CALL TO ORDER.** The Session of the Tamalpais Community Services District Board of Directors was called to order by Vice President Jim Jacobs at 7:02 p.m. on Wednesday, July 14, 2010.

2. **ROLL CALL.**

Board Members Present: The following members were present:

Vice President Jim Jacobs  
Linda Johnson (L. Johnson)  
Gretchen Stagg  
Rick Johnson (R. Johnson)

Not Present: President, Steffen Bartschat

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

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

Not Present: Wastewater Facility Manager Bob Bunce

Others Present: Sue Hayes, Jeff Brown, Susan Toch, and one member of the public

3. **APPROVE AGENDA**

**MOTION TO APPROVE THE AGENDA**

**M/S/C            G. Stagg/L. Johnson            AYES: 4            NAYS: 0**

4. **PUBLIC EXPRESSION.** Vice President Jim Jacobs invited public expression on non-agenda items, in response to which there was the following: None

5. **COMMISSION REPORTS.**

Revitalization & Safety Commission – No meeting was held in June

Park & Recreation Commission – No meeting was held in June – Sue Hayes gave an informal report that the Commission has been working on the lighting redesign for the Community Center parking lot.

6. **GENERAL BUSINESS.** It should be noted that GM Elam (and Staff) provided this work session's reports, financials, and other written materials.
- A. **PRESENTATION OF CERTIFICATE TO RICK JOHNSON** – Vice President Jacobs presented Board Member Rick Johnson with a plaque thanking him for his dedication and service to TCSD. GM Elam thanked him as well for his time served. Mr. Johnson thanked everyone for the plaque and the opportunity to serve on the Board.

**MOTION TO PRESENT CERTIFICATE OF APPRECIATION TO RICK JOHNSON**  
M/S/C J. Jacobs/L. Johnson AYES: 4 NAYS: 0

- B. **PUBLIC HEARING – TCSD BUDGET FOR FY 2010-2011** – GM Elam reminded the Board that the budget review is a 3 step process: 1) annual public hearing on the budget; 2) public expression section; 3) discussion by Board before adoption.

Jerry Taylor began with Parks & Recreation (P&R)– Numbers were unchanged from the budget review workshop in June. The changes in salary figures was to cover temporary help and that Terry Johnson has been moved completely to the P&R budget whereas his salary was previously divided with Sanitation. There has also been a large reduction in maintenance and supply. L. Johnson inquired as to the P&R reserves. Mr. Taylor responded that there was approximately \$400,000 currently in reserve for P&R. Ms. Stagg inquired about the tennis court resurfacing costs and Mr. Taylor replied that is was part of the capital improvement segment.

Refuse: There is no current increase in refuse fees and the largest change has been in the sale of recyclable materials. Mr. Taylor is projecting the budget next will break even. Personnel expenses increased in 2009 due to retirement of an employee.

Sanitation: Prop 218 rate increases brought fees up to \$1,013 per EDU to balance the sanitation fund. TCSD will continue to explore negotiations with SMCSO to improve the bottom line without an increase in rates. This is the first year TCSD has received SMCSO's figures to present in the budget approval process. \$10,000 has been moved out of the repair and maintenance fund.

Vice President Jacobs then opened the Public Hearing portion. Jeff Brown questioned Ms. Laughter's salary and which department it was being budgeted to. Mr. Taylor reported that like the other employees' salaries, it was distributed across all divisions and this is shifted yearly based on work schedules and allows TCSD to keep overhead to a minimum.

Susan Toch questioned the line item addressing refunds to customers. Mr. Taylor responded that the refunds in question were to commercial customers.

**CLOSE PUBLIC HEARING MOTION**

**M/S/C          Jim Jacobs/Linda Johnson          Ayes: 4          Nays: 0**

**C.          MOTION TO ADOPT DISTRICT BUDGET –for 2010/2011**

**MOTION TO ADOPT DISTRICT BUDGET**

**M/S/C          Linda Johnson/Gretchen Stagg          Ayes: 4          Nays: 0**

GM Elam commended Mr. Taylor for his work on the budget.

**D.          PROPOSED ADOPTION OF ORDINANCE 2010-02 SETTING DISTRICT RATES FOR REFUSE AND SANITATION IN 2010/2011**

**MOTION TO ADOPT ORDINANCE 89 FOR SEWER SERVICE**

**M/S/C          Linda Johnson/Gretchen Stagg          Ayes: 4          Nays: 0**

**E.          DISCUSSION AND REPORT ON MEETINGS WITH SMCSO ON PROPOSED WASTEWATER TREATMENT AGREEMENTS**

Vice President Jacobs reported that the Board has been seriously considering the options when looking to transfer sewer flows to SASM as addressed earlier in 2010. It has been determined that while there might be better management and more representation switching flows to SASM, the costs are prohibitive. Another option has been to redraw the district lines to include TCSD into SMCSO. GM Elam stated that to continue our existing approach would continue to increase costs and raise rates, that it would not be able to provide long-term capital financing costs, and the hope with consolidation would be not having to raise rates for approximately 20 years.

The plan to transfer to SASM will no longer be pursued and renegotiation of a contract with SMCSO will become the Board's focus and priority.

**F.          PROPOSED MOTION TO ADOPT 2009/2010 COST OF LIVING SALARY ADJUSTMENT OF 1.7% - Mr. Taylor reported that he used the same formula based on the consumer price index report to determine the cost of living increase of 1.7% which will be retroactive to July 1, 2010.**

**MOTION TO APPROVE COL ADJUSTMENT EFFECTIVE JULY 1, 2010**

**M/S/C Rick Johnson/Gretchen Stagg Ayes: 4 Nays: 0**

**STAFF REPORTS**

- Carol Buchholz – Park & Recreation – Ms. Buchholz thanked Board Member Rick Johnson for his years served on the Park & Recreation Commission as well as the extensive work he did on the renovation of Eastwood Park. Ms. Buchholz went on to report that the opening gala for TCSD's Gallery 305 would be occurring on July 15<sup>th</sup>. Gallery 305 is a project sponsored by the Art Commission working with the Marin Modern Art Museum. Articles for the September newsletter are being compiled. All of our playground equipment has been inspected and brought up to code as necessary. The Green Garden project has received its first funding check. Creekside Fridays are doing well and have received grant money from Charles McClashan.
- Bob Bunce – Refuse – Mr. Bunce was not present but GM Elam updated the Board stating that there were no significant incidents and only a repair on Erica Road.
- Jerry Taylor – Finance – Mr. Taylor had nothing more to add to his report
- Jon Elam – Refuse – GM Elam had nothing new to report.

**BOARD REPORTS**

- A. SMCSD Meeting on June 7, 2010 – Jim Jacobs reported on the meeting with SMCSD and TCSD regarding renegotiating the agreement which ends in 2014 that SMCSD is open to alternative ideas and boundary changes proposed by TCSD. Discussions would continue at future meetings.
- B. SASM Meeting on June 17, 2010 – Jon Elam and Jim Jacobs attended the SASM meeting in which the future of SASM was discussed. It has been determined that further discussion is needed.
- C. Richardson Bay Meeting on June 20, 2010 – Jon Elam and President Steffen Bartschat attended the meeting which included discussions and proposals regarding the future of SASM. It was decided that there would be an attempt to construct a subcommittee comprised of representatives from each district to reconvene to try to reach a consensus.
- D. Gateway Meeting on June 21, 2010 – Linda Johnson reported that the multi-use path project was currently being held up by CalTrans. The parcel owned by CalTrans directly across from the Larkspur Hotel had dropped in price and Charles McGlashan is trying to get them to donate it to the County; A measure will be on the November ballot regarding MMWD and any new projects will need to be voted on due to the opposition to the desal plant that is currently under construction.

E. SMCSO/TCSO Meeting – June 21, 2010 – GM Elam and Vice President Jacobs attended this meeting where a 10-year plan was discussed with different financing scenarios.

**OTHER ISSUES**

None were reported.

CONSENT CALENDAR – Mr. Taylor reported that due to the budget presentation, no disbursement schedule was prepared.

**MOTION TO APPROVE MINUTES**

**M/S/C Linda Johnson/Rick Johnson**

**Ayes: 4**

**Nays: 0**

**NEXT MEETING AGENDA ITEMS:**


- Review Board Applications


**MOTION TO AJOURN:**

**M/S/C Jim Jacobs/Gretchen Stagg**

**Ayes: 4**

**Nays: 0**

  
\_\_\_\_\_  
President Date

  
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Secretary Date